



Specialised Lease Housing Program guideline

The SA Housing Trust (the Trust) leases properties to be used for the Specialised Lease Housing Program in line with the:

- [Specialised Housing Programs policy](#)
- [Specialised Lease Housing Program guideline](#).

Residential Properties which do not fit into other categories of Specialised Housing Programs are leased under the Specialised Lease Program to government and non-government organisations. For example, properties leased to establish innovative projects, or properties leased to support people with high/complex needs while they participate in special programs. Properties may be allocated to address demand in a particular social demographic, such as youth or refugees.

Organisations may work with Service Providers to deliver accommodation and services within a Specialised Lease Program or deliver an integrated service. They work collaboratively to ensure optimal outcomes for tenants.

Organisation responsibilities

Organisations are responsible for:

- Providing quality accommodation and facilitating or providing support for tenants to maintain tenancies.
- Maintaining documents and evidence to support tenant eligibility and tenant rent charges.
- Reporting maintenance issues to the Trust and providing access so maintenance can be carried out.
- Inspecting the property regularly.
- Paying all expenses and accounts other than those items the Trust is responsible for, in line with the lease agreement schedules.
- Providing specified data and reports by the reporting dates in line with the lease agreement schedules.
- Independently auditing financial reports.
- Checking the lease agreement schedules match the properties under their control.

SA Housing Trust responsibilities

The SA Housing Trust is responsible for:

- Paying all expenses and accounts for items listed as its responsibility in the lease agreement.
- Contract management of lease agreements.
- Reviewing compliance data before a lease agreement is renewed.
- Undertake maintenance to ensure the property meets the [Trust Maintenance Accommodation Standards](#).



Roles and Responsibilities

Position	Responsibility
Organisation with Specialised Lease properties	<ul style="list-style-type: none"> • Provide accommodation in good condition. • Support for tenants to maintain tenancies. • Maintain evidence to support tenant eligibility and tenant rent charges. • Report maintenance issues to the SA Housing Trust in a timely manner. • Pay all expenses in line with the lease agreement schedules. • Provide reports in line with the lease agreement schedules. • Ensure financial reports are independently audited. • Ensure the lease agreement schedules match the properties under their control.
SA Housing Trust	<ul style="list-style-type: none"> • Pay expenses in line with the lease agreement. • Manage contracts and lease agreements. • Review compliance data before a lease agreement is renewed.

Related documents

- [Specialised Housing Programs policy](#)
- [Specialised Housing Programs procedures](#)
- [Specialised Housing Programs Maintenance guidelines](#)
- [SA Housing Trust Maintenance Accommodation Standards](#)