



31 JAN 2019

Dear [REDACTED]

On 11 December 2018, you emailed the Ministry requesting, under the Official Information Act 1982, the following information:

- *Current statistics held for the Gisborne region in regards to the social housing register. Specifically how many people are currently on the waiting list within Gisborne for Social Housing.*
- *How many people are in each category from A13 and above, i.e A11 76 people.*
- *The assessment form details of what is included when assessing eligibility and or updating circumstances for Social housing (both a copy of the assessment and how it is assessed would be great)*

The Social Housing Register (the Register) consists of the Housing Register and the Transfer Register. The Housing Register records those who are not currently in Public Housing but have been assessed as eligible for Public Housing. The Transfer Register represents those already in Public Housing who are eligible to be rehoused, generally due to a change in circumstances prompting a move to somewhere more appropriate to their needs.

The Register is dynamic rather than static, and it changes as people's circumstances and situations change. Placing people and families into houses is about matching them with the right house in the area they want to live. This includes ensuring the family has the right number of bedrooms, is close to essential services such as schools, and that the accommodation meets any disability needs. Those assessed as having the greater need for housing will be prioritised higher. As people's needs change, their priority on the Register may change also. As such, the length of time spent on the Register awaiting housing can vary significantly.

Nationally there is an issue of housing demand exceeding supply. As such, the Government has committed to increasing Public Housing supply across New Zealand by around 6,400 places over the next four years to June 2022, 75 of which are being sought for the Gisborne District. Information about the Public Housing Plan can be found here: www.hud.govt.nz/assets/Community-and-Public-Housing/Increasing-Public-Housing/Public-Housing-Plan/Public-Housing-Plan-2018-2022.pdf.

All clients who approach the Ministry seeking Public Housing are offered other financial assistance where it is appropriate for their situation. This can include Accommodation Supplement for private rent, Emergency Housing Special Needs Grants, or a Recoverable Assistance Payment Grant. Further information regarding available support can be accessed on the Ministry's website here: www.workandincome.govt.nz/eligibility/living-expenses/housing.html.

In terms of Public Housing, there is a set of criteria used to determine the housing need of a household based on the household composition, housing circumstances and housing history. These criteria are grouped into five categories: adequacy, suitability, affordability, and accessibility. To qualify for Public Housing, a client must be assessed as having an 'at risk' (Priority A) or 'serious' (Priority B) housing need.

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Further information regarding the assessment of a client's housing need, Social Housing priority ratings and the calculation of overall priority ratings can be found on the Work and Income website here: www.workandincome.govt.nz/map/social-housing/assessment-of-eligibility/assessment-of-housing-need-01.html.

The assessment for the Register is completed electronically in the Client Management system. Please find enclosed the '*Needs assessment form – Public Housing*'. This form contains the same information collected at an assessment.

The table enclosed shows the number of applicants on the Social Housing register for Gisborne, broken down by priority rating, as at 30 November 2018.

Please note that the information is provided at a point in time and as a person's circumstance changes so too does their housing priority status. For example, if an applicant's housing need becomes more urgent, their priority rating increases. A18 was the highest rating in Gisborne at that point in time.

You will note that a large portion of the table is suppressed. Suppressed numbers have a count of five or less and if released could lead to individuals being identified. Secondary suppression rules have also been applied when required.

The principles and purposes of the Official Information Act 1982 under which you made your request are:

- to create greater openness and transparency about the plans, work and activities of the Government,
- to increase the ability of the public to participate in the making and administration of our laws and policies and
- to lead to greater accountability in the conduct of public affairs.

This Ministry fully supports those principles and purposes. The Ministry therefore intends to make the information contained in this letter and any attached documents available to the wider public shortly. The Ministry will do this by publishing this letter and attachments on the Ministry's. Your personal details will be deleted and the Ministry will not publish any information that would identify you as the person who requested the information.

If you wish to discuss this response with us, please feel free to contact OIA_Requests@msd.govt.nz.

If you are not satisfied with this response, you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz or 0800 802 602.

