



Tenants' Union of Tasmania Inc.



**Annual Report
2009/10**

CONVENOR'S REPORT

This financial year the Tenants' Union has delivered a high level of service to its clients and the community.

The Tenants' Union gave telephone advice to 2306 people; there were 403 face-to-face interviews and 83 cases opened. This was provided by six paid staff (2.9FTE) and on average eight volunteers.

In May 2010, television advertisements were shown on commercial television (WIN TV) promoting the legal and advocacy services the Tenants' Union provides. The advertisements resulted from a community education initiative that commenced last year. In addition, Meredith Upchurch (Solicitor) delivered community legal education sessions in the North and South of the State and Sarah Hiller (Solicitor) delivered sessions in the North West.

Two staff finished in the financial year including Sarah Hiller and Sandy Duncanson (Principal Solicitor). Tracey Chapman also finished in late July 2010. Sadly, Sandy passed away in June. Sandy had been working for the Tenants' Union for six years and was an incredible advocate for tenants' rights. He will be greatly missed by everyone at the Tenants' Union.

Shortly, Eddie Storace will be commencing employment at the Tenants' Union in the role of Principal Solicitor. On behalf of the Tenants' Union, I would like to welcome Eddie to the role.

The major policy work of the Tenants' Union this financial year related to the *Residential Tenancy Act* (1997) review. The Tenants' Union looks forward discussing the review further with Government as the process progresses. Also, a submission was made on tenant databases, and there has been continuing work associated with the Rental Deposit Authority, water and sewerage, and issues related to smoke alarms. The Tenants' Union was also involved with a Government Budget Submission, which was coordinated by Shelter Tasmania.

The make up of the Management Committee has changed with Michael Kennett joining as Treasurer and Sam Ling as a Committee member.

The Tenants' Union remains in a positive financial position in line with recent years and both Mick Lynch (Bookkeeper) and Michael Kennett can be credited for this.

Thank you to everyone who has contributed to the work of the Tenants' Union this financial year.

Gemma Misrachi
Convenor
September 2010

ABOUT THE TENANTS' UNION OF TASMANIA INC

AIMS:

The Tenants' Union works for the interests and rights of residential tenants in Tasmania and seeks to:

- Improve conditions in rental housing in Tasmania so that they meet accepted minimum standards;
- Raise awareness within the community about tenancy issues; and
- Promote legislative change where this is necessary to improve outcomes for tenants.

GENERAL PRINCIPLES

The Tenants' Union is an organisation that is:

- Active in response to changing tenancy issues;
- Offering quality advice, advocacy, information and referral services;
- Empowering people to take action on their own behalf;
- Abreast of current housing issues; and
- Keeping decision makers in the community aware of the key issues that are impacting on residential tenants in Tasmania.

ROLES:

The Tenants' Union has a number of roles. It provides:

- Advice, information and assistance with tenancy issues;
- Advocacy for individual tenants on residential tenancy issues;
- Systemic advocacy; and
- Education and training for professionals, community organisations, students and community members about tenancy issues.

OPERATION:

The Tenants' Union provides:

- A free service;
- Access to specialist knowledge on tenancy issues; and
- A service to all residential tenants (eg. public, private and boarding).

The Telephone Advice service operates during the hours of 9:30am and 4:00pm weekdays and the "Drop-in" Advice Sessions are available between 9:30am and 12:30pm Tuesday to Thursday inclusive.

FUNDING:

Commonwealth Grants from the Attorney General's Department for the financial year totalled \$60,264 (plus one-off funding surplus carried forward from 2009 of \$33,799). This money was used for the provision of Community Legal Education, training, coordination, compliance and administration of the service as a whole. The surplus \$18,620 of this funding has been carried forward and will be expended in 2011.

State Grants from the Department of Health and Human Services, Housing Tasmania for the financial year equalled \$158,026. These funds were expended by providing a telephone advice and advocacy service and legal representation.

The Tenants' Union generated a small amount of income through the sale of Lease Agreements and Condition Reports totalling \$1,437, and bank interest of \$4,676.

ACCESS AND EQUITY POLICY:

The Tenants' Union continues to ensure that all tenants have equitable access to adequate tenancy advice, advocacy and community education services. Similarly the Tenants' Union works to provide equitable access for all tenants to justice through tenancy laws and legal processes and practices.

CLIENTS:

The clients of the Tenants' Union are:

- Private housing tenants;
- Public housing tenants;
- Non-government agencies (eg. community workers and other parties interested in tenants rights and responsibilities) and
- State Government agencies (eg. Housing Tasmania and Consumer Affairs and Fair Trading).

Of the clients who informed us of their status, 75% self-identified as low income, 4% of clients identified as indigenous, 37% were under 30 years of age and 6% were born overseas. 70% of our clients were women.

STAFF TRAINING:

1. Training of volunteers during 2009/10 financial year:

Meredith Upchurch (Solicitor) conducted two volunteer drives. Each consisted of ten hours of preliminary training with three new volunteers. All six became regular volunteers.

Meredith Upchurch conducted a feedback session for four volunteers.

All thirteen regular volunteers have received training and advice during the year from Sandy Duncanson (Principal Solicitor) and Meredith Upchurch.

2. Training of TUT staff during 2009/10 financial year:

Sandy Duncanson and Mick Lynch (Bookkeeper) attended the 2009 National Association of Community Legal Centres conference in Perth.

Sandy Duncanson, Meredith Upchurch and Phil Hoffen (Administrator/Advocate) attended the 2009 Residential Tenancies Conference on the Gold Coast.

Meredith Upchurch attended a LEADR accredited mediation group course in Hobart.

Sandy Duncanson and Meredith Upchurch attended a Property Law Seminar.

SUMMARY OF SERVICE ACTIVITY:

The Tenants' Union has once again had a very busy year. 2792 clients contacted the TU requesting support, advocacy and/or information from volunteers and staff. Our Community Legal Education and Training reached out to wide variety of people in the community through ten projects and forums, and there were six areas of Law Reform pursued. The Tenants' Union achieved this with the equivalent of 2.9 full time paid positions. The website (www.tutas.org.au) had 12,761 website views in the last financial year, an increase of nearly 60% compared with the previous financial year.

		06/07	07/08	08/09	09/10
Clients		3070	2619	2802	2792
Made Up Of:	Drop In	246	297	287	403
	Cases Opened	87	71	79	83
	Telephone Advice	2737	2251	2436	2306
Region:	South	64%	65%	65%	64%
	North	26%	23%	23%	23%
	North West	10%	12%	12%	13%
Clients Identifying As:					
Low Income		66%	68%	69%	75%
ATSI		3%	3%	3%	4%
Under 30		37%	41%	34%	37%
Women		70%	71%	69%	70%

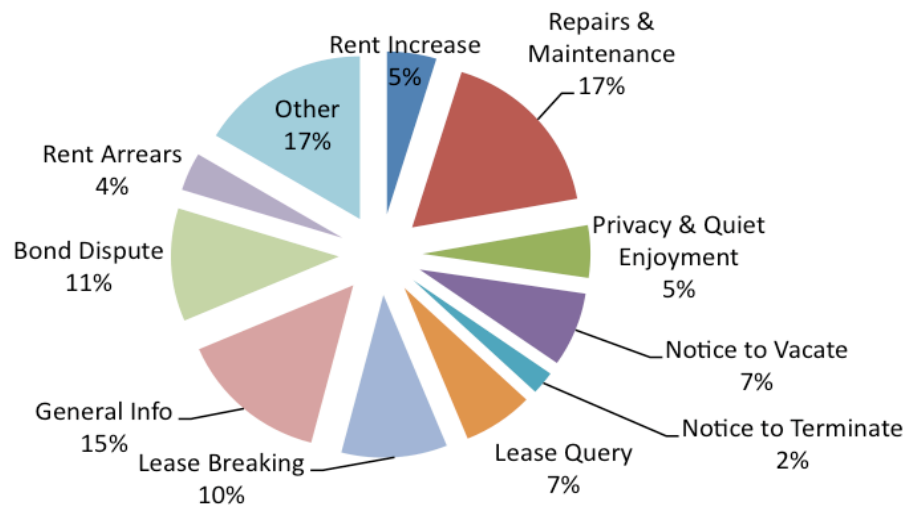
TELEPHONE ADVICE LINE:

The data provided below is collected from clients using the Telephone Advice Line. This data is extremely valuable to the Tenants' Union as it informs Law Reform Activities, assists in targeting Community Legal Education Programs and generally allows the organisation to develop a better understanding of current trends in the rental market.

