Australian Capital Territory

Housing Assistance Rental Bond Program Delegation 2018 (No 1)

**Notifiable instrument NI2018–629**

made under the

*Housing Assistance Act 2007*, s17 Housing Commissioner – delegation

**1 Name of instrument**

This instrument is the *Housing Assistance Rental Bond Program Delegation 2018 (No 1)*.

**2 Commencement**

This instrument commences on the day after its notification day.

**3 Delegation**

I delegate my functions under the Housing Assistance Rental Bond Program 2018 (No 1), as specified in column 1 of the attached Schedule, to each person holding or performing duties of an office in the ACT Public Service specified in column 2 of the Schedule.

**4 Revocation**

This instrument revokes the *Housing Assistance Rental Bonds Housing Assistance Program Delegation 2012 (No 1)* NI2012-156.

**5 Schedule 1**

Schedule 1 forms part of this instrument.

Jo Wood

Commissioner for Social Housing

12 November 2018

**Schedule 1**

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| **COLUMN 1** | **COLUMN 2\*** |
| All powers under the Housing Assistance Rental Bond Program, including:  **Clause 4** – determine asset eligibility limit; determine eligible applicant; determine household.  **Clause 5** – issue housing operation guidelines.  **Clause 8(1)** – approve a form for an application for rental bond assistance under the Program.  **Clause 13(3)** – for applicants that permanently vacate a dwelling, decide that all outstanding amounts under the rental bond agreement are not repayable in accordance with the agreement. | Deputy Director-General; Executive Director; Senior Director; Directors |
| **Clause 6(1), 6(3)** – provide an amount to the ACT Revenue Office up to the value of the rental bond sought by a lessor and enter into a rental bond assistance agreement. | SOGAs; SOGBs; SOGCs; ASO6s; ASO5s; ASO4s |
| **Clause 8(2)** – determine information that is reasonably required in a rental bond program application. | SOGAs; SOGBs; SOGCs; ASO6s; ASO5s; ASO4s; ASO3s |
| **Clause 8(3)** – determine who are to be considered the applicant or joint applicants. | SOGAs; SOGBs; SOGCs; ASO6s; ASO5s; ASO4s |
| **Clause 8(4)** – decide the length an application remains valid; determine whether an application can be reinstated. | SOGAs; SOGBs; SOGCs |
| **Clause 9(1)** – decide if an applicant is eligible for the rental bond program. | SOGAs; SOGBs; SOGCs; ASO6s; ASO5s; ASO4s |
| **Clause 9(2)** – decide that an applicant is eligible for assistance despite owing a debt under this program; or being unable to meet the schedule of repayments. | SOGAs; SOGBs; SOGCs |
| **Clause 9(3)** – decide that an applicant is eligible for assistance despite providing materially false or misleading information. | SOGAs; SOGBs; SOGCs |
| **Clause 10(1)** – apply an exemption to eligibility criteria. | SOGAs; SOGBs; SOGCs |
| **Clause 13(4)** – apply amounts received toward repayment of any outstanding amount under the rental bond agreement, and repay any remaining balance to the applicant via electronic funds transfer. | SOGAs; SOGBs; Financial Controller |
| **Clause 14(2)** – notify an applicant of a decision within 28 days | SOGAs; SOGBs; SOGCs; ASO6s; ASO5s; ASO4s |
| **Clause 15(2)** – extend the period for a person to seek review | SOGAs; SOGBs; SOGCs |
| **Clause 15(4)** – review decision or refer it to an advisory committee | SOGAs; SOGBs; SOGCs; ASO6s |
| **Clause 15(5)** – notify an applicant of the reviewed decision | SOGAs; SOGBs; SOGCs; ASO6s |

**\*DETAILS OF POSITIONS REFERRED TO IN SCHEDULE**

**COMMUNITY SERVICES DIRECTORATE**

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| **Deputy Director-General** Community Services Directorate |
| **Executive Director** Housing ACT |
| **Senior Director**  Housing ACT |
| **Directors**  Responsible for Strategy and Viability and Infrastructure and Contracts, Housing ACT |
| **Financial Controller** Housing ACT |
| **Senior Officer Grade A (SOGA)** P12132; P36471; P31537 |
| **Senior Officer Grade B (SOGB)** P34236; P07443; P37045 |
| **Senior Officer Grade C (SOGC)** P10588; P26623 |
| **Administrative Services Officer Class 6 (ASO6)** P07618; P03365; P42249; P12395 |
| **Administrative Services Officer Class 5 (ASO5)** P26818; P26809; P26802; P26836; P26835; P26810; P26837; P39731; P26826; P26813; P26790; P26806; P26827; P31713; P03466; P26815; P26833; P26818 |
| **Administrative Services Officer Class 4 (ASO4)** P28916; P28927; P28926; P37149; P28907; P28917; P28919; P28902 |
| **Administrative Services Officer Class 3 (ASO3)** P07800; P07806; P08074 |
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