Yours sincerely



Cassandra Wise
Manager, Issue Resolution

Gisborne Social Housing Register applicants as at 30 November 2018, by priority rating.

| Priority rating | | Housing Register | Transfer Register | Total |
|-------------------------|------------|------------------|-------------------|------------|
| A | A18 | S | 0 | S |
| | A17 | S | 0 | S |
| | A16 | 7 | 0 | 7 |
| | A15 | 10 | 0 | 10 |
| | A14 | S | S | 24 |
| | A13 | S | S | 45 |
| | A12 | S | S | 32 |
| | A11 | S | S | 29 |
| | A10 | S | S | 8 |
| | A9 | S | S | S |
| Priority A Total | | 153 | 10 | 163 |
| B | B13 | S | S | S |
| | B12 | S | 0 | S |
| | B11 | S | S | 20 |
| | B10 | S | S | 7 |
| | B9 | S | S | 8 |
| | B8 | S | S | S |
| Priority B Total | | 40 | 9 | 49 |
| Grand total | | 193 | 19 | 212 |

Notes:

- This only includes priority A and B applications.
- Territorial Authority (TA) is based on the main applicant's residential address as at the end of each period.
- Ungeocoded address records that are unable to be matched to a TA through suburb and city details have an unknown TA and are not included in this data.
- This includes applications both on the Housing Register and the Transfer Register.
- The variable City is based on the client's current residential address and may not be where the client has asked to live.
- In certain circumstances low numbers may potentially lead to individuals being identified. Due to these privacy concerns, numbers for some categories of clients have been suppressed or aggregated. Secondary suppression rules have also been applied when required. Suppressed numbers have been replaced by an 'S'. Suppression is in accordance with section 9(2)(a) of the Act in order to protect the privacy of natural persons. The need to protect the privacy of these individuals outweighs any public interest in this information.



Appendix 4

Needs assessment form – Public Housing

This form should be used when CMS is unavailable and an applicant needs assessment for public housing.

Section 1 Applicant details

| Question | Answer | |
|--|---|---|
| Do you require an interpreter? | Yes | |
| | No | |
| What type of interpreter? | | |
| What type of accommodation are you in? | Car | |
| | Tent | |
| | Homeless or night shelter | |
| | Refugee Centre | |
| | Sleeping Rough | |
| | Motel/Hotel/Campground | |
| | Emergency Housing Provider (Contracted) | |
| | Emergency Housing Provider (Non-contracted) | |
| | Women's Refuge | |
| | Marae | |
| | Mobile Home - Caravan | |
| Prison | | |
| Rehabilitation Centre | | |
| Hospital | | |
| Garage | | ✓ |

| | | |
|---|---|--|
| | Boarding | |
| | Own home | |
| | Private rental | |
| | Public housing | |
| | Temp sharing – Staying with friends/ family | |
| | | |
| What is the main reason for your housing enquiry? | Current accommodation is inadequate or unsuitable | |
| | Employment or family reasons | |
| | Financial stress | |
| | Homelessness | |
| | Medical or other special need | |
| | Neighbourhood or safety issues | |
| | Tenancy ending/ eviction | |
| | Unable to access alternative housing | |
| | | |
| Have you done all you can to find suitable housing? | | |
| What steps have you taken to find suitable alternative housing? | Searching online for properties to rent/board | |
| | Searching noticeboards or putting a notice in local area | |
| | Applying for houses advertised in newspaper | |
| | Applying for houses advertised online | |
| | Looked into other options such as sharing a house, boarding or flatting | |
| Comments | | |
| | | |

Section 2: Household details

Applicant details

| Question | Answer |
|--|------------------------------------|
| Applicant's name | |
| Client's SWN (if applicable) | |
| Gender | |
| Applicant's date of birth | |
| If the client is aged 15 years or younger they are not eligible for public housing. | |
| Applicant's relationship status | Civil Union |
| | Civil Union care of sick/infirm |
| | Civil Union dissolved |
| | Civil Union partner deceased |
| | De facto care of sick/infirm |
| | De Facto spouse deceased |
| | Divorced |
| | Living de facto |
| | Married |
| | Married care of sick/infirm |
| | Partner Deceased |
| | Separated from Civil Union Partner |
| Separated from de facto | |
| Separated from spouse | |
| Single | |

| Question | Answer | |
|---|--|--|
| | NZ citizen | |
| | Australian citizen | |
| | Interim Visa | |
| | Limited Purpose Permit | |
| | Limited Visa | |
| | Living in other countries | |
| | No current visa | |
| | Permanent Resident | |
| | Protected Person with permanent residency | |
| | Protected Person without permanent residency | |
| | Refugee – Quota | |
| | Refugee – Other with Permanent Residence | |
| | Refugee – Other without Permanent Residence | |
| | Resident | |
| | Student | |
| | Temporary work permit | |
| | Visitor | |
| | Work visa | |
| | Working holiday | |
| Applicant's residency status <small>Pre pop</small> | | |
| | Yes | |
| | No | |
| Applicant ordinarily resident in New Zealand? | | |
| Applicant's Ethnicity | | |
| Applicant's Iwi affiliation | | |
| CSO indicator | | |
| | Yes | |

| Question | Answer |
|--------------------------|----------------|
| | No |
| | Yes |
| | No |
| Applicant's phone number | |
| Applicant's address | Address line 1 |
| | Address line 2 |
| | Suburb |
| | Town/city |
| | Post code |

