



Government of **Western Australia**  
Department of **Communities**  
**Housing**

**GOVERNMENT REGIONAL OFFICERS'  
HOUSING (GROH)**

**Private Tenants:  
Policy and Guidelines**

**January 2018**

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# GROH Private Tenants: Policy and Guidelines

## Purpose

This policy stipulates the conditions under which Government Regional Officers' Housing (GROH) dwellings that are surplus to requirements are leased by Department of Communities (Communities) to private tenants.

## Scope

This guide is for Communities officers, GROH Client Agencies, members of the public and people who are or wish to become private tenants in GROH dwellings. It states the responsibilities related to private tenancies in GROH dwellings.

## Definitions

**Client Agency** means either:

- an Employing Agency, which is a Department under the administration of a Minister of the Crown in the Government of the State, or any Crown instrumentality, hospital, board, body corporate or other body of whatever description, proclaimed as a Department under s.7 of the Government Employees' Housing Act 1964; or
- a Responsible Agency, which is the agency responsible for arranging the salary and other entitlements (including accommodation) of the tenant when this tenant is not an employee of an Agency.

**Communities** means the Department of Communities.

**Essential Maintenance** means repairs required to ensure that a dwelling is functional and that the tenant's health and safety are not in jeopardy.

**GROH** means the Government Regional Officers' Housing program administered by the Department of Communities Housing Division.

**GROH applicant** means a person applying to be a tenant in a GROH dwelling.

**GROH client** means either:

- a Client Agency; or
- any other client serviced by GROH (**other GROH client**).

**GROH dwelling** means a house as defined in s.5 of the *Government Employees' Housing Act 1964* (GEH Act), which is owned, leased or constructed by Housing and allocated for use by GROH.

**GROH tenant** means a person residing in a GROH dwelling under the terms of GROH tenancy Agreement.

**GROH tenancy agreement** means the property and tenancy agreement between the GROH tenants and the Client Agency, for which GROH acts as the Agent.

**Housing** means the Department of Communities, Housing.

**HSO** means the Department of Communities, Housing Services Officer.

**HPSO** means the Department of Communities, Housing and Property Services Officer.

**Officer** means an employee of the Department of Communities Housing Division.

**Other GROH client** includes other worker housing programs, e.g. Non-Government Organisations, non-proclaimed state government Agencies, other housing programs or private tenants.

**Permanent Return** means Communities approves a Client Agency permanently returning a dwelling to Housing for re-allocation.

**Private tenant** means an individual, organisation or business that is not eligible for a GROH dwelling.

**RTA** means the *Residential Tenancies Act 1987 (WA)*.

**Temporary Return** means the return of a GROH dwelling that would otherwise be vacant by a Client Agency to Communities, so that Communities can allocate the dwelling to another GROH client.

## Policy Statements

### 1. Surplus Properties

#### 1.1. Policy

1.1.1. For GROH dwellings that have been temporarily or permanently returned to Communities and are surplus to Client Agency requirements, Communities will seek to obtain suitable private tenants.

### 2. Charges: Private Tenants and Client Agencies

#### 2.1. Policy

2.1.1. Communities will charge private tenants occupying a GROH dwelling:

- the market rent for the dwelling
- a bond

2.1.2. For temporarily returned dwellings that remain allocated to a Client Agency and are occupied by a private tenant, Communities will provide a rent refund to the Client Agency.

#### 2.2. Guidelines

2.2.1. Eligible private tenants may apply for a bond assistance loan from Communities.

### 3. Maintenance

#### 3.1. Policy

3.1.1. Properties occupied by private tenants that have been identified for disposal or redevelopment will receive essential maintenance only, as determined by Communities.

## Legislation and References

- *Government Employees' Housing Act 1964 (GEH Act)*
- *Residential Tenancies Act 1987*
- *Public Sector Management Act 1994*
- *Freedom of Information Act 1992*

## Document History

ISSUE	DATE	REASON	POLICY AUTHOR	OFFICERS TITLE	DATE LOADED ON Internet
1	October 2003	Policy Created	Lisbet Schäfers	Policy and Projects Officer	
2	January 2006	Policy amended to reflect changes in business relationship with Real Estate Agents – Policy changed to procedural guidelines	Greg Hart	Coordinator Policy Services	
3	August 2006	Policy amended to reflect the change to the Government Employees' Housing Authority by the <i>Machinery of Government (Miscellaneous Amendments) Act 2006</i>	Lisbet Schäfers	Projects and Policy Officer	
4	October 2009	Policy reformatted	Danielle Faulkner	Coordinator Policy and Projects	October 2009
5	January 2018	Policy amended and reformatted	Brett Hockley	A/Senior Policy and Practice Officer	

## Authorisation

<i>Version</i>	<i>Authorised by</i>	<i>Approval Date</i>	<i>Effective Date</i>	<i>Sections modified (if applicable)</i>
[1.0]	Director Housing Programs	January 2018	February 2018	

## Summary Information

<b>Responsible Officer</b>	Director Housing Programs
<b>Contact Officer</b>	Senior Policy and Practice Officer, Housing Programs
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<b>Associated Documents</b>	<ul style="list-style-type: none"> <li><i>Government Employees' Housing Act 1964</i></li> <li><i>Residential Tenancies Act 1987</i></li> </ul>