

Housing Act 1983

Instrument of delegation

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Ministerial approval of delegation

Pursuant to section 35(1) of the *Housing Act 1983*, I, Hon. Colin Brooks MP, Minister for Housing for the State of Victoria, hereby **APPROVE** this instrument of delegation for execution by Homes Victoria.

Signed at Melbourne in the State of Victoria

This 8th day of February 2023

Hon. Colin Brooks MP
Minister for Housing

Definitions

In this instrument:

Act means the *Housing Act 1983*.

Approved Capital Works means works authorised under the Capital Program.

Area means any of the divisional area units of the Department identified by the operations divisions of the Department of Families, Fairness and Housing.

Area Executive Director means an executive director or a director in a division with the word 'Area' in their title.

BIPA means the *Borrowing and Investment Powers Act 1987*.

Capital Program means the department's program of procuring and managing major works, upgrades, maintenance, new construction, leasing, licensing, establishing joint ventures, equity contributions, purchasing, sales and provision of grants.

Chief Executive Officer or CEO, Homes Victoria means the natural person appointed under section 9(1) of the Act as the Chief Executive Officer, Homes Victoria.

COPL means the Community Operations and Practice Leadership division within the Department.

Delegate means the persons or bodies listed in column three of the Schedule, and where positions or offices for persons are listed there, it includes the persons holding or for the time being acting in or performing the duties of those positions or offices (as the case may be).

Department means the Department of Families, Fairness and Housing in the State of Victoria.

Designated Service Provider Authorised User means a person, employed or engaged by a 'designated, service provider' as defined in section 4(1) of the Act, who has been authorised by Homes Victoria to use the Victorian Housing Register established under the Act.

Duty means the discretions or functions (as the case may be) in the nature of obligations of Homes Victoria under the provisions of the Act specified in column 1 of the Schedule. In basic terms a 'power' is something that Homes Victoria may do while a 'duty' is something that Homes Victoria must do.

Facilities Manager means any agency which has a current service agreement with Homes Victoria to provide facilities management services, and includes a person employed or engaged by the agency to provide those services.

Homes Victoria means the body corporate established under section 9(2) of the Act.

Labour Hire Temporary Staff - Housing Call Centre means a person engaged by a labour hire agency to provide temporary staff services to the Department in the Housing Call Centre.

Minister means the Minister administering the Act.

Office of Professional Practice refers to a group within Community Operations and Practice Leadership division enabling the housing workforce in operational divisions and areas to undertake practice leadership and professional development in the delivery of housing services.

Participating Registered Agency Authorised User means a person, employed or engaged by a 'participating registered agency' as defined in section 4(1) of the Act, who has been authorised by Homes Victoria to use the Victorian Housing Register established under the Act.

Power means the powers, discretions, functions or authorities (as the case may be, and excluding duties) of Homes Victoria under the provisions of the Act specified in column 1 of the Schedule. In basic terms a ‘power’ is something that Homes Victoria may do while a ‘duty’ is something that Homes Victoria must do.

Prequalified Contractor means a registered consultant or contractor who has been assessed and deemed suitable to be considered for projects at varying levels in accordance with the Victorian Government’s Ministerial Directions for Public Construction Procurement in Victoria (July 2018) - Instruction 6.1 Use of Registers and Supplier Panels.

Residential land means any land on which a building used as a residence is situated or is permitted.

Schedule means the Schedule below, forming part of this Instrument, unless it is clear from the context that the reference to ‘Schedule’ is a reference to a Schedule in the Act itself.

Shared Home Ownership Scheme means a program administered by the Department which assists low income families through a low-deposit and part ownership arrangement with Homes Victoria, to own shares of a property as tenants-in-common. The program was closed to new applications in the mid-1990s.

Service Agreements and Quality Systems is a group within Community Operations and Practice Leadership Division, supporting operational divisions and areas through business process redesign, system development and support.

Statewide Disability and Housing Operations refers to the set of functions undertaken within Community Operations and Practice Leadership Division providing support to and the delivery of housing services by operational Divisions and Areas t.

Transitional Housing Manager means any agency providing transitional housing services which has a current service agreement with Homes Victoria, and includes a person employed or engaged by the agency to provide those services.

Victorian Affordable Housing Program (VAHP) has the meaning given in section 4 of the Act.

In this instrument a word which indicates the singular also indicates the plural, a word which indicates the plural also indicates the singular, and a reference to a gender also indicates the other genders.

Descriptions and examples

The descriptions and examples in column two of the Schedule are for ease of reference only. They do not affect the interpretation of nor limit the delegation of the powers and duties specified in column one of the Schedule.

Overarching conditions and limitations

Any exercise of a delegated power or duty is to be carried out in accordance with the objects of the Act and all relevant and applicable laws. It is to be consistent with any relevant guidelines made by, or adopted by, Homes Victoria including but not limited to the following policies, procedures, programs, strategies and operational manuals (as applicable):

(a) Guidelines made by the:

- Secretary to the Department of Families, Fairness and Housing (department);
- Victorian Government Purchasing Board; and
- Victorian Government Land Monitor.

(b) Ministerial Directions issued under the *Project Development and Construction Management Act 1994*.

(c) The Department's programs and strategies insofar as they relate to Homes Victoria, including (but not necessarily limited to) the Department's:

- asset strategy
- capital program, including major works, upgrades and maintenance, new constructions, leasing, purchasing and sales
- IT strategy and annual IT program
- efficiency and financial saving strategies
- budget
- policies and guidelines for housing and homelessness services
- policies, guidelines and information sharing charter for the Victorian Housing Register.

A Delegate should only exercise a delegated power or duty if its exercise forms part of the Delegate's regular duties as evident from their position description or day to day employment duties.

A Delegate should only exercise a delegated Power or duty in relation to matters falling within the division or the area of the Department in which they are located.

Delegates should sign any documents they sign as delegates in their own names, as 'Delegate of Homes Victoria'.

