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Community Housing Rent Policy - Council Policy

Effective Date	<i>24 October 2018</i>
Policy Owner	<i>Facilities Manager</i>
Link to Corporate Plan	<i>Great Liveability</i>
Review Date	<i>February 2022</i>
Related Legislation	<i>Residential Tenancies and Rooming Accommodation Act 2008 Housing Act 2003 Housing Regulation 2003</i>
Related Documents	<i>Community Housing Rental Policy Tenancy Management of Council Owned/Leased Housing Department of Housing and Public Works' Social Housing Tenancy Management Policy Department of Housing and Public Works' Social Housing Eligibility Criteria Department of Housing and Public Works' Allocations Policy for Funded Social Housing Providers Revenue Policy</i>

Policy Version	Approval Date	Adopted/Approved
<i>1</i>	<i>24/10/2018</i>	<i>Ordinary Meeting of Council</i>

*This policy may not be current as Council regularly reviews and updates its policies. The latest controlled version can be found in the policies section of Council's intranet or Website. **A hard copy of this electronic document is uncontrolled.***



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1. PURPOSE

The purpose of this Policy is to determine the manner that rent for Council's Community and Crisis Housing properties is calculated.

2. SCOPE

This policy will apply to tenant/s who rent a Community Housing property, whether it be Council auspiced Community Housing, Council Owned Community Housing or Crisis Housing. (This Policy does not apply to all other types of Council Owned or Leased Housing)

3. POLICY

3.1 Categories of Housing

This rent policy relates to all housing types listed in Council's Community Housing Rental Policy.

3.2. Calculation of Rental Rates

3.2.1 Community Housing & Council Owned Community Housing

Rental amounts for Community Housing and Council Owned Community Housing properties will be calculated using methodology based on assessable household income and Commonwealth rent assistance. Council's Facilities staff will determine rent for each property on a case-by-case basis using the Community Housing Rent Calculator provided by the Department of Housing and Public Works. The rent calculation report is to be kept on file and must be maintained for at least six (6) months after the tenants vacates the property.

Rental calculations are also assessed in conjunction with the Department of Housing and Public Work's Community Housing Rent Policy.

3.2.2 Crisis Housing

Tenants of Crisis Housing will be charged a nominal fee of \$150/week. This weekly rental amount can be reduced or even waived in cases of extreme financial hardship.

3.3. Rental Bonds

3.3.1 Community Housing & Council Owned Community Housing

All new tenants must pay a rental bond as financial protection over the property. The bond amount is to be the equivalent of four (4) weeks rent and is payable to the Residential Tenancies Authority on the commencement of a tenancy.

3.3.2 Crisis Housing

No bond is payable for tenants of Crisis Housing

3.3. Payment of Rent

Rent is payable by the tenant two weeks in advance by one of the following methods -

- Direct debit
- Cash/Cheque/EFT at any Western Downs Regional Council Customer Service Centre
- Centre-Pay (If available)



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3.4. Rent Reviews

Rent reviews will be conducted annually, or when there is a change to household circumstances.

If a tenant or household member fails to provide the evidence required to enable a rent assessment of rent review, in the time specified by the provider, the provider can charge 100 percent of market rent for the property.

3.5 Rent Arrears

3.5.1 Rent arrears will be dealt with according to the Council's Revenue Policy. Tenants whose rent is in arrears will have notification issued to them as per the *Residential Tenancies and Rooming Accommodation Act 2008*.

3.5.2 Applicants who have an outstanding debt or a debt written off with Council will be deemed ineligible for tenancy.

