

Tenants' Union of Tasmania



Annual Report

2011/12

Convenor's Report

The Tenants' Union Management Committee has remained very stable throughout the year, which has also seen a period of consolidation for the TUT and its activities. There was one new member, Amanda Street, appointed in October 2011.

Michelle Parker stepped down as Convenor in September 2011 (with a new baby) but luckily remained as a Committee member during the year. Michael Kennett continued as Treasurer, providing further stability and continuity and Pia Struwe took on the task of Public Officer that also has the role of Secretary.

TUT staffing saw some changes during the year, but all appeared pretty seamless from the Committee's perspective. Meredith Barton continued as Principal Solicitor until going on maternity leave in February, when Phil Hoffen took on acting Coordinator responsibilities. The Committee thanks both Meredith and Phil for their excellent contributions as leaders of the TUT and also for their ability to work together to ensure the smooth functioning of the organisation. We look forward to having Meredith back on deck at the end of her leave.

The TUT staff was augmented by Ben Bartl on his return from Europe in January 2012. Having both Ben and Peter Foster as solicitors has given the TUT the ability to do more casework and policy work and both are to be commended for their efforts. Mick Lynch also continued his contribution as Finance Officer.

The Committee also signed off on a number of Policies and Procedures during the year including:

- Organisational Management and Governance
- Planning
- Staffing
- Financial Management
- General Risk and Compliance

This program to bring the TUT into line with national standards will continue in 2012-2013.

The Committee was also involved in the TUT's submission to the Residential Tenancy Act review and has been following with some concern the eviction of tenants by Housing Tasmania.

The TUT remains in a solid financial position. During the year, the Committee was able to establish a Case Fund and a Moving Reserve of \$20,000 each, to assist with future large expenses in these areas. Following submissions from the TUT, additional funds have been secured for the 2012-2013 year from the Tasmanian Community Fund and the Solicitor's Guarantee Fund. The latter will enable a gap in face-to-face service provision in Launceston to be plugged. The former will provide for a project to empower tenant communities.

On a sadder note, this year saw the death of a long term volunteer to the TUT, Bob Jones. Bob passed away on 17 May 2012, aged 85 years. His splendid contribution over more than 10 years was greatly appreciated.

Finally I would like to thank all the staff, the very important volunteers and also the Committee members for their contribution and input into the successful functioning of the TUT.

Our current Committee members are:

- Michael Kennett
- Pia Struwe
- Michelle Parker
- Tim Bullard
- Jody van Kraanen
- Amanda Street
- Sam Ling.

Sue Chapple
Convenor
September 2012

About Us

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 \$72,716 (plus one-off funding of \$7,257). This money was used for the provision of Community Legal Education, training, coordination, compliance and administration of the service as a whole. The majority of one-off funding was used to produce the booklet *Don't Panic: A Tenants' Guide to Renting in Tasmania*.

State Grants from the Department of Health and Human Services, Housing Tasmania for the financial year equalled \$177,973. 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 \$2,136, and bank interest of \$7,517.

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, 76% self-identified as low income, 3% of clients identified as Indigenous, 41% were under 30 years of age and 5% were born overseas. 70% of our clients were women.

People

We thank all the people who have been part of the Tenants' Union in the last financial year:

Ben Bartl	Solicitor and Liaison Officer
Meredith Barton	Principal Solicitor
Tim Bullard	Committee Member
Jill Cason	Telephone Advisor
Sue Chapple	Convenor
Patrick Darby	Telephone Advisor
Kelly Dewey	Telephone Advisor
Rob Fisher	Telephone Advisor
Peter Foster	Solicitor
Alex Fry	Telephone Advisor, Data Entry
Phil Hoffen	Administrator/Advocate, Acting Co-ordinator
Madelaine Holt	Telephone Advisor
Claire Hutchison	Telephone Advisor
Bob Jones	Telephone Advisor
Lokesh Kashyap	Telephone Advisor
Michael Kennett	Treasurer
Sam Ling	Committee Member
Mick Lynch	Bookkeeper
Zoe Maxwell	Telephone Advisor
Michelle Parker	Committee Member
Emmeli Stenlund	Telephone Advisor
Kate Stewart	Telephone Advisor
Amanda Street	Committee Member
Pia Struwe	Public Officer
Andrew Topfer	Telephone Advisor
Valentina Urzua	Telephone Advisor
Jody Van Kraanen	Committee Member

Also thanks to Bernie, Pam Barratt, Hobart Community Legal Service Staff, Harvey Yarnall, Chris Young, Karen Harris and the tenants who we have contact with in the last year.

TRAINING:

1. Training of volunteers during 2011/12 financial year:
 - Peter Foster (Solicitor) conducted two blocks of volunteer training, each consisting of ten hours of preliminary training, in July 2011 and February 2012.
 - All regular volunteers have received training and advice during the year from Meredith Barton (Principal Solicitor), Peter Foster and Ben Bartl.

2. Training of TUT staff during 2011/12 financial year:
 - Meredith Barton conducted ongoing training with Peter Foster throughout the financial year.
 - All TUT staff conducted introductory training with Ben Bartl in January 2012.
 - Meredith Barton, Pete Foster, Mick Lynch and Phil Hoffen attended the NALC National Conference in October 2011.
 - Meredith Barton, Pete Foster and Phil Hoffen attended the TACL Training Sessions in November 2011.
 - Meredith Barton, Ben Bartl and Phil Hoffen attended a Media workshop in February 2012.
 - Meredith Barton, Pete Foster and Ben Bartl have completed several workshops that have contributed to their Continuing Professional Development for the Law Society of Tasmania.
 - Phil Hoffen attended a webinar on strategic planning in June 2012.

Service Activity

OVERVIEW:

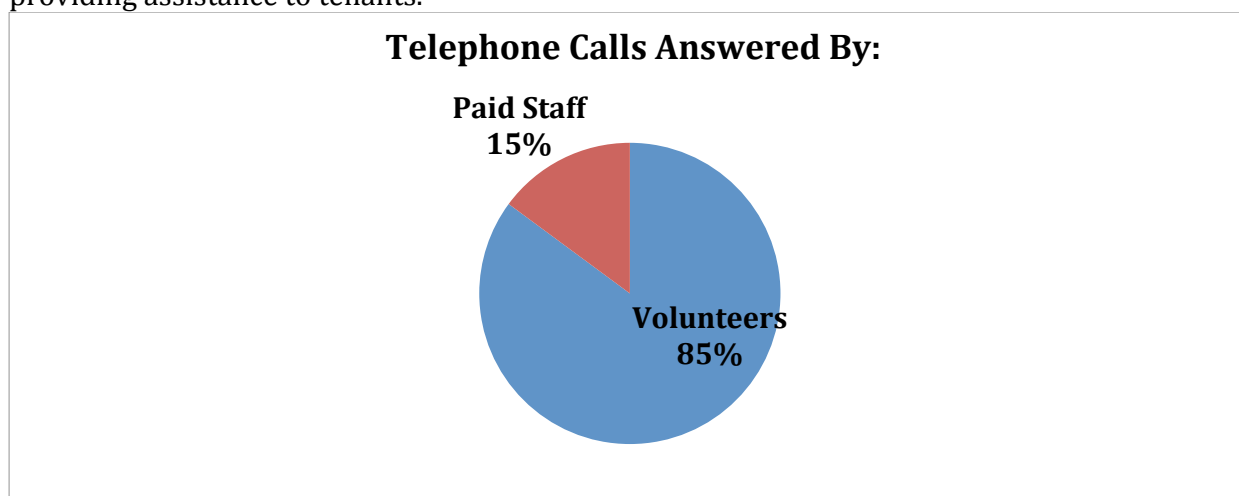
The Tenants' Union continues to experience high demand for its services. 2917 clients contacted the TUT requesting support, advocacy and/or information from volunteers and staff. The Community Legal Education and Training reached out to wide variety of people in the community through ten projects and forums, and there were nine areas of Law Reform pursued. The Tenants' Union achieved this with the equivalent of 2.8 full time equivalent paid positions plus 0.2 staff at the North West Community Legal Centre (NWCLC).

