



Item B9

Key Housing

# Furnished Lets Policy

First approved: February 2006

## KEY HOUSING ASSOCIATION

### POLICY ON POLICY ON FURNISHED LETS

#### Furnished let policy

The Association recognises that there are certain situations where the provision of furnishings plays an important part in sustaining a tenancy.

As furnishings were previously provided in all Key registered accommodation, it was agreed that at de-registration full house furnishings would continue to be provided. Standard inventories for the various house sizes were created. In order to fund the continuing provision, a service charge, relative to the house size was added to tenants' rents. This charge included a 10% administration charge.

Tenants who have fully furnished packages may move within Key and continue with this level of furnishings. If they move out-with Key, furnishings can only be continued if the new landlord is in a position to provide furnishings, or they agree to charge the tenant and return the income to Key at the end of the financial year.

In shared housing the furnishings inventory which will apply will be based on the number of people occupying the house. Where the number of people reduces, tenants will be informed of the inventory which will then apply. Rent levels will be adjusted accordingly.

New tenants will be offered a partial furnishing package. This will apply to supported and unsupported housing.

Tenants in single person housing, or where two people share as a couple, will have the opportunity to downgrade their furnishings package. This may be to a partial package or not to have any furnishings provided by Key. Any request to downgrade should be made by December each year. The effective change will be at the next rent review.

Income and expenditure on furnishings is monitored through monthly returns from each local service.

This policy is reviewed annually at the January meeting of Management Committee.