

1. Purpose of Policy

1.1 Purpose

This policy

- sets the principal objective of Teacher Housing Authority of NSW (THA) to provide and maintain suitable and adequate housing accommodation for teachers in New South Wales;
- aims to support the provision of affordable and well-maintained properties to attract and retain teachers in rural and remote locations; and
- outlines the minimum security provisions and standards THA will have in its properties for the safety of its tenants.

1.2 Operating Context

THA owns and manages approximately 1300 properties in 198 communities to house teachers in NSW.

THA provides accommodation in rural and remote locations in New South Wales where the private rental market fails to meet the needs of teachers and Department of Education (DoE) staff.

2. Scope and application

2.1 In scope

The policy applies to THA properties which include 1,308 properties to house teachers.

2.2 Application

This policy is to be applied by:

- Director, Housing Services;
- Senior Tenancy Manager;
- Manager Building Services;
- Project Officer;
- Technical Officers; and
- Maintenance Officer.

3. Policy

- 3.1 THA will ensure that security provisions in THA residences comply with the requirements of the *Residential Tenancies Act 2010* (Section 70).

- 3.2 THA will ensure that the following provisions are included in the scope and design for all new residences:
- all external doors are of solid core type;
 - all external and sliding doors to have heavy duty domestic security screen doors fitted with pneumatic door closers;
 - external sensor lighting, at least one each at the front and back of the residence;
 - 1800mm high colorbond fencing and gates on the side and rear boundaries. 1200mm or 1500mm high fencing and gates for the front boundary;
 - non base-backed security alarm system;
 - all external doors to have entrance knob fitted with dead bolt;
 - all windows to have suitable window locks. Windows to be lockable in an open position (100mm) to allow for secure ventilation; and
 - each residence to be individually keyed to be different to other residences in town. The residence to be keyed alike throughout to the extent possible.
- 3.3 THA will ensure the existing residences have following security provisions as a minimum:
- Solid core external doors;
 - Security screen doors (keyed alike);
 - Deadlocks on all external doors (keyed alike);
 - Locks on all windows (keyed alike); and
 - 1800mm or 1500mm high Colourbond fencing and gates on the side and rear boundaries.
- 3.4 THA will consider installing additional security provisions into existing and new residences on a case by case basis depending on the level of risk in the locality. These additional provisions may include:
- For existing residences:
- Sensor lighting, at least one each at the front and back of the residence;
 - Non base-backed security alarm system;
 - Crimsafe or equivalent security screens to external doors;
 - Heavy duty domestic security screens to windows; and
 - Crimsafe or equivalent security screens to windows.
- For new residences:
- Crimsafe or equivalent security screens to external doors;
 - Heavy duty domestic security screens to windows; and
 - Crimsafe or equivalent security screens to windows.

4. Failure to comply with this policy

This policy needs to be complied with to ensure the health and safety of THA's tenants.

Any non-compliance will need to be reported to the Building Services Manager or Director, Housing Services.

In any non-compliance, the following actions are to be taken with the respective officer:

- One on one meeting to discuss non-compliance;
- The officer is to be provided with a note of the discussions and an instruction to comply with the policy in the future; and
- For any serious non-compliance, reference will be made to the DPIE Code of Ethics for appropriate advice and/or action.

5. Code of Ethics and Conduct

Public officials are expected to act ethically and in the public interest. Part 2 of the *Government Sector Employment Act 2013* establishes the ethical framework for the Government sector.

Corrupt conduct is defined in Sections 8 and 9 of the *Independent Commission Against Corruption Act 1988*.

6. Monitoring and review

THA will review this policy no later than three years from the date the document is approved. The document may be reviewed earlier in response to post-implementation feedback, changes to legislation, or as necessary.

Policy Metadata

Category	Description
Status	Final
Date of approval	24 August 2021
Approver	THA Board Members and Chairperson
Approval reference (CM9)	PAG21/00402-001
Division	Housing Services
Policy owner	Director, Housing Services
Branch	NSW Land and Housing Corporation
Next review date	August 2024

Version Control

Version Number	Date Issued	Changes
1	24 August 2021	New document