Using the available data the following charts show the volume of contact with tenants via the Telephone Advice Line in the financial year. The first chart demonstrates the important role that volunteers play in providing assistance to tenants. Volunteers now dispense 96% of all telephone advice, up from 95% in the last financial year and 92% in the year prior to that. Volunteers provided 1313 hours of telephone advice in 2009/10 (up by 13%).

The charts below provide a snapshot of the issues overall and then in each geographical region on an annual basis. This information has been sourced from the available data collected through the Telephone Advice Line. We ask all our clients to provide information to us that will be used in statistical reports. It is important to note that a number of clients choose not to divulge information, however we still provide them with advice and information.

Presenting Issues - Statewide

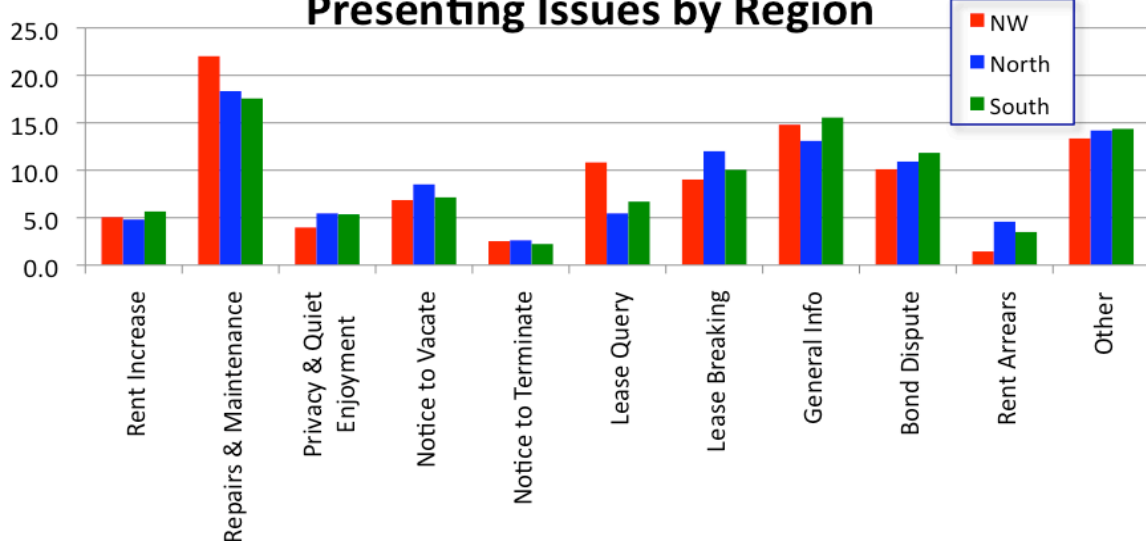


Information about repairs and maintenance continues to be the most sought after telephone advice year after year, increasing from 15% of all advice in 2008/9 to 17% this year. And again, it is a greater problem in the North and North West regions of Tasmania.

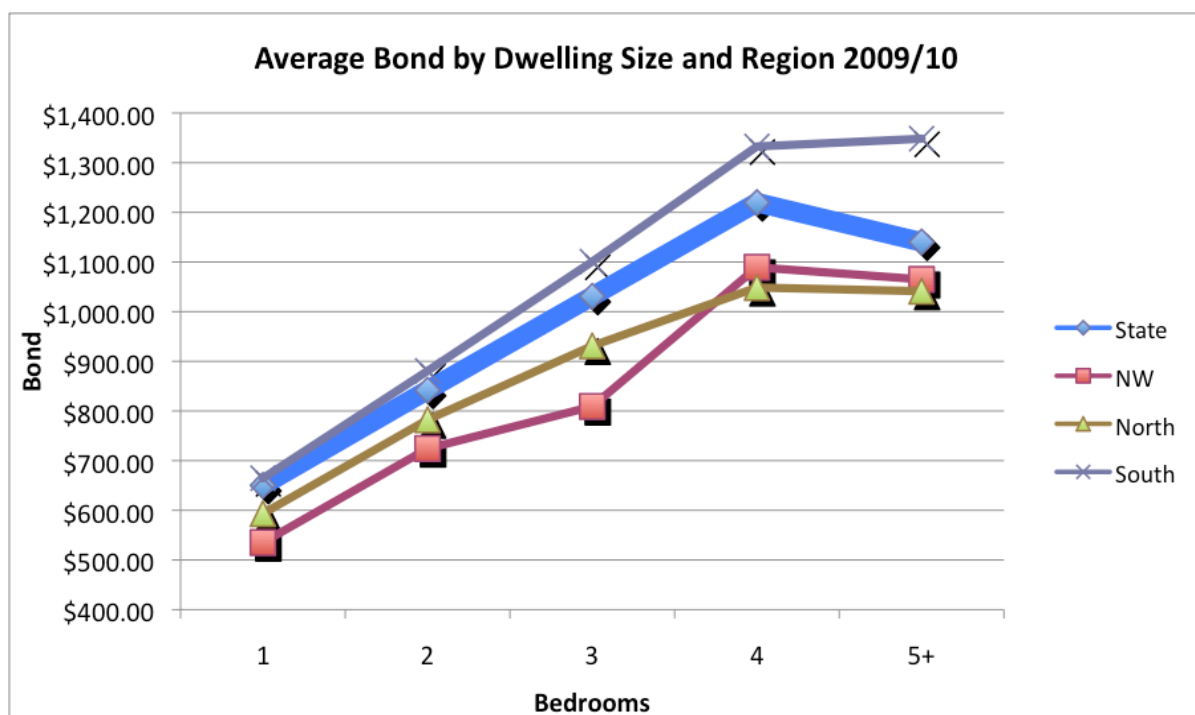
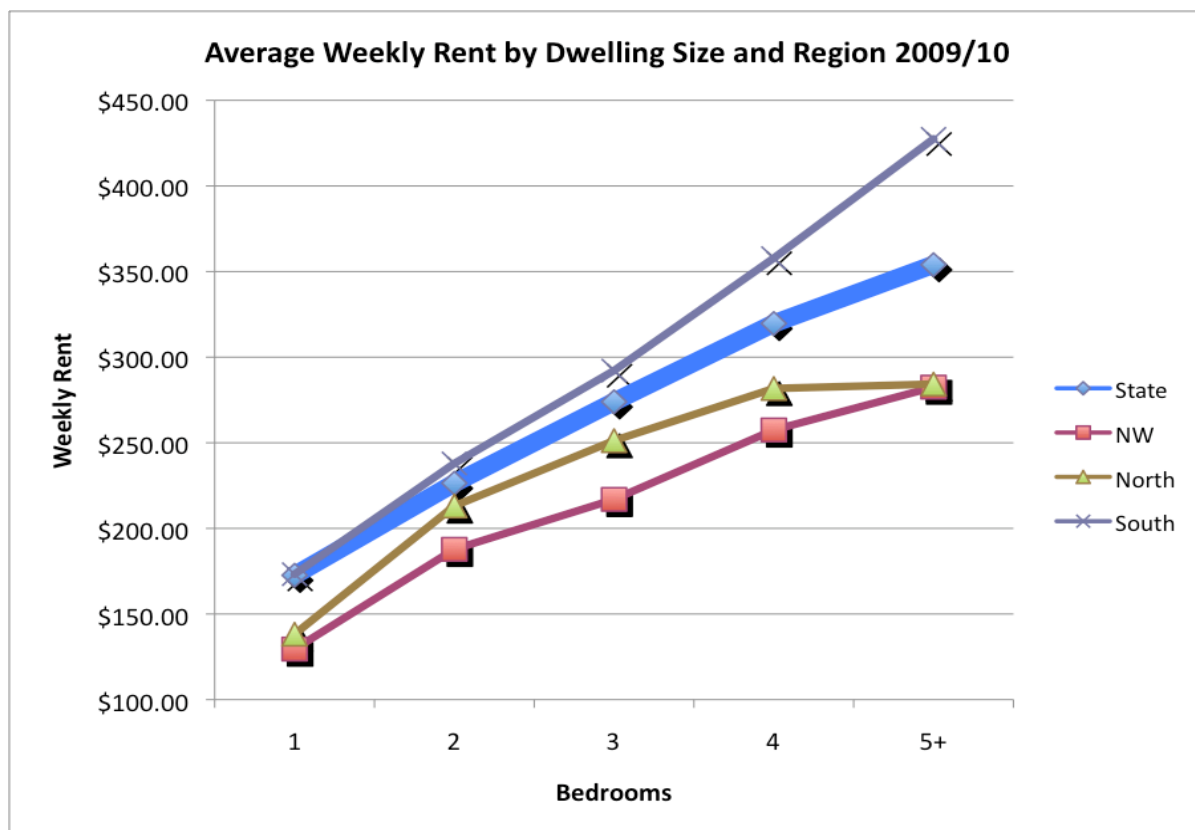
In the past two years there have been far less calls from tenants seeking to terminate a lease. The TUT received 91 of these calls in 2007/08 whereas for this financial year we received 52 calls associated with this issue.

