STM | Building Smarter Communities

STRATA TITLE MANAGEMENT

NOTICE OF
ANNUAL GENERAL MEETING

THE OWNERS – STRATA PLAN 50785
AT 1 MCDONALD STREET, CRONULLA, NSW, 2230

Date:	**21 April 2021**
Time:	**07:00 PM**
Venue:	**Club Cronulla, 41 Croydon Street, CRONULLA, NSW, 2230**

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LETTER FROM THE STRATA MANAGING AGENT

Dear Owners,

We are pleased to invite you to attend the Annual General Meeting of The Owners-Strata Plan 50785 – 1 McDonald Street, CRONULLA, NSW, 2230.

The motions to be determined at the meeting as well as explanatory notes on each motion are detailed in the meeting notice. We urge you to carefully read the motions and associated documentation including the financial statements, proposed budget report and other important annexures prior to the meeting so that you are fully aware of the items to be determined.

If you are unable to attend the meeting, we encourage you to indicate your voting intentions by completing and returning the accompanying proxy appointment form to our office via fax (02)95404199 or email your strata manager directly 24-hours prior to the meeting. You may appoint any person to attend the meeting and vote on your behalf. Alternatively, you may appoint the chairperson.

Further information relating to voting at the meeting is as follows:

- Please ensure that all sections of the proxy are completed in full.Proxies not completed correctly may be deemed invalid.
- **If your lot is in the name of multiple owners, where it states owners signature of the proxy form, all owners must sign this section, otherwise your proxy is invalid.**
- Should your lot be in the name of a company, please ensure a company nominee form is completed and returned to our office.The company nominee's name must be recorded on the strata roll for them to be able to vote at the meeting.
- Only **FINANCIAL** owners are entitled to vote at a general meeting, unless a unanimous resolution is required, then all owners whether financial or not are permitted to vote on such motions.
- Please contact our office at least 24 hours prior to the meeting in relation to account and budget enquiries.

This meeting is held in accordance with the Strata Schemes Management Act (NSW) 2015 that was in effect from 30 November 2016.

As per the changes made as part of this Act, please note that:

- A person may only hold a proxy for 1 owner in strata schemes of up-to 20 lots or 5% of the total number of lots for strata schemes over 20 lots.
- A number of new statutory motions are required concerning building defects, annual fire safety statements and Strata Managers reporting on commissions & training received.
- Tenants now have the ability to attend the AGM if a tenant representative has been elected
- The ability for Owners Corporations to issue summary or detailed financial statements with the agenda.

For further information on the changes, please visit Fair Trading's website at: http://www.fairtrading.nsw.gov.au

We trust this information proves helpful and look forward to seeing you at the meeting.

Yours Sincerely,
STRATA TITLE MANAGEMENT
Daniel Goodwin
Senior Strata Manager
dgoodwin@stratatitle.com.au
Dated: 13 April 2021

IMPORTANT INFORMATION ABOUT VOTING AT THE ANNUAL GENERAL MEETING

In these notes:

a. Priority vote means a vote by:
   - An enrolled mortgagee having priority over any other mortgagee or enrolled covenant chargee; or
   - An enrolled covenant chargee having priority over any enrolled mortgagee; or
   - An enrolled covenant where there is no enrolled mortgagee.

b. A proxy means a person appointed as a proxy by an instrument in the prescribed form.

c. A person entitled to vote means (unless otherwise specified) a person entitled to vote on a motion requiring a unanimous resolution.

1. A vote at the meeting by the owner of a lot does not count if a priority vote in respect of the lot is cast in relation to the same matter.

2. An owner of a lot, or a person with a priority vote in respect of a lot, may not vote at the meeting on a motion (other than a motion requiring a unanimous resolution) unless payment has been made before the meeting of all contributions levied on the owner, and any other amounts recoverable from the owner, in relation to the lot that are owing at the date of this notice.

3. If you, as the addressee of this notice:
   a. are not a corporation, then voting and other rights conferred by the Strata Schemes Management Act 2015 may be exercised by you in person or by proxy; or
   b. are a corporation, then voting and other rights conferred by that Schedule may be exercised only by your company nominee in person, or by proxy appointed by the corporation.

4. Your right to vote as an owner, company nominee or person with a priority vote is also depends upon your name being recorded on the strata roll.

IMPORTANT INFORMATION ABOUT A QUORUM FOR THE ANNUAL GENERAL MEETING

1. A motion submitted at the Annual General Meeting must not be considered, and an election must not be held, unless there is a quorum present to consider and vote on the motion or on the election.

2. There is a quorum for considering and voting on such a motion or at such an election only if:
(a) at least one-quarter of the number of persons entitled to vote on the motion or at the election is present, either personally or by duly appointed proxy; or
(b) at least one-quarter of the aggregate unit entitlement of the strata scheme is represented by the persons who are present and entitled to vote on the motion or at the election, either personally or by duly appointed proxy.

3. However, if there is more than one owner in the strata scheme and the quorum calculated in accordance with clause 2 above is less than 2 persons, then the quorum is 2 persons entitled to vote on the motion or on the election.

4. If there is no quorum for business at a general meeting, the Chairperson, after waiting half an hour, will be able to declare that the persons present constitute a quorum. **IMPORTANT NOTE:** It is STM's policy to open the meeting after half an hour, rather than adjourn the meeting for at least 7 days to minimise additional meeting related expenses for the Owners Corporation.

5. If however, a quorum is not present within half an hour after the relevant motion or business arises for consideration at the meeting, then the Chairperson may adjourn the meeting for at least 7 days. A further notice will be given about the adjourned meeting.

6. If a quorum is not present within the next half-hour after the time fixed for the adjourned meeting, the persons present personally or by duly appointed proxy and entitled to vote constitute a quorum for considering that motion or business.

IMPORTANT INFORMATION ABOUT RESOLUTIONS AT THE ANNUAL GENERAL MEETING

For voting purposes:

1. An ordinary resolution is passed if the majority of the votes cast are in favour of the motion.
2. A special resolution is passed if not more than 25% of votes cast (based on the unit entitlement of the voter) are cast against the motion.
3. A unanimous resolution is passed if no vote is cast against the motion.

NOTICE OF ANNUAL GENERAL MEETING OF THE OWNERS CORPORATION – 50785

NOTICE OF BUSINESS to be dealt with at the Annual General Meeting of the Owners - Strata Plan No 50785
To be held on Wednesday, **21 April, 2021**
Club Cronulla, 41 Croydon Street, CRONULLA, NSW, 2230
Commencing at 07:00 PM

PRELIMINARIES

1. Recording of persons present personally or by proxy.
2. Recording of apologies.
3. Announcement of persons entitled to vote.
4. Determination of quorum.
5. Determination of Motions

Motion 1.	***Minutes***	***Ordinary Resolution***

THAT the minutes of the previous General Meeting be confirmed as a true and accurate account of the proceedings at that meeting.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: This motion refers to accepting the minutes of the last general meeting, a copy of which is included in the meeting notice.

