



**NORTHERN PENINSULA AREA REGIONAL COUNCIL  
ALLOCATION OF SOCIAL HOUSING POLICY NUMBER P2021-011**

<b>Policy Title</b>	ALLOCATION OF SOCIAL HOUSING POLICY
<b>Policy Number</b>	P2021-011
<b>Business Unit</b>	BUSINESS ENTERPRISES
<b>Date of Adoption</b>	24 NOVEMBER 2021
<b>Resolution Number</b>	C12.1-24112021
<b>Review Date</b>	30 SEPTEMBER 2022
<b>Date Repealed</b>	
<b>CM Document #</b>	

**References:**

Local Government Act 2009 (Qld)  
 Local Government Regulation 2012 (Qld)  
 Housing Act 2003 (Qld)  
 Housing Regulation 2015 (Qld)  
 Residential Tenancies and Rooming Accommodation Act 2008 (Qld)  
 Residential Tenancies and Rooming Accommodation Regulation 2009 (Qld)  
 NPARC Housing Policy  
 NPARC Social Housing Application Policy

**Corporate Plan:**

Reliable and Affordable Essential Services

**1. POLICY STATEMENT**

- a) Northern Peninsula Area Regional Council's processes for the allocation of social housing shall be transparent and accountable and decisions shall be made without favouritism or bias.
- b) Councillors and staff shall:
  - i) declare any conflict between their personal interests and the interests of Council, pursuant to Council's Code of Conduct;
  - ii) not disclose any confidential information about an applicant or tenant, their waitlist status or any financial information to any external party.
- c) Council shall use eligibility criteria for long term social housing when allocating new tenants. To be eligible for long term social housing, applicants must meet all eligibility criteria set out in the Social Housing Application Policy.
- d) Council shall allocate social housing based on a priority classification [level of need] centred on eligible applicants' needs and traditional and cultural considerations. Eligible applicants assessed with the highest needs shall be offered assistance ahead of applicants with lower housing needs.
- e) Council shall attempt to match client needs with a house which is appropriate to the client's housing needs. Bedroom entitlements shall be assessed by the household composition in accordance with the Assistance Agreement with the Department of Housing and Public Works.

**2. SCOPE**

This Policy applies to all Council social housing applicants, being existing tenants, employees, Councillors, contractors, volunteers and agents of Council.



## NORTHERN PENINSULA AREA REGIONAL COUNCIL ALLOCATION OF SOCIAL HOUSING POLICY NUMBER P2021-011

### 3. RESPONSIBILITIES

The responsibility for allocating all social housing is:

For existing housing

- i) Allocation decision shall be made with input from the Division Councillor or Mayor with the exception of housing to be occupied to Northern Peninsula Area Regional Council staff in accord with their contracts of employment. In that circumstance, the CEO shall approve the allocation.
- ii) Councillor may seek advice from Elders, Trustees, the Prescribed Body Corporate [PBC] and other community representatives to confirm an applicant's connection to the land and suitability to live in the Division.

For new housing under a funded Federal Government building scheme:

- i) 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 in a given Community.
- ii) Council shall use a consultative process with Trustees/representatives, Prescribed Native Title Body Corporate and the Councillor to provide input on the allocation yield for new housing in each Community, taking into account Council's housing needs.

### Allocation of Housing Policy

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

### 4. ASSESSMENT OF NEED

Council will take into consideration the following in determining priority for housing or level of need on the Council's Needs Register:

- Homelessness – applicant is not living in a dwelling and does not have tenure of a dwelling outside of the Northern Peninsula
- Overcrowding where more than one generation or family is residing in a dwelling
- Victim(s) of reported domestic violence
- Current accommodation lacks basic living facilities
- School age children, vulnerable or aged adults form part of the household

### 5. PROCEDURE

This Policy is to be applied in conjunction with *NPARC Social Housing Application and Assessment Procedure (TBA)*.

### 6. AUTHORISATION

This Policy was duly authorised by Council as the Northern Peninsula Area Regional Council Allocation of Housing Policy on November 2021 and shall hereby supersede any previous policies of the same intent.

**Approved:**

**Susan Law**

Chief Executive Officer

**Date:**