

Allocation of Housing Policy

Responsible Manager	Manager, Housing
Head of power	<i>Local Government Act 2009 Local Government Regulation 2012 Housing Act 2003 Housing Regulation 2003 Residential Tenancies and Rooming Accommodation Act 2008 Social Housing Policy Social Housing Application Policy</i>
Authorised by	Council
Authorised on	30 June 2021
Implemented from	July 2021
Last reviewed	2021
Review history	2017
To be reviewed on	June 2023
Corporate Plan	People, Sustainability and Prosperity

1. Purpose

Council is strongly committed to ensuring that the local government principles are reflected in the Allocation of Housing Policy. All properties will be allocated in accordance with regulatory guidelines for Queensland.

1.1. Overview

This policy sets out the principles to be followed when allocating Social Housing properties to eligible applicants. Our aim is to ensure:

- a) Torres Strait Island Regional Council processes for the allocation of social housing be transparent and decisions be made without favouritism or bias; and
- b) The needs of prospective tenants and household is taken into consideration.

2. Application

This policy applies to all tenants, Council Officers, and applicants of Council's Social Housing Register.

3. Legislation/Policies

This policy is established with reference to obligations specified in the *Housing Act 2003 and Residential Tenancies and Rooming Act 2008*. This Policy is to be applied in conjunction with Allocation of Housing Procedure.

4. Provisions

4.1. Councillors and staff must:

- a) Declare any conflict between their personal interests and the interests of Council, pursuant to Council's Code of Conduct; and
- b) Not disclose any confidential information about an applicant or tenant, their waitlist status, or any financial information to any external party.

4.2. Council must use eligibility criteria:

- a) For long term social housing when allocating to prospective tenants; and
- b) For all applicants who are seeking long term social housing through TSIRC as depicted in *Social Housing Application Policy*.

4.3. Allocation is based on:

- a) Priority classification [level of housing need];
- b) bedroom entitlement;
- c) Social housing design that best meets the need of applicant; and
- d) Consideration of cultural connection to land and traditional ties to family, and where appropriate, can be verified in consultation with respective Prescribed Body Corporate (PBC) group.

5. Authorisation of Property Allocation

The responsibility for allocating all social housing dwelling to eligible applicants.

5.1. For existing housing

- a) Allocation decision shall be made in consultation with the Division Councillor.
- b) Councillor may seek advice from the Prescribed Body Corporate [PBC] to confirm an applicant's connection to the land, family ties and suitability to live in the Division.

5.2. For new housing under a funded Federal Government building scheme

- a) Applicants shall provide Council with a proof of their cultural or traditional connection to the vacant land upon which housing is to be built, prior to Council commencing the allocation process on a given Division.
- b) Council shall use a consultative process with relevant stakeholders to determine allocation of new housing in each Division, considering Council's housing needs and Ailan Kastom.

Should no allocation decision be reached for existing and/or new housing through a consultation process within the allocated timeframe, the Manager Housing shall intervene to resolve the issue.

Manager Responsible for Review:

Manager, Housing

Adoption: 30 June 2021

Due for Revision: 30 June 2023


Hollie Faithfull
A/Chief Executive Officer