Motion 2.	Financials	Ordinary Resolution

THAT the statement of key financial information and the audited financial statements of accounts for the period 1st of March 2020 to 28th of February 2021 be adopted.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes:
The Audited financial statements are attached for your review.
Note: Any questions relating to the budget or financial statements should be directed to our office PRIOR to the meeting.

NOTES FROM TREASURER, DAVID GOURLEY:

- *2020/21 AF*

Another good result, We came in $140,125.55 better than budget – wow !
Significant variances of actuals to budget being :
**income up $23,845.61*
**Insurance premium down $15,475.25 ($100,000 budgeted and with the revised sum insured we only paid $84,524.75)*
**Legal fees down $19,867.00 ($20,000.00 provided for and thankfully only $133.00 spent)*
**fire protection repairs down $10,353.79 but note that we are about to replace lots of sprinkler heads & fire seals*
**electricity down $11,687.68 and even down as compared with our 2019/20 actuals*

- *2020/21 CWF*

Yet another good result. We came in $211,283.17 better than budget, and a significant $132.522.17 better than the adjusted budget after allowing for a total of $106,280 works carried forward to 2021/22 + $27,519 for payments made against inner courtyard repaving which was approved post budget.
Significant variances excluding carried forward adjustments are :
**water ingress down $28,157*
**air conditioner replacements down $16,045*
**other & contingencies down $60,928 and after allowing for the purchase of defibrillators*

Motion 3.	Auditor	Ordinary Resolution

THAT a recommended auditor be appointed for the financial year 1/3/21 to 28/2/22.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: This motion is required to be considered by the Owners Corporation at each Annual General Meeting however it is not a legal requirement to appoint an auditor, unless your Strata Plan contains over 100 lots (excluding utility lots and car park lots) or has the total of other income, total annual levies and the total of funds held on deposit that is greater than $250,000.

Motion 4.	Term Deposits	Ordinary Resolution

THAT the duly elected Treasurer be authorised to provide standing instructions to the Strata Managing Agent concerning the investment of trust funds into higher interest bearing accounts.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes:
This motion is to provide the Treasurer with the expressed authority of the Owners Corporation to provide the Strata Managing Agent instructions on investing trust funds in term deposit accounts or other approved investment accounts to achieve a higher level of interest on your trust funds.

Motion 5.	Management of Levy Arrears	Ordinary Resolution

THAT the Owners – Strata Plan No 50785 RESOLVE pursuant to the Strata Schemes Management Act 2015 (including Section 103) for the purpose of collecting levy contributions to authorise the Strata Managing Agent and/or the Strata Committee to do any one or more of the following:

1. to issue arrears notices, reminder notices and/or letters to seek recovery of levy contributions and the recovery of other debts, including penalties, interest, legal and other costs/expenses and arrange and monitor payment plans;

Important Note:

STM is to send owners the original levy notice at six weeks prior to the due date. As a courtesy, STM will attempt to contact by phone within seven days those owners whose levy has not been received by the due date. Such owners will of course, not be eligible for the 10% ontime payment discount. For levies remaining outstanding, a first reminder will be issued 34 calendar days after the due date, a second reminder 48 calendar days after the due date and a final reminder 64 calendar days after the due date. STM's solicitors will be engaged 28 calendar days from the final reminder issue date. Charges for the reminder notices are included in the Agency Agreement, and recoverable from the owner in arrears. Interest is charged on all outstanding debts and retained by the Owners Corporation. This strict process is necessary to ensure that our scheme has suitable cash flow in order to maintain expenditure levels for services.

2. to engage or appoint the services of a debt collection agency, obtain legal advice and/or retain legal representation and/or experts on behalf of The Owners- Strata Plan No 50785;
3. to issue demands, commence, pursue, continue or defend any court, tribunal or any other proceedings against any lot owner, mortgagee in possession and/or former lot owner in relation to all matters arising out of the recovery of levy contributions and the recovery of other debts, including penalties, interest, legal and other costs;
4. Enter and enforce any judgment obtained in the collection of levy contributions including issuing writ for levy of property (personal and real property), garnishee orders, examination notices/orders/hearings, bankruptcy notices, statutory demands and commencing and maintaining bankruptcy proceedings or winding up proceedings;
5. Filing an appeal or defending an appeal against any judgment concerning the collection of levy contributions; and
6. Liaise, instruct and prepare all matters with the Owners Corporation's debt collection agents, lawyers and experts in relation to any levy recovery proceedings.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes:
This is a standing motion to authorise Strata Title Management to take any and all necessary action to ensure the prompt payment of levies within your scheme. The process has been amended to now include ' As a courtesy, STM will attempt to contact by phone within seven days those owners whose levy has not been received by the due date' as directed by the Strata Committee.

Motion 6.	Payment Plans	Ordinary Resolution

THAT the Owners – Strata Plan 50785 RESOLVE to agree to enter into payment plans generally for matters involving arrears of unpaid contributions/levies or other amounts including interest, legal and other costs/expenses thereon and to delegate to the strata manager and/or the strata committee the ability to enter into, arrange and monitor each such payment plan limited to a period of 12 months per payment plan with any further or subsequent payment plan to be entered into as agreed by the strata committee or owners corporation by resolution.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: Pursuant to Sections 85(5) – (85)(7)of the Strata Schemes Management Act 2015 and Regulation 18 and 19 of the Strata Scheme Management Regulations 2016 an owners corporation may agree to enter into payment plans generally or in particular cases for the payment of overdue contributions by a resolution passed at a general meeting. This resolution provides the power for the owners corporation to enter into such payment plans.

Motion 7.	Adopt 10 Year Capital Works Fund Forecast	Ordinary Resolution

THAT the Owners Corporation review and adopt the Capital Works Fund Forecast as completed by Solutions IE effective from 1/3/21 for the anticipated major capital expenditure of the strata scheme over a 10 year period in accordance with Section 80 of the Strata Schemes Management Act 2015 (NSW).

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes:
This motion is to resolve to adopt the recommendations of the Capital Works Fund Forecast to ensure sufficient funds are available in the future for major capital expenditure.

