

**Hastings County Community and Human Services
 Housing Services
 Administrative Policies and Procedures**

SUBJECT : Request for Changes to Housing Provider Mandates or Targets Policy		
APPROVED BY : Hastings County Council		
POLICY #: H.P. / H.L.H.C. 8		
ORIGINAL ISSUED	SUPERCEDES	CURRENT VERSION
June 2004	November 2016	June 2020

PURPOSE

To set in place a policy to deal with requests for changes to mandates or targets.

“*Mandate*” is a commitment on the part of a Housing Provider to provide housing for a particular client group (low-income households, for example).

“*Target*” is the number of units occupied by households receiving rent-geared-to-income assistance as defined in section 38 and the number of modified units. *Housing Services Act, 2011*, c. 6 Sched, 1, s.77 (1).

SCOPE

This policy applies to *Housing Services Act, 2011* Part VII Prescribed Housing Programs and the Hastings Local Housing Corporation.

REQUIREMENT

A Housing Provider may request a change to their mandate if they believe a different client group should be served, if they wish to serve a different client group or they wish to change their target. A target, including a target changed under subsection (4) or (5) must comply with the prescribed requirements. *Housing Services Act, 2011* c 6, Sched. 1. S.77 (4).

RESPONSIBILITY

The Housing Provider must submit a written request for a change in mandate with a business case attached to the request. Housing Services will review the request at that time. Once reviewed, a decision will be made, and the Housing Provider will be notified of this decision in writing. Requests should be addressed to the Manager of Housing Services.

COMMUNITY AND HUMAN SERVICES
Housing Services
Postal Bag 6300, 228 Church Street
Belleville, Ontario K8N 5E2



Phone: 613.966.1311
Fax: 613.968.3197
Toll Free: 1.800.267.0575

Mandates based on religion or ethnicities are not permitted, nor can mandates contravene the Ontario Human Rights Code.

Section 76, subsection (2) of the *Housing Services Act, 2011* states that the Housing Provider and the Service Manager may amend, terminate or replace the mandate by a written agreement. The Service Manager may adjust the target level of rent-geared-to-income units or modified units for individual Housing Providers within their service area. The target level may be changed with the written agreement of the Housing Provider. A Service Manager may unilaterally adjust the target level for rent-geared-to-income units but only if it would not result in a change in the number of non-rent-geared-to-income units by more than 10%. The Housing Provider must be given notice of change.

REFERENCES

Housing Services Act, 2011
Ontario. Regulation.367/11 s. 101s. (1), (2).