To the extent it is consistent with the conditions and limitations imposed on the delegation of the Powers, and with the duties of Delegates' positions, the Power to enter an agreement or arrangement pursuant to section 33 or 34 of the Act includes the Power to administer and vary the agreement and arrangement (insofar as that Power is otherwise encompassed by sections 33 and 34) and to do all things required of Homes Victoria to meet the obligations created by the agreement or arrangement. Budget must be available prior to entering into the agreement or arrangement

In column four of the Schedule:

- (a) where an amount is specified without further explanation, the relevant Powers in the corresponding portion of column one of the Schedule are delegated subject to the condition or limitation that the relevant Delegate specified as being delegated those Powers in the corresponding portion of column three of the Schedule, does not in exercising them exceed that maximum financial limit (which is inclusive of GST) for any one transaction, including all variations made by the Delegate to that transaction; and
- (b) 'Non-financial' means the relevant Powers and duties in the corresponding portion of column one of the Schedule, are delegated subject to the condition or limitation that the relevant delegate specified as being delegated those Powers and duties in the corresponding portion of column three of the Schedule, does not in exercising them incur any financial cost.

With the exception of the positions set out below:

- (a) Designated Service Provider Authorised Users; or
- (b) Facilities Managers; or
- (c) Labour Hire Temporary Staff – Housing Call Centre;
- (d) Participating Registered Agency Authorised Users; and
- (e) Transitional Housing Managers,

if the delegation involves a financial amount, that Power may only be exercised by a delegate that is:

- (a) the Chief Finance Officer; or

- (b) an employee of the Department; or
- (c) an employee of another public body or department seconded to the Department or undertaking responsibilities of the Department under a formal agreement between the two agencies.

Unless otherwise approved in writing by Homes Victoria, a Delegate that is a contractor or consultant is not an employee and may not exercise a financial delegation under this instrument.

Delegation

Pursuant to section 35 of the Act, with the prior approval of the Minister, I, **Ben Rimmer**, Chief Executive Officer, Homes Victoria, hereby:

- (a) **DELEGATE** to each of the Delegates listed in column three of the Schedule, the powers and duties of Homes Victoria in the statutory provisions and clauses of the Schedules, of the Act and the BIPA (as the case may be) listed in the corresponding portions of column one of the Schedule, subject to the limitations and conditions specified in the corresponding portions of column four of the Schedule; and
- (b) **REVOKE** the previous instrument of delegation under the Act dated 21 March 2022.

Commencement

This Instrument commences on and from the date of signing below. If a time of signing is also noted below, the Instrument commences at that time on that date.

Signed at Melbourne in the State of Victoria

This 10th day of February 2023

Ben Rimmer

Chief Executive Officer, Homes Victoria

(Executed pursuant to section 37(1)(c) of the Act)

Schedule

Source of Power:	<i>Housing Act 1983</i>
Holder of Powers and duties:	Homes Victoria

Powers to purchase land

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> Section 14(1)(a) and (c) to purchase land. Section 14(2) and clause 3 of Part I of Schedule 2. Sections 33, 34 and 36A. And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 9(2). 	<p>These Powers relate to the purchase of land. They also include the Power to enter into agreements and arrangements in carrying out this function.</p> <p>Examples of what these Powers could be used for:</p> <ul style="list-style-type: none"> Buying land or property on behalf of Homes Victoria Authorising a deposit to buy a new property Signing a sales contract when purchasing land. Leasing in land from another party on behalf of Homes Victoria. 	<ul style="list-style-type: none"> Deputy Chief Executive Officer, Homes Victoria 	\$20,000,000
		<ul style="list-style-type: none"> Chief Development Officer, Homes Victoria Executive Director, Asset Management, Homes Victoria 	\$5,000,000 The delegation of these Powers does not include compulsory acquisition of land.
		<ul style="list-style-type: none"> Director, Property and Portfolio Management, Asset Management, Homes Victoria Director, Private Partnerships and Construction Management, Housing Development, Homes Victoria Project Director, Housing Growth and Commercial Development, Homes Victoria 	\$2,000,000 The delegation of these Powers does not include compulsory acquisition of land.

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • VPS6, Manager, Acquisition and Divestment, Property and Portfolio Management, Asset Management, Homes Victoria • VPS6, Manager, Private Partnerships and Construction Management, Housing Development, Homes Victoria 	<p>\$850,000</p> <p>The delegation of these Powers does not include compulsory acquisition of land.</p>
		<ul style="list-style-type: none"> • VPS4-5, Team Leaders, Acquisition and Divestment, Property and Portfolio Management, Asset Management, Homes Victoria • VPS4-5, Housing Development • VPS4-5, Housing Growth and Commercial Development 	<p>\$500,000</p> <p>The delegation of these Powers does not include compulsory acquisition of land.</p>

Powers to sell land

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 14(1)(e) and 14(2) and clause 6 of Part I of Schedule 2. • Sections 33, 34 and 36A. • And, in respect of each of those Powers, the incidental and 	<p>These Powers relate to the sale of land vested in Homes Victoria. They also include the Power to enter into agreements and arrangements in carrying out this function.</p>	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria • Executive Director, Housing Performance and Governance, Homes Victoria 	<p>The Delegate is only to exercise these Powers in relation to Shared Home Ownership Schemes.</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
ancillary Powers arising from section 9(2).	<p>The Power to grant a loan to a purchaser on the security of a mortgage, subject to other terms and conditions as the delegate thinks fit is also included.</p> <p>Examples of what these delegated Powers could be used for:</p> <ul style="list-style-type: none"> • Selling a property when Homes Victoria is mortgagee in possession • Selling Homes Victoria share as part of a shared home ownership arrangement. 	<ul style="list-style-type: none"> • Director, Revenue, Housing Performance and Governance, Homes Victoria • Manager, Revenue Optimisation Housing Performance and Governance, Homes Victoria • VPS6 Manager, Acquisition and Divestment, Property and Portfolio Management, Asset Management, Homes Victoria 	

Powers to lease land and buildings

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 14(1)(g) and (h) and 14(2). • Sections 33 and 34. • And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 9(2). 	<p>These are Powers relating to leasing land vested in Homes Victoria. They include sub-leasing land for which Homes Victoria has a leasehold interest and taking all steps necessary or incidental to the leasehold or sub-leasehold estate once created to determine the lease or sub-lease.</p>	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria 	\$20,000,000
		<ul style="list-style-type: none"> • Chief Development Officer, Homes Victoria • Deputy Secretary, Operational Divisions, COPL • Director, Delivery - Homes Victoria Land, Homes Victoria 	\$500,000

