

Property Inspection Policy

1. Purpose & Scope

The purpose of this policy is to outline the responsibilities and rights of Unison and renters for property inspections.

This policy applies to all Unison staff, including employees, contractors, volunteers and all residential properties owned or managed by Unison.

2. Policy Statement

When applying this policy Unison ensures:

- Consistent and fair processes are followed.
- Information is made available to renters about their tenancy, which is timely and accurate.
- Adhere to the commitment as an information Sharing Entity, to respond to matters that promotes the wellbeing and safety of victim survivors and their families.
- Inspections are undertaken with adherence to the *Residential Tenancies Act 1997*.
- All legal, contractual and regulatory duties relating to property inspections.

Property inspections are conducted for the main purposes of:

- checking the condition of the property and ensure it is in good condition.
- carrying out safety checks.
- Planning and conducting response and cyclical maintenance work.
- Ensuring the property is reasonably clean and free from damage, other than fair wear and tear.
- Providing renters with an opportunity to raise issues of concern around maintenance, their tenancy, support needs or other matters.
- identifying and discussing challenges that might be arising in the tenancy and need to be addressed (e.g. renter hoarding, level of cleanliness).
- maintaining contact and building rapport with renters.

3. Related Information

- [Consumer Affairs Victoria](#)
- [Occupational Health and Safety Regulations 2017 \(Vic\)](#)
- [Residential Tenancies Act 1997](#)