

Transfers policy

1. Policy

Uniting VicTas (Uniting) will:

- manage requests for housing transfers from Uniting renters
- manage circumstances where other household members may take over a tenancy on the death or departure of the primary renter
- manage these circumstances according to the *Act*.

In this document		Victoria	Tasmania
Renter	shall mean	Renter	Tenant
Rental agreement	Shall mean	Rental agreement	Tenancy agreement
The Act	shall mean	<i>The Tenancy Act 1997</i>	<i>The Tenancies Act 1997</i>

2. Scope

This information applies to all rental properties owned or managed by Uniting.

3. Procedure

3.1. Requests to transfer from a Uniting property

A renter may request to transfer from a Uniting property when:

- changes in the renter household require a larger or smaller property, including the need for more bedrooms to reunify a family
- the home is not suitable to changing needs, e.g. the renter requires significant modifications or needs to accommodate a live-in carer
- the household is experiencing safety issues (e.g. due to family violence, anti-social behaviour)

Uniting representatives will:

- consider requests from renters to transfer to an alternative property within the Uniting portfolio, subject to renter history and suitability for the requested housing, eligibility criteria, stock availability and program requirements
- enable a renter's request to transfer to a social housing property managed by another community or social housing provider
- refer to the operating guidelines of Homes Victoria or Housing Tasmania, if applicable
- Seek Senior Manager approval of the transfer.

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3.2. Transfers to social housing

Uniting representatives will:

- refer renters to appropriate support services to apply for social housing, as required

3.3. Uniting initiated transfers

Uniting may initiate a transfer between homes for an existing Uniting renter. This may occur for several reasons, including:

- The property needs significant works to bring it to minimum standards
- The property has become significantly damaged (e.g. fire, storm, flood damage)
- The property is to be demolished or sold
- The property is not owned by Uniting and its agreement with the owner to use the property is ending
- The property has particular features such as extensive disability modifications which the occupants do not need.

In these circumstances Uniting will assist the renter to find alternative housing and, in some cases, assist with costs associated with moving to a new home

3.4. Succession of tenancy

Uniting may agree to transfer a renter's right to live in a Uniting property to another household member.

Uniting may agree a succession of tenancy request when the primary renter: is deceased. Refer to [Death of a Renter Policy](#)

- has been incarcerated for a period of more than six months
- is involved in a domestic or family violence order pertaining to the householder that excludes them from residing in the dwelling for a period of 6 months or more
- has been permanently relocated to a residential care facility

Uniting representatives will:

- consider applications to succeed a tenancy if the applicant:
 - is eligibility for the housing type and housing program
 - has lived at the property as a declared householder for 12 months or more
 - is over the age of 16 years
 - is an immediate relative, spouse or carer of the primary renter who has left

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3.5. Payment of transfer (removal) costs

Renters requesting a transfer are responsible moving costs including:

- Costs associated with vacating the existing property (e.g. cleaning, rubbish removal)
- Relocation of furniture and belongings
- Service connection fees
- Payment of a bond where applicable

When Uniting initiates a transfer, Uniting will consider assisting with removal costs, but NOT ordinarily pay the costs of cleaning, rubbish removal and repairs, or similar

4. Legislation

National

Age Discrimination Act 2004 (Cth)

Disability Discrimination Act 1992 (Cth)

Sex Discrimination Act 1984 (Cth)

National Rental Affordability Scheme Act 2008 (Cth)

National Rental Affordability Scheme Regulations 2020 (Cth)

Tasmania

Community Housing Providers National Law (Tasmania) Act 2013 (Tas)

[Family Violence Act 2004 \(Tas\)](#)

Victoria

Housing Act 1983 (Vic)

Residential Tenancies Act 1997 (Vic)

Residential Tenancies Regulations 2021 (Vic)

Equal Opportunity Act 2010 (Vic)

Public Health and Wellbeing Act 2008 (Vic)

Public Health and Wellbeing (Prescribed Accommodation) Regulations 2020 (Vic)

Noise (Residential) Accommodation Services; Environment Protection (Residential Noise) Regulations 2018 (Vic)

Environment Protection Act 2017 (Vic)

Environment Protection Regulations 2021 (Vic)

Performance Standards for Registered Housing Agencies

Guidelines for Registered Housing Agencies published by DFFH (where applicable)

Family Violence Multi-Agency Risk Assessment and Management Framework (MARAM)

Charter of Human rights

5. Related documents

Death of a Renter Policy

Breach of Tenancy Policy

Inspections and Condition Reports Policy

Repairs and Maintenance Policy

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