

LONG-TERM HOUSING ALLOCATION POLICY

1.0 PURPOSE AND SCOPE

This policy establishes EACH Housing Limited's (EHL's) approach to the eligibility and allocation of its long-term rental housing program. EHL provides social housing and is committed to ensuring fair, transparent, and needs-based allocation of housing to eligible applicants.

This policy applies to all long-term rental properties owned or managed by EHL, including:

- Properties included within the Victorian Housing Register (VHR)
- Properties not included within the VHR
- Specialist Disability Accommodation (SDA) registered with the NDIA

This policy does *not* apply to:

- Properties where allocation remains the responsibility of external owners
- EACH-operated support programs (e.g., Youth and Adult Residential Rehabilitation)
- Short-term or transitional housing programs (e.g., Deuchar Place, Head Lease)
- Affordable Housing Program

2.0 POLICY STATEMENT

EHL aims to ensure access to long-term rental housing is fair, equitable, and aligned with its mission to provide secure housing to those in need. EHL's allocation process supports housing stability by matching applicants with appropriate properties based on eligibility, need, and community fit.

EHL will:

- Allocate housing only to eligible applicants, prioritising those experiencing housing stress
- Uphold transparent, equitable allocation practices while ensuring the viability of its housing programs
- Match applicants to properties in a way that supports sustainability and community stability
- Comply with all legal and regulatory obligations, including the VHR framework

EHL acknowledges that some programs may have additional eligibility requirements (e.g., SDA) and works with referral partners to support allocations.

2.1 General eligibility EHL will:

- Allocate long-term housing only to eligible applicants
- Clearly communicate eligibility requirements
- Ensure compliance with all legal, regulatory, and contractual obligations

2.2 Allocation Principles Allocations will be:

- Fair, transparent, and equitable
- Focused on relieving housing stress
- Aligned with EHL's obligations and financial sustainability

2.3 Matching and Sustainability EHL considers factors including:

LONG-TERM HOUSING ALLOCATION POLICY

- Housing and support needs
- Health, safety, and household composition
- Sustainable tenancies and harmonious communities

2.4 Participation in the VHR EHL uses the VHR as the common register for social housing applications in Victoria.

- Applicants on the VHR are presumed eligible
- Non-VHR applicants must demonstrate eligibility and may be assisted to apply
- SDA participants must be NDIA-approved but not VHR-listed

2.5 Additional Eligibility Requirements In addition to VHR criteria, applicants must:

- Have no outstanding debt with EHL (unless discretion is exercised)
- Meet program-specific criteria (e.g., SDA or Family Violence housing programs)

2.6 Allocation Targets Under VHR guidelines:

- 75% of annual allocations in Targeted Social Housing must go to Priority Access applicants
- EHL monitors allocations to ensure compliance with this target

2.7 Applicant Sourcing

- EHL sources applicants from the VHR
- Where suitable, eligible applicants lack a VHR application, EHL will assist them to apply
- For SDA, vacancies are advertised via the Housing Hub and relevant networks

2.8 Nomination Rights When nomination rights exist:

- EHL will formalise agreements with referral agencies
- Nominees must hold a Priority Access VHR application

2.9 Matching Households to the Right Property EHL follows VHR guidelines and considers:

- Property size and type suitability
- Location, access to services, employment, and transport
- Disability and accessibility requirements
- Optimal use of housing stock

Properties with unique features (e.g., modified for disability, ground-floor access) will only be offered to applicants who need them. Supporting documentation may be required.

2.10 Community Sustainability EHL may adjust allocation strategies in response to:

- Concentration of renters with complex needs
- Community tensions or safety concerns
- Building-specific management issues
- Supply and demand imbalances

LONG-TERM HOUSING ALLOCATION POLICY

3.0 DEFINITIONS

Applicant	A person applying for housing via the VHR or directly to EHL, where permitted.
DHHS	means the Victorian Department of Health and Human Services
Director of Housing	means the Victorian government statutory authority that owns all public housing land in Victoria, and which is the principal funding body for community housing.
NDIA / NDIS	means arrangements between EHL and third-party support providers where the support provider nominates applicants for certain vacant properties.
Priority Access	means applicants on the VHR who have been assessed as having a priority housing need. The Priority Access Categories are: • Emergency Management Housing • Priority Transfers • Homeless with Support • Supported Housing • Temporary Absence • Special Housing Needs • Special Housing Needs (Aged 55 years and over)
SDA	Specialist Disability Accommodation for individuals with high support needs
VHR (Victorian Housing Register)	The VHR is a centralised application system for people seeking public and community housing across Victoria. It is managed by the Department of Families, Fairness and Housing and standardises eligibility and access across the sector.

4.0 DOCUMENT OWNER

The Manager Housing Services, EHL is the subject matter expert and person responsible for this document review.

5.0 REFERENCES AND RELATED DOCUMENTS

This policy implements EHL's obligations under:

- Housing Act 1983 (Vic)
- Performance Standards for Registered Housing Agencies (Housing Registrar)
- Legal agreements between EHL and the Director of Housing relating to the VHR
- DHHS Victorian Housing Register Operational Guidelines
- Application documents
- Starting, During and Ending a Tenancy documents