

POLICY NUMBER: 9.6
VERSION NUMBER: 4.1
EFFECTIVE DATE: 1 August 2019
AUTHORISED BY: BAH Management

PROPERTY INSPECTIONS POLICY

1. PURPOSE

The purpose of this policy is to set out the frequency and types of property inspections that Baptcare Affordable Housing (BAH) will undertake.

2. SCOPE

This policy applies to all properties owned and/or managed by BAH.

3. PRINCIPLES

BAH conducts property inspections in accordance with its obligations under the Residential Tenancies Act 1997 as well as its policy of being a good landlord

Properties will be inspected:

- At least once every 12 months
- Following maintenance that is not of a minor nature
- When a property becomes vacant
- In accordance with the legal requirements for smoke alarm testing and battery replacement, and servicing of other essential services equipment
- For the purposes of eliminating pests such as cockroaches and bed bugs
- For the purposes of updating Property Condition Reports.

Properties will also be inspected to ensure:

- Tenants are able to live independently
- Tenants are not hoarding or otherwise potentially endangering themselves and the property

Tenants can expect that:

- Their human rights will be respected at all times
- They will be given at minimum of 24 hours notice to arrange an appropriate time for the inspection to occur. This will be between 8:00 am and 6.00pm on any day, except public holidays. They can have a support person with them if they choose at the time of the inspection

- BAH may not inspect contents of wardrobes or drawers without permission.

Should a tenant refuse entry for an inspection, BAH may issue a Breach of Duty Notice and make an application to the Victorian Civil and Administrative Tribunal (VCAT).

4. RELATED DOCUMENTS, STANDARDS AND LEGISLATION

Victorian Housing Registrar Performance Standards
Housing Act 1983 (Vic)
Residential Tenancies Act 1997 (Vic)

5. MONIITORING AND REVIEW

This policy will be reviewed every two years or earlier if the legal, regulatory and contractual environment requires.

6. TRANSPARENCY AND ACCESSIBILITY

This policy will be available on the BAH website: www.baptcare.org.au/services/housing/affordable-housing