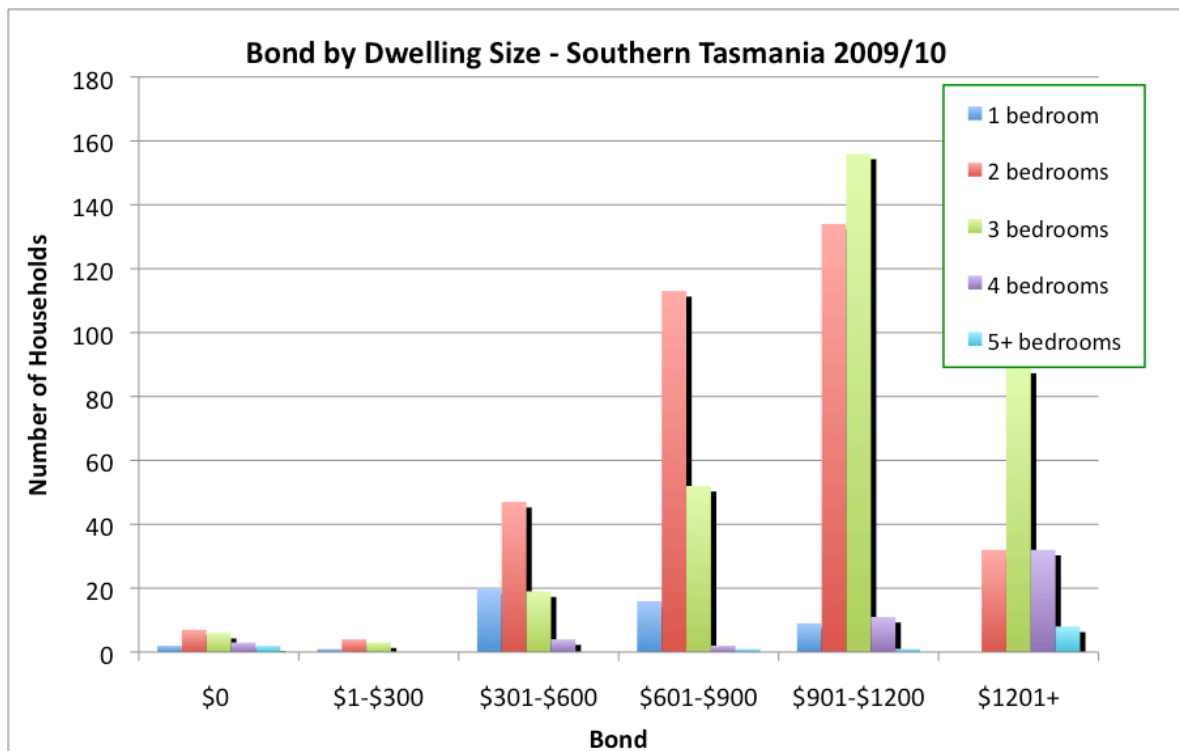
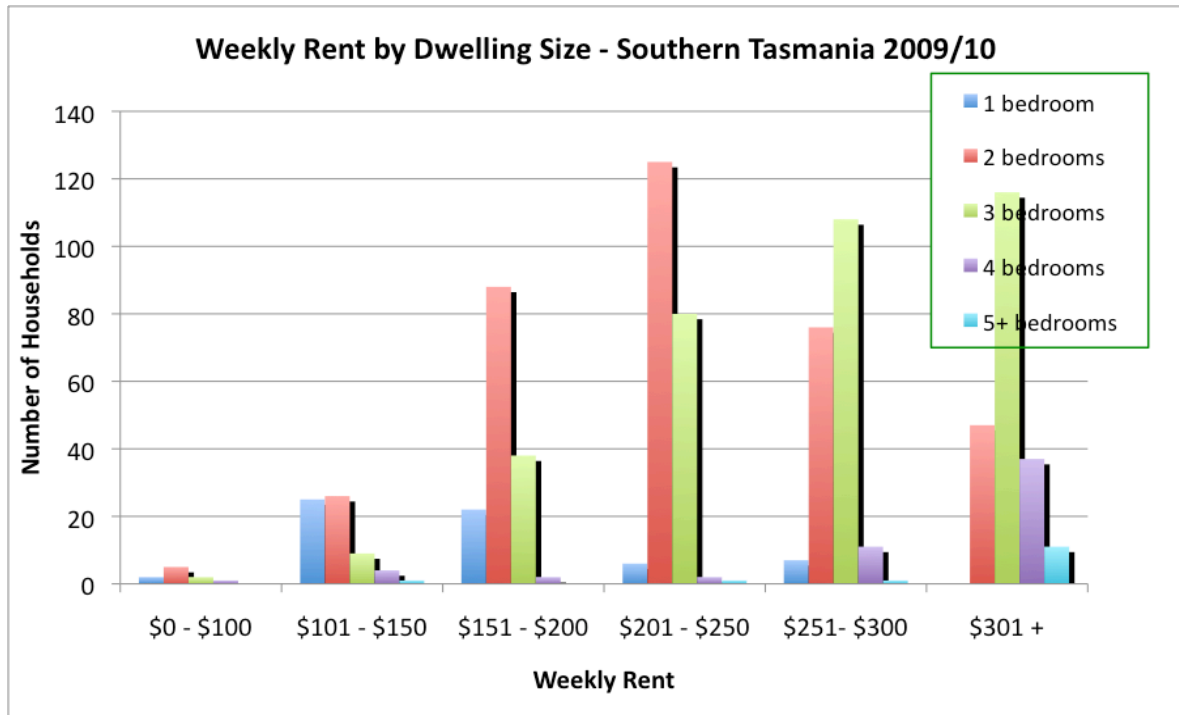
Bond Disputes fell to 11% of all presenting issues in this financial year (from 12% in 2008/09). The TUT are monitoring the introduction of the newly formed body to handle bond disputes, the Rental Deposit Authority, to determine its success and recommend changes as required.

