

Application Management Policy

Purpose

To outline how the Department of Communities (Housing) manages applications for public housing.

Scope

This policy relates to clients who c3(cy re)-2(lat)6ang (en-BBC q0.000008866 0 uts whoh/0.0/3(h/ali)€

- c. Upon reinstatement of a withdrawn application.

4. Application Zone

Clients will be listed for only one Metropolitan zone or country town of their choice.

5. Application Review

Public housing applications will be reviewed regularly to assess client eligibility for public housing and to understand their housing needs.

6. Application Withdrawal

Public housing applications may be withdrawn:

- a. If the client is no longer eligible for public housing;
- b. At the request of the client;
- c. If the client does not respond to correspondence or information requests from the Department of Communities (Housing);
- d. If the client leaves Western Australia for longer than 6 months;
- e. If the client does not accept a property offer, unless:
 - i. The client can demonstrate the offer does not meet their housing needs, or;
 - ii. A deferral has been granted due to extenuating circumstances.

7. Application Reassessment

Subject to reassessment of eligibility and determining the clients housing needs, a withdrawn application may be reinstated:

- a. As a result of a successful appeal;
- b. As a result of a discretionary decision;
- c. Within one year of the application being withdrawn due to the client not responding to an application review without proceeding to the appeals process, or;
- d. Within one year of the application being withdrawn due to the client not being able to accept an offer of accommodation at the end of a deferment period.

8. Community Housing

Clients who EMC /Spl 6 (clien)-6:)]TJETQD.000008866 0 946 82.04eW*nB/F 12 Tf1 0 0 1 2354.0000

Related legislation

Housing Act 1990

Residential tenancies Act 1987

Residential Tenancies Regulations 1989

Related policies

Eligibility Policy.

Appeals Mechanism.

Discretionary Decision Making Policy.

Allocations Policy.

Document control

Version number	002
Last updated	January / 2022
Review date	January / 2023
Owner	