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	<p>They also include the Power to enter into agreements and arrangements in carrying out this function.</p> <p>Examples of what these delegated Powers might be used for:</p> <ul style="list-style-type: none"> • Leasing and subleasing of land • Signing residential tenancy agreements • Signing commercial leases • Leasing properties to housing and other service providers <p>Financial thresholds are based on full current market value and cumulative for the total lease value. Financial thresholds are not determined by any rental discount applied.</p> <p>For example, a 5 year lease with a current market value of \$10,000 per annum = \$50,000</p> <p>Non residential agreements are to be referred to the Property and Portfolio Management Unit</p>	<ul style="list-style-type: none"> • Director, Property and Portfolio Management, Asset Management, Homes Victoria • Executive Director, Homes Victoria <hr/> <ul style="list-style-type: none"> • Area Executive Director, COPL • Director, Yarra Housing Estates, COPL • Director, Asset Management, Homes Victoria • Director, Homelessness and Housing Support, Homes Victoria • Director, Housing Development, Homes Victoria • Project Director, Housing Growth and Commercial Development, Homes Victoria • VPS6, Property & Portfolio Management, Asset Management, Homes Victoria • VPS5, Senior Commercial Portfolio Officer, Property and Portfolio Management, Asset Management, Homes Victoria <hr/> <ul style="list-style-type: none"> • VPS6, Asset Management, Homes Victoria 	<p></p> <hr/> <p>\$100,000</p> <hr/> <p>\$50,000</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • VPS6, Homelessness and Housing Support, Homes Victoria • VPS6, Housing Development, Homes Victoria • VPS6, Housing Growth and Commercial Development Homes Victoria • VPS6, Integrated Housing Responses, Homes Victoria 	
		<ul style="list-style-type: none"> • Chief Finance Officer • Facilities Manager, Homes Victoria • Housing Services Officer 1-3, COPL • Transitional Housing Manager • VPS4-6, Team Manager, Housing Manager and Client Support and Housing Manager, Area Offices, COPL • VPS4-6, Asset Management • VPS4-6, Homelessness and Housing Support • VPS4-6, Housing Development • VPS4-6, Housing Growth and Commercial Development 	<p>The Delegate is only to exercise these Powers in relation to leased out residential land.</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> VPS4-6, Integrated Housing Responses 	

Powers to develop and manage land

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> Section 15(1)(a), (b), (c), (ca), (cb) and 15(2). Sections 33, 34 and 36A. And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 9(2). 	<p>These Powers relate to the development, control, management and use of land as well as maintenance, repair, and use of houses and buildings on land.</p> <p>They also include the Power to enter into agreements and arrangements in carrying out this function.</p> <p>Examples of what these delegated Powers might be used for:</p> <ul style="list-style-type: none"> Tenancy and property management. Managing building and maintenance contracts. Managing services, repairs, maintenance and capital works. 	<ul style="list-style-type: none"> Deputy Chief Executive Officer, Homes Victoria 	\$20,000,000
		<ul style="list-style-type: none"> Deputy Secretary, Corporate and Delivery Services 	\$10,000,000 Progress payments for approved capital works only.
		<ul style="list-style-type: none"> Executive Director, Housing Performance and Governance, Homes Victoria 	\$10,000,000 Progress payments for approved capital works only
		<ul style="list-style-type: none"> Chief Development Officer Director, Delivery Homes Victoria Land Director, Large Scale Partnerships Executive Director, Homes Victoria 	\$5,000,000
		<ul style="list-style-type: none"> Chief Finance Officer 	\$3,000,000

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	<ul style="list-style-type: none"> • Approving various payments in relation to tenancy and property management • Representing Homes Victoria in day to day property and tenancy management • Property and tenancy IT projects such as the Housing Integrated Information Program (HiIP) 	<ul style="list-style-type: none"> • Director, Homes Victoria • Area Executive Director, COPL • Chief Information Officer • Director, Yarra Housing Estates, COPL • Director, Service Delivery Support, COPL • Executive Director, Service Agreement and Quality Systems, COPL • Executive Director, Statewide Disability and Housing Operations, COPL • Director, Housing Call Centre, COPL • Project Director, Homes Victoria • VPS6 Project Manager, Homes Victoria • VP 6 Principal Project Manager and Unit Manager, Asset Management, Homes Victoria • VPS6 Manager and Principal Project Manager, Disability Homes Victoria, Homes Victoria • VPS6, Housing Development, Homes Victoria 	<p>\$2,000,000</p> <hr/> <p>\$500,000</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • Director, Housing Call Centre, COPL • VPS6, Housing Growth and Commercial Development, Homes Victoria 	<p>\$100,000</p>
		<ul style="list-style-type: none"> • VPS6, Service Delivery Support, COPL • VPS6, Client Support and Housing Services, Area Offices, COPL • VPS6, Housing Call Centre, COPL • VPS6, Housing Business Operations, Statewide Disability and Housing Operations, COPL • VPS6 Housing Practice Advice and Support, Office of Professional Practice, COPL 	<p>\$50,000</p>
		<ul style="list-style-type: none"> • Team Leader, Loan Assistance 	<p>\$25,000</p>
		<ul style="list-style-type: none"> • VPS5, Asset Management, Homes Victoria • VPS5, Housing Development, Homes Victoria • VPS5, Housing Growth and Commercial Development, Homes Victoria 	<p>\$20,000 generally and \$200,000 for prequalified contractors only.</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • VPS5, Disability Homes Victoria, Homes Victoria 	
		<ul style="list-style-type: none"> • Facilities Manager, Homes Victoria • Labour Hire Temporary Staff - Housing Call Centre, COPL • VPS5, Service Delivery Support, COPL • VPS5, Housing Call Centre, COPL • VPS5, Housing Business Operations, Statewide Disability and Housing Operations, COPL • VPS5, Client Support and Housing Services, Area Offices, COPL 	<p>\$15,000</p>
		<ul style="list-style-type: none"> • VPS4, Asset Management, Homes Victoria • VPS4, Housing Development, Homes Victoria • VPS4, Housing Growth and Commercial Development, Homes Victoria • VPS4, Disability Homes Victoria Homes Victoria 	<p>\$10,000 generally and \$100,000 for prequalified contractors only.</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • VPS4, Client Support and Housing Services, Area Offices, COPL • VPS4, Housing Call Centre, COPL 	<p>\$10,000</p>
		<ul style="list-style-type: none"> • Field Services Officer, COPL • VPS3 Disability Homes Victoria, Homes Victoria • Housing Services Officer 1-3, COPL • VPS2-3, Housing Growth and Commercial Development, Homes Victoria • VPS2-3, Housing Development, Homes Victoria • VPS2-3, Asset Management, Homes Victoria 	<p>\$5,000</p>
		<ul style="list-style-type: none"> • VPS2-3, HCSOU, HCSOQ1-2, Housing Call Centre, COPL 	<p>\$5,000 generally and \$30,000 for payment of approved combined contractor invoices.</p>