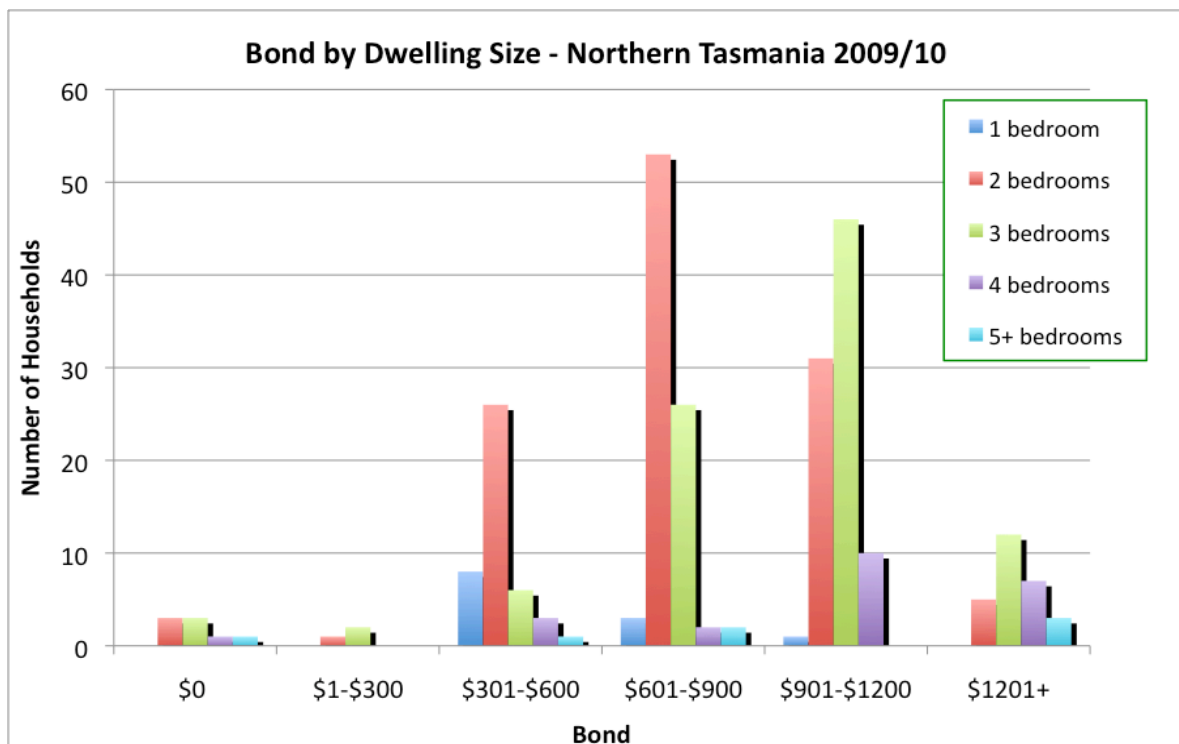
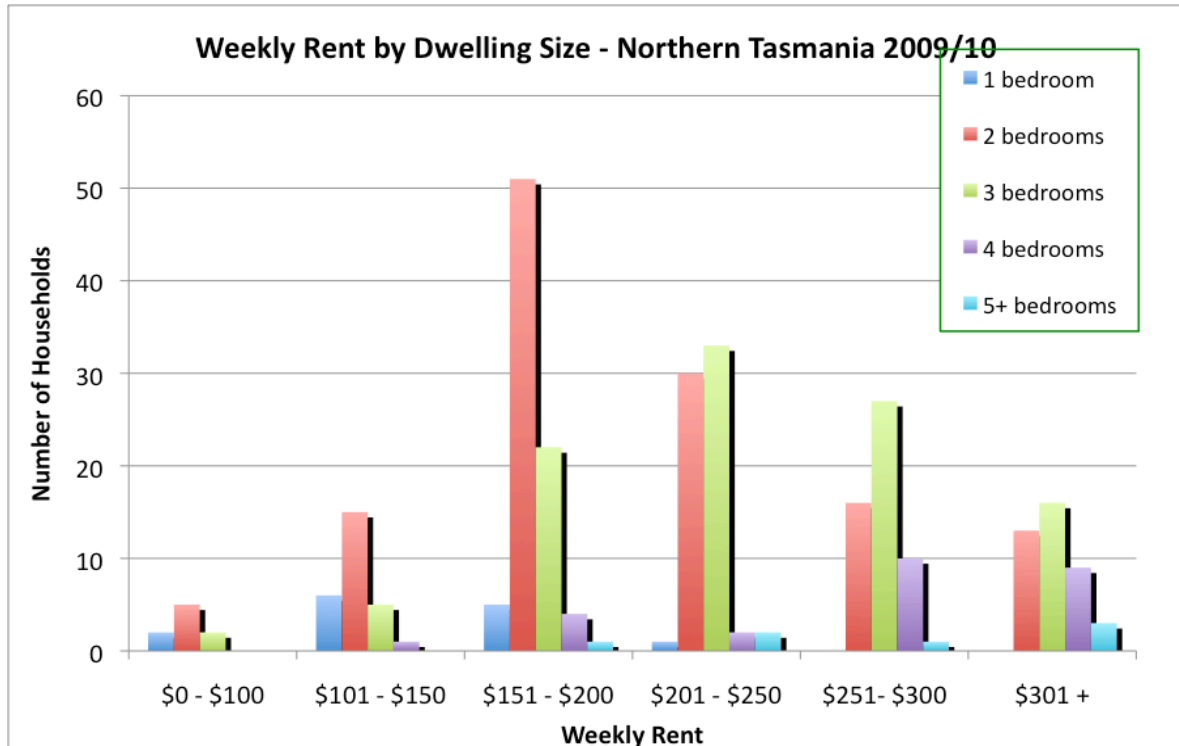
Presenting Issues by Region

