

# **Public Sector Housing: Criteria for acceptance onto waiting lists for general housing**

Approved by the Council of Ministers January 2002  
-income limits amended March 2005

- 1. Eligible Applicant(s)**

Definition of applicant shall be:

  - (1) Single Person 18 years and over, or
  - (2) Single Person with Children, or
  - (3) Married Couple, or
  - (4) Married Couple with children, or
  - (5) Unmarried Couple, or
  - (6) Unmarried Couple with Children

Married Couples granted a tenancy shall be joint tenants.

Unmarried Couples granted a tenancy shall be joint tenants only if both are residentially qualified.
- 2. Residential Qualification**

  - (1) Applicant(s) must have been ordinarily resident on the Island for a minimum of ten years, *and*
  - (2) Applicant(s) must have been ordinarily resident in the local authority area for a minimum of five years.
- 3. Financial Qualification**

  - (1) Maximum gross income of applicant(s) £33,555 per annum
  - (2) For applicants with dependent children gross income levels shall be:
    - one dependent child , add £2,820
    - two dependent children, add £5,630
    - three or more, add £8,435.
- 4. Additional Acceptance Criteria**

  - (1) Divorced/ Separated person with joint access to a child or children under the age of eighteen where the parties have been legally separated for six months and legal proceedings have been instituted.
  - (2) Where there is joint residence of children the housing authority may apply discretion where the divorced/ separated person seeking housing has joint access to the child or children at some time.

(3) Applicants having previously owned property where the net proceeds of the sale do not exceed £50,000, or applicants with savings of £50,000, or other amount determined by the Department from time to time (notional interest from such savings to be taken into account and calculated as part of total allowed income; see attached guidance notes)

5. **Discretionary Criteria**

(1) Notice to quit from landlord, advocate where a Court has made an order for possession.

(2) Emergency Housing requirement with confirmation of circumstances from Social Services, police, fire service, environmental health or other relevant authority.

6. **Appeals Procedure**

Any applicant having an application for acceptance on to a waiting list rejected, **or**

Any applicant dissatisfied by reason of non allocation of a property by virtue of non allocation of points, may

(1) Seek a review of that decision by submitting a request in writing to the appropriate housing authority, and

(2) if the decision is upheld by that housing authority, seek an appeal against that decision in writing to the Department's Housing Division, whose decision shall be final.

(3) In the case of houses owned by the Department, the review or appeal shall be to a Minister or Member of the Legislature outside the Department as appointed by the Council of Ministers.