



## Waiau Village Accommodation letting criteria and conditions

The Council provides units in the Waiau Village to support families, couples and individuals with a housing need who wish to live and work in the Waiau area.

### CRITERIA

Units in the Waiau Village will be let to families, couples and individuals who have a proven housing need, and subject to the following criteria.

#### Priority

1. Applicant requires temporary accommodation while their home is repaired or rebuilt.
2. Applicant wishes to remain in Waiau due to family and/or work commitments or other justified reason and other private rental is either unsuitable or unavailable.

### CONDITIONS OF LETTING

#### 1. Tenancy agreements

- 1.1 All tenants are required to enter into the Residential Tenancy Agreements set out under the Residential Tenancies Act, and will be subject to the provisions of the Residential Tenancies Act.
- 1.2 That tenant information collected and held by the Hurunui District Council in respect of potential and existing tenants shall:
  - Be held securely
  - Only be accessed by authorised staff members
  - Only be used for the purpose for which it was collected.
  - Be made available to the person to whom it related, upon request and, where requested shall be changed if the information held is incorrect.

#### 2. Rental & bonds

- 2.1 At the start of a tenancy the Hurunui District Council requires two week rent in advance plus a bond payment of equivalent of two weeks rental.
- 2.2 The bond payment will be held with Tenancy Service until the end of the tenancy, and will be refunded in full provided that Council is satisfied that the unit is left in a clean and tidy condition and sustained no damage.
- 2.3 It is the tenant's responsibility to ensure that the correct amount of rent is paid on time. Tenants who are behind in their rent are responsible for contacting the council to arrange to rectify this; failure to do so may result in Council taking action under the provisions of the Residential Tenancies Act.

#### 3. Tenant Behaviour

- 3.1 All tenants must respect their neighbours 'quite enjoyment'. If tenant's behaviour is such that an offence is likely to be committed, the Police should be called. If complaints of unacceptable behaviour by tenants are received, these will be followed up. A formal warning may result and, if such behaviour continues, tenancy may be terminated.

#### 4. Tenants only to reside in units

- 4.1 Only the tenant or tenants who sign the tenancy agreement shall live in the unit provided.

4.2 Tenants are welcome to have visitors, but space limitation preclude other people staying at the unit.

## **5. Keys**

5.1 One set of keys will be provided to the tenant at the beginning of the tenancy.

5.2 If the tenant loses their keys, a \$10.00 fee will be incurred for Council to provide a replacement set.

5.3 Any damage caused by the tenant to gain access to their unit must be remedied by the tenant, at their expense.

## **6. Pets**

6.1 Tenants are allowed one cat and in some circumstances one dog per accommodation unit, as per your tenancy agreement. If you seek to have more than one dog or cat, you need to obtain the permission of the Hurunui District Council for this. You must comply with any reasonable condition or restriction on the keeping of any animal that is imposed by the Hurunui District Council.

6.2 Tenants (and their guests/visitors) are responsible for ensuring their dog(s) are kept secure in their fenced yard and must ensure animals under their control do not create any unreasonable nuisance or danger to other people (for example, excessive barking).

6.3 Tenants (and their guests/visitors) are responsible for cleaning up and disposing of their dog's (or other pet's) fouling or waste that occurs within their yard, the wider Village, or adjoining land, on a daily basis.

## **7. Smoke free**

7.1 Smoking including the use of e-cigarettes is **not** permitted inside any Council unit, but is permitted outside the unit, including verandas or decks. This is applicable to both tenants and their visitors.

## **8. Alterations**

8.1 The tenant is responsible for requesting and receiving permission in advance for any installations, alterations or fixing equipment.

## **9. Property Care**

9.1 Tenants are required to maintain the garden in the immediate vicinity of their unit; The Council shall ensure well-kept properties by organising lawn and garden care and hedge trimming where the resident does not carry out this work.

## **10. Utilities**

11.1 The tenant is responsible for:

- Notifying any faults or problems and requesting any repairs or maintenance.
- Arranging and paying for telephone / internet connection
- Arranging and paying for an electricity supplier
- Replacing light bulbs
- Regular refuse disposal
- Requesting permission to erect an (additional) aerial
- Not wasting water
- Turning off the water to their units if they are going to be away from their unit for more than 3 nights during the winter months to prevent frost damage to water pipes.

- 11.2 The Council is responsible for
- Replacing, repairing and maintaining the unit, fixtures and fittings where this relates to normal wear and tear.
  - Fixing sewerage and waste water blockages.
- 11.3 Tenants must notify the Council if they intend to be away from their unit for more than 2 weeks.

#### **11. Rubbish & Recycling**

- 11.1 Rubbish and recycling will be collected from the curbside weekly, please use Council regulation rubbish and recycling bags.
- 11.2 Council regulation bags may be purchased from the Waiau Four Square. For further details contact the Council Office or visit the Council website [www.hurunui.govt.nz](http://www.hurunui.govt.nz).

#### **12. Unit Inspections**

- 12.1 Condition inspection will be carried out prior to the commencement of a tenancy and at the end of tenancy.
- 12.2 Tenants will be expected to repair any damage sustained to the unit during their tenancy that is not considered a result of fair wear and tear, or the tenant will be required to forgo the bond refund.

#### **13. Incidental Maintenance and repairs**

- 13.1 Tenants are required to inform council officers about maintenance issues or concerns that arise throughout the term of the tenancy, where it would be inappropriate to defer such matters until the inspection or;
- 13.1.1 Unintentional damage to the property, whether caused by themselves or others.

#### **14. Intentional damage**

- 14.1 Where intentional damage was caused by tenants or others the cost of repairing intentional damage shall be met by the person or person's concerned, where this is known.
- 14.2 In the first instance, the person causing the damage is responsible to repair such damage at their own expense, or pay to have it repaired.
- 14.3 The matter may be referred to the Police where:
- 14.3.1 The perpetrator is not known and / or has not admitted liability.
- 14.3.2 The person responsible has refused to pay for repairs, or is unable to do so.
- 14.3.3 The person responsible initially agreed to pay for repairs but failed to do so.
- 14.3.4 The Hurunui District Council may initiate a 45 day notice to vacate for any tenant who causes significant intentional damage to a unit.

## 15. Rental

	Bedrooms	Assessable ramps	Whiteware	Furniture	Fenced back yards	Heat pump	Price	Cats	Dogs
Unit 1 18 Clarence St  Aka 28 Leslie St	2			Freeview box and cables		√	\$180	1	No
Unit 2 18 Clarence St  Aka 26 Leslie St	2	√	√ Fridge/ freezer, Washing machine, Dryer	√ TV; Freeview; Couches x 2; Queen bed; Trundler bed; coffee table; dining room table & 4 chairs		√	\$185	1	No
Unit 3 18 Clarence St  Aka 24 Leslie St	2			√ Freeview; Couches x 2; Queen bed; Trundler bed; coffee table; dining room table & 4 chairs	√	√	\$185	1	1 outside only
Unit 4 18 Clarence St  Aka 22 Leslie St	2	√		Freeview box and cables	√	√	\$180	1	1 outside only

