	<b>COUNCIL POLICY</b>	<b>POLICY NUMBER</b>
	Tenancy Management Policy – Independent Living Units	C025
<b>FIRST APPROVED</b>	<b>LAST REVIEWED</b>	<b>RESPONSIBLE OFFICER</b>
September 2010	October 2022	General Manager

## 1. PURPOSE

This policy should be read in conjunction with the Tasman Council Tenancy Management (Independent Living Units) Procedure and is used to provide information on the management of the eight Independent Living Units owned and managed by Tasman Council.

Tasman Council is committed to continuing to provide these units for members of the community who meet the pre-determined eligibility criteria.

## 2. SCOPE

This policy applies to the eight Independent Living Units owned and managed by Tasman Council. This policy will ensure fairness, transparency and integrity are used during the selection of new tenants and the treatment of short and/or long-term tenants.

## 3. OBJECTIVES

To ensure all facets of the Independent Living Units owned by the Tasman Council remain the overall responsibility of the Council. Tasman Council are fully responsible for tenant selection and complete management of the eight Independent Living Units located within Nubeena.

To ensure long term organisational viability, all units will be tenanted to as close to full occupancy levels as possible.

## 4. POLICY


Tasman Council has been providing the units to eligible community members since the 1980s. Initially the units were purpose built for elderly members of the community that were unable to stay living in their homes but were not ready for an assisted living facility. These units met a demand for elderly persons housing at the time.

As community care and assistance became more prevalent within the Tasman community, and aged persons were staying in their homes longer, the Council made a decision to change the scope of the units from only the elderly being able to apply to anyone holding an eligible pension, i.e. aged, disability, etc.

Providing the eligibility criteria are met, the following information will be considered when selecting and prioritising an application for housing in the Independent Living Units:

- It is preferred that the applicant will have ties to the Tasman Municipality (i.e. current resident/family lives in the area);
- The applicant has medical or disability factors that impinge upon their continued use of current accommodation;
- The applicant's present accommodation is extremely untenable; and
- Proven ability to sustain a tenancy.

Although each priority stands alone, preference will be given to an applicant with multiple priorities.

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Council is committed to maintaining its existing stock of units thereby providing a level of affordable housing options for eligible members of the community. These units generally provide an accommodation option for people who have contributed to the social and economic fabric of the Tasman community over many years.

Council may explore opportunities from time to time for investment and/or diversification in areas of housing where it can be demonstrated there will be benefits for vulnerable member of the community. Opportunities which provide a positive financial return and/or significant community benefit are preferable. Any consideration will be subject to formal Council decision.

#### **Application for Occupancy process**

All prospective tenants are required to complete an application form, administered by Council Officers.

All new tenancies will be based on rental agreements which are in line with the requirements of the *Tasmanian Residential Tenancy Act 1997*. Rental amounts will be set at 30% of the tenant's current income statement. These amounts will be subject to annual reviews.

Further information is available in the Tasman Council Tenancy Management (Independent Living Units) Procedure appended to this document.

#### **Condition of Units**

Council will maintain the units in a reasonable condition which considers the age of the units and the availability of funding through its budgeting processes and the requirements of the *Tasmanian Residential Tenancy Act 1997*. Any necessary repairs will be dealt with as soon as practicable.

## **5. LEGISLATION**

### ***Tasmanian Residential Tenancy Act 1997***


#### ***Local Government Act 1993***

##### **20. Functions and Powers**

(1) In addition to any functions of a council in this or any other Act, a council has the following functions:

- (a) to provide for the health, safety and welfare of the community.

### **Tasmania's Affordable Housing Strategy 2015-2025**

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## 6. RELATED COUNCIL DOCUMENTS

### Tasman Council Strategic Plan 2021-2031

#### People & Their Wellbeing

Striving to ensure that the amenity and liveability of its settlements, including facilities, their condition and access to services, contribute to people's wellbeing and safety.

### Tenancy Management (Independent Living Units) Procedure

## 7. RESPONSIBILITY

The authority is delegated to the General Manager and Council Officers for the management of the units and tenancy leases.

## 8. APPROVAL

The policy was adopted by the Tasman Council, resolution number ## on ##.

**Kim Hossack**  
**General Manager**

Policy Approved – September 2010

Policy Reviewed – March 2011, March 2012, September 2016, June 2016, June 2018

Policy Reviewed – October 2022

Policy to be Reviewed – October 2026

### Disclaimer

That this policy be read in conjunction with any or all other Council and/or Management Policies.