Partner's details

| Question | Answer |
|---|---------------------------|
| Partner's name | |
| Partner's SWN (if applicable) | |
| Gender | |
| Partner's date of birth | |
| Partner's residency status <small>Pre pop</small> | NZ citizen |
| | Australian citizen |
| | Interim Visa |
| | Limited Purpose Permit |
| | Limited Visa |
| | Living in other countries |

| Question | Answer |
|---|--|
| | No current visa |
| | Permanent Resident |
| | Protected Person with permanent residency |
| | Protected Person without permanent residency |
| | Refugee – Quota |
| | Refugee – Other with Permanent Residence |
| | Refugee – Other without Permanent Residence |
| | Resident |
| | Student |
| | Temporary work permit |
| | Visitor |
| | Work visa |
| | Working holiday |
| <hr/> | |
| Partner ordinarily Resident in New Zealand? | Yes |
| | No |
| <hr/> | |
| Partner's ethnicity | |
| <hr/> | |
| Partner's Iwi affiliation | |
| <hr/> | |
| CSO indicator for Partner | Yes |
| | No |
| <hr/> | |
| Secured record | Yes |
| | No |
| <hr/> | |
| Partner's phone number | |
| <hr/> | |
| Partner's address | Address line 1 |

| Question | Answer | |
|----------|----------------|--|
| | Address line 2 | |
| | Suburb | |
| | Town/city | |
| | Post code | |

Children details

| Children | 1 | 2 | 3 | 4 |
|---------------|---|---|---|---|
| Name | | | | |
| Gender | | | | |
| Date of birth | | | | |
| Days in care | | | | |
| Out of weeks | | | | |
| CSO indicator | | | | |
| Children | 5 | 6 | 6 | 8 |
| Name | | | | |
| Gender | | | | |
| Date of birth | | | | |
| Days in care | | | | |
| Out of weeks | | | | |
| CSO indicator | | | | |

Section 3: Additional applicants

Additional applicant details

| Question | Answer | |
|--|---------------------------------|--|
| Are there any other people who will be signing a tenancy agreement with you? | Yes | |
| | No | |
| Additional applicant's name | | |
| Additional applicant's SWN (if applicable) | | |
| Gender | | |
| Additional applicant's date of birth | | |
| If the client is aged 15 years or younger they are not eligible for public housing. | | |
| Additional applicant's relationship status | Civil Union | |
| | Civil Union care of sick/infirm | |
| | Civil Union dissolved | |
| | Civil Union partner deceased | |
| | De facto care of sick/infirm | |
| | De Facto spouse deceased | |
| | Divorced | |
| | Living de facto | |
| | Married | |
| | Married care of sick/infirm | |
| Partner Deceased | | |
| Separated from Civil Union Partner | | |
| Separated from de facto | | |

| Question | Answer |
|--|--|
| | Separated from spouse |
| | Single |
| Additional applicant's residency status | NZ citizen |
| | Australian citizen |
| | Interim Visa |
| | Limited Purpose Permit |
| | Limited Visa |
| | Living in other countries |
| | No current visa |
| | Permanent Resident |
| | Protected Person with permanent residency |
| | Protected Person without permanent residency |
| | Refugee – Quota |
| | Refugee – Other with Permanent Residence |
| | Refugee – Other without Permanent Residence |
| | Resident |
| Student | |
| Temporary work permit | |
| Visitor | |
| Work visa | |
| Working holiday | |
| Additional applicant's ordinarily resident in New Zealand? | Yes |
| | No |
| Additional applicant's ethnicity | |

| Question | Answer |
|--|--|
| Additional applicant's Iwi affiliation | ✓ |
| Additional applicant's CSO indicator | Yes No |
| Additional applicant's secured record | Yes No |
| Additional applicant's phone number | |
| Additional applicant's address | Address line 1 Address line 2 Suburb Town/city Post code |