Powers to process and validate Council Rates and Utility Charges

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> Section 15(1)(a), (b), (c), (ca), (cb) and 15(2). 	<p>Payment of municipal rates and charges on Homes Victoria owned properties.</p> <p>Payment of water, energy and sewerage charges on Homes Victoria owned properties.</p>	<ul style="list-style-type: none"> Accounts Payable Officer VPS3-4 (DH Shared Services) Manager Payment Services (DH Shared Services) Team Leader Accounts Payable (DH Shared Services) 	<p>Not to exceed invoice amount.</p>

Powers to create and extinguish easements

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> Section 16(1)(a). Sections 33 and 34. And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 9(2). 	<p>These Powers relate to granting or creating easements over land vested in Homes Victoria.</p> <p>They also include the Power to enter into agreements and arrangements in carrying out this function.</p> <p>Example of what these delegated Powers might be used for:</p> <ul style="list-style-type: none"> Granting or creating easements such as drainage, sewerage and carriageways on Homes Victoria-owned land. 	<ul style="list-style-type: none"> Deputy Chief Executive Officer, Homes Victoria Chief Development Officer, Homes Victoria Director, Delivery Homes Victoria Land, Homes Victoria Director, Large Scale Partnerships, Homes Victoria Director, Asset Management, Homes Victoria Director, Housing Development, Homes Victoria 	<p>Non-financial</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • Director, Housing Growth and Commercial Development, Homes Victoria • Project Director, Housing Growth and Commercial Development • Executive Director, Homes Victoria, Homes Victoria • VPS6, Asset Management, Homes Victoria • VPS6, Housing Development, Homes Victoria • VPS6, Housing Growth and Commercial Development, Homes Victoria 	

Powers for the provision of movable units

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 18 and Part IV of Schedule 2. • And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 9(2). 	These Powers relate to the purchase, acquisition, manufacture, letting and management of movable units for the temporary or permanent	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria 	\$20,000,000
		<ul style="list-style-type: none"> • Chief Development Officer, Homes Victoria • Director, Delivery Homes Victoria Land, Homes Victoria 	\$500,000

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	provision of residential or commercial use. It also includes the Power to enter into agreements and arrangements in carrying out this function. Examples of what these delegated Powers might be used for: <ul style="list-style-type: none"> • Selling or hiring of a movable unit • Giving notice in writing to yield up possession of a movable unit • Entering the movable unit and the land on which it is situated • Purchasing, acquiring or manufacturing movable units • Managing agreements for the letting or hire of movable units. 	<ul style="list-style-type: none"> • Director, Large Scale Partnerships, Homes Victoria • Executive Directors, Homes Victoria 	
		<ul style="list-style-type: none"> • Director, Homes Victoria 	\$100,000
		<ul style="list-style-type: none"> • Manager, Client Support and Housing Services, COPL 	\$50,000
		<ul style="list-style-type: none"> • VPS6, Area Office, COPL • VPS6, Asset Management, Homes Victoria 	\$20,000
		<ul style="list-style-type: none"> • VPS5, Area Office, COPL • VPS5, Asset Management, Homes Victoria 	\$15,000
		<ul style="list-style-type: none"> • VPS4, Area Office, COPL • VPS4, Asset Management, Homes Victoria 	\$10,000
		<ul style="list-style-type: none"> • VPS3, Asset Management • Field Services Officer, COPL • Housing Services Officer 1-3, COPL 	\$5,000

Powers to lend money

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 21. • Sections 33 and 34. • And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 9(2). 	<p>These Powers relate to lending money (which may be on security or other terms and conditions). They also include the Power to enter into or amend agreements and arrangements in carrying out this function.</p> <p>Examples of what these delegated Powers might be used for:</p> <ul style="list-style-type: none"> • Approving and managing payments related to the Bond Loan Scheme; and • Entering into or varying arrangements to provide loans on security to housing or other service providers. 	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria 	<p>\$20,000,000</p>
		<ul style="list-style-type: none"> • Executive Director, Housing Growth and Commercial Development, Homes Victoria 	<p>\$5,000,000</p>
		<ul style="list-style-type: none"> • Director, Housing Growth and Commercial Development, Homes Victoria • Project Director, Housing Growth and Commercial Development, Homes Victoria 	<p>\$2,000,000</p>
		<ul style="list-style-type: none"> • VPS 6, Housing Growth and Commercial Development, Homes Victoria 	<p>\$500,000</p>
		<ul style="list-style-type: none"> • VPS 5, Housing Growth and Commercial Development, Homes Victoria 	<p>\$50,000</p>
		<ul style="list-style-type: none"> • VPS6, Client Support and Housing Services, Area Offices, COPL • VPS6 Housing Call Centre, COPL 	<p>\$20,000</p>
		<ul style="list-style-type: none"> • Director, VPS5-6, Service Delivery Support Branch, COPL 	<p>\$5,000</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • Housing Services Officer 1-3, COPL • VPS2-3, HCSOU, HCSOQ1-2, Housing Call Centre, COPL 	