NOTES FROM TREASURER, DAVID GOURLEY

Owners please particularly note the following in this update :
**year end closing balances are reasonable,*
**CWF levies remain unchanged for 2021/22, but thereafter this report shows a 4.0% year on year CWF levy increase,*
**repainting of the building exterior has been allowed for in our 2028/29 financial year at $745,813 GSTI plus 14% contingencies,*
**replacing major lift mechanisms have been allowed for totalling $650K, but we are now awaiting further information here following a recent unsatisfactory maintenance report by an independent lift consultant which is likely to result in us going out to tender for competitive submissions to either repair or replace all our 3 lifts along with ongoing maintenance – once all this is known, we will then need to manage any cost provisions here, and*
**significant water ingress expenses have been provided for each year, totalling $1 million + over the next 10 years.*

Motion 8.	Annual Budget and Contributions	Ordinary Resolution

1. **THAT** in accordance with Section 79 of the Strata Schemes Management Act 2015, that the proposed annual budget* for the financial period 1/3/21 to 28/2/22 be adopted.

2. **THAT** in accordance with Section 81 of the Strata Schemes Management Act 2015, the proposed contributions (levies) payable for the financial period 1/3/21 to 28/2/22 be as follows:-

ADMINISTRATIVE FUND: $733,333.70 GST Inclusive
CAPITAL WORKS FUND:** $476,666.30 GST Inclusive

And that the contributions be levied in four instalments in accordance with Section 81 of the Strata Schemes Management Act 2015 and payable by each Lot owner according to unit entitlement as shown in the table below.

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
Already Issued	Current	1 Mar 2021	31 May 2021	1 Mar 2021	$183,333.40	$18.33000
	Current	1 Jun 2021	31 Aug 2021	1 Jun 2021	$183,333.43	$18.33000
	Current	1 Sep 2021	30 Nov 2021	1 Sep 2021	$183,333.43	$18.33000
	Current	1 Dec 2021	28 Feb 2022	1 Dec 2021	$183,333.44	$18.33000
Total		1 Mar 2021	28 Feb 2022		**$733,333.70**	**$73.33000**

Interim Periods

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
To be Issued	Next	1 Mar 2022	31 May 2022	1 Mar 2022	$183,333.42	$18.33000
To be Issued	Next	1 Jun 2022	31 Aug 2022	1 Jun 2022	$183,333.42	$18.33000
Total		1 Mar 2022	31 Aug 2022		**$366,666.84**	**$36.67000**

Levy Status	Financial Period	Period From	Period To	Due	Capital Works Fund	Per Lot Entitlement
Already Issued	Current	1 Mar 2021	31 May 2021	1 Mar 2021	$119,166.62	$11.92000
	Current	1 Jun 2021	31 Aug 2021	1 Jun 2021	$119,166.56	$11.92000
	Current	1 Sep 2021	30 Nov 2021	1 Sep 2021	$119,166.56	$11.92000
	Current	1 Dec 2021	28 Feb 2022	1 Dec 2021	$119,166.56	$11.92000
Total		1 Mar 2021	28 Feb 2022		**$476,666.30**	**$47.67000**

Interim Periods

Levy Status	Financial Period	Period From	Period To	Due	Capital Works Fund	Per Lot Entitlement
To be Issued	Next	1 Mar 2022	31 May 2022	1 Mar 2022	$119,166.58	$11.92000

To be Issued	Next	1 Jun 2022	31 Aug 2022	1 Jun 2022	$119,166.58	$11.92000
Total		1 Mar 2022	31 Aug 2022		**$238,333.16**	**$23.83000**

Levy periods commencing: 1/3/21, 1/6/21, 1/9/21, 1/12/21

3. **THAT** in the event that the Owners Corporation is unable to hold the next Annual General Meeting by 15/1/22, the Owners Corporation estimates and approves that the yearly and quarterly expenses of the scheme will be the same as those contained in the current budget and accordingly resolves to raise a levy for the quarter 1/3/22 to 31/5/22 quarter and 1/6/22 to 31/8/22 as per the table above.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes:
The financial statements are attached for your review. To raise any questions in relation to the accounts, please make contact with our team giving a minimum 24 hours' notice prior to the commencement of the meeting. If you wish to propose an amendment to the budget please ensure that you attend the meeting and ABSTAIN from voting on this motion by pre-electronic vote.

NOTES FROM TREASURER, DAVID GOURLEY:

Propose that existing AF & CWF levies remain unchanged for our 2021/22 financial year !
Noting that AF levies last increased in 2016 & CWF levies in 2017.
AF – We commence the year with a balance of $295.842.54 add $648,000 projected income less $652.468 projected expenditures, our budgeted yearend balance being $291,374.54 (prior to any transfer to our CWF)
Budgeted income of note is $36,000 for a full year of exclusive use income under By-Law 128
Budgeted expenditures of note are :
**consultants of $17,000 with the main provision here being lift tendering/evaluation/etc, if required*
**legal fees of $10,000 as with last year nothing specific or pending litigation, just a provision*
**lift maintenance contract of $50,000 against a 2020/21 actual of $18,295.47 being provided should both additional works be required along with a higher cost/performance new contract, if required*

CWF We commence the year with a balance of $789,189.54 add $398,800 projected income less $746,620 projected expenditures, our budgeted yearend balance being $441,369.54 (prior to any transfer from our AF)
Budgeted expenditures excluding any further proposed works of note are :
**$232,481 being the remaining balance for the $260,000 inner courtyard repaving works*
**$120,000 for the Gerrale Street entry repaving + pavers for the tower entry, etc*
**$48,000 for replacing lowrise tiles*
**$30,000 to replace fire seals, carried forward from 2020/21*
**$17,280 to replace sprinkler heads, also carried forward from 2020/21*
**$38,000 to replace diesel back-up generator*
**$57,500 to replace air conditioning units, including 2020/21 carryover*
**$124,500 for water ingress works, also including 2020/21 carryover*
**$11,800 for remaining/disputed CPR painting works, and*
**$54,839 for remaining contingencies + other works.*

Motion 9.	***Transfer of Funds***	***Ordinary Resolution***

THAT the Owners Corporation agrees to transfer $250,000 from the Administration Fund to the Capital Works Fund.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: Treasurer's Explanatory Note: Our AF has again built up where we can comfortably transfer these funds. If approved by the Owners, then this this transfer will reduce our 2021/22 AF balances to still acceptable levels plus shift funds into our CWF where the $s are needed. The Strata Committee recommends that this motion be approved.

Motion 10.	Removing Limitation	Ordinary Resolution

THAT in accordance with Section 102 of the Strata Schemes Management Act 2015, the Owners Corporation resolves to remove the limitation relating to expenditure in excess of 10% above the budget on any one item or matter.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes:
In accordance with Section 102 of the Strata Schemes Management Act 2015, for a large scheme, the Owners Corporation must not, in the period until the next Annual General Meeting, spend on any item or matter an amount greater than that determined amount (budget line items) for expenditure on the item or the matter plus 10%.
This motion removes such limitation on the Owners Corporation, as at any stage the Owners Corporation could potentially be above 10% on any budgeted line item, which then requires the Owners Corporation to call a general meeting. The calling of a general meeting can be expensive and burdensome on the Owners Corporation, and this motion gives the Owners Corporation the ability to remove this requirement.