Additional applicant's partner's details

| Question | Answer |
|--|--|
| Additional applicant's partner's name | ✓ |
| Additional applicant's partner's SWN (if applicable) | |
| Additional applicant's partner's Gender | |
| Additional applicant's partner's date of birth | |
| Additional applicant's partner's residency status | NZ citizen Australian citizen Interim Visa Limited Purpose Permit |

| Question | Answer | |
|--|--|--|
| | Limited Visa | |
| | Living in other countries | |
| | No current visa | |
| | Permanent Resident | |
| | Protected Person with permanent residency | |
| | Protected Person without permanent residency | |
| | Refugee – Quota | |
| | Refugee – Other with Permanent Residence | |
| | Refugee – Other without Permanent Residence | |
| | Resident | |
| | Student | |
| | Temporary work permit | |
| | Visitor | |
| | Work visa | |
| | Working holiday | |
| <hr/> | | |
| Additional applicant's partner ordinarily resident in New Zealand? | Yes | |
| | No | |
| <hr/> | | |
| Additional applicant's partner's ethnicity | | |
| <hr/> | | |
| Additional applicant's partner's Iwi affiliation | | |
| <hr/> | | |
| Additional applicant's CSO indicator for partner | Yes | |
| | No | |
| <hr/> | | |
| Additional applicant's secured record | Yes | |
| | No | |
| <hr/> | | |

| Question | Answer |
|---|----------------|
| Additional applicant's partner's phone number | |
| Additional applicant's partner's address | Address line 1 |
| | Address line 2 |
| | Suburb |
| | Town/city |
| | Post code |

Additional applicant's children details

| Additional applicant's children | 1 | 2 | 3 | 4 |
|---------------------------------|---|---|---|---|
| Name | | | | |
| Gender | | | | |
| Date of birth | | | | |
| Days in care | | | | |
| Out of weeks | | | | |
| CSO indicator | | | | |
| | | | | |
| Name | | | | |
| Gender | | | | |
| Date of birth | | | | |
| Days in care | | | | |
| Out of weeks | | | | |
| CSO indicator | | | | |

Other applicants

| | | |
|---------------------------------|-----|--|
| | Yes | |
| Are there any other applicants? | No | |

Section 4: Additional occupants

| Question | Answer | ✓ |
|---|---------------------------------|----------|
| Are there any other people that have an established need to move with you | Yes | |
| | No | |
| What is the need? | | |
| Additional occupant's SWN (if applicable) | | |
| Is this person paying board? | | |
| Additional occupant's name | | |
| Gender | | |
| Additional occupant's date of birth | | |
| Additional occupant's relationship status | Civil Union | |
| | Civil Union care of sick/infirm | |
| | Civil Union dissolved | |
| | Civil Union partner deceased | |
| | De facto care of sick/infirm | |
| | De Facto spouse deceased | |
| | Divorced | |
| Living de facto | | |

| Question | Answer | |
|--|--|---|
| | Married | |
| | Married care of sick/infirm | |
| | Partner Deceased | |
| | Separated from Civil Union Partner | |
| | Separated from de facto | |
| | Separated from spouse | |
| | Single | |
| | NZ citizen | |
| | Australian citizen | |
| | Interim Visa | |
| | Limited Purpose Permit | |
| | Limited Visa | |
| | Living in other countries | |
| | No current visa | |
| | Permanent Resident | |
| | Protected Person with permanent residency | |
| | Protected Person without permanent residency | |
| | Refugee – Quota | |
| | Refugee – Other with Permanent Residence | |
| | Refugee – Other without Permanent Residence | |
| | Resident | |
| | Student | |
| | Temporary work permit | |
| | Visitor | |
| | Work visa | |
| Additional occupant's residency status | | ✓ |

| Question | Answer |
|---|-----------------|
| | Working holiday |
| | |
| Additional occupant ordinarily resident in New Zealand? | Yes |
| | No |
| Additional occupant's ethnicity | |
| Additional occupant's Iwi affiliation | |
| | |
| Additional occupant's CSO indicator | Yes |
| | No |
| Additional occupant's secured record | Yes |
| | No |
| Additional occupant's phone number | |
| | |
| | Address line 1 |
| | Address line 2 |
| Additional occupant's address | Suburb |
| | Town/city |
| | Post code |
| Are there more additional occupants? | Yes |
| | No |
| | |

Section 5: Household composition

| Question | Answer |
|--|-----------------------|
| How many couples will be residing in any new tenancy? | |
| What role does each occupant have in the application and what house hold unit do they belong to? | |
| Occupant 1 name: | Role: Household unit: |
| Occupant 2 name: | Role: Household unit: |
| Occupant 3 name: | Role: Household unit: |
| Occupant 4 name: | Role: Household unit: |
| Occupant 5 name: | Role: Household unit: |
| Occupant 6 name: | Role: Household unit: |
| Occupant 7 name: | Role: Household unit: |

Section 6: Individual details

Other residency details

| Question | Answer | |
|--|--------|--|
| Have you lived in NZ continuously for 2 years? | Yes | |
| | No | |
| Refugee quota number | | |