		06/07	07/08	08/09	09/10	10/11	11/12
Tenant Advice:		3070	2619	2802	2780	2759	2917
Made Up Of:	Face-to-Face	246	297	287	403	358	429
	Cases Opened	87	71	79	71	87	93
	Telephone Advice	2737	2251	2436	2306	2314	2395
Region:	South	64%	65%	65%	64%	66%	67%
	North	26%	23%	23%	23%	21%	22%
	North West	10%	12%	12%	13%	13%	11%
Callers Identifying As:							
	Low Income	66%	68%	69%	75%	77%	76%
	ATSI	3%	3%	3%	4%	4%	3%
	Under 30	37%	41%	34%	37%	38%	41%
	Women	70%	71%	69%	70%	70%	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 and policy 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. 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 some or any information, however we still provide them with advice and information.

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.



On average, volunteers provide eight three hours shifts of telephone advice per week. Volunteers also conduct supervised face-to-face advice and law graduates seeking further qualifications may provide advice of a more complex nature. More statistics based on the data collected is presented later in this report.

FACE-TO-FACE ASSISTANCE:

Our ‘Drop-in’ sessions at the Hobart office still prove to be popular amongst tenants. In the last financial year data indicates that 397 tenants were assisted in this manner, an increase of 11% over the previous financial year. This is a significant number given that this particular service operates for only nine hours per week. In addition, our North West service, delivered by the NWCLC, saw 32 people. 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. It is expected that numbers will rise in the forthcoming financial year with the expanded ‘North West’ face-to-face service.

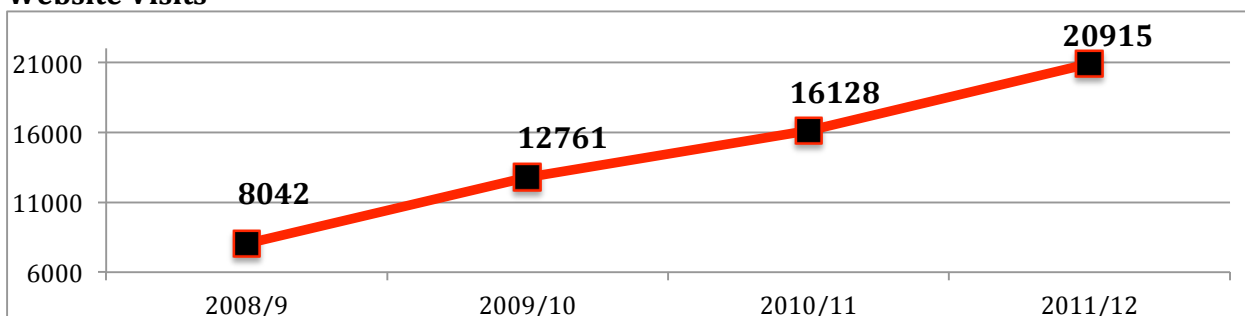
ADVOCACY AND CASEWORK:

Advocacy and casework continued to be a core activity of the Tenants’ Union over the last financial year. Of the tenants assisted through the Hobart service, 85 case files were opened (down slightly) and 89 cases were closed. In addition, 8 cases were opened by the NWCLC as part of our North West Service. 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 landlords, real estate agents, the Office of Consumer Affairs and Fair Trading, and the Real Estate Institute of Tasmania. However, by far our most important relationship in this area is with the Private Rental Tenancy Support Service (PRTSS). For many tenants, our legal expertise combined with the on-the-ground negotiation skills of the PRTSS means tenants have a far better chance of gaining success in their disputes.

WEBSITE:

The website (www.tutas.org.au) has experienced significant growth in visitor numbers since its relaunch in September 2009. In 2011/12 there were 20,915 website visits, up by 29% on the previous financial year, and visits have doubled since the relaunch in September 2009. The most popular destination on the website is Factsheets, accounting for over half of all pageviews beyond the home page. The most viewed factsheets were (in order) Leaving Leases Early, Notice to Vacate, Repairs & Maintenance, Access & Privacy and Bond.

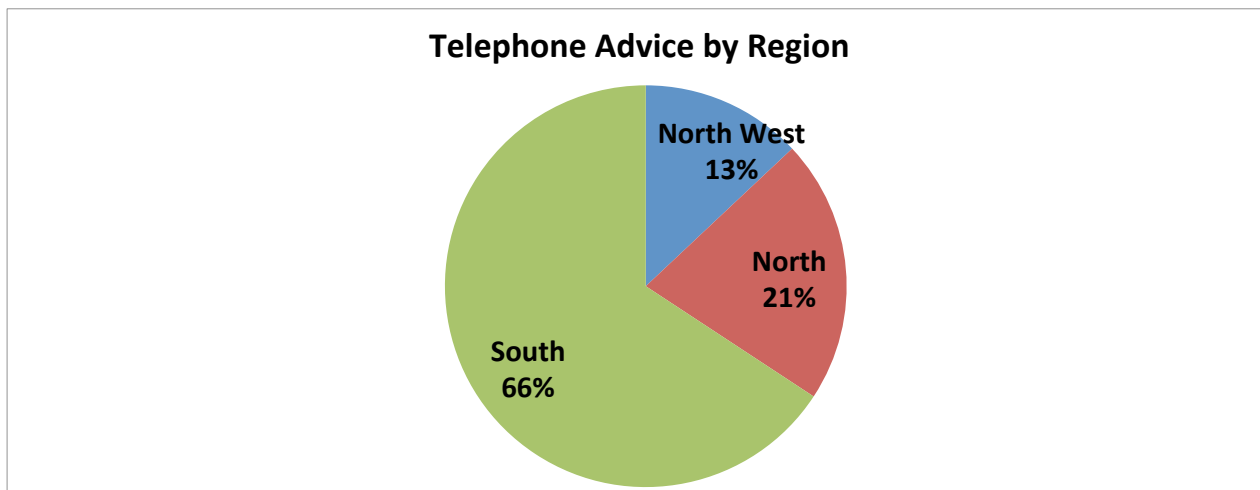
Website Visits



LIMITATIONS TO TELEPHONE ADVICE, ADVOCACY AND CASEWORK:

Of the 93 case files opened in the year, 6 were from the northern region of the state, and 9 were from the North West. The lack of a TUT presence in Launceston clearly impacted upon the ability of Northern tenants to receive in-depth legal help, although the situation will somewhat improve with the introduction of services through the Launceston Community Legal Centre in October 2012.

The chart below shows that the vast majority of telephone calls originate from the southern region despite over half of the Tasmanian population residing in the north and north west of the State. The presence of our Devonport service, conducted by the North West Community Legal Centre, has helped increase the profile of the Tenants' Union in the North West, and we hope the Launceston service will do the same.



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.

Community Legal Education (CLE) projects in the areas of community, education, government and business were completed in the 2011-2012 financial year. Ten CLE seminars (including one information stall and legal supervision) were conducted by Peter Foster and Ben Bartl.

- CLE for Housing Workers at Anglicare Launceston
- CLE for Students at Hobart College
- CLE for Students at Elizabeth College
- CLE for Students at Claremont College
- CLE for Advocates at Advocacy Tasmania
- CLE for Tertiary Students at University of Tasmania, Hobart
- Information Stall at Tasmanian Association of Community Houses (TACH) Conference, Launceston
- CLE for Telephone Advisors at Legal Aid, Hobart
- 3 Supervision Sessions for Law Students at the Student Legal Service at the University of Tasmania, Hobart
- CLE for Housing Workers completing a Certificate IV in Social Housing