Motion 11.	10 Year Capital Works Fund Forecast	Ordinary Resolution

THAT the Owners Corporation resolve to do the following:
(a) Engage a suitably qualified consultant to review, carry out and/or assess the capital upgrade and maintenance requirements of the building for the next ten (10) years or an updated report each five (5) years, and provide the Capital Works Fund Analysis report; and
(b) To submit that report to the Strata Committee to determine what action is required, if any; and
(c) To delegate to the strata manager the function pursuant to the Agency Agreement additional duties schedule to undertake the seeking of quotations and engaging the contractor to prepare the report and any ancillary work approved by the Strata Committee.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes:
The owners corporation must prepare a plan of anticipated major expenditure to be met from the capital works fund over the 10-year period commencing on the date of the first annual general meeting. The capital works fund plan must be reviewed at least once every 5 years.

The preparation of this plan is a significant exercise and the legislation allows the owners corporation to engage expert assistance in its preparation. The meeting must discuss the preparation or review of this plan. A copy of the current plan is available from the strata manager and a copy will be available at the meeting.

Motion 12.	Election of Strata Committee	Ordinary Resolution

THAT in accordance with Regulation 9 of the Strata Schemes Management Regulation 2016, the election of the Strata Committee takes place and that:
(a) The Chairperson announce the names of the candidates already nominated in writing for election to the Strata Committee; and
(b) The Chairperson call for any oral nominations of candidates eligible for elections to the Strata Committee;
(c) The Chairperson declare that nominations are closed;
(d) That the number of members to the Strata Committee be set.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes:
The election of the Strata Committee cannot be decided by pre-electronic voting. You must attend the meeting in person/electronically or by duly appointed proxy.
Should you wish to nominate yourself or another person to the Strata Committee this can be done verbally at the meeting or by notifying your Strata Manager in writing prior to the meeting.
If you are pre-voting only and are not going to attend the meeting, please ABSTAIN from voting.
The election of the Strata Committee process is clearly set out in Regulation 9 of the Strata Schemes Management Regulation 2016. If the number of candidates:

1. *is the same as, or fewer than, the number of members of the Strata Committee decided, on-those candidates are to be declared by the chairperson to be, and are taken to have been, elected as the Strata committee, or*
2. *is greater than the number so decided on, a ballot is to be held.*

The Strata Schemes Management Act 2015 (NSW) states that the Owners Corporation must have a Strata Committee and your Strata Committee must be comprised of no more than 9 members, unless you are a large scheme in which case you must have between 3 and 9 members.

Motion 13.	Restricted Matters	Ordinary Resolution

THAT no additional restrictions be placed on Strata Committee other than those currently imposed by Section 36 (3b) of the Act.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: Explanatory Note: This motion is a statutory motion. An owners corporation must consider at each Annual General Meeting whether the Strata Committee should be restricted from making particular decisions other than those already restricted by law (such as determining levies and passing by-laws). If a restriction is imposed, then the particular decisions must be made by the owner's corporation at a general meeting.

Motion 14.	Confirmation of Insurance	Ordinary Resolution

THAT the Owners Corporation's insurance policies currently in place be confirmed.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: In accordance with Section 160-164 of the Strata Schemes Management Act 2015, the Owners Corporation is required to take out insurances for all the required insurance policies, through an approved insurer.Insurances are already in place as detailed in the enclosed schedule of insurances and these need to be confirmed. There are a number of exclusions in the insurance policies including for example, flood cover. You may wish to check these exclusions for yourself at your insurers website.

Motion 15.	Renewal of Insurance Policy	Ordinary Resolution

THAT the Strata Managing Agent be instructed to renew next years insurance policy through a recommended insurance broker, subject to recommendations for renewal being presented to the Strata Committee in accordance with the legislation.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: This motion is to decide to engage the services of an insurance broker to go out to the market and obtain at least 3 insurance quotations prior to renewal. Once received, the quotations will be referred to the Strata Committee to resolve a decision on which insurer to renew with. In accordance with Section 166 of the Strata Schemes Management Act 2015, if at least 3 quotations are not able to be obtained, a written explanation will be provided to the Strata Committee. We currently use Body Corporate Brokers (BCB) whose Financial Services Guide is attached to this Notice.

Motion 16.	Valuation for Insurance Purposes	Ordinary Resolution

THAT an updated valuation for insurance purposes be obtained prior to the expiration of the current policy period and that the Strata Managing Agent be authorised to alter the sum insured in line with the valuation figure, at the Strata Committee's discretion.
Note: Last Valuation obtained: 26 Nov 2020

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: This motion is to decide to engage the services of a registered valuer to provide a valuation of the property for replacement and restitution purposes. Industry experts recommend that a valuation be obtained at least every year to ensure your building is adequately covered as per the requirements of the Strata Schemes Management Act 2015.

Motion 17.	Additional Insurances	Ordinary Resolution

THAT an insurance policy continues to be executed for office bearer's liability and/or misappropriation of money or property of the Owners Corporation.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: In accordance with Section 165 (2) of the Strata Schemes Management Act 2015, the Owners Corporation must consider taking out additional insurances referred to Office Bearer's Liability Insurance and Fidelity Guarantee/Crime Insurance to cover instances such as: (a) Damage to property, death or bodily injury for which a person holding the office of Chairperson, Secretary or Treasurer of the Owners Corporation or of a member of the Strata Committee of the Owners Corporation could become liable in damages because of an act or omission, committed or omitted in good faith, in performing the functions of that office, (b) Misappropriation of money or other property of the owners corporation.

Motion 18.	Commissions and Training Services	Ordinary Resolution

THAT the report (below) be received from the Strata Managing Agent on commissions and training services received in the past 12 months and estimate of commissions and training services to be received in the next 12 months.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes:
The strata managing agent under Section 60 of the Strata Schemes Management Act 2015 is required to disclose all commissions or training services provided to the strata managing agent for the strata scheme. As at the date of the notice of this meeting the strata managing agent has received the following:

***Commissions Report:** $8,250.00 in insurance commissions has been received by the managing agent in accordance with the strata management agency agreement during the past 12 months. STM are of the conservative view the estimated insurance commission to be received in the next 12 months will remain largely the same as in the current 12 months, on the basis the current strata insurance underwriting market remains highly competitive and therefore any increase in insurance premiums and therefore, resultant commission change, is unlikely.*

***Training Report:** The equivalent of $0.15 per lot in training services in the past 12 months, and an amount of $0.15 in training services is expected to be received in the next 12 months.*

Motion 19.	Work, Health and Safety Report	Ordinary Resolution

THAT the Owners Corporation engage a suitable qualified consultant to carry out a Compliance Report of the common property in accordance with the Work Health and Safety Act 2011.