Individual agent details

| Question | Answer | |
|---|--------|--|
| Does this person have an agent? | Yes | |
| | No | |
| Agent name | | |
| Agent organisation | | |
| Agent email | | |
| Agent phone number | | |
| Can we share your agent details with any potential providers? | Yes | |
| | No | |

Child related payments

| Question | Answer |
|--|---------------|
| Are you receiving Orphan's Benefit, Unsupported Child's Benefit, or Foster Care Allowance for a child? | ✓ |
| Child 1 | |
| Child 2 | |
| Child 3 | |
| Child 4 | |
| Child 5 | |
| Child 6 | |

Health and disability details

| Question | Answer |
|--|----------------------------------|
| Does the occupant (applicant?) have a medical condition? | Yes |
| | No |
| If so, what type of medical condition? | Significant mental health issues |
| | Common mental health issues |
| | Physical disability |
| | Intellectual disability |
| | Health |
| Comments (if one or medical conditions above selected) | |

| Question | Answer |
|---|---|
| Are you willing to be referred to a property that has a support person on site? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Hearing or Visually Impaired

| Question | Answer |
|---|---|
| Is the client hearing impaired? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Does the client require a hearing impaired smoke alarm? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Is the client visually impaired? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Are they legally blind? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Other factors for consideration | 1 2 3 4 5 Other |
| Is this person a smoker? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Modifications required | Wet area shower |

| Question | Answer | |
|----------|-------------------------------------|---|
| | Wet area shower and toilet | ✓ |
| | Shower cubicle | |
| | Bath | |
| | Bidet | |
| | Rails in the bathroom | |
| | Rails in the toilet | |
| | Lowered toilet | |
| | A second toilet | |
| | A shower bed | |
| | Bathroom sliding door | |
| | Bathroom lever handles/taps | |
| | Kitchen lever handles/taps | |
| | Partially modified kitchen | |
| | Fully modified kitchen | |
| | Wide doorways | |
| | Wide hallways | |
| | Low light switches | |
| | Low door handles | |
| | Sliding doors | |
| | Ceiling hoist | |
| | Lift access | |
| | Wheelchair access for two entrances | |
| | Wheelchair access for one entrance | |
| | Access rails | |
| | Level access | |
| | Ramps | |

Section 7: Income and assets

Income

| Question | Answer | |
|---|-----------|---|
| Do you receive income from salary or wages? | Yes No | ✓ |
| How much income from salary or wage? | | |
| Frequency | | |
| Employer's details | | |
| Do you have any other income apart from salary or wages? | Yes No | |
| Do receive any other net income? | Yes No | |
| How much income do you receive from other income sources? | | |
| Frequency of other income | | |
| What is the source of your other income? | | |
| Other net income? (type, frequency amount) | | |

Assets

| | Asset 1 | Asset 2 | Asset 3 | Asset 4 |
|---------------------|---------|---------|---------|---------|
| Asset description | | | | |
| Value | | | | |
| Income from asset | | | | |
| Frequency of income | | | | |

Family tax credits

| Question | Answer |
|--|--------|
| Is your family tax credit paid with your benefit? | Yes |
| | No |
| Is the household receiving or entitled to a family tax credit? | Yes |
| | No |
| What is the amount of the household family tax credit? | |
| Is the household eligible for minimum family tax credit? | Yes |
| | No |
| How much is your household's family tax credit? | |

Section 8: Current circumstances

Accessibility

| Question | Answer | |
|--|---------------|--|
| Is discrimination preventing you from being able to access alternative housing? | Yes | |
| | No | |
| Household is experiencing some / moderate discrimination causing difficulties in accessing affordable, adequate, suitable and sustainable accommodation in the private sector. | | |
| Household is experiencing serious discrimination causing difficulties in accessing affordable, adequate, suitable and sustainable accommodation in the private sector. | | |
| Household is experiencing severe discrimination causing difficulties in accessing affordable, adequate, suitable and sustainable accommodation in the private sector. | | |
| Household is experiencing moderate discrimination but no concern for the household's health or safety | | |
| Household is experiencing discrimination and physical violence has been threatened | | |
| Household is experiencing persistent physical violence due to discrimination | | |
| Comments | | |
| Do you currently have funds available for bond, rent and furniture? | Available | |
| | Earmarked | |
| | Minimal | |
| | Not available | |