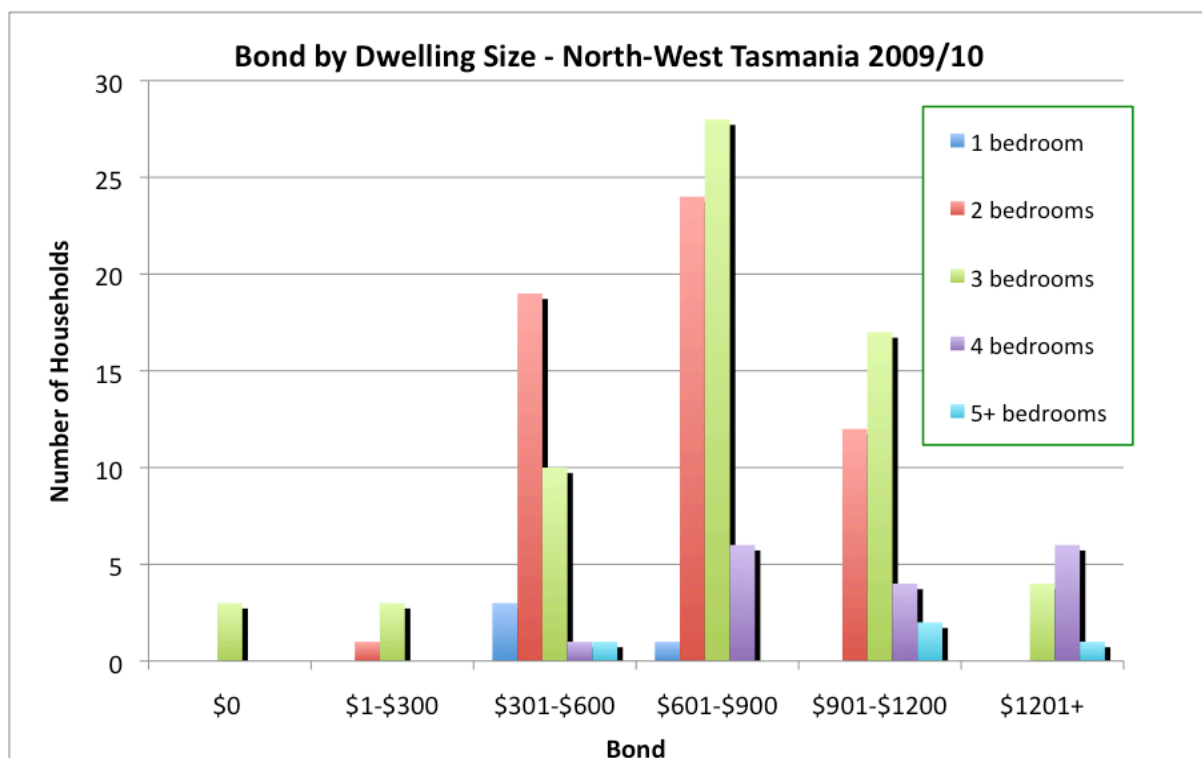
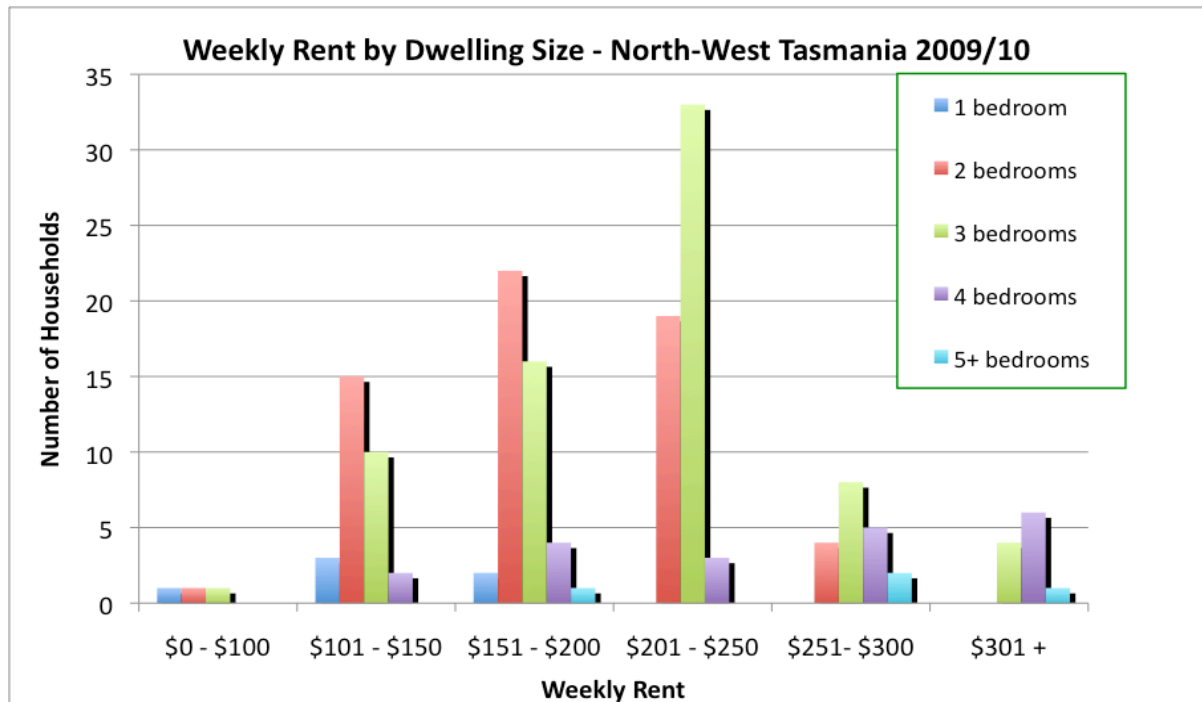


For a large percentage of Tenants' Union clients, housing affordability is a major issue. The Tenants' Union collects data on weekly rent and bond amount that is used to inform the policy work of the Tenants' Union and other organisations. The following graphs provide an overview of weekly rental prices in the main geographical regions.









FACE-TO-FACE ASSISTANCE:

Our 'Drop-in' sessions still prove to be popular amongst tenants. In the last financial year the data available indicates that 403 tenants were assisted in this manner, a 40% increase on last financial year's figures. This is a significant number given that this particular service operates for only nine hours per week. The issues discussed at 'drop-ins' are usually more complex than those discussed on our telephone advice service. In many cases they escalate into legal casework and representation.

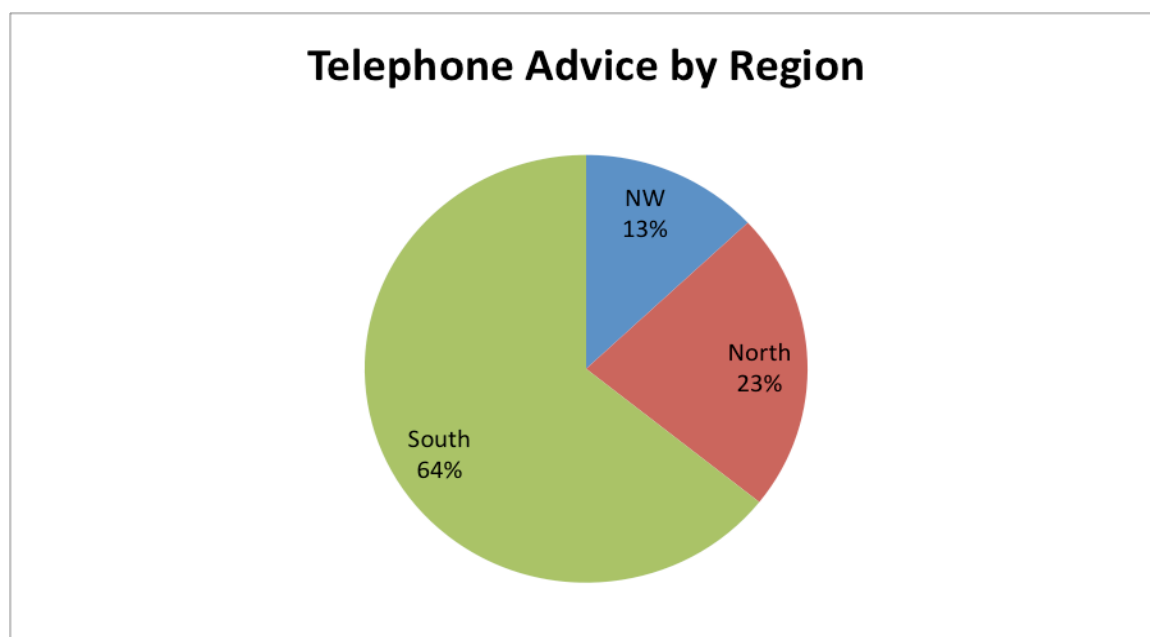
ADVOCACY AND CASEWORK:

Advocacy and casework continued to be a core activity of the Tenants' Union over the last financial year. Of the tenants assisted through this service 83 case files were opened (up by 5%) and 73 cases were closed. The Advocacy and Casework project is particularly important as it is primarily focused on tenants with complex needs. Issues that may require advocacy and casework assistance include rental arrears, bond return, lease disputes and, most urgently, the threat of eviction. The advocacy work has been strengthened by the Tenants' Union developing good working relationships with property owners, real estate agents, the Office of Consumer Affairs and Fair Trading, the Residential Tenancy Commissioner, and the Real Estate Institute of Tasmania. These relationships allow the Tenants' Union's staff to advocate and negotiate on behalf of tenants to achieve successful outcomes.

LIMITATIONS TO TELEPHONE ADVICE, ADVOCACY AND CASEWORK:

Casework rose slightly from the previous financial year. Of the 83 case files opened in the year, 2 were from the northern region of the state, and 12 were from the North-West. The lack of a TUT presence in Launceston clearly impacts upon the ability of Northern tenants to receive in-depth legal help.

The graph below demonstrates that the vast majority of telephone calls originate from the southern region. The presence of a Devonport branch has helped increase the profile of the Tenants' Union in the North-West, and the Launceston region continues to suffer lower than expected figures. Telephone Advice was down during 2009/10, but was offset by a large increase in the number of 'drop-in' clients.



