

STRATFORD DISTRICT COUNCIL

POLICY: <u>HOUSING FOR THE ELDERLY</u>	
DEPARTMENT: Assets	RESPONSIBILITY: <ul style="list-style-type: none">• Director Assets• Property Officer
SECTION: Parks and Property	
REVIEW DATE: 2020/2021	NEXT REVIEW: 2023/2024
VERSION: 3	APPROVAL DATE: 13 July 2021

1. PURPOSE

The purpose of this policy is facilitate the allocation of Council-owned housing units, as they become available, to elderly persons in the district.

The policy states:

- The eligibility criteria for applicants who apply for pensioner housing;
- The two types of waiting list maintained by staff to fill pensioner housing vacancies; and
- The special conditions that apply to the successful applicant.

2. ELIGIBILITY CRITERIA

To be eligible to apply for any rental unit:

- 2.1 Applicants must be 65 years of age or older at the date of the application.
- 2.2 Applicants must have resided in the District for at least five years over the previous 20 years or have family who had resided in the District for at least two years.
- 2.3 Applicants must not have a weekly income from all sources, including NZ Superannuation, in excess of the adult minimum wage for a 40 hour week current at the time of tenancy commencement.
- 2.4 Applicants must not have assets (including cash, investments, shares, real property or other assets, but not including one motor vehicle, furniture and personal effects or a funeral plan to the value of up to \$10,000) exceeding \$50,000 in value.
- 2.5 In each of the above cases, applicants shall be required to provide evidence, or a statutory declaration to this effect, to show that all relevant criteria is met.
- 2.6 If an applicant turns down a unit due to personal reasons but wishes to stay on the waiting list, they will remain on the list, but will be transferred to the bottom of the list they are currently on.
- 2.7 Notwithstanding the order of priority on the waiting list an application may be prioritised when a unit becomes available where certain special circumstances prevail.

2.8 Special circumstances may include, but are not limited to the following:

- The applicant being in dire state of need; and/or
- The applicant being vulnerable and requiring urgent housing security; and/or
- Any other special circumstance supporting the need for prioritisation at the discretion of the Director, Assets or Chief Executive.

3. WAITING LIST

3.1 Vacancies will be filled from a *Primary* waiting list of eligible applicants, based on date of application, unless special conditions apply.

3.2 A *Secondary* waiting list shall be maintained of applicants who do not meet any of the criteria under 1.2 above. They must however, still meet criteria 1.1, 1.3 and 1.4. This waiting list may be used to fill a vacancy in the event such vacancy is unable to be filled from the *Primary* waiting list.

3.3 An applicant may request to be transferred from the Secondary waiting list to the bottom of the Primary waiting list upon meeting one of the criteria under 1.2 above.

4. SPECIAL CONDITIONS FOR TENANTS

The following conditions shall apply to any tenancy:

- The tenancy shall be subject to the Residential Tenancies Act 1986.
- No bond is required as part of the tenancy agreement.
- Rent shall be set each year in accordance with Council's Fees and Charges which are reviewed annually as part of the Long Term or Annual Plan process;