Last Report Undertaken: 26/10/20

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: The Work Health and Safety Act 2011 has dramatically affected the manner in which an Owners Corporation or an owner must consider their duties under the law, especially in regard to the health and safety of any workers engaged on their common property. The Act places duties upon a 'person conducting a business or undertaking' (PCBU) which are owed to a 'worker'. Per the definition of a PCBU in the Act, a PCBU could be an Owners Corporation; the occupier of the lot; a caretaking service contractor or letting agent or a Strata Manager.

Likewise, a 'worker' under the Act could be an employee; a contractor or subcontractor; an employee of the contractor or subcontractor or any person who receives direction from a PCBU while on the property (for example, a volunteer or work experience student).

As persons conducting a business or undertaking, you have obligations to ensure the risk of injury or illness is minimised for persons coming into or leaving the property, visitors and workers alike.
Due to the broad implications of the Work Health and Safety Act 2011, it is vital that an Owners Corporation or an owner undertakes measures to ensure their property or properties comply with the new requirements. Failure to comply with your obligations could mean a fine of up to $600,000 and/or 5 years imprisonment for individuals or a fine up to $3,000,000 for an Owners Corporation.

Due to the nature of the risks that may be encountered by workers engaged on the common property in a strata environment, it is reasonable that the regularity in which risk management plans should be reviewed may be stretched up to a year in order that an Owners Corporation is shown to meet its obligations.

Motion 20.	Annual Fire Safety Statement	Ordinary Resolution

a) THAT the current Annual Fire Safety Statement be considered and to confirm the appointment of a Competent Fire Safety Practitioner required for the completion and submission of the next Annual Fire Safety Statement;

(b) THAT the Owners Corporation delegates authority to the Strata Managing Agent to sign and affix the common seal of an Owners Corporation on the Annual Fire Safety Statement for the purpose of lodgement to council and NSW Fire and Rescue; and be authorised to complete any necessary repairs on behalf of the Owners Corporation in order to satisfy the requirements of council in accordance with the Environmental Planning and Assessment Regulation 2000.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: In accordance with Schedule 1, Part 2, Clause 6 (c) of the Strata Schemes Management Act 2015, the Owners Corporation must now consider, at each Annual General Meeting, the annual fire safety statement (if one is required for the building) under the Environmental Planning and Assessment Act 1979 and arrangements for obtaining the next annual fire safety statement.

Motion 21.	Building Defects	Ordinary Resolution

THAT the Owners Corporation considers any building defects at the strata scheme currently under a statutory warranty period under the Home Building Act 1989 and the proposed rectification of those defects.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: Until the end of warranty periods for applicable statutory warranties under the Home Building Act 1989 for buildings of the strata scheme, the Owners Corporation must now consider an item in relation to building defects and rectification.

Motion 22.	Tower Entry Repaving	Special Resolution

That the Owners Corporation SPECIALLY RESOLVES pursuant to Section 141 of the Strata Schemes Management Act 2015 THAT works be undertaken to replace the existing original Tower entry pavers with grey coloured pavers without contrasting borders.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: These proposed works also include paving/repaving two above ground fire exits (East & South facing) while excluding the cost of pavers as these have been covered in Motion 24 of our 23/9/2020 AGM. The works are a continuation of our extensive rejuvenation of common property. The cost of $27,500 has been including in our new 10 year CWF plan, but is additional to the CWF 2021/22 budget and is to be funded entirely from existing CWF balances. This motion requires passing by a Special Resolution where no more than 25% of Owners may vote against for this motion to be carried. The Strata Committee recommends that this motion be approved.

Motion 23.	Fountain Upgrade	Special Resolution

That the Owners Corporation SPECIALLY RESOLVES pursuant to Section 141 of the Strata Schemes Management Act 2015 THAT works be undertaken to replace the original Fountain sandstone capping with grey coloured pavers along with replacing internal tiles plus rectifying the existing fountain itself.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: These proposed works are a continuation of our extensive rejuvenation of common property. The cost of $15,000 has been including in our new 10 year CWF plan, but is additional to the CWF 2021/22 budget and is to be funded entirely from existing CWF balances. This motion requires passing by a Special Resolution where no more than 25% of Owners may vote against for this motion to be carried. The Strata Committee recommends that this motion be approved.

Motion 24.	Special By-law 103 — Animals (Option A)	Special Resolution

THAT the Owners Corporation SPECIALLY RESOLVES pursuant to Section 141 of the Strata Schemes Management Act 2015 THAT the existing By-law 103 be repealed and entirely replaced with the attached option "A" to permit the keeping of a cat or dog under certain conditions, and that notification of the By-law be lodged for registration at the Registrar-General's Office

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: The keeping of pets issue was extensively discussed at the November 2017 EGM, and it was decided that cats or dogs would not be permitted in the building. Following a widely-reported court case brought by an owner in another building, however, NSW State law was changed, rendering our existing By-law which outright bans the keeping of a cat or dog obsolete. Two versions of this By-law are presented at the meeting. Owners must decide whether it might be appropriate to allow residents to own a dog or cat under certain conditions, or whether cats should be allowed while dogs are not due to the likelihood of adverse impact. If successfully passed by a Special Resolution where no more than 25% of Owners may vote against it, the existing By-law 103 will be replaced by the chosen option.

Motion 25.	Special By-law 103 — Animals (Option B)	Special Resolution

Subject to the above resolution not passing, THAT the Owners Corporation SPECIALLY RESOLVES pursuant to Section 141 of the Strata Schemes Management Act 2015 THAT the existing By-law 103 be repealed and entirely replaced with the attached option "B" to permit the keeping of a cat under certain conditions, and that notification of the By-law be lodged for registration at the Registrar-General's Office.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: The keeping of pets issue was extensively discussed at the November 2017 EGM, and it was decided that cats or dogs would not be permitted in the building. Following a widely-reported court case brought by an owner in another building, however, NSW State law was changed, rendering our existing By-law which outright bans the keeping of a cat or dog obsolete. Two versions of this By-law are presented at the meeting. Owners must decide whether it might be appropriate to allow residents to own a dog or cat under certain conditions, or whether cats should be allowed while dogs are not due to the likelihood of adverse impact. If successfully passed by a Special Resolution where no more than 25% of Owners may vote against it, the existing By-law 103 will be replaced by the chosen option.

Motion 26.	Special By-Law 131 - Lot 34 (Unit C6) Major Works	Special Resolution

THAT the Owners Corporation SPECIALLY RESOLVES pursuant to section 141 of the Strata Schemes Management Act 2015 THAT an additional by-law be made, Special By-Law 131 – Lot 34 (Unit C6) Major Work, permitting the specified work to be undertaken in Residential Lot 34 on the terms attached to the notice of this meeting, and that notification of the by-law be lodged for registration at the Registrar-General's Office.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: This By-law has been consented to by the Owner of Lot 34 to cover proposed Major Work on that Lot, and details the terms and conditions under which that Major Work is approved. This motion will require passing by Special Resolution: No more than 25% of owners may vote against for this motion to be carried. The Strata Committee recommends that the motion be approved.