Primary benefit for affordability

| Question | Answer |
|--|---|
| <p>What is the primary benefit for household unit?</p> | JS Single age 24 years or younger |
| | JS Single age 25 years + |
| | JS Single receiving DPB-WA or Widows Benefit-WA prior to 15 July 2013 |
| | JS Single with child(ren) |
| | JS 2 adults |
| | JS 2 adults with child(ren) |
| | Sole Parent Support |
| | SLP Single 16 or 17 |
| | SLP Single over 18 |
| | SLP 2 adults |
| | SLP Single with child(ren) |
| | SLP 2 adults with child(ren) |
| | YPP Single with child(ren) |
| | YPP 2 adults with child(ren) |
| | YP Single 16 or 17 |
| YP 2 adults | |
| NZS/MP Single, no other applicants or partner or children or additional occupants | |
| NZS/MP Single with other applicants or partner or children or additional occupants | |
| NZS/MP 2 adults | |
| NZS/MP Non-Qualified spouse 2 adults | |

Affordability of alternative housing

| Question | Answer |
|--|---------------|
| In which area does the household need to live? | |

| | |
|--|--|
| Which dwelling type does the household need? | |
| How many bedrooms does the household need? | |
| Comments | |

| Question | Answer |
|--|---------------|
| Lower quartile rent for selected area is: | ✓ |
| How much Accommodation Supplement would the household be entitled to if they rented alternative housing? | |

| Question | Answer |
|---|---|
| Is a lack of funds for essential start-up costs preventing you from being able to access alternative housing? | <input checked="" type="checkbox"/> Funds available <input type="checkbox"/> Funds are set aside for other essential expenditure but could be used for start-up costs <input type="checkbox"/> Minimal funds are available which could be used for a proportion of start-up costs <input type="checkbox"/> No funds are available for essential start-up costs |
| Comments | |
| Will you need assistance with bond or rent in advance if you are offered a public housing property? | |
| How much of the assistance will each tenant need? | |

Sustainability of alternative housing

| Question | Answer |
|--|--|
| Do difficulties with financial management make it hard for you to find or keep alternative housing? | Yes |
| | No |
| Budget and debt management are not maintained successfully, resulting in a lack of provisions for household | |
| Serious inability to budget and manage debt, resulting in income being used to pay debt instead of providing for household | |
| Complete inability to budget and manage debt, resulting in severe financial issues | |
| Moderate addiction problem that consumes all discretionary income after minimum commitments met | |
| Serious addiction problems, resulting in a major portion of income supporting addiction | |
| Severe addiction problems, resulting in all or the majority of their income supporting the addiction | |
| Rent arrears with no ability to repay debt | |
| Rent arrears are in excess of two months and are mounting on a daily basis causing severe and persistent problems | |
| Comments | |
| Do difficulties in social functioning or lack of social skills make it hard for you to find or keep alternative housing? | No difficulties in social functioning or lack of social skills |
| | Moderate level of social dysfunction requiring some support networks, experiences some difficulties functioning in the private sector |
| | Serious and persistent level of social dysfunction requiring high-level support networks, inability to function in the private sector |
| | Severe and persistent level of social dysfunction requiring high-level support networks, total inability to function in the private sector |

| Question | Answer | ✓ |
|---|---|---|
| Comments | | |
| How many essential moves have you made over the past two years? | No essential moves 1-3 essential moves 4-8 essential moves more than 8 essential moves | |
| Comments | | |

Adequacy

At the beginning of the assessment you would have answered the question: 'what type of accommodation are you in?' Where you have selected one of the below accommodation options, there is **no need to answer any further questions relating to Adequacy**. This is because the client's living situation is not adequate.

- Car
- Tent
- Homeless or night shelter
- Refugee centre
- Sleeping rough
- Motel/Hotel/Campground
- Emergency Housing Provider (Contracted)
- Emergency Housing Provider (Non-contracted)
- Women's Refuge
- Marae
- Mobile Home – Caravan

If you selected one of the below accommodation options, then further questions relating to how adequate that accommodation is, **will need to be asked**.

- Prison
- Rehabilitation Centre
- Hospital
- Respite Care
- Garage
- Boarding
- Own home
- Private rental
- Public housing
- Temp sharing – Staying with friends/family

The additional Adequacy questions to be asked relate to:

- security of tenure
- people in your current accommodation that will not move with you?
- current bedroom allocation
- is the structure of your housing in a serious state of disrepair?
- are there unsafe or missing facilities in your current housing?

