



Offer of Permanent Accommodation – Homelessness Appeals Form

This leaflet is intended to help you to appeal if you wish to do so. If you would like some help with making an appeal Orkney Citizen's Advice Bureau will assist you on request.

Your name:	
Your address and postcode:	
Daytime telephone number:	

Grounds for appeal

You can appeal an offer of temporary accommodation for the following reasons:

<input type="checkbox"/>	A. The property is not wind and watertight and does not meet all the Council's repairing obligations.
<input type="checkbox"/>	B. The property is not of a size that meets the requirement of my household.
<input type="checkbox"/>	C. The property does not meet my known health or medical needs as advised in my housing application form.
<input type="checkbox"/>	D. The property is located in an area that would lead to continued risk of domestic abuse, racial harassment or external violence.
<input type="checkbox"/>	E. The property is outwith the area of my special need. For example, where a child's education/welfare is likely to be severely affected by having to change school.

Please indicate the ground for your appeal by ticking the box that applies above.

Ideally timescales should be shortened, where possible to one week, when considering appeals on the basis of permanent accommodation as delays in the allocation process result in lost rent and poor performance in respect of relet of properties.

Please explain why you wish to refuse the offer of permanent accommodation. Give as much information as you can and use a separate sheet if you need to.

A large, empty rectangular box with a thin black border, intended for the user to write their explanation for refusing the offer of permanent accommodation. The box occupies most of the page's vertical space.

Please send your appeal to the Head of Community Learning, Leisure and Housing at Orkney Islands Council, School Place, Kirkwall, KW15 1NY.

Contact Details

Orkney Islands Council

Housing Services

Address: Council Offices, School Place, Kirkwall, KW15 1NY.

Telephone: 01856873535.

Website: <https://www.orkney.gov.uk/>

Email: homeless@orkney.gov.uk

Emergency out of hours repairs service: 01856873430.

Emergency out of hours homelessness officer: 07921582962.

Voluntary Sector

Citizens Advice Bureau

Address: 6 Bridge Street, Kirkwall, KW15 1HR.

Telephone: 01856875266.

Shelterline

Telephone: 08088004444 (free advice 8am to midnight).

Website: <https://scotland.shelter.org.uk>

Details of Solicitors engaged locally in private practice can be found in the Yellow Pages Directory.

