

Australian Capital Territory

Housing Assistance Delegation 2008 (No2)

Instrument of Delegation – NI2008-344

made under the

Housing Assistance Act 2007, s 17 (Delegation)

Under Section 17 of the *Housing Assistance Act 2007* (the Act) I revoke all previous delegations under the Act and I delegate those of my powers under the Act specified in column 1 of the attached Schedule to each person holding or performing the duties of an office in the ACT Public Service specified in column 2 of the Schedule and which position number is stated in the Addendum.

Sandra Lambert
Commissioner for Social Housing

Date: 17 August 2008

This is page 1 of the Schedule to the Instrument of Delegation under the *Housing Assistance Act 2007* signed by the Commissioner for Social Housing on 17 August 2008

COLUMN 1 Provision and outline of power	COLUMN 2 Office (Position Numbers shown on Addendum)
All powers (except the power to delegate itself)	Deputy Chief Executive; Executive Director
Section 10(2) – Enter into arrangements with entities to provide housing assistance	Deputy Chief Executive; Executive Director; Director Housing ACT; Director Asset Management only
Section 11 – In connection with the housing commissioner’s functions exercise the following powers:	
<ul style="list-style-type: none"> • acquire, control, manage and dispose of land 	Director Housing ACT; Director Asset Management; SOGAs, SOGBs Asset Management
<ul style="list-style-type: none"> • purchase and sell housing 	Director Housing ACT; Director Asset Management; SOGAs, SOGBs Asset Management
<ul style="list-style-type: none"> • construct, maintain, renovate and demolish housing 	Director Housing ACT; Director Asset Management; SOGAs, SOGBs, SOGCs Asset Management
<ul style="list-style-type: none"> • enter into arrangements with entities for the construction, maintenance, renovation or demolition of housing 	Director Housing ACT; Director Asset Management; SOGAs, SOGBs, SOGCs Asset Management
<ul style="list-style-type: none"> • enter into contracts 	Director Housing ACT; Director Asset Management; SOGAs; SOGBs; SOGCs; ASO6s; ASO5s
<ul style="list-style-type: none"> • enter into a tenancy or occupancy agreement 	Director Housing ACT; Director Asset Management; SOGAs; SOGBs; SOGCs; ASO6s; ASO5s; ASO4s
<ul style="list-style-type: none"> • exercise the housing commissioner’s powers under a tenancy or occupancy agreement 	Director Housing ACT; Director Asset Management; SOGAs; SOGBs; SOGCs; ASO6s; ASO5s; ASO4s
<ul style="list-style-type: none"> • set rents for individual dwellings or complexes (eg; dwellings newly handed-over or upgraded) 	Director Housing ACT; Director Asset Management; SOGAs, SOGBs Asset Management
<ul style="list-style-type: none"> • powers relating to the administration of the home purchase assistance arrangements and the loans portfolio 	Under Treasurer, Department of Treasury, Position No C017; Director, Revenue Management, Department of Treasury, Position No E010
<ul style="list-style-type: none"> • other powers necessary or convenient to be done 	Director Housing ACT; Director Asset Management
<ul style="list-style-type: none"> • powers relating to the administration of the home purchase assistance arrangements and the loans portfolio – limited to the execution of mortgage discharges and transfers on mortgagee exercising power of sale 	<ul style="list-style-type: none"> • Deputy Chief Solicitor PN E00056 • Solicitor Legal 2 PN 42623 • Solicitor Legal 1 PN 42605
Section 13(1)(a) – enter into negotiations for a joint venture (with the Minister’s prior written approval)	Deputy Chief Executive; Executive Director only
Section 13(1)(b) - enter into an agreement for a joint venture (with the Executive’s prior written approval)	Deputy Chief Executive; Executive Director only
Section 15 – enter into a contract for an amount exceeding \$5 million (with the Minister’s prior written approval)	Deputy Chief Executive; Executive Director; Director Housing ACT; Director Asset Management only

