

This leaflet is available in alternative formats. Contact:

Housing & Regeneration
Northern Ireland Housing Executive,
The Housing Centre, 2 Adelaide Street,
Belfast, BT2 8PB
Tel: 03448 920900
Email: info@nihe.gov.uk

**Housing
Executive**

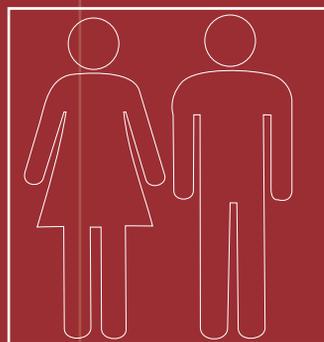
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Homeless?

How to request
a review of a decision



How to request a review of a decision

If you disagree with a decision taken by the Housing Executive in relation to your eligibility for homelessness assistance, or in relation to what duty (if any) is owed to you as someone who is homeless (or threatened with homelessness) or as to the suitability of accommodation offered in discharge of the Executive's duty then you have the right to request a review.

You can request a review by providing your reasons in writing to the Area Manager, who is both senior to the original decision maker and not involved in reaching the original decision. The address which you should submit the request for review to is on your homelessness decision letter. If necessary your District Office will give you the address or forward your letter for you.

The request for a review must be made within 28 days of receiving your homelessness decision letter. While there may be circumstances in which the Housing Executive will agree to extend this period of time it is important to understand that such an extension is not automatic. The time limit will only be extended by the Housing Executive, in writing, if it considers that you have demonstrated there is good reason for it to do so.

In certain circumstances you may be given the opportunity to make further written and/or oral representation to the Housing Executive in connection with the review.

If the Housing Executive has provided you with temporary accommodation it may consider that it is appropriate to continue to provide this accommodation pending the outcome of the review. If you are not in temporary accommodation provided by the Housing Executive and you require temporary accommodation you should contact your District Office.

The Housing Executive will advise you of the outcome of the review of your case within 56 days.

If you are dissatisfied with the review decision you may appeal to the County Court on a point of law within 28 days of receiving the review decision. The Court may grant leave for an appeal to be brought after the end of the 28 day period only if it is satisfied that there is good reason for the Applicant being unable to bring an appeal on time.

In these circumstances, if the Housing Executive has provided you with temporary accommodation it may consider it appropriate to continue to provide you with accommodation pending the outcome of the appeal. If you are not in temporary accommodation provided by the Housing Executive and you require temporary accommodation you should contact your District Office.

On appeal the Court may make such order confirming, quashing or varying the decision as it thinks fit.

Should you require any assistance in making your request for a review you may wish to contact:

Housing Rights Service
Tel: (028) 9024 5640

or your local advice centre.