Power to make grants of money

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 24. • Sections 33 and 34. • And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 9(2). 	<p>These Powers relate to making grants of money to any person which may be for any period of time and on any other terms and conditions.</p> <p>They also include the Power to enter into and amend agreements and arrangements in carrying out this function.</p> <p>Examples of what these delegated Powers could be used for include to provide grants of money for:</p> <ul style="list-style-type: none"> • the development of social housing by registered agencies • the reduction in rental payments owed; 	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria 	\$20,000,000
		<ul style="list-style-type: none"> • Executive Director, Asset Management, Homes Victoria • Executive Director, Housing Growth and Commercial Development, Homes Victoria • Executive Director, Housing Policy, Homes Victoria • Executive Director, Integrated Housing Responses, Homes Victoria • Executive Director, Homelessness and Housing Support, Homes Victoria 	\$5,000,000

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	<ul style="list-style-type: none"> • the reduction of payments of money owed under any contract of sale or under any mortgage; • the provision of services relating to housing; • the carrying out of research relating to housing; and • to assist with the establishment and operation of any housing or housing finance scheme. 	<ul style="list-style-type: none"> • Director, Asset Management, Homes Victoria • Director Housing Growth and Commercial Development, Homes Victoria • Project Director, Housing Growth and Commercial Development, Homes Victoria • Director, Housing Policy, Homes Victoria • Director, Integrated Housing Responses, Homes Victoria • Director, Homelessness and Housing Support, Homes Victoria 	<p>\$2,000,000</p>
		<ul style="list-style-type: none"> • VPS 6, Housing Growth and Commercial Development, Homes Victoria, • VPS6 Asset Management, Homes Victoria 	<p>\$500,000</p>
		<ul style="list-style-type: none"> • VPS 5, Housing Growth and Commercial Development, Homes Victoria • VPS5 Asset Management, Homes Victoria 	<p>\$50,000</p>

Powers for the investment of surplus funds

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 22(1). • Sections 33 and 34. • Sections 20, 20A and 21 of the BIPA. • And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 9(2). 	<p>These Powers relate to the investment of money standing to the credit of the general fund as well as the corresponding Powers in BIPA to invest moneys and trade in investments.</p> <p>They also include the Power to enter into agreements and arrangements in carrying out this function.</p> <p>These delegated Powers are essentially for transferring or investing money as part of the regular management of funds in Homes Victoria accounts.</p>	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria 	
		<ul style="list-style-type: none"> • Chief Finance Officer • Director, Budget Management (Human Services Programs) • Executive Director, Housing Performance and Governance, Homes Victoria 	<p>Non-financial</p>

Powers related to death and disability benefits

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 23. • Sections 33 and 34. • And, in respect of each of those Powers, the incidental and 	<p>These Powers relate to the ability to forgo payment of purchase or mortgage moneys that may be owing to Homes Victoria given a purchaser/ mortgagor’s death or disability.</p>	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria 	<p>\$20,000,000</p>
		<ul style="list-style-type: none"> • Chief Finance Officer 	<p>\$50,000</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<p>ancillary Powers arising from section 9(2).</p>	<p>They also include the Power to enter into agreements and arrangements in carrying out this function.</p> <p>These delegated Powers are used for managing payments under the Death Benefit Scheme, which may involve the forgoing of purchase or mortgage moneys owing on the purchaser/mortgagor's death or disability.</p>	<ul style="list-style-type: none"> • Executive Director, Housing Performance and Governance, Homes Victoria 	

Powers related to project funds

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 26. • And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 9(2). 	<p>These Powers relate to payment of money out of a project fund including;</p> <ul style="list-style-type: none"> • any amounts in respect of Homes Victoria's functions relating to a Homes Victoria development project. • any costs and expenses incurred by Homes Victoria in relation to its functions relating 	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria 	<p>\$20,000,000</p> <p>Written approval of the Treasurer is required to establish a project fund under section 26(1) of the Act</p>
		<ul style="list-style-type: none"> • Chief Development Officer, Housing Development, Homes Victoria • Executive Director, Housing Growth and Commercial Development, Homes Victoria 	<p>\$5,000,000</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	to a Homes Victoria development project; <ul style="list-style-type: none"> • to repay any amount borrowed by Homes Victoria relating to a Homes Victoria development project together with any charges or interest on that amount; • payment of an amount into another project fund on the written approval of the Treasurer. 	<ul style="list-style-type: none"> • Executive Director, Disability Homes Victoria, Homes Victoria • Executive Director, Housing Performance and Governance, Homes Victoria 	

Powers related to agreements

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Sections 33 and 34. • And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 9(2). 	These Powers relate to entering into agreements and arrangements. Examples of what these delegated Powers might be used for:	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria 	\$20,000,000
		<ul style="list-style-type: none"> • Chief Development Officer • Chief Executive Officer, Family Safety Victoria • Deputy Secretary, Operations Divisions, COPL 	\$5,000,000 Delegation for Chief Executive Office, Family Safety Victoria is limited to specialist family violence-

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	<ul style="list-style-type: none"> • Entering agreements with a person or body corporate (or council in section 34) • Activities such as service agreements with homelessness and transitional housing providers, community service organisations, sector groups, housing research, consultancies, local government, Commonwealth Government and Homes Victoria-specific programs. 	<ul style="list-style-type: none"> • Director, Delivery, Homes Victoria Land, Homes Victoria • Director, Delivery, Other Government Land, Homes Victoria • Director, Large Scale Partnerships, Homes Victoria • Executive Director, Homes Victoria 	<p>related agreements and arrangements</p>
		<ul style="list-style-type: none"> • Area Executive Director • Chief Finance Officer • Director, Office of the CEO, Homes, Victoria • Director, Property and Portfolio Management, Asset Management, Homes Victoria • Director, Yarra Housing Estates, COPL • Executive Director, Program and Service Development, Family Safety Victoria • Executive Director, Statewide Disability and Housing Operations, COPL • Executive Director, Service Agreements and Quality Systems, COPL 	<p>\$1,000,000</p> <p>Delegation for Executive Director, Program and Service Development, Family Safety Victoria is limited to specialist family violence-related agreements and arrangements</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • Chief Practitioner and Executive Director, Office of Professional Practice, COPL 	
		<ul style="list-style-type: none"> • Director, Service Delivery Support, COPL • Director, Housing Call Centre, COPL • Director, Program and Service Development, Family Safety Victoria • Director, Homes Victoria 	<p>\$100,000</p> <p>Delegation for Director, Program and Service Development, Family Safety Victoria is limited to specialist family violence-related agreements and arrangements</p>
		<ul style="list-style-type: none"> • Manager, Client Support and Housing Services, COPL • Manager, Office of the CEO, Homes Victoria • VPS 6 Housing Call Centre, COPL • VPS 6, Homes Victoria • VPS 6, Housing Client Pathways and Outcomes, Homes Victoria • VPS6 Housing Business Operations, Statewide Disability and Housing Operations, COPL • VPS6 Housing Practice Advice and Support, Office of Professional Practice, COPL 	<p>\$50,000</p>