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Section 21 – issue housing operation guidelines	Deputy Chief Executive; Executive Director; Director Housing ACT; Director Asset Management only
Section 23 – review annually rent charged for housing rented under a housing assistance program	Deputy Chief Executive; Executive Director; Director Housing ACT; Director Asset Management only
Section 24(2) – require an applicant to give the housing commissioner further stated information to decide an application for housing assistance	Director Housing ACT; Director Asset Management; SOGAs; SOGBs; SOGCs; ASO6s; ASO5s; ASO4s
Section 24(3) – refuse an application for housing assistance if the applicant does not provide the information required under s24(2)	Director Housing ACT; Director Asset Management; SOGAs; SOGBs; SOGCs; ASO6s
Section 25(2) – require a housing assistance recipient to provide stated information for purposes specified in this provision	Deputy Chief Executive; Executive Director; Director Housing ACT; Director Asset Management; SOGAs; SOGBs
Section 25(3) – in accordance with this provision, suspend or cancel all or part of the housing assistance if required information is not provided	Deputy Chief Executive; Executive Director; Director Housing ACT; Director Asset Management only
Section 27 – give written notice of a reviewable decision in accordance with this provision	Director Housing ACT; Director Asset Management; SOGAs; SOGBs; SOGCs; ASO6s
Section 32(3) – exercise housing commissioner's powers under s33 in relation to a tenancy of unleased land placed under the housing commissioner's control subject to that tenancy	Director Housing ACT; Director Asset Management; SOGAs, SOGBs, SOGCs Asset Management
Section 33(2) – in relation to unleased land placed under the housing commissioner's control under s32, exercise powers specified	Director Housing ACT; Director Asset Management; SOGAs, SOGBs, SOGCs Asset Management
Section 33(3) – give prior written agreement to the grant of a lease or licence of unleased land	Deputy Chief Executive; Executive Director; Director Housing ACT; Director Asset Management only
Section 34(2) – surrender control of unleased land to the planning and land authority	Deputy Chief Executive; Executive Director; Director Housing ACT; Director Asset Management only
Section 35(1) – comply with Minister's request to provide information	Deputy Chief Executive; Executive Director; Director Housing ACT; Director Asset Management only
Section 102(1) – declare that an approved housing assistance program corresponds to an old program; and that a thing under an old program corresponds to a thing under an approved program	Deputy Chief Executive; Executive Director; Director Housing ACT; Director Asset Management only
Section 102(4) – give a direction to facilitate the application of a declaration under subsection (1) in relation to an entity	Deputy Chief Executive; Executive Director; Director Housing ACT; Director Asset Management only

This is page 3 of the Schedule to the Instrument of Delegation under the *Housing Assistance Act 2007* signed by the Commissioner for Social Housing on 17 August 2008

**ADDENDUM TO SCHEDULE
OFFICES REFERRED TO IN SCHEDULE**

Deputy Chief Executive Position No E00268

Executive Director Position No E00270

Director Housing ACT Position No E00315

Director Asset Management Position No E00434

Senior Officer Grade A (SOGA) Asset Management (including Business Development)

Position Nos: 4077, 7781, 3140

Senior Officer Grade B (SOGB) Asset Management

Position Nos: 3832, 7818, 11710

Senior Officer Grade C (SOGC) Asset Management

Position Nos: 8161, 9129, 10573, 10575, 10613

Administrative Services Officer Class 6 (ASO6) Asset Management

Position Nos: 00089, 0406, 0452, 3144, 10561, 11514, 11521, 12258, 20024, 20048

Administrative Services Officer Class 5 (ASO5) Asset Management

Position Nos: 10780, 11502, 11508, 11915, 20022, 20025, 20026, 20057, 26175

Administrative Services Officer Class 4 (ASO4) Asset Management

Position Nos: 455, 10778, 12266, 20039

Senior Officer Grade A (SOGA) Housing ACT

Position No: 12132

Senior Officer Grade A (SOGA) Social Housing and Homelessness Services

Position No: 32288

Senior Officer Grade B (SOGB) Housing ACT

Position No: 10583

Senior Officer Grade B (SOGB) Social Housing and Homelessness Services

Position No: 11875

Senior Officer Grade C (SOGC) Housing ACT, Social Housing and Homelessness Services

Position Nos: 10588, 10582, 04349, 03107, 10580, 42466, 29608

Administrative Services Officer Class 6 (ASO6)

Position Nos: 03365, 09046, 03844, 06920, 09048, 07618, 03464, 03846, 10889, 09047, 03108, 11287, 03842, 09865, 12395, 07197, 03108, 03844, 03846, 42249, 05079, 09071, 13391, 00577, 22048, 24714, 00041

This is page 4 of the Schedule to the Instrument of Delegation under the *Housing Assistance Act 2007* signed by the Commissioner for Social Housing on 17 August 2008

ADDENDUM TO SCHEDULE (CONTINUED)

Administrative Services Officer Class 5 (ASO5)

Position Nos: 10787, 09066, 09069, 09068, 09090, 09087, 09081, 43516, 03445, 09088, 09083, 09064, 09065, 09089, 09086, 09075, 09072, 09073, 09235, 11293, 03376, 06921, 11045, 03151, 03831, 09085, 09076, 09060, 09058, 09063, 11040, 09074, 09084, 04288, 09077, 09070, 09080, 09082, 09061, 09059, 09062, 26174, 09236, 09237, 09238, 09239, 09240, 10007, 09269, 10006, 09268, 07749, 07750, 07751, 07752, 07753, 07343, 03150, 09267, 11417, 03466, 14076, 14077

Administrative Services Officer Class 4 (ASO4)

Position Nos: 03828, 11306, 10480, 03414, 19895, 09680, 07780, 07769, 07756, 03354, 07757, 07763, 07774, 07767, 07772, 07758, 03414, 03828, 11306, 10902