

Glossary

The three 'tests'

As soon as a homeless application is made a Housing Options Officer will begin to look into the facts of the case. Housing options officers have to compare these facts against legally set criteria. These criteria are usually referred to as 'tests'. Whether or not a case passes these tests determines what duties can be issued.

- **Local Connection**

Unless the case involves domestic abuse or the threat of violence the housing options officer will look at the connection the applicant has to the county. This could be through a number of means, including living in the area for a certain period of time, working here or having close family in the area. If the housing options officer decides that there is not a local connection to Monmouthshire they will provide advice and sometimes refer a case to a home authority.

- **Priority Need**

A household is deemed to be in 'Priority Need' for homelessness assistance if one of its members meet any of the 11 definitive criteria ([Priority need - Shelter Cymru](#)). Most commonly a household is considered to be in priority need if they have significant medical issues, pregnancy, dependents, are care leavers or at risk of rough sleeping.

A household that is issued a priority need decision if it is felt that any member of the household would be more vulnerable on the street than an average person. If a housing options officer makes a non-priority need decision that household can request a review within 21 days.

- **Intentionality**

A household will be found intentionally homeless if a housing options officer deems that actions were taken, or purposefully not taken which resulted in homelessness for example ASB or not paying rent despite it being affordable.

If a housing options officer makes an intentional decision that household can request a review within 21 days.