

<b>Central Hawke's Bay District Council</b>	<b>POLICY MANUAL</b>	
	<b>Document #</b>	6.9
<b>RETIREMENT HOUSING POLICY</b>	<b>Approved by:</b>	Council
	<b>Adoption Date:</b>	08-05-2014
	<b>Last Amended:</b>	08-05-2014
	<b>Review Date:</b>	August 2017
	<b>Page:</b>	Page 1 of 1

1. Council will provide Retirement Housing to a good standard.
2. This activity shall have no rates input.
3. All prospective tenants should be aged sixty (60) years or over.
4. All prospective tenants are required to fill in a full application form (link below) and meet the required criteria.
5. Prospective tenants may be means-tested by the Council.
6. Prospective tenants that are current home owners and/or have sizeable assets may not be considered for Retirement Housing.
7. The Utilities Manager will undertake the allocation of tenants for all retirement flats.
8. The Retirement Housing Waiting List of prospective tenants is held in the Utilities Office.
9. For applications to be held on the Retirement Housing Waiting List, all Council required criteria must have been met.
10. Vacant Retirement Housing will be allocated from the Retirement Housing Waiting List which will be run on a 'first in, first served' basis and/or special circumstances.
11. Retirement Housing Rules and Regulations will be adhered to as listed in the Retirement Housing Agreement Document (link below).

*Conditions including Council Rights and Responsibilities are covered under The Residential Tenancies Act 1986.*

### **Rental Management**

1. Income derived from Retirement Housing rentals will be set to recover both the cost of the operation of the Retirement Housing activity and to set funds available to the Retirement Housing Reserve Account.

#### *Links*

*N:\13-14\Properties\Retirement Housing\Agreement Document.doc*

*N:\13-14\Properties\Retirement Housing\Application form.doc*