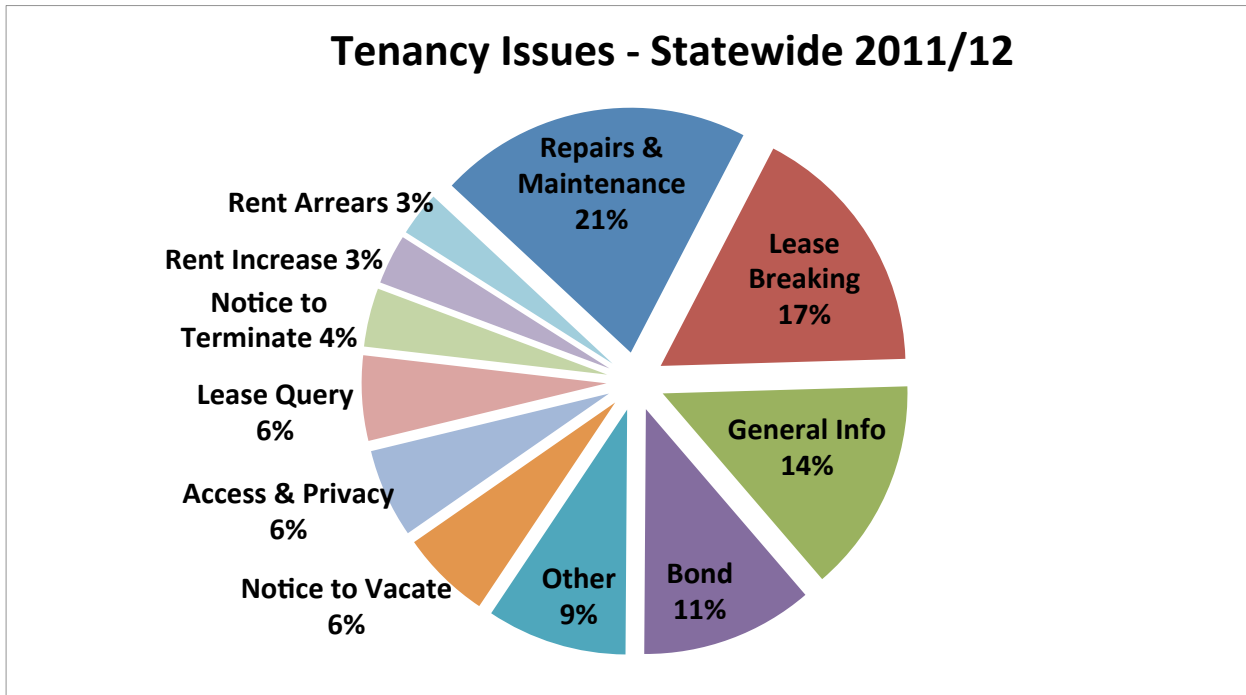
In addition, the NWCLC conducted numerous general CLEs for groups in the North West, a component of which was a section on residential tenancy.

The Community Law Reform work undertaken by the Tenants' Union in the 2011/12 year included the following areas:

- Review of the *Residential Tenancy Act* (1997)
- Rental Deposit Authority - Statistics
- Water and Sewerage Pricing
- Tenancy and Human Rights
- Social Housing and Homelessness
- Government Budget Submission
- Smoke Alarms Legislation
- Submission to the Select Committee on the Cost of Living
- Housing Tasmania's Eviction Policy

Within these nine law reform areas, three projects commenced in 2011/12, and six were ongoing.

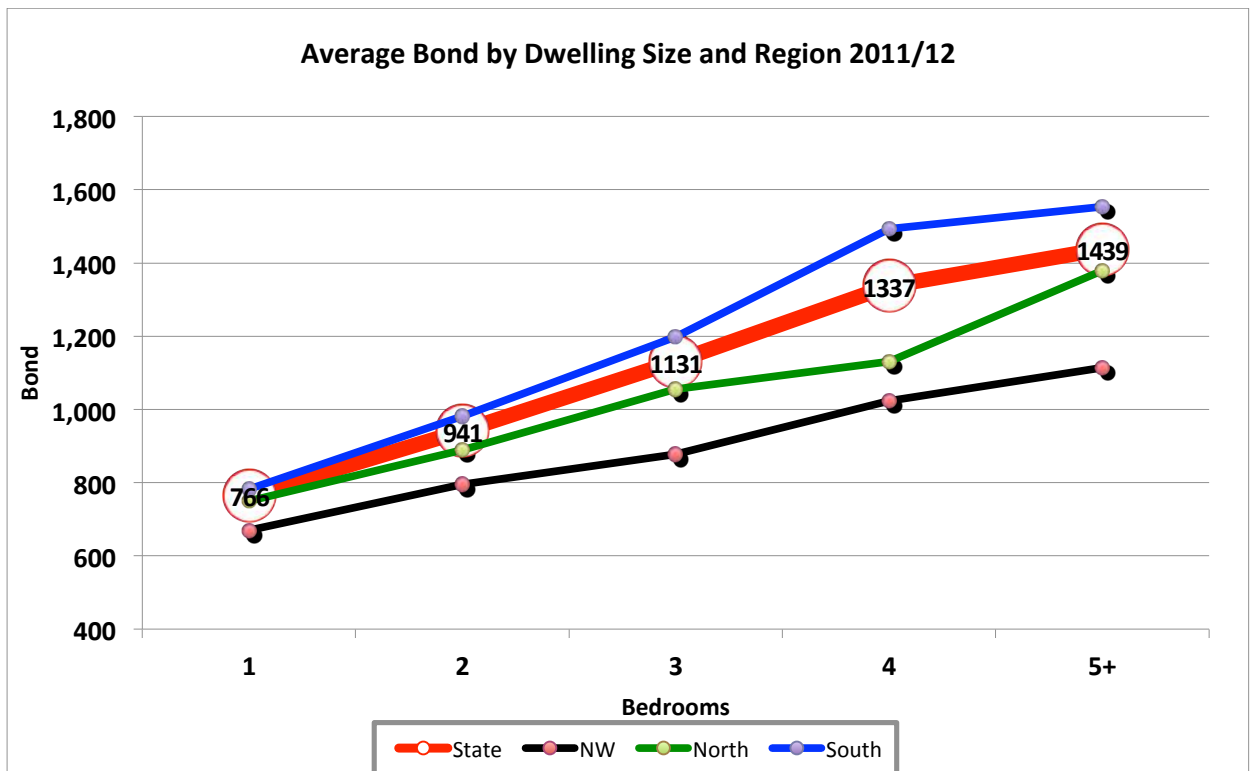
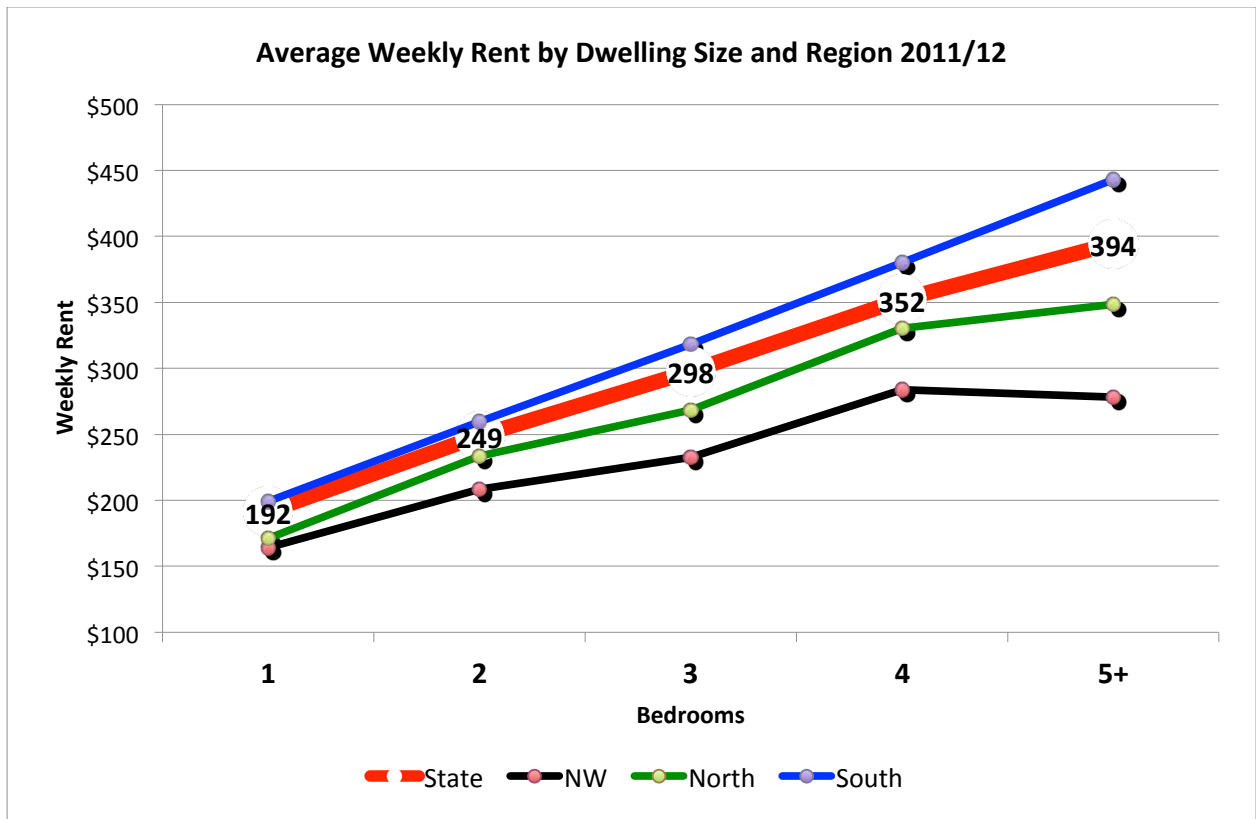
Tenancy Statistics



