

Australian Capital Territory

# Safer Families Assistance Program Delegation 2023 (No 1)

Notifiable instrument NI2023-838

made under the

*Housing Assistance Act 2007*, section 17 (Housing commissioner – delegation)

---

**1 Name of instrument**

This instrument is the *Safer Families Assistance Program Delegation 2023 (No 1)*.

**2 Commencement**

This instrument commences on the day after it is signed.

**3 Delegation for the Safer Families Assistance Program 2018**

I delegate my functions under the *Safer Families Assistance Program 2018 (No 1)* as approved in DI2018–271 which are specified in columns 1 and 2 of the attached schedule to each person holding or performing the duties of an office in the ACT Public Service specified in column 3 and 4 of the schedule.

**4 Revocation**

This instrument revokes the *Safer Families Assistance Program Delegation 2022 (No 1)* NI2022–45.

Catherine Rule  
Commissioner for Social Housing

8 December 2023

## Schedule

Safer Families Assistance Program Delegation 2023 (No 1)  
made under the *Housing Assistance Act 2007*

Column 1	Column 2	Column 3	Column 4
Clause	Function	Position level/ position number	Business unit
Program	All functions and powers of the Commissioner for Social Housing	Deputy Director-General  Executive Group Manager	Community Services Directorate (CSD)  Housing Assistance, CSD
Program	All functions and powers of the Commissioner for Social Housing except: <ul style="list-style-type: none"> <li>➤ the power to make determinations for the program (clause 5) and</li> <li>➤ to issue operation guidelines for the program (clause 6)</li> </ul>	Executive Branch Manager  Executive Branch Manager  Executive Branch Manager	Housing and Homelessness Programs, Housing Assistance, CSD  Client Services, Housing Assistance, CSD  Infrastructure and Contracts, Housing Assistance, CSD
7(1)	Issue assistance to support an eligible person under the program	Senior Officer Grade A (SOGA)  Senior Officer Grade B (SOGB)  Senior Officer Grade C (SOGC)  Administrative Services Officer Class 6 (ASO6)	Client Services, Housing Assistance, CSD

## Schedule

Safer Families Assistance Program Delegation 2023 (No 1)  
made under the *Housing Assistance Act 2007*

Column 1	Column 2	Column 3	Column 4
Clause	Function	Position level/ position number	Business unit
		Administrative Services Officer Class 5 (ASO5)  Administrative Services Officer Class 4 (ASO4)	
9(1)	Determine that the applicant is eligible for family safety assistance	Senior Officer Grade A (SOGA)  Senior Officer Grade B (SOGB)  Senior Officer Grade C (SOGC)  Administrative Services Officer Class 6 (ASO6)  Administrative Services Officer Class 5 (ASO5)  Administrative Services Officer Class 4 (ASO4)	Client Services, Housing Assistance, CSD
9(3)	Determine that an applicant is not eligible for assistance if:	Senior Officer Grade A (SOGA)	Client Services, Housing Assistance, CSD

## Schedule

Safer Families Assistance Program Delegation 2023 (No 1)  
made under the *Housing Assistance Act 2007*

Column 1	Column 2	Column 3	Column 4
Clause	Function	Position level/ position number	Business unit
	<ul style="list-style-type: none"> <li>➤ the application is false or misleading in any material way, or</li> <li>➤ receiving another form of housing assistance under section 19(1) of the <i>Housing Assistance Act 1997</i>, other than rental bond loan assistance</li> </ul>	Senior Officer Grade B (SOGB)  Senior Officer Grade C (SOGC)  Administrative Services Officer Class 6 (ASO6)	
10	Apply an exemption to eligibility criteria	Senior Officer Grade A (SOGA)  Senior Officer Grade B (SOGB)  Senior Officer Grade C (SOGC)	Client Services, Housing Assistance, CSD
12	Determine the method for working out the weekly income of an applicant	Senior Officer Grade A (SOGA)  Senior Officer Grade B (SOGB)  Senior Officer Grade C (SOGC)  Administrative Services Officer Class 6 (ASO6)	Client Services, Housing Assistance, CSD

## Schedule

Safer Families Assistance Program Delegation 2023 (No 1)  
made under the *Housing Assistance Act 2007*

Column 1	Column 2	Column 3	Column 4
Clause	Function	Position level/ position number	Business unit
		Administrative Services Officer Class 5 (ASO5)  Administrative Services Officer Class 4 (ASO4)	
13	Request further information from an applicant regarding eligibility	Senior Officer Grade A (SOGA)  Senior Officer Grade B (SOGB)  Senior Officer Grade C (SOGC)  Administrative Services Officer Class 6 (ASO6)  Administrative Services Officer Class 5 (ASO5)  Administrative Services Officer Class 4 (ASO4)	Client Services, Housing Assistance, CSD
14(2)	Give affected person a written notice within 28 days	Senior Officer Grade A (SOGA)	Client Services, Housing Assistance, CSD

## Schedule

Safer Families Assistance Program Delegation 2023 (No 1)  
made under the *Housing Assistance Act 2007*

Column 1	Column 2	Column 3	Column 4
Clause	Function	Position level/ position number	Business unit
		Senior Officer Grade B (SOGB)  Senior Officer Grade C (SOGC)  Administrative Services Officer Class 6 (ASO6)  Administrative Services Officer Class 5 (ASO5)  Administrative Services Officer Class 4 (ASO4)	
15(2)	Allow extension to the period, to seek review	Senior Officer Grade A (SOGA)  Senior Officer Grade B (SOGB)  Senior Officer Grade C (SOGC)  Administrative Services Officer Class 6 (ASO6)	Client Services, Housing Assistance, CSD

## Schedule

Safer Families Assistance Program Delegation 2023 (No 1)  
made under the *Housing Assistance Act 2007*

Column 1	Column 2	Column 3	Column 4
Clause	Function	Position level/ position number	Business unit
15(4)	Review the decision or refer it to advisory committee, and accept, vary or reject the recommendation, on receipt of a request	Senior Officer Grade A (SOGA)  Senior Officer Grade B (SOGB)  Senior Officer Grade C (SOGC)  Administrative Services Officer Class 6 (ASO6)	Client Services, Housing Assistance, CSD
15(5)	Give affected person written notice of the review decision within 28 days	Senior Officer Grade A (SOGA)  Senior Officer Grade B (SOGB)  Senior Officer Grade C (SOGC)  Administrative Services Officer Class 6 (ASO6)	Client Services, Housing Assistance, CSD