



AP6 – COUNCIL HOUSING AND STAFF ACCOMMODATION POLICY

MANAGEMENT PRACTICE: STAFF HOUSING

DELEGATION: N/A

OBJECTIVE

To provide adequate subsidised housing to assist in the recruitment and retention of necessary and professional staff.

To provide a framework for the decision making process for the allocation of Council owned housing that is open and equitable.

To provide guidelines for the tenancy of a Council owned residence.

To encourage employees to invest in their own housing within the Shire of Jerramungup.

POLICY

The allocation of Council owned housing to staff will be carried out as a part of corporate services responsibilities. The allocation of staff housing will be carried out to ensure that staff are housed in the most appropriate residence for their current situation with regard to houses which are subject to contractual arrangements.

Allocation of Housing:

It is generally accepted that single applicant's will be offered a 2 bedroom unit and couples or families will be offered a 3 bedroom house where available.

Where a residence is not required by Council staff in the medium to long term arrangements for private rental on a monthly basis to suitable applicants may be arranged. The amount of rent shall be paid at the full market rent for any private occupants.

Housing subject to Contractual Agreements:

The following houses will form part of contractual agreements and are to be allocated to specific positions within the organisation as a part of salary packaging arrangements:

- 18 Lancaster Road – Chief Executive Officer
- 37 McGlade Close Bremer Bay – Deputy Chief Executive Officer
- 20 Coral Sea Road – Manager of Works
- 4 Kokoda Road – Manager of Development
- 28 Derrick Street – Works Supervisor

On occasions where there is a medium-long term vacancy in any of the above positions the residence may be leased on a monthly basis at the market rate of rent.

Relevant Legislation:	<i>Residential Tenancy Act 1987</i> <i>Local Government Act 1995</i>
Related Documents:	Management Practice – Staff Housing
Related Local Law:	N/A
Related Policies:	AP7 – Human Resources – Remuneration and Subsidies
Adopted:	20 April 2016 OC160406
Last Reviewed:	17 April 2019 27 May 2026
Next Review Date:	2027