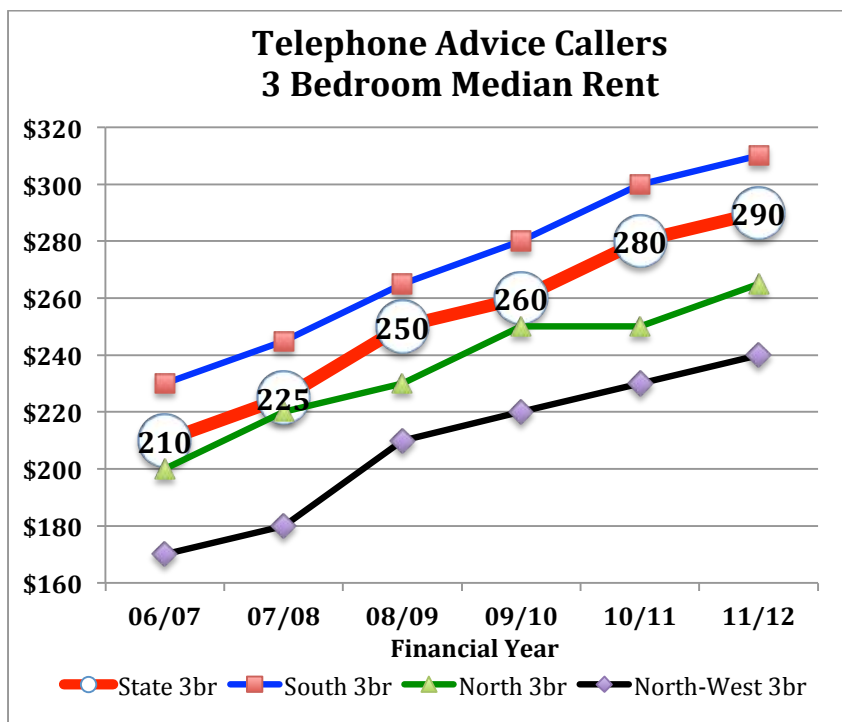
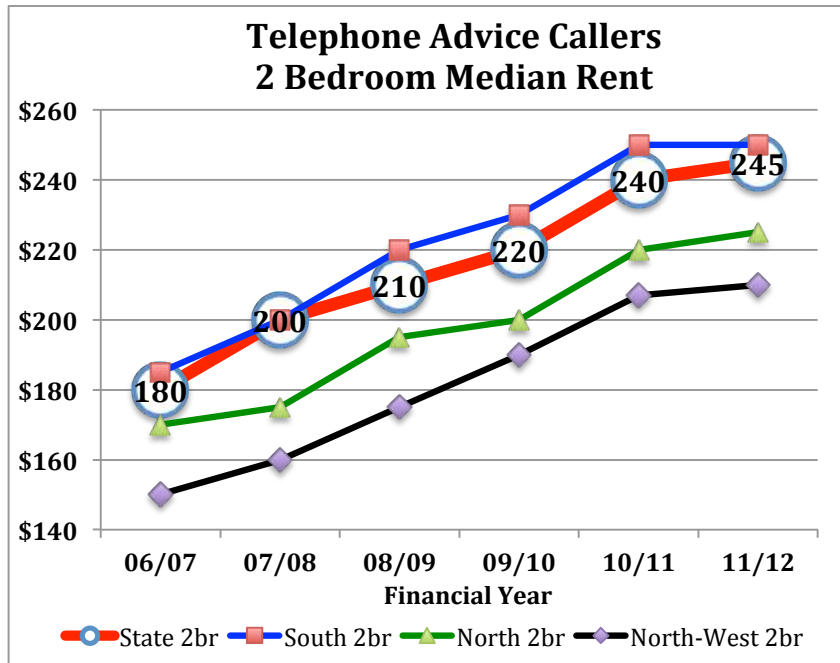
Repairs and Maintenance once again is the matter that residential tenants seek advice for more than any other issue and has continued to grow in the past few years as a percentage of all calls. The Tenants' Union see that a major solution to this problem is the introduction of legislated tenancy quality standards for all Tasmanian residential tenancies. We have made this a major component of our submissions to the *Residential Tenancy Act* Review currently being conducted and signs look good for its inclusion in legislation.

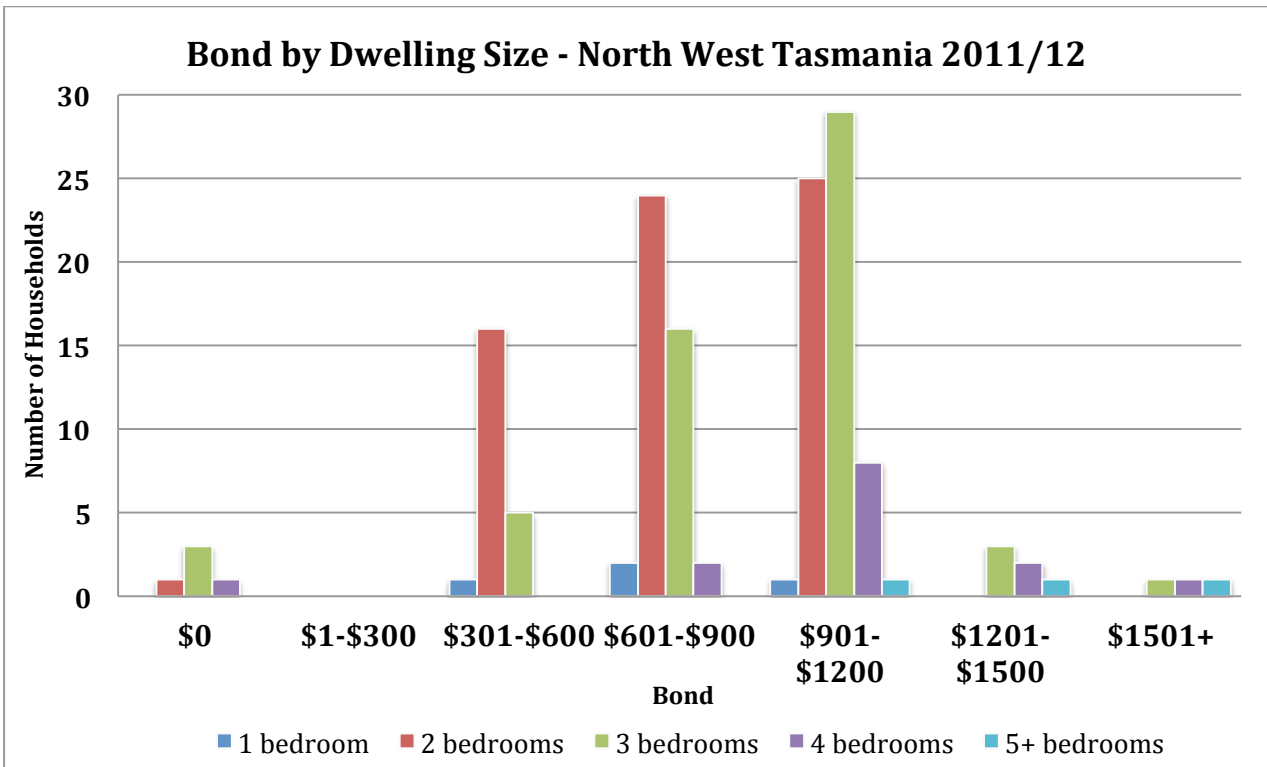
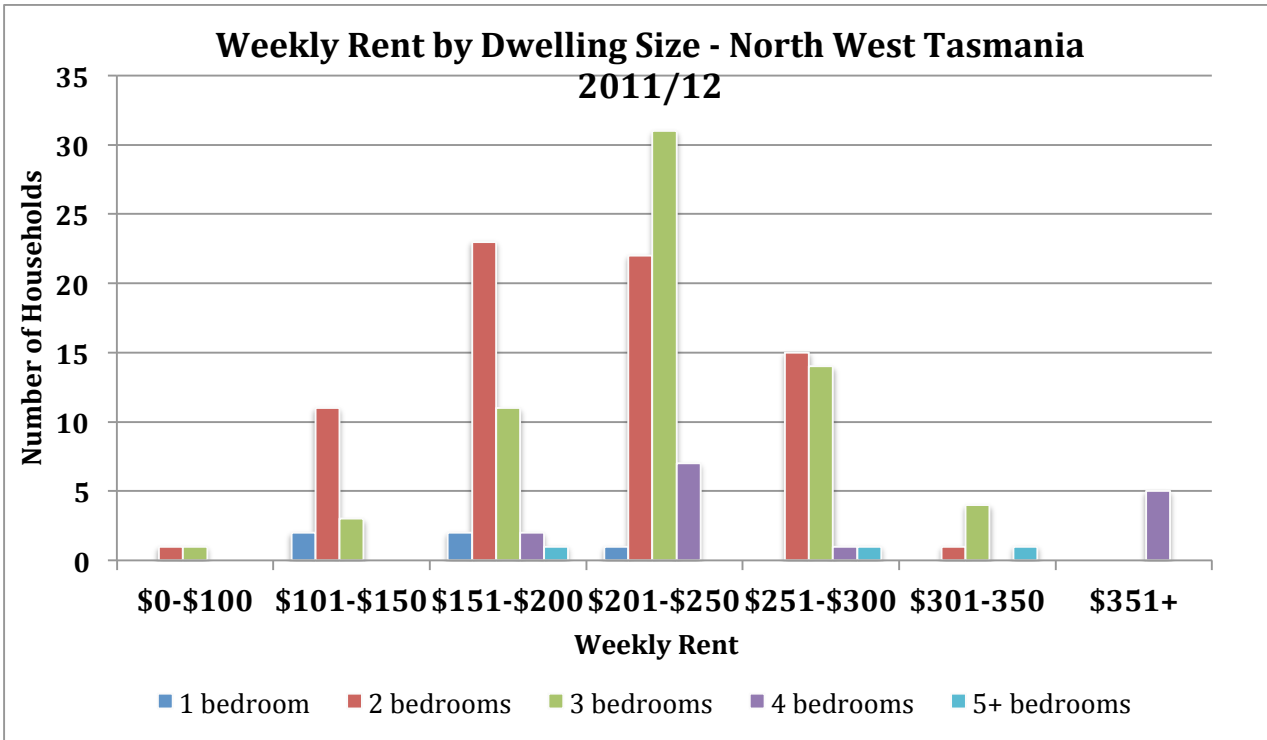
In the first half of 2012, vacancy rates increased in most Tasmanian population centres, resulting in a slowing of increases to rents, and indeed, falls in some areas. Tenants seeking to break their lease have found it more difficult to find new tenants at the same rent and as a result lease breaking has become the second biggest issue on the telephone advice line. This will continue in the foreseeable future, as vacancy rates continue to be higher than those seen in the first decade of the millennium.

