



Teacher housing

Audience

Implementation Date: 30/08/2019
Version: 1.0

All teachers employed by the Department of Education (the department) and all stakeholders involved in the teacher housing process.

Purpose

This policy supports the department's commitment to provide subsidised teacher housing to eligible teachers when they are appointed or transferred to a rural or remote school.

Policy statement

The department is committed to ensuring we attract and retain capable and confident teachers delivering responsive services in our rural and remote schools. To support this commitment, the department will enable access to subsidised teacher housing to eligible teachers.

Principles

The department's teacher housing principles reflect our commitment to teachers and our continued engagement with stakeholders involved in the teacher housing process.

Principles	What this means for the department
<i>Accessibility</i>	<ul style="list-style-type: none"> The department will facilitate access to subsidised teacher housing in rural and remote locations. Principals (including Heads of Campus) and Deputy Principals are entitled, where available, to a unit of sole tenancy accommodation in the rural or remote location to which they have been appointed. The department will continue, at its discretion, to enable access to subsidised teacher housing in any location to meet a government service or need.
<i>Transparency and equity</i>	<ul style="list-style-type: none"> The department will consistently apply eligibility criteria to subsidised teacher housing. The department will communicate decisions about eligibility to subsidised teacher housing with stakeholders relevant to eligibility decision. The department will make every effort to provide subsidised teacher housing within a reasonable period of an eligible teacher being appointed or transferred to a rural or remote school.



Governance and monitoring

- The department commits to facilitating engagement with stakeholders at local, regional and state-wide levels in providing teacher housing.
- A Teacher Housing Reference Group (THRG) is established to review eligibility and allocation decisions and provide teacher housing advice to the Deputy Director-General, Corporate Services.
- Local management of teacher housing is managed through a Local Accommodation Committee (LAC) chaired by a Local Accommodation Officer.
- Employees involved in the teacher housing process will have access to training and support. (DoE employees only)

Requirements

The department manages the provision of teacher housing by:

- determining eligibility for teacher housing
- managing the appeals process determining eligibility for teacher housing, including exceptional circumstances, such as employees affected by domestic and family violence
- prioritising and allocating teacher housing
- managing demand for teacher housing and forecasting future teacher housing need
- managing tenancy and leases of teacher housing
- managing teacher housing stock, equipment assets and maintenance.

Eligibility and allocation criteria for teacher housing

Eligibility

The department determines teachers' eligibility for teacher housing at a subsidised rate when all the following criteria are met:

- the teacher is an employee of the department (including a school principal, head of campus, deputy principal or senior guidance officer) who is a public service officer or a temporary employee engaged under [Teaching in State Education Award – State 2016](#)
- the teacher has been transferred or appointed into a location with a transfer rating of TR4 - TR7 or a special consideration area to meet a government service
- the teacher and/or related household member does not own a private dwelling within 50 minutes by road of their place of employment at any time during their period of employment in that location.

These criteria must continue to be met for continued access to teacher housing entitlements.

Preservice teachers are eligible to occupy department owned housing, at subsidised rental rates, **only if** space is available and only when all eligible employees have been accommodated. Casual employees are not eligible for subsidised housing.

Allocation

The LAC allocates teacher housing to eligible teachers. The following criteria are considered by the LAC when determining allocation of teacher housing:

- existing household circumstances of the applicant (e.g. household size, personal security, disability and household member's health)
- optimum use of available dwellings
- any other factors considered relevant by the LAC.

Appeals

Teachers may appeal decisions regarding eligibility and/or allocation of teacher housing through their regional human resources manager who may escalate the review to the THRG.

Provision of teacher housing to meet housing demands

The department provides teacher housing through the following sources:

- department-owned housing stock
- Government Employee Housing stock administered by the Department of Housing and Public Works
- housing leased from the private rental market
- other government agencies housing stock (e.g. council housing stock).

All department-owned housing stock must be fully allocated before other housing is sourced.

The Department monitors and forecasts future demands for housing and manages surplus housing stock. Future housing demand is informed by workforce planning teacher forecasts and advice about newly appointed teachers or transfer applications for teachers where this is likely to create additional housing demand.