COMMUNITY LEGAL EDUCATION AND LAW REFORM:

The Tenants' Union is responsible for providing community legal education and training statewide to tenants and the housing sector on tenancy issues, along with an active involvement in tenancy law reform.

The funds for this are provided from the Commonwealth Attorney General's Family and Legal Aid Division and administered through the Legal Aid Commission of Tasmania.

Ten Community Legal Education (CLE) projects were completed, and ten were commenced in the 2009-2010 financial year. Thirteen CLE seminars (including three information stalls) were conducted by Meredith Upchurch and Sarah Hiller.

- CLE for College Students at Don College
- 2 CLEs for Tertiary Students at the University of Tasmania, Sandy Bay Campus
- CLE for Tertiary Students at the University of Tasmania Law School, Cradle Coast
- CLE for International Students at the Hobart Polytechnic
- CLE for Refugees at Migrant Resource Centre, Hobart
- 2 CLEs for Housing Workers at Private Rental Tenancy Support Service (PRTSS)
- CLE for Real Estate Agents at Real Estate Institute of Tasmania (REIT) Conference
- CLE for Support Workers at Advocacy Tasmania, Hobart
- CLE for Housing Workers at Housing Tasmania
- Information Stall for College Students at Launceston College
- Information Stall at Tasmanian Association of Community Houses (TACH) Conference
- Information Stall for Homeless People at Homeless Connect, Hobart

The Community Law Reform work undertaken by the Tenants Union in the 2009/10 year included the following areas:

- Rental Deposit Authority
- Water and Sewerage
- Tenant Databases
- Review of the Residential Tenancy Act (1997)
- Smoke Alarms
- Government Budget Submissions

Within these six law reform areas, three projects were commenced, and three were ongoing.

THE TASMANIAN ASSOCIATION OF COMMUNITY LEGAL CENTRES:

The Tenants' Union maintained its membership of the Tasmanian Association of Community Legal Centres (TACLC) during the financial year. TACLC met on occasion to discuss program, state and funding issues. There are seven community legal centres throughout Tasmania consisting of three generalist and four specialist centres. They are Hobart Community Legal Service, Launceston Community Legal

Centre, North West Community Legal Centre, Women's Legal Service, Environmental Defenders Office, Animal Welfare Community Legal Centre and the Tenants' Union of Tasmania.

NETWORKS:

The Tenants' Union has continued its links with the following organisations:

- National Association of Community Legal Centres (NACLC)
- Tasmanian Association of Legal Centres (TACLC)
- National Association of Tenants Organisations (NATO)
- Tasmanian Council of Social Services (TasCOSS)
- Shelter Tasmania
- Private Rental Tenancy Support Service (PRTSS)
- Colony 47
- Anglicare
- Salvation Army
- Office of Consumer Affairs and Fair Trading
- Housing Tasmania, Department of Health and Human Services
- Legal Aid Commission of Tasmania
- Rental Deposit Authority
- Housing and Community Research Unit, University of Tasmania
- International Union of Tenants

SOLICITOR'S REPORT

The Tenants' Union of Tasmania wishes to acknowledge the sad passing in June 2010 of our Principal Solicitor, Alexander (Sandy) Duncanson. Sandy was employed with the Tenants' Union since 2004 and took on the role of Principal Solicitor very early on. Sandy was an amazing advocate for tenants in Tasmania, working tirelessly to promote tenants' rights and to support equal housing opportunities for all in the community. His legal knowledge and skills were exceptional and his ability to teach those around him great. Not only was he a strong and focussed leader, he was a close friend to us all at the Tenants' Union and that will surely be missed the most.

The Tenants' Union of Tasmania provides a free advice and advocacy service to tenants throughout the state. The staff provide excellent service and advice to our clients throughout the state on limited funding. We have funding for a Solicitor in Hobart for 30 hours a week and for the past three years have also had funding to provide a Solicitor in the northern area of the state for 3.5 hours each week. Until recently this position was based in Devonport. There is still clearly a great need for physical representation for tenants in the north of the state, as often clients there do not have access to adequate free legal advice.

Southern Solicitor

The position involves the provision of legal advice to tenants either on a one-off or ongoing basis, and the representation of tenants in negotiation or litigation. The position also involves the supervision of the volunteer telephone advice program, which runs 32.5 hours each week. Other responsibilities include design and performance of the Community Legal Education program and involvement in the Law reform actions of the Union.

Northern Solicitor

This position is funded with a grant from the state government each year. The position involves the provision of legal advice and casework to clients in the north and north-west of Tasmania, and community legal education where possible. Previously the Solicitor has been Sarah Hiller. Sarah was employed by the North West Community Legal Centre and worked for us from that office. Sarah struggled to meet demand during her limited time and often worked unpaid overtime. Sarah recently left her position and we are currently sourcing a new Solicitor for the position. In future we need to seek further funding for this position to meet demand and attract a solicitor to the position.

Acknowledgements

The Tenants' Union is indebted to a great number of people who enable the organisation to deliver our services to clients on such a small budget.

The majority of the people working for the union do so on a volunteer basis. I would like to start by thanking our volunteers on our advice line for the work they put in to ensure that we can offer this service over five days each week. I would like to

acknowledge Bob Jones and Alex Fry for their long-standing service and large hours they put in on the advice line. I would also like to make special mention of Kirsty Abercromby and Lucinda Holt, both of whom have been with us for three and two years respectively and have both recently completed their Graduate Certificate in Legal Practice. They have since left us to begin their careers in the legal profession. We would like to wish them all the best and thank them for the service and friendship they provided to us.

We would also like to thank our other volunteers, Mark, Jill Cason, Jencie Harrington, Kendall Harris, Kelly Dewey and Patrick for their effort on our telephone advice line. They collectively answer thousands of calls each year and provide an excellent service to the community. We have recently included in our group a College of Law graduate Fiona Campbell. Fiona is undertaking an advocate role whilst completing her required practical experience and has been an asset to the Union.

I would like to thank the Tenants' Union Management Committee, who all volunteer their time for this important role. I would particularly like to thank Gemma Misrachi as Convenor and Sue Chapple as Public Officer for their time and dedication to the Union. I would also like to thank Michael Kennett for taking on the role of Treasurer for us and to Michelle Parker and Sam Ling for their ongoing time and support in their roles.

Our small team of staff has again performed extremely well and cohesively at the Union. Phil Hoffen, Mick Lynch, Tracey Chapman and Sarah Hiller are an enormous asset and have provided an enthusiastic, innovative and inspiring workplace in often difficult situations and staffing. The staff and Union have been through a lot over the past twelve months and are to be acknowledged for their continuing efforts. They are to be commended for their work and dedication to their positions.

I would also like to thank to Hobart Community Legal Service staff, and particularly staff members Bernie and Kat who have provided front office and reception to our tenants throughout the year. My thanks also go to Chris Young and Karen Harris at the North West Community Legal Centre for hosting the Northern Solicitor position.

Meredith Upchurch
Solicitor
September 2010

FINANCIAL REPORT

The Tenants' Union of Tasmania Inc ("The Union") finished the 2009-2010 financial year with a net operating surplus of \$600. This compares to the previous financial year in which the Union recorded a net surplus of \$16,120.

The Union started the year with \$69,939 of grant funding carried over from the previous year. A large proportion of this funding has been spent during the year, and as at 30 June 2010 the grant funding to be carried forward had been reduced to \$31,440.

The financial position of the Union remains strong, and the Union is able to continue to provide services to tenants in Tasmania.

Michael Kennett
Treasurer
September 2010

Tenants Union of Tasmania Inc

For the Year Ended 30 June 2010

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Tenants Union of Tasmania Inc

Committee's Report

30 June 2010

Your committee members submit the financial statements of the association for the financial year ended 30 June 2010.