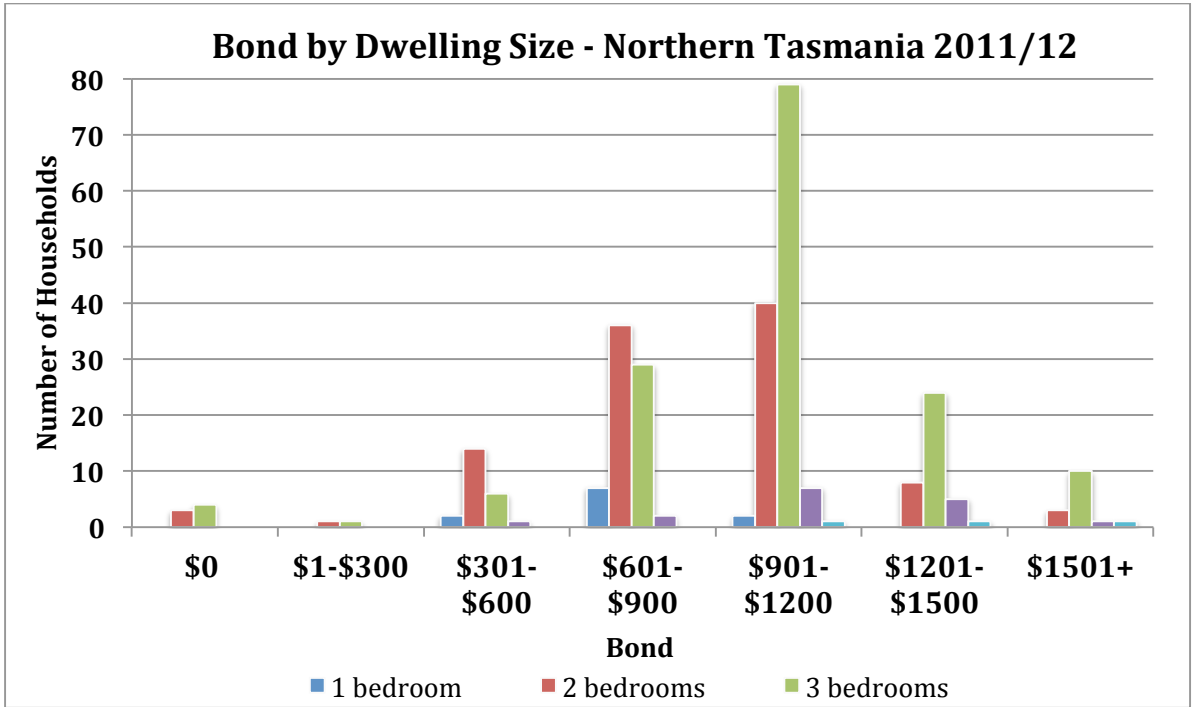
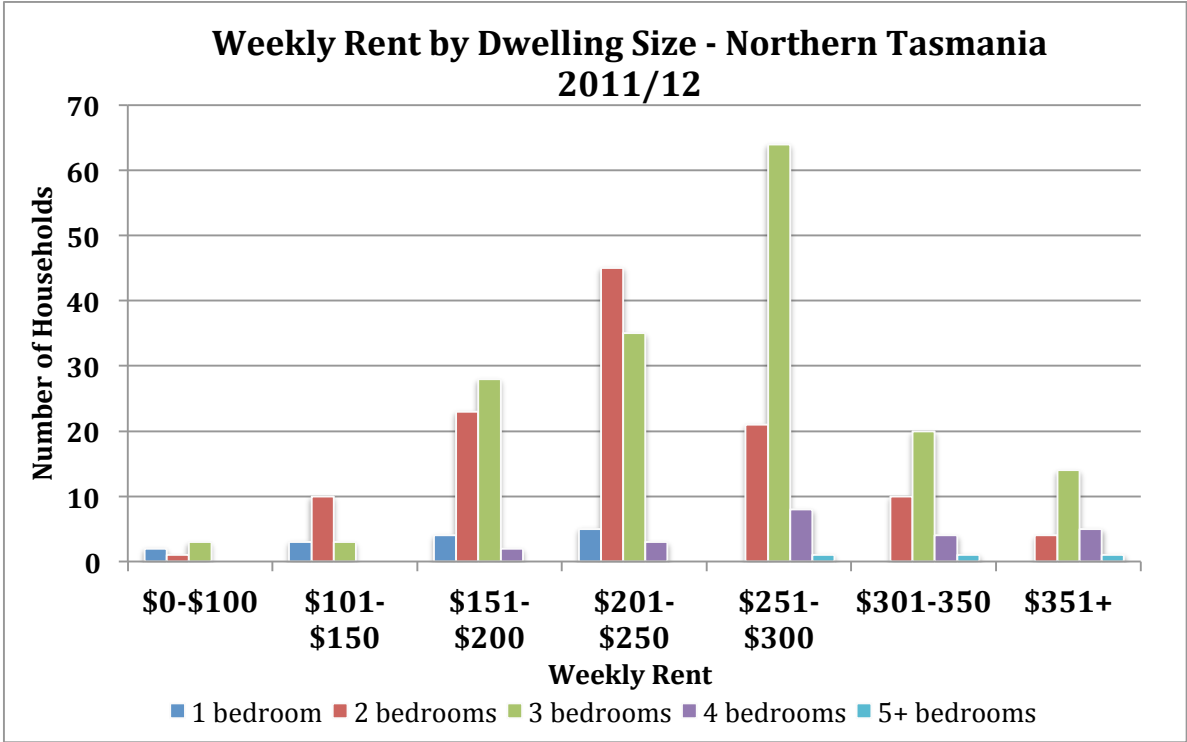
The following graphs provide an overview of weekly rental prices statewide and in the main geographical regions. There is no surprise to see a correlation between number of bedrooms and the weekly rent and bond.

