

# Housing for the elderly

## Information for applicants

### Eligibility criteria

To qualify for housing, the applicant(s) must:

1. be 65 years of age or over.
2. in the case of couples, one person shall be at least 65 years of age and the other at least 60 years of age;
3. have limited financial assets;
4. hold a community services cards; and
5. have proof that any assets owned are under \$40,000 (single, excluding a car, household and personal effects, and prepaid funeral arrangements), and under \$60,000 for couples;
6. be in reasonable health and can live independently, or have enough support in place to live independently;
7. be Tararua district residents or have family living in the district. All else being equal, Council will give priority to the applicant who has lived locally the longest;
8. have a good tenancy history verified by two referees. The referees must have been known to the applicant for at least twelve months and be unrelated to them. The letters or emails of reference must be accompanied by the referees names, addresses and contact telephone numbers.

### General

Rentals are based on single occupancy, and different rentals apply for couples.

Rentals will be adjusted annually in keeping with inflation, the level of superannuation, and in relation to market rents.

Rental levels will be limited to no more than 30% of the gross single weekly superannuation payment.

A bond of two weeks rent applies.

Sub-letting or additional family members are not allowed.

Applicants must realise they will be living as part of a complex and that they need to respect their neighbours and be able to live as part of a community.

If an individual's circumstances change during a tenancy, notice to vacate may be given. This is based on the needs of

the tenant, the interests and wellbeing of other tenants, and to ensure housing for the elderly is available for those most in need.

Tenancy is subject to the terms and conditions of the Residential Tenancies Act 1986.

### Maintenance

The Council maintains the grounds of all flats. Tenants are responsible for maintaining flower/vegetable gardens of individual flats.

Building maintenance is carried out by Council. Council will inspect the buildings annually, but any issues should be reported to the Council housing officer.

Council has a list of regular contractors used for repairs etc. We cannot always definitely say what time or day that they will be undertaking repairs, depending on the urgency but, if you are going to be out, please let Council know this at the time of contact. We can issue the master key to the contractor to enter your unit if you give permission.

### Master keys

Council retains a master key to each unit. This is used for emergency access or may be borrowed if the tenant locks him- or herself out.

### Car parking

The Council provides limited car parking at all complexes. This is dependent on which complex, as some were built without provision for individual parking.

Where carports are available, these will be charged an additional rent of \$6 a week.

Visitors are asked to park outside the complex unless picking up and dropping off a tenant or supplies.

### Furnishing

The Council supplies fixed floor covering in the lounge, kitchen, bathroom, and toilet. The Council provides curtains and blinds. Television aerials and additional screen doors are not provided by Council and the responsibility of the tenant(s).

## Power/phone

It is up to the tenant to ensure power is connected under their name. If you have any difficulty, please contact the Council. A phone jack is supplied in every flat and it is up to the tenant whether they use this or a mobile phone. Please advise Council of the phone number for tenant's records.

## Animals

No dogs or other pets shall be permitted that would cause a nuisance to other tenants. Some pets may be allowed at Council's discretion (not dogs).

## 24 hours on-call

If there is a major problem at your unit outside of normal working hours, the Council provides an after hours service. This is the same phone number as during daytime. An on-call person will be contacted.

## Assistance and wellbeing

Council staff will visit tenants monthly to check that all is well.

Referrals to appropriate social or health services will be made if officers become aware of tenants requiring additional assistance such as with financial, health, social or disability issues.

Tenants are assisted in minor maintenance, e.g. changing light bulbs and assisting with lost keys and being locked out.

If tenants are applying for an accommodation supplement (e.g. through WINZ) Council can provide assistance with those applications.

## Waiting list

If your application is accepted and there are no rentals available immediately, your name will go on a waiting list. Please note that if you have a change of phone number/address and do not advise Council, your application will be annulled and destroyed.

Please contact Council every three months if you have not heard of any tenancy vacancies.

Applications by existing tenants wishing to shift into a vacant unit will only be considered where there is not an existing eligible waiting list, i.e. new tenants will take priority over those that want to move units. Where more than one existing tenant applies for a vacant unit, priority will be given to the tenant that currently has longest continuous tenancy with Council.

# Application for housing for the elderly

## Please read this first

This form will be scanned by electronic equipment. It is important that you:

- use a blue or black pen to complete this form; and
- print clearly.

### Applicant details *(Please print in CAPITALS)*

#### Applicant 1

Title:  Mr  Mrs  Miss  Ms

First names

Surname

 /  / 

Date of birth

#### Applicant 2

Title:  Mr  Mrs  Miss  Ms

First names

Surname

 /  / 

Date of birth

Current residential address

Town

Postcode

 - 

Home phone number

 - 

Mobile phone number

Email

### Income details

Tick the benefit you receive:

NZ Superannuation

Supported Living Payment

Other

Do you have a Community Services Card?

Yes

No

Do you work?

Yes

No

Employment details

### Office use only

NAR

Date received  /  /

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## Assets and liabilities

\$

Please state the value of your total assets, including money and investments. Do not include car, household or personal effects, and prepaid funeral arrangements. *Asset levels affect your eligibility and cannot exceed a maximum of \$40,000 for single applicants and \$60,000 for couples (nett).*

Do you and/or your partner own or have any financial interest in any property?  Yes  No

Have you and/or your partner sold any property within the last five years?  Yes  No

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## References (Please print in CAPITALS)

Please name two referees (not relatives) and their relationship to you.

1.   
Referee name

Address

0 -   0 -    
Home phone number Mobile phone number Relationship to applicant(s)

2.   
Referee name

Address

0 -   0 -    
Home phone number Mobile phone number Relationship to applicant(s)

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## Next of kin (Please print in CAPITALS)

Next of kin name

Address

0 -   0 -   
Home phone number Mobile phone number

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## Other details (Please print in CAPITALS)

Previous residential address

Do you smoke?  Yes  No

*Please note that smoking is not permitted inside the units. Smoking is permitted outside only.*

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## Other details continued...

Do you require parking for a car?  Yes  No

Do you own a pet?  Yes  No

How did you find out about Council housing?

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## Consent to private information

Please note that the Council may need to confirm information and carry out a credit check before the start of a tenancy and during a tenancy.

Under the provisions of the Privacy Act, I/we authorise the Council to seek verbal or written information about me/us from my/our nominated referees. Such information is supplied to the Council in confidence as evaluative material and, pursuant to the Privacy Act 1993, will be kept confidential.

Signature of applicant

 /  / 2 0 

Date

Signature of applicant

 /  / 2 0 

Date

Failure to disclose information requested in this application may lead to a cancellation. Please read the attached information sheet when completing this application.

The following statutory declaration also needs to be completed before the application will be considered.

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## Statutory declaration (Please print in CAPITALS)

I/we   
Name in full

of   
Address in full

sincerely declare my/our answers to the above questions are true and correct in every particular and I/we make this solemn declaration conscientiously believing the same to be true, and by virtue of the Oaths and Declarations Act 1957.

Signature of applicant(s)

Declared at  this  day of  2 0

before me

Justice of the Peace, or solicitor of the Supreme Court, or officer authorised to take statutory declarations