Manage tenancy and leasing of teacher housing

Tenancies and vacant accommodation are managed by the LAC in accordance with the [Residential Tenancies and Rooming Accommodation Act 2008 \(Qld\)](#). The department charges rent in accordance with approved government rates applicable to the department.

[Attraction and Retention Incentives](#) (Directive 7/14) provides for a rental subsidy for eligible teachers. The rental subsidy for eligible teachers in departmental accommodation is based on whether the accommodation is sole or multi-tenancy, the size and standard of the residence, and transfer rating.

The Infrastructure Services Branch (ISB) manages the residential leases of other housing sources when there is no department-owned stock available for allocation.

Maintenance of teacher housing stock and equipment assets

The department provides teacher housing of a standard and fit out commensurate with appropriate housing conditions across agencies and across Queensland. The LAC acts as the property manager for teacher housing

and addresses maintenance requests and lawful entry. Furniture may be provided in departmental accommodation at the discretion of the department upon the request from the LAC for multi-tenancies.

The department coordinates an annual maintenance program and minor works program for department-owned stock and liaises with the Government Employee Housing (GEH) about the annual maintenance and upgrade program of GEH owned stock.

Reporting and review

The THRG reviews teacher housing management and reports to the Deputy Director-General, Corporate Services.

Definitions

Appointment and transfer	The relocation of a teacher, either temporarily or permanently, to a rural and remote school whether by appointment, promotion, transfer or placement.
Government Employee Housing (GEH)	GEH owns and manages Queensland Government's employee housing portfolio enabling government agencies to deliver essential services supported by suitable, cost efficient employee accommodation across the State and particularly in Aboriginal and Torres Strait Islander communities and remote locations where there are minimal private rental opportunities.
Local Accommodation Committee (LAC)	A committee established in locations where one or more multi-tenancy dwellings are provided to accommodate teachers. In locations where there is no requirement for a local accommodation committee to be established, then the incumbent Principal fulfils the role.
Local Accommodation Officer	The elected chairperson and administrator of the local accommodation committee.
Rural and remote school	A school with a transfer rating of 4 or higher.
Stakeholder	Individuals or groups of people who have an interest in the teacher housing process; that is, they are involved in enabling access to, or affected by, subsidised housing. Stakeholders may include department staff involved in the teacher housing process, GEH, LAC, THRG and teachers eligible for subsidised housing.
Subsidised teacher housing	Dwellings made available to accommodate teachers at a subsidised rate.
Teacher	In the context of this policy, a teacher is taken to mean an employee engaged under the Teaching in State Education Award – State 2016 . This is also taken to include Principals, Heads of Campus, Deputy Principals and Senior Guidance Officers.
Teacher Housing Reference Group (THRG)	A reference group established to review eligibility and allocation decisions and provide teacher housing advice to the Deputy Director-General, Corporate Services.

Legislation

- [Anti-Discrimination Act 1991 \(Qld\)](#)
- [Attraction and Retention Incentives \(Directive 7/14\)](#)
- [Education \(General Provisions\) Act 2006 \(Qld\)](#)
- [Information Privacy Act 2009 \(Qld\)](#)
- [Property Law Act 1974 \(Qld\)](#)
- [Public Service Act 2008 \(Qld\)](#)
- [Public Sector Ethics Act 1994 \(Qld\)](#)
- [Queensland Civil and Administrative Tribunal Act 2009 \(Qld\)](#)
- [Residential Tenancies and Rooming Accommodation Act 2008 \(Qld\)](#)
- [Right to Information Act 2009 \(Qld\)](#)
- [Transfer and Appointment Expenses \(Directive 11/11\)](#)

Delegations/Authorisations

- Nil

Related policies

- [Maintenance Management Framework](#)

Related procedures

- [Debt Management](#)

Guidelines

- [Employee housing management guidelines](#) (DoE employees only)

Supporting information/websites

- [Remote Area Incentive Scheme \(RAIS\)](#)
- [Government employee housing](#)

Contact

For further information, please contact:

For eligibility enquiries:

Regional Human Resources Directors (HR Business Partnering)

[Department of Education Regional Office contacts](#)

Other enquiries, contact:

Property, Emergency and School Security
Infrastructure Services Branch, Corporate Services

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Superseded versions

Nil

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