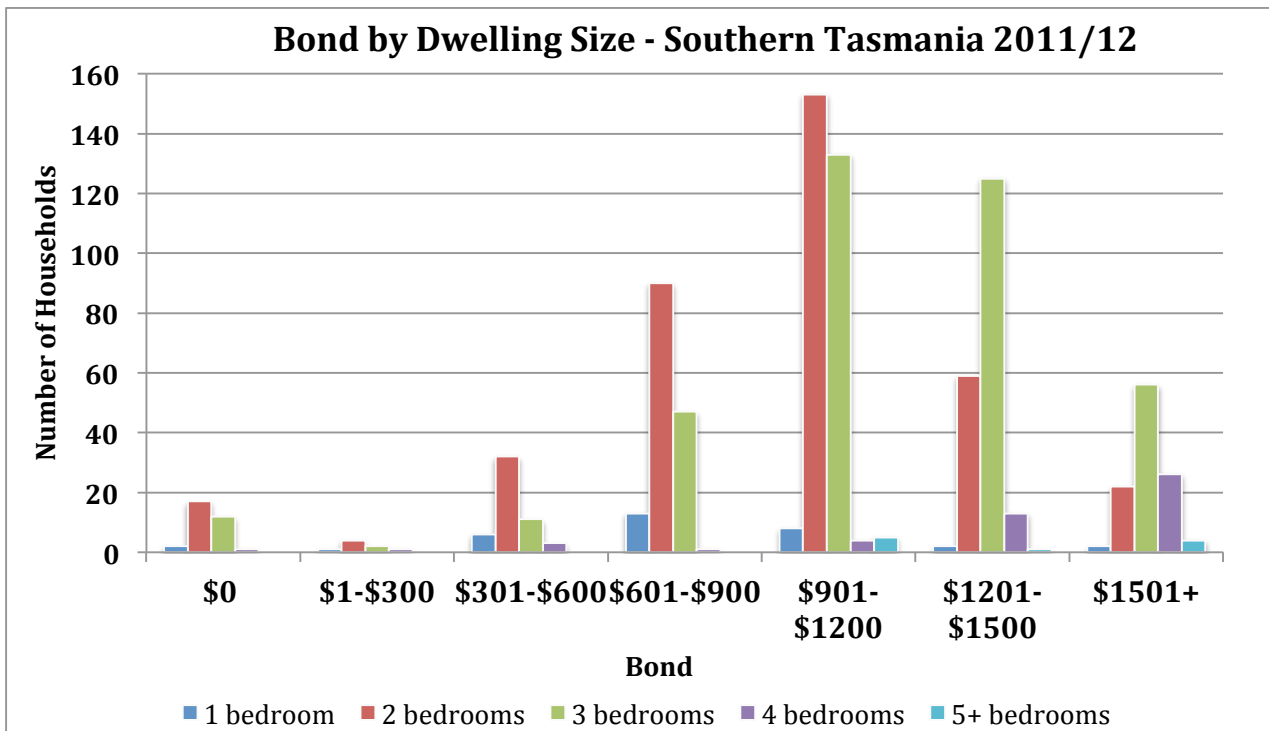
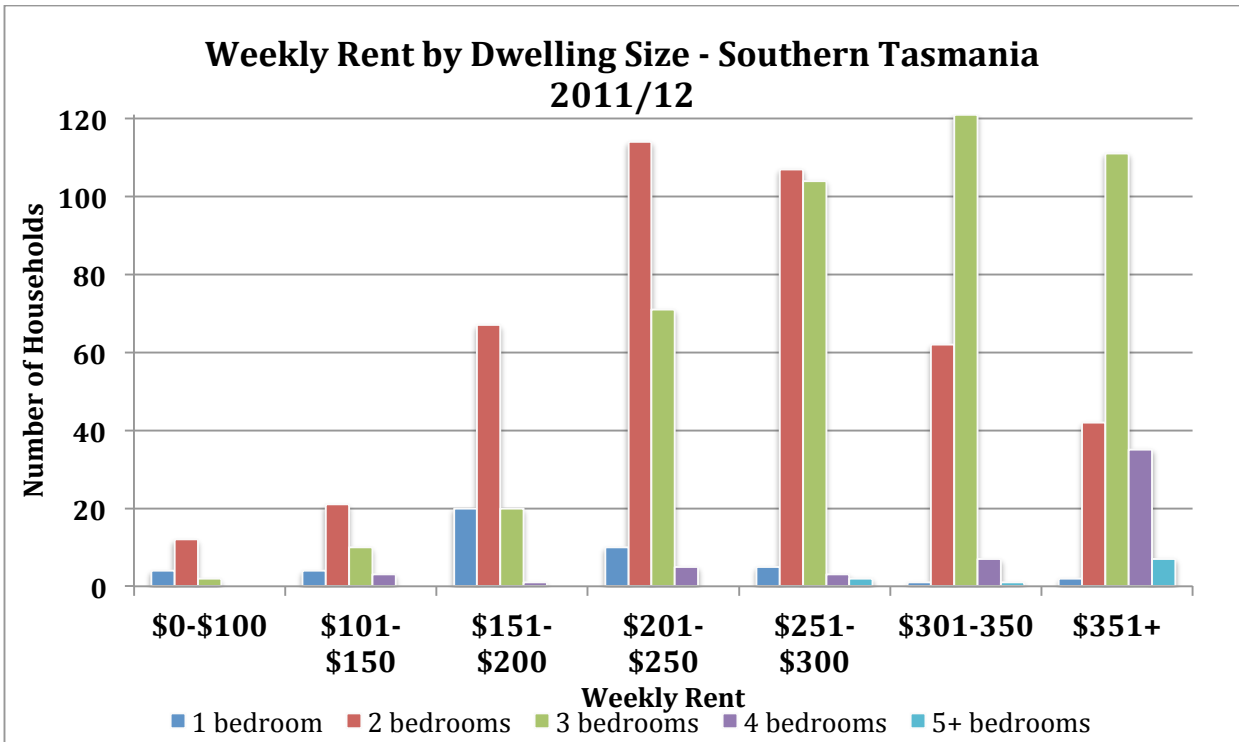


For many Tasmanian residential tenants, housing affordability is a major issue. REIT figures show that for the past ten years rents have outstripped inflation dramatically in Tasmania although in the first six months of 2012 there has been some slowing of rent increases. Two bedroom properties in the South of Tasmania were the only segment to see a leveling off in 2011/12.









Our Links

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

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

Acting Co-ordinator's Report

At the time of writing this, the Union is about to launch a Launceston tenancy law service that is staffed by the Launceston Community Legal Centre and funded by a Solicitors' Guarantee Fund grant. At the same time, the Tenants' Union of Queensland has been gutted, losing its advice service with 23 branches throughout Queensland and having its main office staff reduced from 13 to 2 FTE after State Government funding cuts. There is nothing philosophical to learn from this except that government funding is precarious and we must fight hard to get a fair go for tenants. The following is a potted summary of how we do it:

Hobart Solicitor

We continue to be funded for a Solicitor, Peter Foster, who is based in our Hobart office. Pete has increased and improved our court representation of tenants in the past financial year, while continuing his duties as a trainer and supervisor of telephone advice volunteers and being responsible for our Community Legal Education program.

Northern Solicitor

In July 2011, we resumed our North West tenancy law service that is housed and staffed by the North West Community Legal Centre (NWCLC) in Devonport. The service provides advice and case work for tenancy matters of a more complex nature and operates for 7.6 hours per week. It is funded by the Department of Health and Human Services and the Solicitors Guarantee Fund, and barring unforeseen circumstances will be funded until June 2014 or beyond. Thank you to all at the NWCLC for being such great partners in the North West.