| Question | Answer | |
|--|------------------|--|
| When do you have to leave your current accommodation | No specific need | |
| | 61 to 91 days | |
| | 8 to 60 days | |
| | 7 days or less | |
| Are there any people in your home who will not be moving with you? | Yes | |
| | No | |
| How many other people are currently living with you | | |
| How many sets of couples are living with you? | | |
| How many males aged 18 or older will not be moving with you? | | |
| How many females aged 18 or older will not be moving with you? | | |
| How many males aged 10-17 will not be moving with you? | | |
| How many females aged 10-17 will not be moving with you? | | |
| How many males aged 5-9 will not be moving with you? | | |
| How many females aged 5-9 will not be moving with you? | | |

| Question | Answer |
|---|--------|
| How many males aged 0-4 will not be moving with you? | |
| How many females aged 0-4 will not be moving with you? | |
| Comments | |
| How many bedrooms do you have in your current accommodation? | |
| Are people in your current accommodation using other rooms as bedrooms, for example, a hallway? | Yes |
| | No |
| Comments | |
| How long, in weeks, have you been living in this situation? | |
| Comments | |

| Question | Answer |
|---|---|
| Is the structure of your housing in a serious state of disrepair? | Yes |
| | No |
| Structural integrity | Structure is condemned or has major structural damage |

| | |
|---|---|
| | <p>Leaking roof has damaged wiring</p> <p>Unsafe foundations</p> <p>No flooring or flooring is in significant state of disrepair</p> <p>No sewer system or sewer system is in a significant state of disrepair</p> <p>Excessive dampness or ventilation problems causing serious and persistent health issues</p> |
| Comments | |
| Are there unsafe or missing facilities in your current housing? | <p>Yes</p> <p>No</p> |
| Facilities | <p>No bathroom, toilet or laundry facilities or they are unsafe</p> <p>Electricity or wiring is unsafe</p> <p>Leaking water or broken pipes</p> <p>No running water in the bathroom</p> <p>No shower or bath at all</p> <p>No cooking or kitchen facilities or they are unsafe</p> <p>No heating or ventilation and no power points to install these</p> <p>No access to hot water</p> <p>Only one emergency exit and no approved fire evacuation plan in place (multi-blocks only)</p> |
| Comments | |

Suitability

Future changes

| Question | | Answer |
|--|-------------|--------------------|
| Are there any identified future changes? | | Yes |
| | | No |
| | Date | Description |
| Future change 1 | | |
| Future change 2 | | |
| Future change 3 | | |
| Future change 4 | | |
| Comments on future changes | | |

| Question | | Answer |
|---|--|--|
| Do you need to move because of medical or disability reasons? | | Yes |
| | | No |
| Which of these applies the client's current situation? | | Accommodation is unsuitable due to health, disability, and / or safety and the risk to the client is moderate |
| | | Accommodation is unsuitable due to health, disability, and / or safety and the risk to the client is serious |
| | | Accommodation is unsuitable due to health, disability, and / or safety and the risk to the client is severe |
| | | Household member has been diagnosed (or current condition has worsened) with a special need requiring the household to relocate closer to support services |

| Question | Answer |
|---|---|
| | Household member has been diagnosed (or current condition has worsened) with a special need and is hospitalised and the household must be relocated in order to maintain support |
| | Household member is terminally ill and relocation is required within seven days or less to enable household members to be together |
| | Change in living arrangements (for example client may now have another person living with them providing physical or emotional support and therefore another bedroom is required) |
| | A household member requires a separate bedroom due to a serious medical condition |
| | Elderly or disabled household member has moved in and cannot access upstairs bedrooms and is sleeping in living areas |
| | Client has mobility difficulties in accessing current accommodation |
| | Client now has a guide dog and current accommodation is unsuitable for animals |
| | Accommodation has lack of storage space, for example bedsit apartment |
| | Mental or physical health has deteriorated or a household member has suffered a permanent disability and a different type of housing is required |
| | Immediate need to relocate to ensure client can access critical medical care |
| | Hospitalisation as a result of a recognised communicable disease where there is a causal link to the current house |
| | Difficulties accessing funding to modify a private rental property are moderate |
| | Difficulties accessing funding to modify a private rental property are serious |
| | Difficulties accessing funding to modify a private rental property are severe |
| Comments | |
| Do you need to move for personal reasons? | Yes |
| | No |

| Question | Answer |
|--|--|
| <p>Personal reasons</p> | <p>Current accommodation has become too large for the household</p> <p>Client can no longer maintain section and garden</p> <p>Parking space is some distance from accommodation and client has small children or moderate disability</p> <p>Accommodation is now unsuitable due to change in neighbourhood, for example industrial redevelopment</p> <p>Fencing has become unsuitable for the safety of children due to children growing older and needing a safe playing area</p> <p>A support network has relocated but the household is able to access an alternative provider</p> <p>Loss of vital support network and no means of travel to an alternative, but is sustainable for a period of up to 60 days</p> <p>Loss of vital support network and no means to travel to an alternative</p> |
| <p>Comments</p> | |
| <p>Do you need to move for employment reasons?</p> | <p>Yes</p> <p>No</p> |
| <p>Employment</p> | <p>Needs to relocate to enhance employment opportunities</p> <p>Training opportunity exists in another location with the promise of guaranteed employment on completion of training and training is not available in current location</p> <p>Employment opportunity exists and urgent relocation needed to accept job offer. Can't afford to stay in motels and have no friends or family to stay with</p> <p>Employment opportunity exists and relocation needed to commence confirmed employment within seven days. Can't afford to stay in motels and have no friends or family to stay with</p> <p>Newly unemployed with savings</p> |

