

Fixed Term Tenancies Hyde Retirement Village Allocation Framework



Purpose

This document provides a framework for the allocation of the vacant units at Hyde Retirement Village (HRV) to be managed by Connect Victoria Park Inc (CVP), in partnership with Town of Bassendean, as community housing for people over 60.

Scope

This framework applies to 7 units at HRV – and others that become vacant during the term of the agreement – that will be managed as fixed-term tenancies in line with Town of Bassendean’s Council decision on December 15, 2021.

Background

HRV consists of 31 units: 25 units at 2-8 James St and 6 units at 10 James St.

The objective of HRV is “to encourage healthy ageing, continued independence and freedom of choice in the community by providing Bassendean seniors with access to affordable, strategically located retirement village style accommodation”.

On December 15, 2021, Town of Bassendean Council resolved to enter into an agreement with Connect Victoria Park Inc (CVP) for the tenancy management of 7 vacant units, and others that become vacant at HRV, as fixed-term tenancies for a period of 2 years, with the possibility of extension.

Council set the minimum age for residents in those units at 60 to allow for greater flexibility in tenancy management, to assist those in need and to provide an appropriate mix of tenants without altering the current village environment.

In line with Council’s decision, HRV Fixed Term Tenancy units will be allocated to low-to-moderate income people 60 and over, particularly women, who may be experiencing difficulties in the rental market. Priority will be given to residents of the Town of Bassendean and those with family or social connection with the Town.

The emphasis on supporting single older women is based on the fact that they are overrepresented amongst the asset poor and are one of the fastest growing groups of homeless people both nationally and in Western Australia.

Definitions

Community Housing describes rental housing that is affordable for people and households on low (Social Housing) and moderate (Affordable Housing) incomes. Usually owned and/or managed by not-for-profit providers like CVP, Community Housing is different to Public Housing, which is managed by government.

Applicant means a person applying for accommodation in HRV Fixed-Term Tenancy units.

Property means a residential premise at HRV managed as Community Housing by CVP.

Tenant means a person who has signed a Residence Deed granting them the right to occupy a unit at HRV managed by CVP for a fixed term.

Eligibility

Individuals willing to apply for a Fixed Term Tenancy at HRV units managed by CVP must meet the following criteria:

- Be 60 years of age or over
- Have assessable income and assets within the limits described in CVP's Rent Setting Policy
- Provide 100 points of identification
- Be an Australian citizen or permanent resident, residing and receiving income in Western Australia
- Not own any property or land that could be a viable housing option
- Not owe any debt to Town of Bassendean or CVP or have any previous tenant debt for which repayment has not been arranged
- Not be a former tenant with a history of violence, threatening behaviour or unsatisfactory tenancy standards

All eligible applicants will be placed on CVP's HRV Fixed Term Tenancy wait list.

CVP complies with the Department of Communities' Community Housing Rent Setting Policy and the *Retirement Villages Act 1992*.

Assessment and Allocation

CVP keeps a wait list of people interested in renting one of HRV Fixed Term Tenancy units.

CVP also receives referrals from other organisations supporting people over 60 looking for affordable, long-term accommodation.

To enter the wait list, interested people must contact CVP's Housing Officer, who will check eligibility and provide an application form to be completed.

Applicants may be required to provide further information to ensure that the available property is a good match and suitable for the applicant.

In allocating HRV Fixed Term Tenancy units, CVP will consider the applicant's:

- Connection to the Bassendean community
- Length of time on the wait list
- Current accommodation circumstances and level of rental stress

- Household size in relation to available housing units

CVP will strive to make allocations fairly, according to need and following applicants' eligibility check and assessment.

When allocating housing, CVP will not discriminate on the basis of ethnicity, cultural background, religion, sexuality, gender identity or disability.

CVP will advise all applicants of the outcome of allocation decisions in a timely manner.

Priority

In line with Council's decision, priority will be given to:

- Older residents of Town of Bassendean
- People with family or social connections in the Town of Bassendean
- Older single women experiencing rental stress and/or risk of homelessness

Offers

CVP will make a formal offer to successful applicants by providing a copy of the Residence Deed including details of rent and bond, tenant's rights and responsibilities, as well as a timeframe for a response.

Prospective tenants will be provided the Residence Deed a minimum 10 days in advance of being required to sign.

Offers of housing may be withdrawn if the applicant provides false or misleading information or fails to respond to an offer within the timeframe allocated.

CVP also reserves the right to withdraw or alter an offer for business reasons.

CVP will offer applicants the opportunity to view the property in the company of CVP staff.

Successfully selected applicants must attend an appointment to sign the Residence Deed for a fixed term.

At the appointment, CVP will outline tenants' rights and responsibilities, maintenance schedule by Town of Bassendean staff, support services available and complete any additional paperwork relating to the tenancy.

A bond equivalent to 4 weeks' rent and 2 weeks' rent in advance must be paid in full, either in advance or on the day of the Deed signing. CVP will not hand keys over until those payments are received.