Residential Tenancy Act 1997 Review

For the past three years most of the TUT's law reform efforts have been focused on the reform of the Residential Tenancy Act (1997), the most influential piece of residential tenancy legislation in Tasmania. In the past year we have provided a major submission to the Review, and participated in numerous discussions with Government and tenancy related groups on the reform of the Act. We are cautiously optimistic that by the time of the next annual report, Tasmania will be the first Australian jurisdiction with codified minimum housing standards for residential tenancies.

Acknowledgments

Before going further, I would to acknowledge the passing of Bob Jones in May 2012 at the age of 86. Bob was a much-loved friend of the Tenants' Union and a telephone advisor on Tuesday and Friday mornings for around a decade. Sharp, humble, decisive and inspiring, Bob assisted thousands of Tasmanian tenants with his advice and is greatly missed by everyone at the Union.

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

Outside the Union, we thank the Hobart Community Legal Service staff, especially Bernie Reade and Pam Barratt who maintain a level of cool far beyond what our shenanigans deserve. Thanks too to our IT guy and disc golf champion, Harvey Yarnall. To all the staff at Shelter Tasmania and the PRTSS, thanks for being so dedicated. I've already thanked the staff at

NWCLC, but special thanks to Chris Young and Kirsty Abercromby. Also, welcome to Launceston Community Legal Centre staff who will be providing tenancy law services in Launceston from October 2012.

Now to the people in the Union itself. I greatly appreciate the telephone advisors and the Management Committee members who all work for the Union on a volunteer basis. The telephone advisors amaze me in how quickly they pick up the legislation and the countless organisations to whom we refer tenants. Special thanks to Alex Fry for his longstanding service and the numerous hours he puts in. Thank you to the new band of lawyers who have finished their law degrees and finished up with us in the last financial year, Jill Cason, Patrick Darby, Madelaine Holt, Kate Stewart and Kelly Dewey. We wish them all the best in their future careers. In addition, we hope to see Emmeli Stenlund on the phones again after her study leave in Canada.

I would also like to thank our ongoing volunteers Andrew Topfer, Claire Hutchison, Valentina Urzua, Lokesh Kashyap and Rob Fisher for being fantastic people to work with, and welcome to our newest telephone advisors, Brittany Clark and Ashlea Carr. They collectively answer thousands of calls each year and provide an excellent service to the community.

The other volunteers are the members of the Management Committee. Residential tenants of Tasmania are lucky to have such a knowledgeable and experienced band of people steering the Union. I would particularly like to thank our Convenor, Sue Chapple whose sagacious advice makes my life much easier (and I'm sure Meredith agrees) and allows us to do our jobs with more confidence. Both Mick (our Finance Officer) and I really appreciate the skill and commitment of our Treasurer, Michael Kennett. Thank you, Michael. Thanks too to our Public Officer, Pia Struwe, stalwarts Michelle Parker and Tim Bullard and newer members, Sam Ling, Jody Van Kraanan and Amanda Street.

Our small team of staff has again performed skillfully as a team. Pete Foster has beefed up our Court representation and Mick Lynch is a bedrock of stability as both Finance Officer and informal ethics committee (along with Jess Feehely). During the year we were joined by Ben Bartl in the role of Solicitor and Liaison Officer. He is manic. Check the news to see how he is doing. The biggest thank you of all goes to our Principal Solicitor, Meredith Barton. Congratulations on the birth of Flynn and thanks for running the Union so well and being such a great person to work with. We can't wait to have you back from maternity leave in November.

Finally, thank you to all the tenants that have contacted us in the past financial year, sent submissions to the *Residential Tenancy Act* Review and have provided feedback through Facebook. We hope that the rents fall, the quality of rental properties improve, that nobody is homeless and that everybody has meaningful participation in the way their home is run.

Phil Hoffen
Acting Co-ordinator
September 2012

Financial Report

There are two main priorities that I have as Treasurer. The first is to ensure that the funds of The Tenants' Union of Tasmania Inc ("The Union") are spent in accordance with the terms of the grants received and managed appropriately to achieve The Union's objectives. In this task I am ably assisted by Mick Lynch, who has capably managed the day-to-day financial activities of The Union with care and diligence, resulting in a surplus of \$1200 for the year ended 30 June 2012. This is yet another outstanding result.

The second priority is to ensure that The Union will continue to meet its objectives and provide needed services well into the future for all Tasmanians. The Union relies upon grants for the bulk of its funding. These grants are primarily provided by the Tasmanian and Commonwealth Government Bodies, however we also received other funding during the year from the Solicitor's Guarantee Fund and the Tasmanian Community Fund. We gratefully acknowledge the support and assistance that these organisations provide which enable The Union to continue to deliver services to Tasmanians.

The financial position of The Union remains strong, and The Union is looking forward to continuing to provide services to tenants in Tasmania.

Michael Kennett
Treasurer
September 2012

Tenants Union of Tasmania Inc

For the Year Ended 30 June 2012

CONTENTS

	<u>Page</u>
Financial Statements	
Committee's Report	1
Statement by Members of the Committee	2
Statement of Comprehensive Income	3
Statement of Financial Position	5
Statement of Changes in Equity	6
Statement of Cash Flows	7
Notes to the Financial Statements	8
Auditors Independence Declaration	14
Independent Audit Report	15

Tenants Union of Tasmania Inc

Committee's Report

30 June 2012

Your Committee members submit the financial statements of the association for the financial year ended 30 June 2012.

1. General information

Principal Activities

The principal activities of association during the financial year were providing 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. Operating Results and Review of Operations for the Year

Operating result

The surplus of the association for the financial year amounted to \$ 1,200 (2011: \$ 2,187).

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: *Sue Chapple*

Name: *S. Chapple*

Dated this *10th* day of *September* 2012

Treasurer: *M Kennett*

Name: *Michael Kennett*

Dated this *10* day of *September* 2012

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 as set out on pages 3-13:

1. Presents a true and fair view of the financial position of Tenants Union of Tasmania Inc as at 30 June 2012 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: Aue Chapple

Name: S. Chapple

Dated this 10th day of September 2012

Treasurer: M Kennett

Name: Michael Kennett

Dated this 10 day of Sept 2012

Tenants Union of Tasmania Inc

Statement of Comprehensive Income

For the Year Ended 30 June 2012

	2012	2011
	\$	\$
Income		
Commonwealth Grants	72,716	55,344
Commonwealth Grants - one off	7,257	3,423
Miscellaneous income	2,136	940
Interest income	7,517	5,035
State Grants South	177,973	131,666
Total income	267,599	196,408
Less: Expenses		
Accounting fees	150	-
Advertising	1,506	402
Annual leave expense	7,690	4,256
Audit fees	3,025	2,880
Bank charges	86	120
Campaign expenses	1,027	-
Cleaning	962	737
Committee expenses	38	95
Computer expenses	1,128	1,610
Depreciation	5,623	5,692
Electricity	2,468	5,584
Equipment < \$300	2,093	1,283
Fees and levies	517	407
Furniture	32	-
Insurance	1,076	2,363
IT expenses	475	912
Lease agreements	627	470
Legal and professional fees	246	(218)
Long service leave expense	9,367	(2,361)
Membership and subscriptions	1,539	1,102
Northern Advocacy	8,235	-
Office supplies and consumables	298	752
Other communications	3,695	-
Postage	439	547
Printing and stationery	2,076	952
Rates and taxes	3,907	4,630
Rent	17,692	15,129
Repairs and maintenance	1,290	41
Security costs	226	192
Staff amenities	2,002	1,865
Staff recruitment	-	2,382
Staff training	180	504
Sundry expenses	-	500

The accompanying notes form part of these financial statements.

Tenants Union of Tasmania Inc

Statement of Comprehensive Income

For the Year Ended 30 June 2012

	2012	2011
	\$	\$
Superannuation	14,092	10,412
Telephone and fax	8,154	8,756
Training and conferences	6,127	1,991
Travel and accommodation	2,301	4,182
Wages & salaries	156,010	116,052
Total Expenses	<u>(266,399)</u>	<u>(194,221)</u>
Net surplus/(deficit)for the year	<u>1,200</u>	<u>2,187</u>
Other comprehensive income/(expense)		
Transfer to reserves	-	(36,044)
Total comprehensive income	<u>1,200</u>	<u>(33,857)</u>

The accompanying notes form part of these financial statements.

