

Australian Capital Territory

Safer Families Assistance Program Delegation 2022 (No 1)

Notifiable instrument NI2022–45

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 2022 (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 2018 (No 1)* NI2018–631.

Catherine Rule
Commissioner for Social Housing
14 February 2022

Schedule

Safer Families Assistance Program Delegation 2022 (No 1) made under the *Housing Assistance Act 2007*

Column 1	Column 2	Column 3	Column 4
Clause	Function	Position description	Business unit
Program	All functions and powers of the Commissioner for Social Housing	Deputy Director-General Executive Group Manager	Community Services Directorate (CSD) Housing ACT, CSD
Program	All functions and powers of the Commissioner for Social Housing except: <ul style="list-style-type: none"> ➤ the power to make determinations for the program (clause 5) and ➤ to issue operation guidelines for the program (clause 6) 	Executive Branch Manager Executive Branch Manager Executive Branch Manager	Policy and Business Transformation, Housing ACT, CSD Client Services, Housing ACT, CSD Infrastructure and Contracts, Housing ACT, 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) Administrative Services Officer Class 5 (ASO5)	Client Services, Housing ACT, CSD Gateway Services, Client Services, Housing ACT, CSD

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Safer Families Assistance Program Delegation 2022 (No 1)
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Column 1	Column 2	Column 3	Column 4
Clause	Function	Position description	Business unit
		Administrative Services Officer Class 4 (ASO4)	
9(1)	Determine that the applicant is eligible for family safety assistance	Senior Officer Grade A (SOGA)	Client Services, Housing ACT, CSD
		Senior Officer Grade B (SOGB)	Gateway Services, Client Services, Housing ACT, CSD
		Senior Officer Grade C (SOGC)	
		Administrative Services Officer Class 6 (ASO6)	
		Administrative Services Officer Class 5 (ASO5)	
		Administrative Services Officer Class 4 (ASO4)	
9(3)	Determine that an applicant is not eligible for assistance if: <ul style="list-style-type: none"> ➤ the application is false or misleading in any material way, or ➤ receiving another form of housing assistance under section 19(1) of the <i>Housing Assistance Act 1997</i>, other than rental bond loan assistance 	Senior Officer Grade A (SOGA)	Client Services, Housing ACT, CSD
		Senior Officer Grade B (SOGB)	Gateway Services, Client Services, Housing ACT, CSD
		Senior Officer Grade C (SOGC)	
		Administrative Services Officer Class 6 (ASO6)	

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Column 1	Column 2	Column 3	Column 4
Clause	Function	Position description	Business unit
10	Apply an exemption to eligibility criteria	Senior Officer Grade A (SOGA)	Client Services, Housing ACT, CSD
		Senior Officer Grade B (SOGB)	Gateway Services, Client Services, Housing ACT, CSD
		Senior Officer Grade C (SOGC)	
12	Determine the method for working out the weekly income of an applicant	Senior Officer Grade A (SOGA)	Client Services, Housing ACT, CSD
		Senior Officer Grade B (SOGB)	Gateway Services, Client Services, Housing ACT, CSD
		Senior Officer Grade C (SOGC)	
		Administrative Services Officer Class 6 (ASO6)	
		Administrative Services Officer Class 5 (ASO5)	
13	Request further information from an applicant regarding eligibility	Senior Officer Grade A (SOGA)	Client Services, Housing ACT, CSD
		Senior Officer Grade B (SOGB)	Gateway Services, Client Services, Housing ACT, CSD

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Column 1	Column 2	Column 3	Column 4
Clause	Function	Position description	Business unit
		Senior Officer Grade C (SOGC) Administrative Services Officer Class 6 (ASO6) Administrative Services Officer Class 5 (ASO5) Administrative Services Officer Class 4 (ASO4)	
14(2)	Give affected person a written notice within 28 days	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 ACT, CSD Gateway Services, Client Services, Housing ACT, CSD

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Column 1	Column 2	Column 3	Column 4
Clause	Function	Position description	Business unit
15(2)	Allow extension to the period, to seek review	Senior Officer Grade A (SOGA)	Client Services, Housing ACT, CSD
		Senior Officer Grade B (SOGB)	Gateway Services, Client Services, Housing ACT, CSD
		Senior Officer Grade C (SOGC)	
		Administrative Services Officer Class 6 (ASO6)	
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)	Client Services, Housing ACT, CSD
		Senior Officer Grade B (SOGB)	Gateway Services, Client Services, Housing ACT, CSD
		Senior Officer Grade C (SOGC)	
		Administrative Services Officer Class 6 (ASO6)	
15(5)	Give affected person written notice of the review decision within 28 days	Senior Officer Grade A (SOGA)	Client Services, Housing ACT, CSD
		Senior Officer Grade B (SOGB)	Gateway Services, Client Services, Housing ACT, CSD
		Senior Officer Grade C (SOGC)	

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Column 1	Column 2	Column 3	Column 4
Clause	Function	Position description	Business unit
		Administrative Services Officer Class 6 (ASO6)	