Powers related to parking of vehicles

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 36 and the following clauses in Schedule 5: the Power in the definition of 'authorized officer' in clause 1, the Powers in clauses 2, 3, 5, 6, 8 and 9. • Sections 33 and 34. • And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 9(2). 	<p>These are Powers relating to the parking of vehicles on land of Homes Victoria.</p> <ul style="list-style-type: none"> • Appoint, through an agreement, other persons to issue infringement notices. • Allocating the Director Homes Victoria's land as a parking area • Authorising access to and use of a parking area • Issuing parking infringement notices. 	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria • Area Executive Director, COPL • Housing Services Officer 1-3, COPL • VPS 4-6, Client Support and Housing Services, Area Offices, COPL • Field Services Officers, COPL 	<p>Non-Financial</p>

Power to publish interest in land in the Government Gazette

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
Section 107	Homes Victoria may publish a notice in the Government Gazette declaring their interest in land.	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria • Executive Director, Asset Management, Homes Victoria 	<ul style="list-style-type: none"> • Homes Victoria and rental housing agency must have agreed in writing that Homes Victoria has an interest in the land, or • The land was transferred to the rental housing agency by Homes Victoria

Homes Victoria must consent to a transfer of interest in land

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
Section 109	Homes Victoria has the Power to consent to all transfers, sales, leases, mortgages, charges or otherwise on land registered under the Act.	Deputy Chief Executive Officer, Homes Victoria	This Power does not apply to rental agreements under the <i>Residential Tenancies Act 1997</i> , or, a class the Minister has deemed exempt

Power to record, edit or cancel the registration of land under the Transfer of Land Act 1958

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
Section 110	Homes Victoria may apply to the Registrar of Titles to record, edit or cancel a registration of land interest under the <i>Transfer of Land Act 1958</i> .	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria • Executive Director, Asset Management, Homes Victoria 	An application may be made without producing the certificate of title

Duty to administer the Victorian Housing Register

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 142A(1). • And, in respect of this duty, the incidental and ancillary Powers arising from section 9(2). 	This duty relates to administration of the Victorian Housing Register. Examples of this delegated duty: <ul style="list-style-type: none"> • Writing and amending policies and guidelines for the Register. • Providing training on using the Register to delegates of Homes Victoria and authorised persons. 	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria • Executive Director, Housing Policy, Homes Victoria • Director Service Delivery Support, COPL • Executive Director, Service Agreements and Quality Systems, COPL • Executive Director, Statewide Disability and Housing Operations, COPL 	Non-financial The delegation of this duty does not include establishment of the Victorian Housing Register. The delegate is only to perform this duty to administer the Victorian Housing Register.

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • Director, Housing Client Pathways and Outcomes, Homes Victoria • Group Manager, Statewide Housing Support, Homes Victoria • VPS5-6 Service Delivery Support, COPL • VPS 3-6 Housing Client Pathways and Outcomes, Homes Victoria • VPS 5-6 Service Delivery Support, COPL 	

Powers to make changes to information recorded in the Victorian Housing Register

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 142D. • And, in respect of that Power, the incidental and ancillary Powers arising from section 9(2). 	<p>These Powers relate to making changes to information recorded in the Victorian Housing Register.</p> <p>Examples of what these delegated Powers might be used for:</p> <ul style="list-style-type: none"> • Entering, checking, changing or removing information in the Register relating to an applicant 	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria • Area Executive Director, COPL • Director, Housing Client Pathways and Outcomes, Homes Victoria 	<p>Non-financial</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	<p>or household member of an applicant.</p>	<ul style="list-style-type: none"> • Group Manager, Statewide Housing Support, Homes Victoria • Executive Director Housing Policy, Homes Victoria • Director, Service Delivery Support, COPL • Director, Housing Call Centre, COPL • Director, Office of the CEO, Homes Victoria • Director, Yarra Housing Estates, COPL • Director, Homelessness and Housing Support, Homes Victoria • Director, Integrated Housing Responses, Homes Victoria • Executive Director, Service Agreements and Quality Systems, COPL • Executive Director, Homelessness and Housing Support, Homes Victoria • Executive Director, Integrated Housing Responses, Homes Victoria 	

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • Executive Director, Statewide Disability and Housing Operations, COPL • Facilities Manager, Homes Victoria • HCSOU, HCSOQ1-2, Housing Call Centre, COPL • Housing Services Officer 1-3, COPL • Labour Hire Temporary Staff - Housing Call Centre, COPL • Participating Registered Agency Authorised User • Transitional Housing Manager • VPS 2-6, Housing Call Centre, COPL • VPS 3-6, Housing Client Pathways and Outcomes, Homes Victoria • VPS 4-6, Housing Practice Advice and Support, Office of Professional Practice, COPL • VPS 4-6, Area Office, COPL • VPS 4-6, Team Managers, Housing Managers and Client Support and Housing Services, Area Offices, COPL 	

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • VPS 5-6, Service Delivery Support, COPL • VPS5-6 Integrated Housing Responses, Homes Victoria 	

