

1. Purpose of Policy

1.1 Purpose

The principal objective of the Teacher Housing Authority of NSW (THA) is to provide and maintain suitable and adequate housing accommodation for teachers.

Payment of a rental bond is consistent with this objective by ensuring that dwellings are well maintained during a tenancy and left in a reasonable state of cleanliness and repair at the time they are vacated.

The provisions of the *Landlord and Tenant (Rental Bonds) Act 1977* and the *Residential Tenancies Act 2020* (and associated Regulations) apply to this policy.

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.

2.2 Application

This policy applies to all tenants entering into a tenancy agreement to reside in dwellings owned or managed by THA.

3. Policy

A rental bond equivalent to four weeks market rent will be charged for all THA dwellings. The bond will be lodged with the Rental Bond Board, NSW Fair Trading, until the cessation of the tenancy agreement.

Where a prospective tenant indicates in their “Application for Housing” that they are willing to share accommodation, they will pay a rental bond apportioned according to the number of existing tenants in the dwelling.

All disputes concerning the operation or interpretation of this policy will be determined by the Director, Housing Services.

In exceptional circumstances, a permanent, temporary, or casual teacher appointed to a hard to staff location who is in financial difficulty, may request to pay the rental bond by instalment or seek approval from the Director, Housing Services to waive the bond payable.

A tenant who is not satisfied with a decision on a matter by the Director, Housing Services may ask for the matter to be determined by the THA Board.

4. Failure to comply with this policy

An employee who fails to comply with this policy will have the matter formally raised with them by their Manager. This may result in the recording of any non-compliance of the policy in the staff members Performance Development Plan.

Non-compliance of this policy by employees should be reported to the respective Manager for investigation.

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)	PAG21/00402-013
Division	NSW Land and Housing Corporation
Policy owner	Director, Housing Services
Branch	Housing Services
Next review date	August 2024
Application to non-DPIE entities	Tenant Appointed Managing Agents

Version Control

Version Number	Date Issued	Changes
1	24 August 2021	New document