1. General information

Principal Activities

The principal activities of association during the financial year were:

- The Tenant's Union of Tasmania Inc. provides services including advocacy, community education and training for tenants.

Significant Changes

No significant change in the nature of these activities occurred during the year.

2. Business review

Operating result

The surplus of the association for the financial year amounted to \$ 601 (2009: \$16,119).

3. Other items

Significant Changes in State of Affairs

No significant changes in the association's state of affairs occurred during the financial year.

Signed in accordance with a resolution of the Members of the Committee:

Convenor

Name: *Gemma Misrachi*

Treasurer *Michael Kennett*

Name: *M Kennett*

Dated this *31st* day of *August* 2010.

Tenants Union of Tasmania Inc

Statement by Members of the Committee

The committee has determined that the association is not a reporting entity and that these special purpose financial statements should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee the financial statements:

1. Presents a true and fair view of the financial position of Tenants Union of Tasmania Inc as at 30 June 2010 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Tenants Union of Tasmania Inc will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the committee and is signed for and on behalf of the committee by:

Convenor.....

Name: GEMMA MISRACHI

Treasurer.....

Name: Michael Kennett

Dated this 31ST day of August 2010.

Tenants Union of Tasmania Inc

Statement of Comprehensive Income

For the Year Ended 30 June 2010

	2010 \$	2009 \$
Income		
Commonwealth Grants	55,324	58,968
Commonwealth Grants - One Off	20,119	1,202
Interest income	4,676	6,397
State Grants Computer	2,000	2,000
State Grants North	-	10,671
State Grants South	148,026	132,626
Tasmanian Community Fund Grant	3,990	11,990
Other grants	8,000	-
Other income	1,437	1,576
Total income	243,572	225,430
Less: Expenses		
Annual Leave Expense	(1,272)	(3,271)
Advertising	143	1,959
Audit fees	2,275	2,150
Bank charges	219	190
Cleaning	1,100	675
Committee Expenses	36	42
Computer expenses	3,368	4,842
Depreciation	6,236	3,984
Electricity	2,913	1,935
Equipment < \$300	188	98
Fees and Levies	266	472
Furniture	-	318
Insurance	3,644	2,931
IT Expenses	1,189	1,304
Legal and Professional Fees	230	-
Library	-	50
Long Service Leave	3,287	742
Membership and Subscriptions	951	1,337
Meeting Expenses	-	25
Northern Advocacy	7,191	9,818
Office Supplies and Consumables	1,159	1,136
Postage	627	957
Printing and stationery	1,112	3,042
Rates and taxes	4,902	4,416
Rent	15,480	13,899
Repairs and maintenance	4,968	165
Security costs	153	301
Staff amenities	1,237	2,066

The accompanying notes form part of these financial statements

Tenants Union of Tasmania Inc

Statement of Comprehensive Income

For the Year Ended 30 June 2010

	2010	2009
	\$	\$
Staff Training	2,500	34
TV Commercial Production	-	5,460
Training and Conferences	2,371	5,926
Superannuation	12,915	10,231
Telephone and fax	9,572	9,813
Travel and Accommodation	4,387	2,595
Wages & salaries	145,041	114,122
Web Design	3,101	4,199
Web Programming	1,483	1,347
Total Expenses	242,972	209,310
Net surplus/(deficit)	600	16,120
Total Comprehensive Income	600	16,120

The accompanying notes form part of these financial statements

Tenants Union of Tasmania Inc

Statement of Financial Position

As at 30 June 2010

	Note	2010 \$	2009 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	2	120,509	144,905
Trade and other receivables	3	329	-
Other assets	5	-	997
TOTAL CURRENT ASSETS		<u>120,838</u>	<u>145,902</u>
NON-CURRENT ASSETS			
Property, plant and equipment	4	17,724	18,756
TOTAL NON-CURRENT ASSETS		<u>17,724</u>	<u>18,756</u>
TOTAL ASSETS		<u>138,562</u>	<u>164,658</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	6	18,959	10,057
Short-term provisions	7	4,337	10,433
Other Liabilities	8	31,440	69,939
TOTAL CURRENT LIABILITIES		<u>54,736</u>	<u>90,429</u>
NON-CURRENT LIABILITIES			
Other long-term provisions	7	-	2,335
TOTAL NON-CURRENT LIABILITIES		<u>-</u>	<u>2,335</u>
TOTAL LIABILITIES		<u>54,736</u>	<u>92,764</u>
NET ASSETS		<u>83,826</u>	<u>71,894</u>
EQUITY			
Reserves	9	3,956	3,956
Accumulated Surpluses		79,870	67,938
TOTAL EQUITY		<u>83,826</u>	<u>71,894</u>

The accompanying notes form part of these financial statements

Tenants Union of Tasmania Inc

Statement of Changes in Equity

For the Year Ended 30 June 2010

2010

	Accumulated Surpluses	Moving Reserve	Total
	\$	\$	\$
Balance at 1 July 2009	67,938	3,956	71,894
Total comprehensive income	600	-	600
Adjustment for prior year surplus	11,332	-	11,332
Sub-total	11,932	-	11,932
Balance at 30 June 2010	79,870	3,956	83,826

2009

	Accumulated Surpluses	Moving Reserve	Total
	\$	\$	\$
Balance at 1 July 2008	75,970	3,956	79,926
Total comprehensive income	16,120	-	16,120
Adjustment for prior year surplus	(24,152)	-	(24,152)
Sub-total	(8,032)	-	(8,032)
Balance at 30 June 2009	67,938	3,956	71,894

The accompanying notes form part of these financial statements

Tenants Union of Tasmania Inc

Statement of Cash Flows

For the Year Ended 30 June 2010

	Note	2010 \$	2009 \$
Cash from operating activities:			
Receipts from grants and other income		211,398	256,820
Payments to suppliers and employees		(235,266)	(204,443)
Interest received		4,676	6,397
Net cash provided by (used in) operating activities	10(b)	<u>(19,192)</u>	<u>58,774</u>
Cash flows from investing activities:			
Purchase of property, plant and equipment		(5,204)	(9,285)
Net cash provided by (used in) investing activities		<u>(5,204)</u>	<u>(9,285)</u>
Net increase (decreases) in cash held		(24,396)	49,489
Cash at beginning of financial year		144,905	95,416
Cash at end of financial year	10(a)	<u>120,509</u>	<u>144,905</u>

The accompanying notes form part of these financial statements

Tenants Union of Tasmania Inc

Notes to the Financial Statements

For the Year Ended 30 June 2010

1 Summary of Significant Accounting Policies

(a) Basis of Preparation

These financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the *Associations Incorporation Act Tasmania* and Commonwealth Government Funding Agencies. The committee has determined that the association is not a reporting entity therefore special purpose financial statements have been prepared and the following accounting standards are considered applicable and have been adopted:

- AASB 101 *Presentation of Financial Statements*
- AASB 1031 *Materiality*
- AASB 110 *Events After the Reporting Period*

The financial statements have been prepared on an accruals basis and are based on historic costs and do not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of these financial statements.

(b) Comparative Figures

Where appropriate, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

(c) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held-at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

(d) Trade and other receivables

The association considers accounts receivable to be fully collectible, accordingly no allowance for doubtful accounts is required.

(e) Property, Plant and Equipment

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all property, plant and equipment is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

Tenants Union of Tasmania Inc

Notes to the Financial Statements

For the Year Ended 30 June 2010

1 Summary of Significant Accounting Policies continued

(e) Property, Plant and Equipment continued

Depreciation rates

The depreciation rates and methods used for each class of depreciable assets are:

Class of Fixed Asset	Method	Rate
Furniture, Fixtures and Fittings	Prime Cost	20-25%
Computer Equipment	Prime Cost	25%

(f) Trade payables

Trade and other payables are stated at cost, which approximates fair value due to the short term nature of these liabilities.

(g) Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits have been measured at the amounts expected to be paid when the liability is settled. The association's policy is to provide thirteen weeks leave after ten years service and to pro-rata after seven years.

