



HOUSING APPLICATION REVIEW POLICY

SPO25

Responsible Manager:	Executive Manager Housing Services
Heads of power:	<i>Residential Tenancies and Rooming Accommodation Act 2008 (Qld)</i> Social Housing Application Policy SPO10
Authorised by:	Council
Authorised on:	20 February 2018
Implemented from:	February 2018
Last reviewed:	N/A
Review history:	N/A
To be reviewed on:	30 June 2020
Corporate Plan:	Environment

1. POLICY STATEMENT

- a) As a social housing provider under the *Residential Tenancies and Rooming Accommodation Act 2008*, Torres Strait Island Regional Council (Council) is committed to making decisions on social housing allocation based on current and correct information.
- b) Council will ensure that the Register of Need (social housing waitlist) is kept up-to-date and all applicants have a review of their approved application for housing completed every 12 months.
- c) By keeping applicants' information up to date Council will ensure that allocations accurately reflect the current housing need of each Council division and that allocations are made to those applicants in the highest need.
- d) Each applicant for social housing will be required to update their household details and circumstances within 30 days of the Council review being implemented.
- e) An applicant may only be removed from the Register of Need:
 - i. if the applicant no longer requires housing; or
 - ii. after being advised in writing and given 14 days' notice.

2. SCOPE

This policy applies to all Council social housing tenants, including employees, Councillors, contractors, agents and assigns of Council.

3. PROCEDURE

This policy is to be applied in conjunction with Social Housing Application Procedure SPO10-PR1 and Housing Application Review Procedure SPO25-PR1.

4. AUTHORISATION

This policy was duly authorised by Council as Torres Strait Island Regional Council Housing Application Review Policy on 20 February 2018 and shall hereby supersede any previous policies of the same intent.



Bruce Ranga
Chief Executive Officer

Date: 20 / 02 / 2018