Tenants Union of Tasmania Inc

Statement of Financial Position

As At 30 June 2012

	Note	2012 \$	2011 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	2	155,567	148,164
Other assets		1,988	1,106
TOTAL CURRENT ASSETS		157,555	149,270
NON-CURRENT ASSETS			
Property, plant and equipment	3	8,689	12,032
TOTAL NON-CURRENT ASSETS		8,689	12,032
TOTAL ASSETS		166,244	161,302
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	4	9,594	13,912
Provisions	5	13,922	6,232
Other Liabilities	6	46,720	55,145
TOTAL CURRENT LIABILITIES		70,236	75,289
NON-CURRENT LIABILITIES			
Long-term provisions	5	8,795	-
TOTAL NON-CURRENT LIABILITIES		8,795	-
TOTAL LIABILITIES		79,031	75,289
NET ASSETS		87,213	86,013
EQUITY			
Reserves	7	40,000	40,000
Accumulated surpluses		47,213	46,013
TOTAL EQUITY		87,213	86,013

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 2012

2012

	Accumulated Surpluses	Moving Reserve	Case Reserve	Total
	\$	\$	\$	\$
Balance at 1 July 2011	46,013	20,000	20,000	86,013
Net surplus/(deficit)	1,200	-	-	1,200
Balance at 30 June 2012	47,213	20,000	20,000	87,213

2011

	Accumulated Surpluses	Moving Reserve	Case Reserve	Total
	\$	\$	\$	\$
Balance at 1 July 2010	79,870	3,956	-	83,826
Increase in reserves during the year	(36,044)	16,044	20,000	-
Net surplus/(deficit)	2,187	-	-	2,187
Sub-total	(33,857)	16,044	20,000	2,187
Balance at 30 June 2011	46,013	20,000	20,000	86,013

The accompanying notes form part of these financial statements.

Tenants Union of Tasmania Inc

Statement of Cash Flows

For the Year Ended 30 June 2012

	2012	2011
Note	\$	\$
CASH FROM OPERATING ACTIVITIES:		
Receipts from grants and other income	251,658	215,409
Payments to suppliers and employees	(249,491)	(192,789)
Interest received	7,517	5,035
Net cash provided by (used in) operating activities	8(a) <u>9,684</u>	<u>27,655</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase of property, plant and equipment	(2,281)	-
Net cash used by investing activities	<u>(2,281)</u>	-
OTHER ACTIVITIES:		
Net cash increase (decreases) in cash and cash equivalents	7,403	27,655
Cash and cash equivalents at beginning of year	148,164	120,509
Cash and cash equivalents at end of financial year	8(b) <u>155,567</u>	<u>148,164</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 2012

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

When 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, 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 impairment is required.

(e) Property, Plant and Equipment

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..

Depreciation

The depreciable amount of all fixed assets is depreciated on a straight-line basis over the asset's useful life commencing from the time the asset is held ready for use.

Tenants Union of Tasmania Inc

Notes to the Financial Statements

For the Year Ended 30 June 2012

1 Summary of Significant Accounting Policies continued

(e) Property, Plant and Equipment continued

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

Class of Fixed Asset

Furniture, Fixtures and Fittings	20 - 25%
Computer Equipment	25%

(f) Trade and other 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 the end of the reporting period. 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 long service leave after ten years 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.

Cash flows as shown on the Statement of Cash Flows include GST where applicable.

(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 2012

1 Summary of Significant Accounting Policies continued

(l) Revenue and Other Income

Interest revenue is recognised over the period for which funds are invested.

Revenue from the provision of services is recognised upon delivery of the service to 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

	2012	2011
	\$	\$
Cash on hand	227	227
Cash at bank	155,340	147,937
	<u>155,567</u>	<u>148,164</u>

3 Property, Plant and Equipment

	2012	2011
	\$	\$
Furniture, fixture and fittings		
At cost	33,468	33,249
Accumulated depreciation	(24,779)	(21,217)
Total property, plant and equipment	<u>8,689</u>	<u>12,032</u>

4 Trade and Other Payables

	2012	2011
	\$	\$
CURRENT		
Trade payables	2,624	5,281
PAYG tax	6,078	5,186
GST receivable/(payable)	864	3,445
Electronic clearing account	28	-
	<u>9,594</u>	<u>13,912</u>

Tenants Union of Tasmania Inc

Notes to the Financial Statements

For the Year Ended 30 June 2012

5 Provisions

	2012	2011
	\$	\$
Current - Annual leave	13,922	6,232
Non-current - Long service leave	8,795	-
	<u>22,717</u>	<u>6,232</u>

6 Other Financial Liabilities

	2012	2011
	\$	\$
CURRENT		
State Government grant surpluses carried forward	20,734	34,065
Commonwealth Government grant surpluses carried forward	11,626	21,080
Solicitors Trust grant surplus carried forward	12,002	-
Paid parental leave carried forward	2,358	-
Total	<u>46,720</u>	<u>55,145</u>

7 Reserves

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

The case reserve records funds set aside to cover costs in the event that the association becomes involved in a Supreme Court case.

	2012	2011
	\$	\$
Case reserve	<u>20,000</u>	<u>20,000</u>
Moving Reserve	<u>20,000</u>	<u>20,000</u>
Total reserves	<u>40,000</u>	<u>40,000</u>

Tenants Union of Tasmania Inc

Notes to the Financial Statements

For the Year Ended 30 June 2012

8 Cash Flow Information

(a) Reconciliation of Cash Flow from Operations with surplus/deficit

	2012	2011
	\$	\$
Surplus/(deficit) for the year	1,200	2,187
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in surplus		
- Depreciation	5,623	5,692
Changes in assets and liabilities		
- (Increase)/decrease in trade and term receivables	-	329
- (Increase)/decrease in prepayments	(882)	(1,106)
- Increase/(decrease) in trade payables and accruals	(4,317)	(5,048)
- Increase/(decrease) in grants carried forward	(8,425)	23,706
- Increase/(decrease) in provisions	16,485	1,895
	<u>9,684</u>	<u>27,655</u>

(b) Reconciliation of cash

	2012	2011
	\$	\$
Cash at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:		
Cash and cash equivalents	<u>155,567</u>	<u>148,164</u>
	<u>155,567</u>	<u>148,164</u>

9 Capital and Leasing Commitments

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

10 Contingent Liabilities and Contingent Assets

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

11 Events After the End of the Reporting Period

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

Tenants Union of Tasmania Inc

Notes to the Financial Statements

For the Year Ended 30 June 2012

12 Association Details

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

Hobart
Level 11 142-144 Elizabeth Street
Hobart, TAS 7000

GPO Box 392
Hobart, TAS 7001

T 03 6210 2525
F 03 6210 2524

Launceston
115 Collins Street
Launceston, TAS 7250

Hughesville
120 Collins Street
Launceston, TAS 7250

T 03 6329 1000
F 03 6329 1000

Hobart Branch
www.whk.com.au

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 2012 there have 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

WHK



Alison Flakemore
Audit Partner

Dated this day of *September* 2012

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 (the association), which comprises the statement of financial position at 30 June 2012, statement of comprehensive income for the year ended, statement of cash flows, statement of changes in equity, and a summary of significant accounting policies, other explanatory notes and the statement by members of the Committee.

Committee's Responsibility for the Financial Statements

The committee of the association is responsible for the preparation and fair presentation of the financial statements and has determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial statements, are consistent with the financial reporting requirements of the *Associations Incorporation Act Tasmanian 1964* and are appropriate to meet the needs of the members. The committees' 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 committees, as well as evaluating the overall presentation of the financial statements.

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 of Tenants Union of Tasmania Inc present fairly in all material respects of the financial position of Tenants Union of Tasmania Inc as at 30 June 2012 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, and the *Associations Incorporation Act Tasmania 1964*.

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial statements have been prepared to assist Tenants Union of Tasmania Inc to meet the requirements of the *Associations Incorporation Act Tasmania 1964*. As a result, these financial statements may not be suitable for another purpose.

**WHK**
Alison Flakemore**Audit Partner**Dated this 11th day of September 2012.