Duties related to determinations

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 142E(2) and (3)(a), (b) and (c). • And, in respect of each of those duties, the incidental and ancillary Powers arising from section 9(2). 	<p>These duties relate to gazetting and taking into account Homes Victoria determinations for the purposes of allocating tenancies to applicants on the Victorian Housing Register.</p> <p>Examples of these delegated duties:</p> <ul style="list-style-type: none"> • Publishing determinations in the Government Gazette relating to eligibility criteria and priority categories. • Using the determinations to assess which priority category applies to an eligible applicant and deciding whether to allocate 	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria 	
		<ul style="list-style-type: none"> • Area Executive Director, COPL • Executive Director, Housing Policy, Homes Victoria • Director, Service Delivery Support, COPL • Director, Housing Call Centre, COPL • Director, Yarra Housing Estates, COPL • Director Homelessness and Housing Support, Homes Victoria • Director, Integrated Housing Responses, Homes Victoria 	<p>Non-financial</p> <p>The delegate is only to perform duties in relation to section 142E(2) and (3) following the appropriate determination by Homes Victoria under 142E(1).</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	<p>a tenancy in social housing to an eligible applicant.</p>	<ul style="list-style-type: none"> • Director, Housing Client Pathways and Outcomes, Homes Victoria • Group Manager, Statewide Housing Support, Homes Victoria • Executive Director, Service Agreements and Quality Systems, COPL • Executive Director, Homelessness and Housing Support, Homes Victoria • Executive Director, Integrated Housing Responses, Homes Victoria • Executive Director, Statewide Disability and Housing Operations, COPL 	
		<ul style="list-style-type: none"> • Facilities Manager, Homes Victoria • Transitional Housing Manager • VPS 6, Housing Call Centre, COPL • Housing Services Officer 1-3, COPL • VPS4-6 Team Manager, Housing Manager and Client 	

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		Support and Housing Services, Area Offices, COPL <ul style="list-style-type: none"> • VPS 5-6 Housing Client Pathways and Outcomes, Homes Victoria • VPS 5-6, Service Delivery Support • VPS 5-6, Homelessness and Housing Support, Homes Victoria • VPS 5-6, Integrated Housing Responses, Homes Victoria 	

Powers to make and revoke declarations under sections 142F(2)(a), (3)(a) and (4) in relation to participating designated service providers and duty to publish list of each participating designated service provider and participating registered agency

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 142F(2)(a), (3)(a) and (4). 	This Power relates to declaring a designated service provider (which	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria 	

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Sections 33, 34. • And, in respect of that Power and duty, the incidental and ancillary Powers arising from section 9(2). 	<p>could be an agency, a body or a natural person) to be a participating designated service provider.</p> <p>This Power relates to revoking a declaration of an organisation as a participating designated service provider.</p> <p>This duty relates to publishing details of each participating designated service provider and participating registered agency as a list on the department’s website.</p>	<ul style="list-style-type: none"> • Executive Director, Housing Policy, Homes Victoria • Director, Service Delivery Support, COPL • Executive Director, Service Agreements and Quality Systems, COPL • Executive Director, Statewide Disability and Housing Operations, COPL • Director, Housing Client Pathways and Outcomes, Homes Victoria • Group Manager, Statewide Housing Support, Homes Victoria 	<p>Non-financial</p> <p>The delegation of 142F(3)(a) does not include revoking a declaration of a participating registered agency.</p>
		<ul style="list-style-type: none"> • VPS 5-6, Service Delivery Support, COPL • VPS 5-6, Housing Client Pathways and Outcomes, Homes Victoria 	<p>Non-financial</p> <p>The delegation relates to 142F(2)(a) and (4) and Sections 33, 34 only.</p>

Powers to authorise access to the Victorian Housing Register and duty to have regard to prescribed access criteria if any

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 142G(2), (3), (4) and (5). • And, in respect of each of those Powers and this duty, the incidental and ancillary Powers arising from section 9(2). 	<p>These Powers relate to authorising and revoking individuals' access to the Victorian Housing Register.</p> <p>This duty relates to having regard to prescribed access criteria, if any, in determining whether to give authorisation.</p>	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria • Executive Director, Housing Policy, Homes Victoria • Director, Service Delivery Support, COPL • Executive Director, Service Agreements and Quality Systems, COPL • Executive Director, Statewide Disability and Housing Operations, COPL • Group Manager, Statewide Housing Support, Homes Victoria • Director, Housing Client Pathways and Outcomes, Homes Victoria • VPS 6 Group Manager, Statewide Housing Support, Homes Victoria 	<p>Non-financial</p>

Power to access the Victorian Housing Register

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 142H. • And, in respect of that Power, the incidental and ancillary Powers arising from section 9(2). 	<p>This Power relates to accessing the Victorian Housing Register. Reasons for access that are listed in the Act include:</p> <ul style="list-style-type: none"> • to maintain the accuracy of the information in the Victorian Housing Register • to determine whether an applicant meets the eligibility criteria for a tenancy in social housing • to determine which priority category applies to an eligible applicant • to determine whether to allocate a tenancy in social housing to an eligible applicant • to verify the personal details of an applicant or of a household member of an applicant • to verify the status of an applicant's application for a tenancy in social housing • to prepare reports and compile statistics in relation to the use of the Victorian Housing Register 	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria • Area Executive Director, COPL • Director, Service Delivery Support, COPL • Director, Housing Call Centre, COPL • Director, Yarra Housing Estates, COPL • Director, Homes Victoria • Executive Director, Housing Policy, Homes Victoria • Executive Director, Service Agreements and Quality Systems, COPL • Executive Director, Statewide Disability and Housing Operations, COPL • Group Manager, Statewide Housing Support, Homes Victoria • Facilities Manager, Homes Victoria • HCSOU, HCSOQ1-2, Housing Call Centre, COPL 	<p>Non-financial</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • Housing Services Officer 1-3, COPL • Labour Hire Temporary Staff - Housing Call Centre, COPL • Manager, Housing Performance and Governance, Homes Victoria • Participating Registered Agency Authorised User • Transitional Housing Manager • VPS 4-6, Integrated Housing Responses, Homes Victoria • VPS 2-6, Housing Call Centre, COPL • VPS 4-6, Housing Policy, Homes Victoria • VPS4-6, Team Manager, Housing Manager and Client Services and Housing Services, Area Offices, COPL • VPS 5-6, Homelessness and Housing Support, Homes Victoria • VPS 5-6, Housing Business Operations, Statewide Disability and Housing Operations, COPL 	

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • VPS4-6, Housing Practice Advice and Support, Office of Professional Practice, COPL • VPS5-6, Service Delivery Support, COPL • VPS 6, Housing Client Pathways and Outcomes, Homes Victoria • VPS3-6, Housing Client Pathways and Outcomes, Homes Victoria (Program Coordinator, Senior Advisor and Manager), Homes • VPS3-6, Housing Business Operations, Statewide Disability and Housing Operations, COPL 	

