

## **AMENDED ADDITIONAL ITEM**

**Item No:** 5.3  
**Title:** Senior Designated Officer Positions  
**Department:** People and Culture

---



13 July 2016 Ordinary Council Meeting

D12396383

### **Summary:**

An interim organisation structure was endorsed by Council on the 25 May 2016. Given the anticipated size and scope of the Assets, Infrastructure and Business group, there is a need to establish the following four (4) **Senior Manager** positions in the organisation structure of the Council, with those positions to report to the Group Leader, Assets, Infrastructure and Business, and for those four (4) positions to be designated as "Senior Staff" positions for the purposes of s. 332 of the Local Government Act 1993. The positions are as outlined below:

- 1) Senior Manager, Roads and Drainage
- 2) Senior Manager, Water and Sewer
- 3) Senior Manager, Property and Asset Management
- 4) Senior Manager, Business and Economic Development

### **Recommendation:**

- 1 That Council receive and note this report.**
- 2 That the identified positions be established in the organisation structure of the Council, to report to the Group Leader, Assets, Infrastructure and Business.**
- 3 That Council determine the described four (4) Senior Manager positions are Senior Staff positions for the purpose of section 332 of the Local Government Act 1993.**

### **Context:**

Given the anticipated size, composition and broad scope of the Assets, Infrastructure and Business Group it is anticipated that a number of Senior Manager roles will be required in order to deliver the required level of service for the Council and the community.

In reviewing the descriptors outlined in the Local Government (State) Award 2014 which act as a guide in determining Senior Staff, it is considered that:

## **5.3 Senior Designated Officer Positions (contd)**

---

### Authority and Accountability

These roles will be accountable for the direction and control of a large work area where the individual will be required to influence the organisation or group to long-term strategic directions. Further, there is a clear expectation that these positions will lead policy development and implementation.

### Judgement and Problem Solving

The positions will be required to solve problems through analytic reasoning and integration of wide-ranging and complex information, and have a high level of independence in determining direction and approach to issues.

### Specialist Skills and Knowledge

The roles will require the application of a range of specialist knowledge and skills, including relevant legislation and policies and other areas of precedent with the requirement to provide authoritative advice to the organisation in these areas.

### Management Skills

The positions will require the application of corporate management skills in a diverse organisation to establish goals and objectives. Further, the roles will be required to manage and control staff, budgets and work programs or major projects of the Council or the group utilising leadership, evaluation and monitoring skills to facilitate the achievement of objectives. The positions will have accountability for generating innovative approaches to more effectively deploy resources, meet changing circumstances and improve service to the community.

### Interpersonal Skills

The roles are required to use persuasive skills with external parties on major items of critical importance to the organisation. The roles are expected to motivate managers and staff at all levels by leading and influencing others to achieve complex objectives and have overall influence on the development of the Council.

### Qualifications and Experience

Finally, the roles will have a relevant degree or equivalent and management experience, combined with accredited management qualifications.

**Conclusion:**

I am proposing that the Council supports the recommendation for the four (4) Senior Manager roles within the Assets, Infrastructure and Business Group to be determined as "Senior Staff" in accordance with s. 332 of the Local Government Act 1993.

**Attachments**

*Nil.*