



**Aboriginal
Housing
Office**



Aboriginal Housing Office Air Conditioning Policy

September 2016

**This policy outlines the AHO's
requirements for the provision of air
conditioning systems in Aboriginal
Housing in NSW.**

Document approval

The Aboriginal Housing Office Air Conditioning Policy has been endorsed and approved by:

Simon Newport

Director

Approved: 12 September 2016

Shane Hamilton

CEO

Approved: 12 September 2016

Document version control

Distribution: All AHO staff

Document name: Aboriginal Housing Office Air Conditioning Policy

Trim Reference: AHOD16/7716

Version: Version 1

This document replaces: N/A

Document status: Final

File name: Aboriginal Housing Office Air Conditioning Policy

Authoring unit: Housing Policy

Date: 12 September 2016

Next Review Date: 12 September 2019

Table of contents

1	Purpose of policy	4
	1.1 Purpose	4
	1.2 Background and policy link	4
2	Definitions	5
3	Scope and application	5
4	Legislation	5
5	Policy statement	5
6	Guidelines	7
7	Roles and responsibilities	7
8	Monitoring, evaluation and review	7
9	Support and advice	7

1 Purpose of policy

1.1 Purpose

The purpose of the AHO Air Conditioning Policy is to set out the AHO's policy and requirements for the provision of air conditioning systems in AHO owned social housing.

1.2 Background and policy link

The AHO Air Conditioning Policy was initiated from a need expressed by tenants and Aboriginal Housing Providers (AHPs) to provide cooling systems in social housing located in areas in NSW which experience high summer temperatures. The AHO endorsed this need while also recognising that there are health and social benefits to be gained from installing cooling systems in areas which experience severe summer temperatures.

The methodology used to determine which housing is eligible for the installation of cooling systems is housing located within the Isotherm 33 boundary.

Isotherms are climatic lines related to temperature zones with the data being obtained from the Bureau of Meteorology. The Isotherm 33 boundary covers most of the far west and north west of NSW. The average January maximum temperature within Isotherm 33 is between 33 - 36 degrees Celsius, with many areas in NSW within this boundary experiencing consistent temperatures in the high thirties and above forty degrees.

See map at Appendix 1 for Isotherm coverage.

The policies, contracts, funding agreements and guidelines that have been identified under this Policy as linked to AHO Air Conditioning Policy are as follows:

- Aboriginal Housing Act 1998
- Aboriginal Housing Office Air Conditioning Guidelines

2 Definitions

The table below is a list of terms, keywords and/or abbreviations used throughout this document.

Term	Definition
ACHP	Aboriginal Community Housing Provider
AHO	Aboriginal Housing Office
CHP	Community Housing Provider. A social housing provider registered under the National Regulatory System for Community Housing
FACS	(Department of) Family and Community Services
Registered ACHP	An Aboriginal Community Housing Provider registered under Section 26 the Aboriginal Housing Act (1998).

3 Scope and application

This policy applies to AHO owned properties managed under a management agreement with the AHO by a registered ACHP, by FACS or by a registered Community Housing Provider (CHP).

This policy does not apply to ACHPs that are not registered with the AHO.

4 Legislation

The Policy is underpinned by the NSW Aboriginal Housing Act (1998).

5 Policy statement

Under this policy:

- The AHO will be responsible for the provision of air conditioning systems in eligible properties owned by the AHO and managed by a registered ACHP, by FACS or by a registered CHP under a management agreement.
- Eligibility for the provision of air conditioning systems will be restricted to properties located within the Isotherm 33 boundary.
- The type of system to be installed will be determined by the AHO. Refer to the Air Conditioning Guidelines – see Section 6 below.

- For AHO properties managed by an ACHP under a management agreement, the ACHP will be responsible for the ongoing maintenance of the air conditioning system and for replacing air conditioning systems at the end of their system life or when required.
- For AHO properties managed by FACS or a registered CHP under a management agreement, FACS or the registered CHP will be responsible for the ongoing maintenance of the air conditioning system. The AHO will be responsible for replacing air conditioning systems at the end of their system life or when required.
- For all AHO owned properties within the Isotherm 33 boundary which have no existing cooling system refer to 3.1 of the Aboriginal Housing Office Air Conditioning Guidelines for the type of air conditioning system that will be installed.
- All AHO owned properties within the Isotherm 33 boundary which have an existing cooling system will be treated on a case by case basis according to the guidelines outlined at 3.1 of the Aboriginal Housing Office Air Conditioning Guidelines.
- Tenants with certain medical conditions may be eligible for installation of an air conditioning system in their premises. Tenants who require an air conditioning system to be installed for medical reasons must apply in writing to the AHO and provide evidence of a medical assessment from a Medical Specialist. The medical assessment must outline the medical reason for recommending that air conditioning be installed.
- Tenants residing in an AHO property can arrange installation of an air conditioning system by a licensed tradesperson at their own expense, providing that the tenant requests modifications to be undertaken and the request is approved by the AHO. If approved and work is carried out, the tenant will then need to provide a certificate of installation from the licensed tradesperson to the AHO.
- If a tenant is approved to install an air conditioning system and they are to vacate the property, the tenant will need to leave the equipment or reinstate the property to its original condition when the tenant vacates.
- Tenants can apply for reimbursement for approved air conditioning installations only when the:
 - Tenants is relocated for management purposes to another property, or
 - Alterations cannot be removed from the property and relocated to the new property.

Reimbursement will be calculated by determining the value of the alteration, less wear and tear.

6 Guidelines

The AHO has published the Aboriginal Housing Office Air Conditioning Guidelines to support this policy. The Guidelines provide detail on the type of cooling system to be installed, sizing, system selection and installation requirements.

The guidelines must be read in conjunction with this policy.

7 Roles and responsibilities

The main roles and responsibilities for the implementation of this policy are as follows:

- The AHO Board and AHO Chief Executive will endorse and approve the policy and all related documents necessary to implement the policy
- Housing providers managing properties under a contractual arrangement with the AHO should be aware of the policy
- AHO staff will ensure that the policy is effectively implemented.

8 Monitoring, evaluation and review

It is the responsibility of the AHO to monitor and update this policy as required. This policy will be reviewed every two years or when any significant new information, legislative or organisational change warrants amendments to this document.

Reviews will be conducted in collaboration with other AHO units and external stakeholders and may require further consultations with the Aboriginal housing sector.

9 Support and advice

Support and advice about this policy can be obtained from:

- Strategic Finance and Asset Management Directorate.

If you are reviewing a printed version of this document, please refer to the AHO Internet to confirm that you are reviewing the most recent version of the policy.

APPENDIX 1: NSW Isotherm Zones

