



Housing Needs

Review of Homelessness Decisions

This leaflet is part of a series of leaflets that sets out key information about Oxford City Council's Housing Needs service.

This leaflet explains how you can ask for a review of a homelessness decision made by the Council.

You can download a copy of this leaflet from www.oxford.gov.uk

Translations available

অনুবাদের ব্যবস্থা আছে
提供有翻譯本
तरजमे उपलब्ध है
उपलब्ध मिळ सके वन
ترجمہ دستیاب ہے

☎ 01865 252119



Housing Needs Service Leaflets Available

- Applying for Housing
- Assessing Applications
- Exceptional Circumstances Panel
- Help with Furnishing Your Oxford City Council Home
- Home Choice
- Housing Options
- Housing Registers Explained
- Incentive Scheme for Under-Occupying Oxford City Council Tenants
- Move-on Scheme for Single People
- Offer of Housing
- Review of Homelessness Decisions
- Review of Housing Allocations Decisions
- Survival Guide for Homeless Families and People in Oxford

Housing Needs Service

St Aldate's Chambers

St Aldate's

Oxford OX1 1DS

T: 01865 252858 / 59

F: 01865 252103

E: allocations@oxford.gov.uk

www.oxford.gov.uk

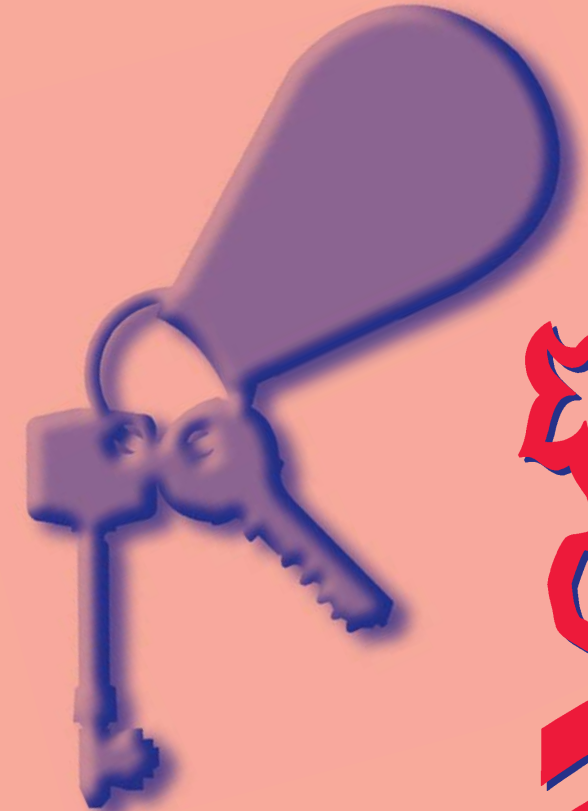


Housing Services Housing Needs Service

www.oxford.gov.uk



Review of Homelessness Decisions



Introduction



Following a homelessness application the Council will normally make a decision within 45 days. A letter will be sent to the applicant explaining the decision of the Council made under Section 184 of Part VII of the 1996 Housing Act, as amended.

If you are unhappy about this decision you can request a review.

Procedure for Reviewing of Homelessness Decisions



The following procedures are followed when reviewing a decision:

1. A request for a review must be made, in writing, within 21 days of the date that the applicant is notified of the Council's Section 184 decision. You can write to:

The Principal Housing Facilitator
Oxford City Council
St Aldate's Chamber
St Aldate's
Oxford OX1 1DS
2. You or a person acting on your behalf may make representations in writing that will be considered as part of the review.
3. The Council will complete the review within 8 weeks of the date of receiving your request for a review.
4. If it appears it will take longer than 8 weeks the Council will request your agreement to an extension of time in writing.

5. A senior officer, not involved in the original decision, will carry out the review. The reviewer is required to consider the facts and position at the date of the review and so you may be asked to provide additional information or evidence.
6. If the reviewer decides there is a deficiency in the original decision but is still minded to find against you then you will be notified of the reasons for this and you or a person acting on your behalf may make representations to the reviewer verbally, at an interview, or in writing.
7. You will be notified in writing of the outcome of the review and if the review goes against you the reasons for this will be given.

Referral to Another Council



If you are requesting a review of a decision to refer you to another local authority the procedures are different:

- The review period is 10 weeks from the date the review request is received and both the 'notifying' and 'notified' Councils who agreed the referral will carry out the review.
- In the event that there is a dispute regarding a referral between the Councils then the period is 12 weeks. An independent reviewer is required to arbitrate.

If you disagree with the review decision you are entitled to appeal to the County Court on a point of law within 21 days.

If you have concerns or are unsure what to do next you should contact an advice agency or see a solicitor.

Advice Centres

- Agnes Smith Advice Centre, Blackbird Leys:
T: 01865 770206
- Barton: **T: 01865 744152**
- Citizens Advice Bureau, 95 St Aldate's, Oxford:
T: 0870 1264114
- Oxfordshire Women's Aid: **T: 01865 791416**
- Rose Hill: **T: 01865 438634**
- Shelterline (24 hours): **T: 0800 800 4444**