Powers related to information sharing

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 142J(1). • And, in respect of each of those Powers, the incidental and ancillary Powers arising from section 	<p>These Powers relate to the collection, use and disclosure of information. Reasons to do this that are listed in the Act include:</p> <ul style="list-style-type: none"> • to determine whether an applicant meets the eligibility criteria for social housing; 	<ul style="list-style-type: none"> • Deputy Chief Executive Officer, Homes Victoria • Area Executive Director, COPL • Director, Service Delivery Support, COPL 	<p>Non-financial</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	<ul style="list-style-type: none"> • to determine which priority category applies to an eligible applicant; • to determine whether to allocate a tenancy in social housing to an eligible applicant; • to determine the health, safety and support needs and housing requirements of individuals who are seeking housing assistance; • to facilitate the management and granting of tenancies in social housing and in other housing to support individuals to access housing that is appropriate to their needs; • to prepare reports and compile statistics in relation to the use of the Victorian Housing Register. 	<ul style="list-style-type: none"> • Director, Housing Call Centre, COPL • Director, Yarra Housing Estates, COPL • Executive Director, Homes Victoria • Director, Homes Victoria • Executive Director, Service Agreements and Quality Systems, COPL • Executive Director, Statewide Disability and Housing Operations, COPL • Director, Housing Client Pathways and Outcomes, Homes Victoria • Group Manager, Statewide Housing Support, Homes Victoria • Facilities Manager, Homes Victoria • HCSOU, HCSOQ1-2, Housing Call Centre, COPL • Housing Services Officer 1-3, COPL • Labour Hire Temporary Staff - Housing Call Centre, COPL 	

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • Manager, Housing Performance and Governance, Homes Victoria • Participating Registered Agency Authorised User • Transitional Housing Manager • VPS 2-6, Housing Call Centre, COPL • VPS 4 -6, Housing Policy, Homes Victoria • VPS4-6, Team Managers, Housing Managers and Client Support and Housing Services, Area Offices, COPL • VPS 5-6 Housing Business Support, Statewide Disability and Housing Operations, COPL • VPS 5-6, Homelessness and Housing Support, Homes Victoria • VPS 5-6, Integrated Housing Responses, Homes Victoria • VPS 5-6, Service Delivery Support, COPL • VPS 6, Housing Client Pathways and Outcomes • VPS4-6, Housing Practice Advice and Support, COPL 	

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
		<ul style="list-style-type: none"> • VPS 6, Principal Practice Manager Housing, COPL • VPS 3-6, Housing Client Pathways and Outcomes, Homes Victoria (Program Coordinator, Senior Advisor and Manager) 	

Powers related to make Victorian Affordable Housing Program determinations

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
<ul style="list-style-type: none"> • Section 142JB and 142JC. • And, in respect of each of those duties, the incidental and ancillary Powers arising from section 9(2). 	<p>These Powers relate to the making of Victorian Affordable Housing Program (VAHP) determinations, setting out specific operational and policy settings for any VAHP which has been declared to be a VAHP under section 142JA of the Act.</p> <p>These Powers will further administer, deliver or facilitate delivery of affordable rental housing and the VAHP.</p> <p>Examples of Delegated duties include:</p>	<ul style="list-style-type: none"> • Executive Director, Housing Policy, Homes Victoria • Director, Affordable Housing and Social Procurement, Housing Policy, Homes Victoria • Director, Social Housing Reform, Housing Policy, Homes Victoria 	<p>Non-financial</p> <p>The delegate is only to perform duties in relation to section 142JB and 142JC following the appropriate declaration by the Minister under 142JA(1).</p>

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	<ul style="list-style-type: none"> • Publishing VAHP determinations in the Government Gazette, identifying the VAHP to which it applies in accordance with any requirements of the VAHP declaration to which it relates and specifying a date the determination comes into operation and publishing on the Department's internet site • VAHP determinations may set out eligibility criteria for participation in a VAHP, including application processes, selection processes for participation in the relevant VAHP, rent settings, tenancy management, tenure length or duration, record keeping requirements, requirements for information collection, requests for information and the provision of information, dispute resolution processes, determining the date the determination expires and 		

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	other matter associated with or ancillary to any other matter.		

Power of Homes Victoria to refuse existing leases

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
Section 144	Homes Victoria may terminate or refuse to renew any lease existing on or after the 1 July 2005 to a co-operative found in Schedule 9.	Deputy Chief Executive Officer, Homes Victoria	At least 90 days of notice must be given before terminating a lease

Power of Homes Victoria to enter into a covenant with the purchaser

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
Clause 4, Part I, Schedule 2.	Where, pursuant to s14(1)(e), Homes Victoria sells any land subject to terms and conditions relating to the use or development of land by the purchaser, Homes	Deputy Chief Executive Officer, Homes Victoria	<ul style="list-style-type: none"> The covenant may be released by Homes Victoria or varied by an agreement between Homes Victoria and those with an

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
	Victoria may enter into a covenant with the purchaser which binds the purchaser as to: <ul style="list-style-type: none"> • the manner and method of and the time within which the land will be developed or redeveloped; or • the manner in which the land will be used; or • both the development or redevelopment or use of the land. 		interest in the land burdened by the covenant. <ul style="list-style-type: none"> • The covenant or variation of the covenant must be recorded by the Registrar of Titles.

Power of Homes Victoria to write off outstanding rent

COLUMN ONE Statutory provisions/Schedule clauses of Act	COLUMN TWO Description/examples	COLUMN THREE Delegate(s)	COLUMN FOUR Conditions/Limitations in addition to the Overarching conditions and limitations
Clause 7, Part I, Schedule 2.	Where Homes Victoria leases or sub-leases any land pursuant to para (g) or (h) of s14(1), Homes Victoria may write off such amounts of outstanding rent.	Deputy Chief Executive Officer, Homes Victoria	<ul style="list-style-type: none"> • There must be consent of the Treasurer • Homes Victoria must be satisfied that the amounts outstanding are irrecoverable.