



Social Housing Directives

Policy No. 2013-18

SECTION	SUBJECT	PAGE 1 OF 2
Wait List	Refusal of Unit Offer By Housing Provider	January 2013

PURPOSE:

The Service Manager's system for selecting Wait List households for housing will set out reasons why a Housing Provider can refuse to offer a unit to an applicant, how an applicant will be notified by a Housing Provider of a refusal to offer a unit and how the Housing Provider will review the decision if requested to do so by the household.

HOUSING SERVICES ACT:

A Service Manager's system for selecting households must include rules that permit a Housing Provider, despite any other rule, to not offer a household a unit in a housing project described in subsection (2), in any of the following circumstances:

- 1. The Housing Provider has a mandate under section 76 of the Act and offering the unit to the household would be contrary to that mandate.*
- 2. The Housing Provider has reasonable grounds to believe, based on the household's rental history that the household may fail to fulfil its obligations to pay rent for the unit in the amount and at the times the rent is due.*
- 3. The Housing Provider is a Non-Profit Housing Co-operative and the household does not agree to accept its responsibilities as a member of the Housing Provider or the Housing Provider has reasonable grounds to believe that the household will not accept or will be unable to accept those responsibilities.*
- 4. The unit is one in which individuals will reside in a shared living situation and the Housing Provider has reasonable grounds to believe that it is unreasonable for the household to reside in the shared accommodation (367/11 s. 50).*

POLICY:

Housing Providers have the ability to refuse to offer a unit to an applicant for the following reasons:



- i) The household does not meet mandate of the project.
- ii) The household may not pay rent on time and in full.
- iii) The household does not agree to Housing Co-operative responsibilities.
- iv) Shared accommodation is unreasonable.
- v) Modifications or support services are significantly greater or less than what is required (Special Needs Housing only).

The applicant will receive notice of the refusal within ten (10) business days of the decision being made by the Housing Provider.

The applicant has a right to have the decision of refusal reviewed.

The review is to be completed by Housing Provider within 30 days of the applicant's request date.

The Housing Provider must provide written notice to the applicant within ten (10) business days of the review decision.

The review decision of the Housing Provider is final.

Notices and reviews apply to first refusal only.

APPROVED BY:

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