Motion 27.	Special By-law 132 — Lot 52 (Unit C24) Major Works	Special Resolution

THAT the Owners Corporation SPECIALLY RESOLVES pursuant to section 141 of the Strata Schemes Management Act 2015 THAT an additional by-law be made, Special By-Law 132 – Lot 52 (Unit C24) Major Work, permitting the specified work to be undertaken in Residential Lot 52 on the terms attached to the notice of this meeting, and that notification of the by-law be lodged for registration at the Registrar-General's Office.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: This By-law has been consented to by the Owner of Lot 52 to cover proposed Major Work on that Lot, and details the terms and conditions under which that Major Work is approved. This motion will require passing by Special Resolution: No more than 25% of owners may vote against for this motion to be carried. The Strata Committee recommends that the motion be approved.

Motion 28.	Special By-law 133 — Lot 58 (Unit C30) Major Works	Special Resolution

THAT the Owners Corporation SPECIALLY RESOLVES pursuant to section 141 of the Strata Schemes Management Act 2015 THAT an additional by-law be made, Special By-Law 133 – Lot 58 (Unit C30) Major Work, permitting the specified work to be undertaken in Residential Lot 58 on the terms attached to the notice of this meeting, and that notification of the by-law be lodged for registration at the Registrar-General's Office.

☐ YES ☐ NO ☐ ABSTAIN

Explanatory Notes: This By-law has been consented to by the Owner of Lot 58 to cover proposed Major Work on that Lot, and details the terms and conditions under which that Major Work is approved. This motion will require passing by Special Resolution: No more than 25% of owners may vote against for this motion to be carried. The Strata Committee recommends that the motion be approved.

Daniel Goodwin
STRATA TITLE MANAGEMENT

Dated: 13 April 2021

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STRATA TITLE MANAGEMENT

MINUTES OF
ANNUAL GENERAL MEETING

THE OWNERS – STRATA PLAN 50785
AT 1 MCDONALD STREET, CRONULLA, NSW, 2230

Date:	**23 September 2020**
Time:	**07:00 PM**
Venue:	**Club Cronulla, 41 Croydon Street, CRONULLA, NSW, 2230**

Prepared by: Daniel Goodwin
Phone: (02)92662600 Fax:
Postal Address: PO Box 56, Sutherland, 1499
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STM Building Smarter Communities
STRATA TITLE MANAGEMENT

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MINUTES OF ANNUAL GENERAL MEETING OF THE OWNERS CORPORATION – 50785

MINUTES OF BUSINESS dealt with at the Annual General Meeting of the Owners - Strata Plan No 50785
Held on Wednesday 23 September 2020
At Club Cronulla, 41 Croydon Street, CRONULLA, NSW, 2230
Commenced at 07:00 PM

PRESENT:

Lot 7	Gregory John Rennie & Susan Nina Rennie	Electronic vote
Lot 9	Kerry John Robert Farrell & Margaret Ann Peoples	Electronic vote
Lot 11	Perry Theophanous	Owner present
Lot 16	Mr M G McNamara	Electronic vote
Lot 17	Mr R McCubbin & Mrs Teresa McCubbin	Electronic vote
Lot 19	Robyn McCabe	Electronic vote
Lot 21	Anagnos Pty Ltd	Electronic vote
Lot 22	Gregory John Fitzgerald & Elizabeth Irene Fitzgerald	Electronic vote
Lot 24	Robert Joseph Waterford	Owner present
Lot 29	David Noel Gittus & Denise Gloria Gittus	Electronic vote
Lot 30	David Kenneth Oliver	Electronic vote
Lot 31	Craig Opperman	Owner present
Lot 37	Gregory Garvan	Owner present
Lot 38	Beata Szumara & Zdzislaw Sator	Electronic vote
Lot 41	Michelle Bright	Electronic vote
Lot 46	John Paul Harper	Electronic vote

Lot 49	Ian Celarc	Owner present
Lot 51	Colin Lock	Owner present
Lot 54	Carey Beebe	Owner present
Lot 56	Kevin O'Shea	Owner present
Lot 58	Geoffrey Schuberg	Owner present
Lot 60	Mrs Faye Seddon	Electronic vote
Lot 64	Robert Williams Gower	Electronic vote
Lot 67	Ellie Thompson	Owner present
Lot 68	Mr R Gower	Electronic vote
Lot 72	Sandra Hansen	Owner present
Lot 79	Sharen Carruthers	Owner present
Lot 80	Robert William Gower	Electronic vote
Lot 82	Bruce Gregory Gale & Jennifer Anne Gale	Electronic vote
Lot 83	David Gourley	Owner present
Lot 86	Neville Bayliss	Owner present
Lot 99	Joanne Crewes, John Francis Edwin Crewes and Brenda Irene Crewes	Electronic vote
Lot 101	Mark Dennes	Owner present
Lot 104	Edward Korbel	Owner present

PRESENT BY PROXY:

Lot 42	Y Van Ryn to	David Gourley
Lot 50	J & K Riordan to	Chairperson
Lot 70	W Hoddinott to	Carey Beebe
Lot 97	E Macdonald to	Ian Macdonald

APOLOGIES:
David Oliver

IN ATTENDANCE
Daniel Goodwin – Strata Title Management

CHAIRPERSON:
Daniel Goodwin

THERE BEING A QUORUM PRESENT THE CHAIRMAN DECLARED THE MEETING OPEN AT 7.00PM

Motion 1.	***Minutes***	***Ordinary Resolution***
RESOLVED THAT the minutes of the previous General Meeting be confirmed as a true and accurate account of the proceedings at that meeting.		

Motion 2.	***Financials***	***Ordinary Resolution***
RESOLVED THAT the statement of key financial information and the audited financial statements of accounts for the period 1st of March 2019 to 29th of February 2020 be adopted.		

Motion 3.	***Auditor***	***Ordinary Resolution***
RESOLVED THAT a recommended auditor be appointed for the financial year 1/3/20 to 28/2/21.		

Motion 4.	***Term Deposits***	***Ordinary Resolution***
RESOLVED THAT the duly elected Treasurer be authorised to provide standing instructions to the Strata Managing Agent concerning the investment of trust funds into higher interest bearing accounts.		

