District Council of
Loxton Waikerie

LOXTON RETIREMENT VILLAGE
REGISTER OF INTEREST POLICY

Responsible Officer/s	Chief Executive Officer Loxton Retirement Village Administration Officer
Relevant Legislation / Documents	Local Government Act Other Policy/Procedure
Adopted	17 August 2007
Reviewed	February 2025
Next Review	2 years (2027)

A. Purpose

To ensure that all persons applying for accommodation in the Loxton Retirement Village are treated fairly in their application.

B. Objective

To provide clarity and transparency to the selection process for a unit at the Loxton Retirement Village.

C. Policy

Registration is by completion of the standard application form and details added to a list in order of date of interest.

A Registration fee may be set by the Retirement Village Committee and agreed to by Council. The agreed fee will be credited to the Village Administration costs.

The Administration Officer will update the Register and will provide advice upon request by those registered as to their standing on the Register.

Offers for occupancy of a unit will be strictly in accordance with the register. If the village operator has relevant, good and sustainable reasons, it may decide not to offer occupancy to an applicant, regardless of their position on the register.

Non acceptance of an offer of accommodation does not alter the persons standing in the Register.

D. Availability

This Policy will be available for inspection at the Council Offices at Loxton or Waikerie during ordinary business hours at no charge.

Copies of this Policy will also be available from Councils website: www.loxtonwaikerie.sa.gov.au or postal copies may be obtained from the Council Office free of charge.

This policy will be available in Council's Electronic Document Management System (Content Manager).

E. Document history and version control

Date	Version	Authorisation	Amendment Details
17/08/2007	1	Adopted	
15/06/2023	2	Reviewed	No changes
February 2025	3	Review	Updated Letterhead Addition of operator's ability to refuse occupancy