

Property Inspection Policy

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 Policy owner: Director Housing and Homelessness

1 Purpose

The purpose of this document is to outline the principles of property inspections.

2 Scope

2.1 This policy applies to all residential properties owned or managed by Unison

2.2 The policy covers the following types of inspections:

- a** Prospective renter inspections
- b** Follow up (new renter) home visits
- c** Routine/planned/regular inspections
- d** Pre-exit renter inspections
- e** Post- exit renter inspections
- f** Asset led Property Condition Audits.

3 Policy Statement

3.1 Unison undertakes regular property inspections to:

- a** maintain high quality assets
- b** ensure sustainable tenancies
- c** build rapport with renters.

3.2 Unison makes every effort to coordinate property inspections to minimise the impact on renter's quiet enjoyment of their property.

3.3 Property inspections will assist Unison to meet its responsibilities under the *Residential Tenancies Act 1997 (RTA)* and maintain properties in a good condition.

3.4 Inspections will also ensure renters are meeting their responsibilities under the RTA to keep their room/unit/house in a reasonable condition.

3.5 Inspections are an opportunity for renters to raise issues of concern around maintenance, tenancy or other matters.

3.6 Property inspections are an opportunity for Unison to:

- a** identify maintenance issues
- b** audit building components

- c** identify and discuss challenges that might be arising in the tenancy and need to be addressed (e.g. renter hoarding, level of cleanliness)
- d** discuss other tenancy management issues
- e** maintain contact and build rapport with renters.

4 Related information

- a** *Residential Tenancies Act 1997*
- b** *Occupational Health and Safety Regulations 2017 (Vic)*

5 Review of policy

This policy will be reviewed every three years as delegated by the responsible Executive.