Motion 5.	***Management of Levy Arrears***	***Ordinary Resolution***
RESOLVED THAT the Owners – Strata Plan No 50785 RESOLVE pursuant to the Strata Schemes Management Act 2015 (including Section 103) for the purpose of collecting levy contributions to authorise the Strata Managing Agent and/or the Strata Committee to do any one or more of the following: 1. to issue arrears notices, reminder notices and/or letters to seek recovery of levy contributions and the recovery of other debts, including penalties, interest, legal and other costs/expenses and arrange and monitor payment plans; 2. to engage or appoint the services of a debt collection agency, obtain legal advice and/or retain legal representation and/or experts on behalf of The Owners- Strata Plan No 50785; 3. to issue demands, commence, pursue, continue or defend any court, tribunal or any other proceedings against any lot owner, mortgagee in possession and/or former lot owner in relation to all matters arising out of the recovery of levy contributions and the recovery of other debts, including penalties, interest, legal and other costs; 4. Enter and enforce any judgment obtained in the collection of levy contributions including issuing writ for levy of property (personal and real property), garnishee orders, examination notices/orders/hearings, bankruptcy notices, statutory demands and commencing and maintaining bankruptcy proceedings or winding up proceedings; 5. Filing an appeal or defending an appeal against any judgment concerning the collection of levy contributions; and 6. Liaise, instruct and prepare all matters with the Owners Corporation’s debt collection agents, lawyers and experts in relation to any levy recovery proceedings.		

Motion 6.	***Payment Plans***	***Ordinary Resolution***

RESOLVED THAT the Owners – Strata Plan 50785 agree to enter into payment plans generally for matters involving arrears of unpaid contributions/levies or other amounts including interest, legal and other costs/expenses thereon and to delegate to the strata manager and/or the strata committee the ability to enter into, arrange and monitor each such payment plan limited to a period of 12 months per payment plan with any further or subsequent payment plan to be entered into as agreed by the strata committee or owners corporation by resolution.

Motion 7.	***Adopt 10 Year Capital Works Fund Forecast***	***Ordinary Resolution***

DEFEATED THAT the Owners Corporation review and adopt the Capital Works Fund Forecast as completed by Solutions In Engineering effective from 7/2/17 for the anticipated major capital expenditure of the strata scheme over a 10 year period in accordance with Section 80 of the Strata Schemes Management Act 2015 (NSW).

Motion 8.	***Levy Discount***	***Ordinary Resolution***

RESOLVED THAT the owners corporation decide, pursuant to Section 85(4) of the *Strata Schemes Management Act 2015 (NSW)* to provide a 10 percent discount to an owner if their standard quarterly levy is received **BEFORE** the date on which it becomes due and payable.

Motion 9.	***Annual Budget and Contributions***	***Ordinary Resolution***

1. **RESOLVED THAT** in accordance with Section 79 of the Strata Schemes Management Act 2015, that the proposed annual budget* for the financial period 1/3/20 to 28/2/21 be adopted.

2. **RESOLVED THAT** in accordance with Section 81 of the Strata Schemes Management Act 2015, the proposed contributions (levies) payable for the financial period 1/3/20 to 28/2/21 be as follows:-
ADMINISTRATIVE FUND: $733,333.70 GST Inclusive
CAPITAL WORKS FUND:** $476,666.30 GST Inclusive

And that the contributions be levied in four instalments in accordance with Section 81 of the Strata Schemes Management Act 2015 and payable by each Lot owner according to unit entitlement as shown in the table below.

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
Already Issued	Current	1 Mar 2020	31 May 2020	1 Mar 2020	$183,333.42	$18.33334
Already Issued	Current	1 Jun 2020	31 Aug 2020	1 Jun 2020	$183,333.42	$18.33334
Already Issued	Current	1 Sep 2020	30 Nov 2020	1 Sep 2020	$183,333.42	$18.33334
	Current	1 Dec 2020	28 Feb 2021	1 Dec 2020	$183,333.44	$18.33334

Total		1 Mar 2020	28 Feb 2021		**$733,333.70**	**$73.33337**

Interim Periods

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
To be Issued	Next	1 Mar 2021	31 May 2021	1 Mar 2021	$183,333.43	$18.33334
To be Issued	Next	1 Jun 2021	31 Aug 2021	1 Jun 2021	$183,333.43	$18.33334
Total		1 Mar 2021	31 Aug 2021		**$366,666.84**	**$36.66668**

Levy Status	Financial Period	Period From	Period To	Due	Capital Works Fund	Per Lot Entitlement
Already Issued	Current	1 Mar 2020	31 May 2020	1 Mar 2020	$119,166.58	$11.91666
Already Issued	Current	1 Jun 2020	31 Aug 2020	1 Jun 2020	$119,166.58	$11.91666
Already Issued	Current	1 Sep 2020	30 Nov 2020	1 Sep 2020	$119,166.58	$11.91666
	Current	1 Dec 2020	28 Feb 2021	1 Dec 2020	$119,166.56	$11.91666
Total		1 Mar 2020	28 Feb 2021		**$476,666.30**	**$47.66663**

Interim Periods

Levy Status	Financial Period	Period From	Period To	Due	Capital Works Fund	Per Lot Entitlement
To be Issued	Next	1 Mar 2021	31 May 2021	1 Mar 2021	$119,166.58	$11.91666
To be Issued	Next	1 Jun 2021	31 Aug 2021	1 Jun 2021	$119,166.58	$11.91666
Total		1 Mar 2021	31 Aug 2021		**$238,333.16**	**$23.83332**

Levy periods commencing: 1/3/20, 1/6/20, 1/9/20, 1/12/20

NOTE: THE ABOVE FIGURES ARE BEFORE THE DISCOUNT

3. **RESOLVED THAT** in the event that the Owners Corporation is unable to hold the next Annual General Meeting by 15/1/21, the Owners Corporation estimates and approves that the yearly and quarterly expenses of the scheme will be the same as those contained in the current budget and accordingly resolves to raise a levy for the quarter 1/3/21

to 31/5/21 quarter and 1/6/21 to 1/9/21 as per the table above.

Motion 10.	***Removing Limitation***	***Ordinary Resolution***

RESOLVED THAT in accordance with Section 102 of the Strata Schemes Management Act 2015, the Owners Corporation resolves to remove the limitation relating to expenditure in excess of 10% above the budget on any one item or matter.

Motion 11.	***10 Year Capital Works Fund Forecast***	***Ordinary Resolution***

RESOLVED THAT the Owners Corporation resolve to do the following:
(a) Engage a suitably qualified consultant to review, carry out and/or assess the capital upgrade and maintenance requirements of the building for the next ten (10) years or an updated report each five (5) years, and provide the Capital Works Fund Analysis report; and
(b) To submit that report to the Strata Committee to determine what action is required, if any; and
(c) To delegate to the strata manager the function pursuant to the Agency Agreement additional duties schedule to undertake the seeking of quotations and engaging the contractor to prepare the report and any ancillary work approved by the Strata Committee.