| Question | Answer | |
|---|---|---|
| | Unexpected unemployment with minimal savings which will be required to pay for goods and other necessities | ✓ |
| | Unexpected unemployment with no savings or redundancy payment and cannot meet current rental which is in arrears | |
| | Primary income earner has left household or has become disabled and remaining income is adequate to maintain current housing costs but will disadvantage some household members | |
| | Primary income earner has left household or has become disabled and remaining income is inadequate to maintain current housing costs but is sustainable for a period of up to 60 days | |
| | Primary income earner has left household or has become disabled and remaining income is inadequate to meet current housing cost | |
| | Employer has moved premises resulting in increased travel time and costs | |
| Comments | | |
| Need to move due to family violence | Presence of family violence | |
| | Potential threat of family violence | |
| Tensions within the household | Tension or difficulties within the household causing moderate undesirable living environment | |
| | Tension or difficulties increasing within the household causing undesirable living environment | |
| | Tension or difficulties exist within the household and immediate relocation is required in order to avoid stress related issues for any household member | |
| Neighbourhood tension or other violence | Neighbourhood tension, for example racial tension | |
| | Fear of current accommodation or neighbourhood | |
| | Extreme fear of current accommodation or neighbourhood | |

| Question | Answer | ✓ |
|---|--|---|
| Comments | | |
| Do you need to move because of isolation? | <p>Accommodation is isolated causing difficulties in accessing essential services and medical issues present</p> <p>Accommodation is isolated and relocation is desirable but no medical or personal issues present</p> | |
| Do you need to move due to increasing living costs? | <p>Rental housing costs have increased, causing serious financial hardship</p> <p>Current rental housing costs have increased, causing severe and persistent problems</p> <p>Rental housing costs have increased, having a moderate effect on the household</p> | |
| Do you need to move for family reunification? | <p>Move to access/reunite with children, agency support</p> <p>Large family wishes to reunite but accommodation is too small to allow all members to live together</p> <p>Need to relocate to enhance reunification with children</p> | |
| Do you need to move because of cultural issues? | <p>Accommodation has become culturally inappropriate causing significant and persistent stress to the household but is sustainable for a period of up to 60 days</p> <p>Accommodation is culturally inappropriate causing severe stress to the household and immediate relocation is necessary</p> <p>Accommodation has become culturally inappropriate causing moderate discomfort to the household and relocation is desirable</p> | |

Current expenses

| Question | Answer |
|---|--------|
| What are your weekly grocery costs, if any | |
| What are your weekly power costs, if any | |
| What are your weekly clothing costs, if any | |
| What are your weekly telephone costs, if any | |
| What are your weekly transport costs, if any | |
| What are your weekly medical costs, if any | |
| What are your weekly school related costs, if any | |
| What are your weekly insurance costs, if any | |
| What are your weekly hire purchase costs, if any | |
| What are your weekly HNZC debt repayments, if any | |
| What are your weekly Work and Income repayments, if any | |
| What are your weekly fine repayments, if any | |
| What are your weekly Inland Revenue payments, if any | |
| What are your weekly loan repayments, if any | |
| What are your weekly student loan repayments, if any | |
| What are your weekly store card repayments, if any | |
| What are your weekly SKY TV costs, if any | |
| What are your weekly credit card repayments, if any | |
| What are your weekly church donations, if any | |
| What are your weekly child support payments, if any | |
| What are your weekly maintenance payments, if any | |
| What are your weekly funeral related costs, if any | |
| What are your weekly appliance rental costs, if any | |
| What are your weekly entertainment costs, if any | |

| Question | Answer |
|--|--------|
| What are your weekly bond repayments, if any | |
| What are your weekly payments to family overseas, if any | |
| What are your weekly rate arrears repayments, if any | |
| What are your weekly moving cost repayments, if any | |
| What is your weekly savings to relocate family to NZ, if any | |
| | |

Section 9 Housing requirements

| Question | Answer |
|---|--------|
| What city/district does the household need to live in? | |
| What suburb/district does the household need to live in? | |
| Please indicate if there are other areas the household needs to live in | |
| | |