



Social Housing Directives

Policy No. 2013-25

SECTION	SUBJECT	PAGE 1 OF 2
Special Needs Housing	Refusal of Offer A Unit	January 2013

PURPOSE:

The Special Needs Housing Administrator's system for selecting waiting Special Needs households will set out reasons why a Housing Provider can turn down 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 Special Needs Housing Administrator'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 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 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.*
- 5. The level of support services that are provided in respect of the unit is significantly greater or significantly less than the level of support services required by the household (367/11 s.77).*



POLICY:

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

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 the household to reside in the shared accommodation.
5. The level of support services that are provided in respect of the unit is significantly higher or significantly less than the level of support services required by the household.

The Special Needs applicant will receive notice of the refusal within 10 days of the decision being made by the Housing Provider.

The Special Needs 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 Special Needs applicant's request date.

The Housing Provider must provide written notice to the Special Needs applicant within 10 business days of the review decision.

The review decision of the Housing Provider is final.

Notices and review apply to first refusal only.

APPROVED BY:

Dave Overboe

Director, Social and Property Services Department