Contribution made by the association to an employee superannuation fund are charged as expenses when incurred

(h) Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

(i) Income Tax

No provision for income tax has been raised as the association is exempt from income tax under Div 50 of the *Income Tax Assessment Act 1997*.

(j) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

(k) Unexpended Grants

It is the policy of the association to treat grant monies as unexpended grant liabilities in the statement of financial position where the association is contractually obliged to provide the services in a subsequent financial period to when the grant is received or in the case of specific project grants where the project has not been completed.

Tenants Union of Tasmania Inc

Notes to the Financial Statements

For the Year Ended 30 June 2010

1 Summary of Significant Accounting Policies continued

(l) Revenue and Other Income

Interest revenue is recognised over the period for which the funds are invested.
Revenue from the provision of services is recognised upon delivery of the service to the customers.
Grant income is recognised when expended in accordance with the terms of the funding agreement.

All revenue is stated net of the amount of goods and services tax (GST).

2 Cash and Cash Equivalents

	2010	2009
	\$	\$
Cash on hand	227	227
Cash at bank	120,282	144,678
	<u>120,509</u>	<u>144,905</u>

3 Trade and other receivables

	2010	2009
	\$	\$
CURRENT		
Trade receivables	329	-
	<u>329</u>	<u>-</u>

Aged analysis

The ageing analysis of receivables is as follows:

	2010	2009
	\$	\$
0-30 days	329	-
	<u>329</u>	<u>-</u>

4 Property, Plant and Equipment

	2010	2009
	\$	\$
PLANT AND EQUIPMENT		
Furniture, fixture and fittings		
At cost	38,797	40,602
Accumulated depreciation	(21,073)	(21,846)
Total furniture, fixture and fittings	<u>17,724</u>	<u>18,756</u>
Total property, plant and equipment	<u>17,724</u>	<u>18,756</u>

Tenants Union of Tasmania Inc

Notes to the Financial Statements

For the Year Ended 30 June 2010

5 Other Assets

	2010 \$	2009 \$
CURRENT		
Prepayments	-	997
	-	997

6 Trade and other payables

	2010 \$	2009 \$
CURRENT		
Trade payables	27	915
Accrued expenses	10,446	1,485
PAYG Tax	6,392	4,560
GST Receivable/(Payable)	976	833
Electronic Clearing Account	1,119	2,264
	18,960	10,057

7 Provisions

	2010 \$	2009 \$
CURRENT		
Annual Leave	4,337	10,433
	4,337	10,433
NON-CURRENT		
Long Service Leave	-	2,335
	-	2,335

8 Other Financial Liabilities

	2010 \$	2009 \$
CURRENT		
Grant surplus carried forward – Commonwealth	18,620	33,798
Grant surplus carried forward – Computer	-	8,000
Grant surplus carried forward – State	12,820	24,151
Grant surplus carried forward – Tasmanian Community Fund	-	3,990
Total	31,440	69,939

Tenants Union of Tasmania Inc

Notes to the Financial Statements

For the Year Ended 30 June 2010

9 Reserves

(a) Moving Reserve

The moving reserve records funds set aside should there be a requirement for the association to move premises.

10 Cash Flow Information

(a) Reconciliation of cash

	Note	2010 \$	2009 \$
Cash at the end of the financial year as shown in the cash flow statement is reconciled to items in the statement of financial position as follows:			
Cash and cash equivalents	2	120,509	144,906
		<u>120,509</u>	<u>144,906</u>

(b) Reconciliation of Cash Flow from Operations with comprehensive income

	2010 \$	2009 \$
Total comprehensive income for the period	600	16,119
Non-cash flows in profit		
Depreciation	6,236	3,984
Changes in assets and liabilities		
(Increase)/decrease in trade and term receivables	(329)	-
(Increase)/decrease in prepayments	997	47
Increase/(decrease) in trade payables and accruals	8,903	3,364
Increase/(decrease) in grants carried forward	(27,168)	37,788
Increase/(decrease) in provisions	(8,431)	(2,528)
	<u>(19,192)</u>	<u>58,774</u>

11 Capital and Leasing Commitments

Operating Lease Commitments

There are no capital or leasing commitments as at reporting date to be disclosed.

Tenants Union of Tasmania Inc

Notes to the Financial Statements

For the Year Ended 30 June 2010

12 Contingent Liabilities and Contingent Assets

There are no contingent liabilities or contingent assets as at reporting date to be disclosed.

13 Events After the Statement of Financial Position Date

There are no events after the statement of financial position date affecting these financial statements to be disclosed.

14 Association Details

The registered office of the association is:
Tenants Union of Tasmania Inc
166 Macquarie Street
HOBART TAS 7000

Tenants Union of Tasmania Inc

Auditors Independence Declaration

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2010 there has been:

- (i) no contraventions of the auditor independence requirements as set out in the Australian Professional Ethical Standards in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

WHK



Alison Flakemore
Audit Partner

Dated this 30th day of August 2010.

Tenants Union of Tasmania Inc

Independent Audit Report to the members of Tenants Union of Tasmania Inc

Report on the Financial Statements

We have audited the accompanying financial statements, being special purpose financial statements, of Tenants Union of Tasmania Inc, which comprises the statement of financial position as at 30 June 2010, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, a summary of significant accounting policies, other explanatory notes and the statement by members of the committee.

The Responsibility of the Committee Members for the Financial Statements

The committee members of the association are responsible for the preparation and fair presentation of the financial statements and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial statements, are appropriate to meet the requirements of the *Associations Incorporations Act of Tasmania* and are appropriate to meet the needs of the members. The committee members' responsibility also includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statements based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee members, as well as evaluating the overall presentation of the financial statements.

The financial statements have been prepared for distribution to members for the purpose of fulfilling the committee members' financial reporting under the *Associations Incorporations Act of Tasmania*. We disclaim any assumption of responsibility for any reliance on this report or on the financial statements to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Tenants Union of Tasmania Inc

Independent Audit Report to the members of Tenants Union of Tasmania Inc

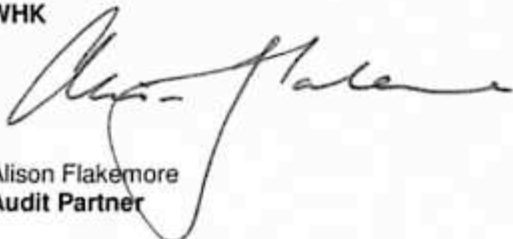
Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional ethical pronouncements.

Auditor's Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Tenants Union of Tasmania Inc as of 30 June 2010 and of its financial performance and cash flows for the year then ended, in accordance with the accounting policies described in Note 1 to the financial statements.

WHK



Alison Flakemore
Audit Partner

Auditor Qualifications


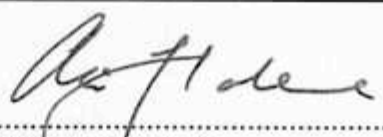
Bachelor of Commerce with Honours
Registered Company Auditor No. 241220
Institute of Chartered Accountants Australia Member No. 96387

Dated this *1st* day of *September* 2010.

Tenants Union of Tasmania Inc

Office Bearers For the year ended 30 June 2010

Convenor	Gemma Misrachi	Liverpool Cres WEST HOBART TAS 7000
Public Officer	Sue Chapple	220 Mt Nelson Road MOUNT NELSON TAS 7007
Treasurer	Michael Kennett	439 ⁴³⁹ 146 939 Allens Rivulet Road ALLENS RIVULET TAS 7150
Committee Members	Michelle Parker	12 Grevillea Way KINGSTON TAS 7050
	Sam Ling	50 Summerhill Rd WEST HOBART TAS 7000

Tenants Union of Tasmania Inc	WHK
 Gemma Misrachi Convenor Dated this 31 st day of August 2010.	 Alison Flakemore Audit Partner Dated this 1 st day of September 2010.