



Habinteg
housing association
(Ulster) Ltd

HABINTEG HOUSING SELECTION SCHEME

1 THE AIM OF THE ASSOCIATION

Habinteg is a registered housing association aiming to provide throughout Northern Ireland carefully designed homes and quality housing services with appropriate support for all sections of the community, having regard to people's abilities or disabilities.

2 SELECTION POLICY

Procedure for Allocations

2.1 Generally dwellings will be let in accordance with the Common Selection Scheme approved by the Department for Social Development for the allocation of permanent accommodation managed by the Northern Ireland Housing Executive and all other registered social landlords.

Copies of the Housing Selection Scheme are available on request.

2.2 The Association may allocate a dwelling to a voluntary organisation to implement an Independent Living Project for people with physical disabilities, a Community Care Project for people who have had mental health problems or who have a learning disability or for temporary housing for people who are homeless. The Association will retain close control of these projects and ensure that all appropriate applicants on the waiting list are considered for such accommodation. The Association will liaise with the Northern Ireland Housing Executive and the Department on all such proposed projects.

3 APPLICATIONS

Applications for accommodation may be made to the Association's offices, the Northern Ireland Housing Executive, or any registered social landlord, giving the information requested in the application form and stating the locations at which the applicant would be prepared to live if offered accommodation.

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4 TRANSFERS AND EXCHANGES

Existing tenants of the Association, or of the Housing Executive, or of another registered social landlord, who wish to be considered for a transfer, should seek the advice of their landlord. The Association will seek to help such people find accommodation more suited to their needs where it can do so without detracting from its ability to help those in greater housing need. Allocations will be in accordance with the Common Selection Policy.

The Association aims to help tenants with mutual exchanges as far as possible.

Tenants may advertise in the press or local shops or ask the Association if there are any tenants who may be interested in an exchange. If a suitable exchange can be arranged tenants must contact the Association to seek approval before proceeding.

If the exchange involves a tenant of another landlord, both the Association and the other landlord must approve the exchange before it may proceed.

If an exchange is not approved the tenant will be given the reasons for the decision.

Exchanges between secure tenants of Habinteg, another registered social landlord or the Northern Ireland Housing Executive are "Assignments by way of Exchange".

5 ACCURACY OF INFORMATION

Each applicant must accept full responsibility for the accuracy of all the information given on the initial application and at interview, and for informing the Association or the Northern Ireland Housing Executive of every change in circumstances which could affect his prospects of being re-housed.

If a house is allocated on the basis of information which is found to be incorrect or out of date, the Association may terminate the tenancy and evict the tenant.

6 PRIORITY

Where housing needs are equal and the applicants are equally suited to the accommodation which is available, the date on which the application was received will decide priority.

7 SPECIALLY DESIGNED HOUSING

When housing specially built or adapted to meet the needs of people with a disability or for older people is no longer needed by the family in occupation (for example, on the death of the disabled or older person, or his/her admission on a permanent basis to hospital or residential accommodation), the Association may request the family to transfer to general needs accommodation where this is conveniently available and where there is a need to obtain the special housing for another applicant.