

TITLE:	Manager - People & Culture - March 2025	DOC REF: 11.2.8
REPORT BY:	Rebecka Britton Manager People and Culture	DATE: 22/04/2025

CORPORATE PLAN REFERENCE:

Key Priority 3: Economic Development - A sustainable local economy

3.1: Facilitate employment and investment opportunities

3.1.1: Encourage a diverse supply of housing affordability and choices

3.1.2: Council owned housing is managed, is affordable, and which is suitable to meet demands

Key Priority 7: Valuing our greatest asset – people

7.1: An innovative culture

7.1.1: Adopt employment practices that develop and support a motivated and focused workforce

7.1.3: Ensure the workforce is adequately trained and staff have access to development programs and continually support Workplace, Health and Safety practices

RISK MANAGEMENT:

Information Report only - not applicable.

PURPOSE:

To provide Council with an update of the activities of the Manager – People & Culture for the month of February 2025.

CONTENT:

HOUSING

Occupancy

Houses	All houses are occupied (see note)
Melrose Units	1 unit vacant
47 Pituri Units	1 unit vacant
58 Pituri Units	5/6 are leased.
	Balance of units are vacant/allocated to contract staff
61 Moonah Units	2 units occupied, 1 awaiting maintenance

Note – 54 Pituri St - allocated to flood damage post bathroom/kitchen upgrade. Further works to be undertaken while tenanted.

***Recreation & Wellbeing Officer – staff accommodation required

Housing standard is something that we would like to implement. Document provisions/exclusions as a standard & amended on an individual basis.

Breaches

One breach issued in April 2025

Capital Upgrades

Capital works are being undertaken on housing stock on a planned/project basis with Tonkies Carpentry/Nortons Fencing.

Future capital upgrades – would like to understand council priorities. Liveability is significant to our staff & community. This will be something to address through the strategic planning process in the development of the corporate plan. Conscious of budget development now being outside of this scope. Staff housing could significantly benefit from increased outside storage/vehicle storage/outdoor living spaces. As capital upgrades I am unsure how to express the desire for these to be considered as inclusions.

Asset Management Plan

Shepherd Services have been engaged to undertake - Commenced as schedule April 7th & undertaken in full (Housing).

New Residential Estate – Executive Staff Housing

Develop initial concept to put forward for future project development/tender in consultation with DWO/ACEO

- Submitted suggestions to consultant engineer 21/3/2025

Base design – 3 bed + office concept based loosely on caretakers cottage at racecourse reserve with increased outdoor living space, shaded carport.

Will be looking at tendering a design that incorporates full provision of house with total room design specifications, AC, electrical, external living spaces, vehicle storage, external lockable storage, fencing, landscaping, driveway,

HUMAN RESOURCES

Available Positions

- Currently advertising for casuals across the organisation
- Town Services/RMPC – Casual
- RMPC – Permanent – To be advertised
- Recreation, Sport & Wellbeing Officer (not advertised as yet – ECDM awaiting confirmation from WQPHN)

Recent Engagements

- Town Services – Casual
- Depot Admin – Casual
- CEO – Awaiting confirmation of contract from Mayor/ACEO

Resignations

- RMPC – Full Time/Permanent

Contract Engagements

- Acting Director of Corporate Services (Agency – until 17th May 2025)
- Temporary Finance Manager (Agency – until 15th August 2025)

LEARNING & DEVELOPMENT

- UNISA Workforce Culture Survey – to be presented to manex May 2025

PEOPLE & CULTURE - MISCELLANEOUS

- Policy Reviews – Study/Uniform/Housing
 - Study Agreement
- Remote Jobs & Economic Development – Round 2
 - Submitted

CONSULTATION: Acting CEO – Kaylene Sloman

GOVERNANCE IMPLICATIONS: Nil

RECOMMENDATION:

That the Manager – People & Culture March 2025 report is received for information.

ATTACHMENTS: Nil

Reviewed and Approved Acting by Chief Executive Officer	Mrs Kaylene Sloman
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