

POLICY: **COMMUNITY HOUSING**

GROUP RESPONSIBLE: Asset Management

DATE APPROVED: 27/5/93

DATE AMENDED: 30/6/94, 23/4/98, 1/3/01

FILE NO: 20/2/2/1, 340/20/3/4

POLICY DETAIL:

1. GENERAL POLICY

That the Southland District Council will provide Community Housing within the District which will enable residents to remain living in their local community. The units to be provided will only be those in existence as at 1 March 2001.

2. FUNDING

- (a) Community Housing is to be self-funding with no rates input to cover any operational costs. All corporate overhead charges are to be recovered from 1 July 2004.
- (b) Council has a non-replacement policy of units therefore building depreciation will not be required to be funded from rentals.
- (c) Replacement costs of chattels supplied by Council is required to be funded from rentals charged.

3. RENTAL REVIEWS

Council shall review the rentals for all Community Housing properties on an annual basis.

4. ELIGIBILITY

- (a) Units will be let primarily to persons being 60 years of age and older, or to those other persons that are considered to be in need of Community Housing.
- (b) In the event of there being more than one person to be considered for placement, it shall be the responsibility of the local Allocation Committee to decide on order of priority.

- (c) Where a unit has been vacant for two months and there is no known demand from those priority persons, then the unit may be let to any person by the Property Manager, provided that:
- The person is considered appropriate to be placed in Community Housing environment.
 - The local liaison person is consulted on the prospective tenant.
 - The rental shall be no less than \$5 per week more than is charged for the unit.

5. **LOCAL ALLOCATION COMMITTEE**

Where the letting of a unit requires a decision as to the order of priority, the local Allocation Committee shall consist of the following:-

- The liaison person, as appointed by the local Community Board or the Community Development Area Committee.
- A member of Southland District Council staff, as appointed by the Property Manager.
- The local doctor/health nurse or Councillor, as the case may require.

6. **LOCAL LIAISON PERSONS**

- (a) Each community shall provide a Liaison Person who is a member of or appointed by the Community Board or Community Development Area Committee.
- (b) The role of the Liaison Person shall be:
- To link Council and the tenants by being the first point of contact.
 - To receive any requests for repairs and maintenance and pass onto the Property Maintenance Supervisor.
 - To authorise any maintenance work up to a value of \$250, provided that such work be of an emergency nature only.

7. **PROVISION OF WHITEWARE**

- (a) All new tenancies from 1 March 2001 shall be subject to a condition that Council will only be obliged to supply an electric range (and in some cases a washing machine where other laundry facilities are not provided in the unit). Where other whiteware exists in a unit at the date of tenanting these will not be replaced when they reach the end of their functional life as determined by the Property Manager.
- (b) Tenancies in existence at 1 March 2001 shall remain on the same terms and conditions.

8. DISPOSAL OF UNITS

- (a) When units reach the end of their functional life they will not be replaced or rebuilt. If a unit is damaged or destroyed by artificial means ie fire or earthquake, etc, and it is able to be replaced or repaired by insurance payment, then any decision shall be made by Council after consulting the local community.
- (b) Where any block of units has under a 50% occupancy rate for a continuous three month period, and there is no known interest to tenant the vacant units, the whole block shall be considered for disposal. Council will examine the possibilities of placing the unit for disposal after consulting the local community.
- (c) Any relocatable unit not situated as part of a Community Housing block shall be disposed of to the tenant; or any other person when the unit becomes vacant.

9. LOCAL SUBSIDY

Local communities may decide whether to subsidise rentals or pay for any additional facilities or services provided at their local housing units.

10. GARDENING AND PLANTING

- (a) Council will only provide gardening and plantings of a general nature at each block of flats.
- (b) Tenants may have a garden adjacent to their unit with costs for the development and maintenance being met by the tenant.
- (c) In the event of a garden being no longer required or not being maintained to a reasonable standard, the Council will reinstate the area to grass.