Motion 12.	***Election of Strata Committee***	***Ordinary Resolution***

RESOLVED THAT in accordance with Regulation 9 of the Strata Schemes Management Regulation 2016, the election of the Strata Committee takes place and that:
(a) The Chairperson announce the names of the candidates already nominated in writing for election to the Strata Committee;

K O'Shea (Lot 56)
G Schuberg (Lot 58)

(b) The Chairperson call for any oral nominations of candidates eligible for elections to the Strata Committee;

P Theophanous (Lot 11)
C Beebe (Lot 54)
S Hansen (Lot 72)
S Carruthers (Lot 79)
D Gourley (Lot 83)
I MacDonald (Lot 97)

(c) The Chairperson declare that nominations are closed;
(d) That the number of members to the Strata Committee be set at 8.

All nominees above were elected to the Strata Committee.

Motion 13.	***Restricted Matters***	***Ordinary Resolution***

RESOLVED THAT no additional restrictions be placed on Strata Committee other than those currently imposed by Section 36 (3b) of the Act.

Motion 14.	***Confirmation of Insurance***	***Ordinary Resolution***
RESOLVED THAT the Owners Corporation's insurance policies currently in place be confirmed.		

Motion 15.	***Renewal of Insurance Policy***	***Ordinary Resolution***
RESOLVED THAT the Strata Managing Agent be instructed to renew next years insurance policy through a recommended insurance broker, subject to recommendations for renewal being presented to the Strata Committee in accordance with the legislation.		

Motion 16.	***Valuation for Insurance Purposes***	***Ordinary Resolution***
RESOLVED THAT an updated valuation for insurance purposes be obtained prior to the expiration of the current policy period and that the Strata Managing Agent be authorised to alter the sum insured in line with the valuation figure.		

Motion 17.	***Additional Insurances***	***Ordinary Resolution***
RESOLVED THAT an insurance policy continues to be executed for office bearer's liability and/or misappropriation of money or property of the Owners Corporation.		

Motion 18.	***Commissions and Training Services***	***Ordinary Resolution***
RESOLVED THAT the report (below) be received from the Strata Managing Agent on commissions and training services received in the past 12 months and estimate of commissions and training services to be received in the next 12 months.		

Motion 19.	***Work, Health and Safety Report***	***Ordinary Resolution***
RESOLVED THAT the Owners Corporation engage Solutions in Engineering to carry out a Compliance Report of the common property in accordance with the Work Health and Safety Act 2011. Last Report Undertaken: 7/7/16		

Motion 20.	***Annual Fire Safety Statement***	***Ordinary Resolution***
a) **RESOLVED THAT** the current Annual Fire Safety Statement be considered and to confirm the appointment of a Competent Fire Safety Practitioner required for the completion and submission of the next Annual Fire Safety Statement; (b) **RESOLVED THAT** the Owners Corporation delegates authority to the Strata Managing Agent to sign and affix the common seal of an Owners Corporation on the Annual Fire Safety Statement for the purpose of lodgement to council and NSW Fire and Rescue; and be authorised to complete any necessary repairs on behalf of the Owners Corporation in order to satisfy the requirements of council in accordance with the Environmental Planning and Assessment Regulation 2000.		

Motion 21.	***Appointment of Managing Agent - Strata Title Management***	***Ordinary Resolution***
RESOLVED THAT in accordance with Section 49 of the Strata Schemes Management Act 2015 ("Act") that: (a) Strata Title Management Group Pty Ltd trading as Strata Title Management ("Agent") be appointed as strata managing agent of Strata Scheme No 50785; (b) The Owners Corporation delegate to the Agent all of its functions (other than those listed in section 52 (2) of the Act) and all of the functions of its Chairperson, Secretary, Treasurer and Strata Committee; (c) The Owners Corporation execute the written agreement, ("Agreement") circulated with this agenda, to give effect to this appointment and delegation and that the Secretary and one other Strata Committee Member be authorised to sign the agreement on behalf of the Owners Corporation under common seal in accordance with Section 273 of the Strata Schemes Management Act 2015; (d) The delegation is subject to the conditions and limitations set out in the Agreement; and (e) That upon execution on the Agreement, the Owners Corporation and the Agent mutually agrees that this Agreement supersedes and cancels all previous delegations and Agency Agreements between the Owners Corporation and the Agent.		

Motion 22.	***Building Defects***	***Ordinary Resolution***
RESOLVED THAT the Owners Corporation noted that there were no building defects under a statutory warranty period.		

Motion 23.	***Internal Courtyard Repaving***	***Special Resolution***
SPECIALLY RESOLVED THAT pursuant to section 141 of the Strata Schemes Management Act 2015, that works be undertaken to replace the existing original internal courtyard pavers with grey coloured pavers without contrasting borders. **TOTAL UE VOTES FOR: 3361** **TOTAL UE VOTES AGAINST: 177** **TOTAL UE VOTES ABSTAINED: 0** **TOTAL VOTES COUNTED: 3538** **MOTION CARRIED BY SPECIAL RESOLUTION**		

Motion 24.	***Gerrale Street entry repaving***	***Special Resolution***
SPECIALLY RESOLVED THAT pursuant to section 141 of the Strata Schemes Management Act 2015, that works be undertaken to replace the existing original Gerrale Street entry pavers with the same grey coloured pavers without contrasting borders. **TOTAL UE VOTES FOR: 3361** **TOTAL UE VOTES AGAINST: 177** **TOTAL UE VOTES ABSTAINED: 0** **TOTAL VOTES COUNTED: 3538** **MOTION CARRIED BY SPECIAL RESOLUTION**		

Motion 25.	***Lowrise interior retiling***	***Special Resolution***

SPECIALLY RESOLVED THAT pursuant to section 141 of the Strata Schemes Management Act 2015, that the existing original lowrise interior terracotta tiling be replaced with grey tiles as per displayed sample.

TOTAL UE VOTES FOR: 3473
TOTAL UE VOTES AGAINST: 65
TOTAL UE VOTES ABSTAINED: 0
TOTAL VOTES COUNTED: 3538
MOTION CARRIED BY SPECIAL RESOLUTION

Motion 26.	***Lot 24 (Unit B17) Major Renovations***	***Special Resolution***

SPECIALLY RESOLVED THAT pursuant to section 141 of the Strata Schemes Management Act 2015, that an additional by-law be made, Special By-Law 130 – Lot 24 (Unit B17) Major Work, permitting the specified work to be undertaken in Residential Lot 24 on the terms attached to the notice of this meeting, and that notification of the by-law be lodged for registration at the Registrar-General's Office.

TOTAL UE VOTES FOR: 3538
TOTAL UE VOTES AGAINST: 0
TOTAL UE VOTES ABSTAINED: 0
TOTAL VOTES COUNTED: 3538
MOTION CARRIED BY SPECIAL RESOLUTION

Motion 27.	***Amendment of Special By-Law 127 - Requirements for Commercial Lots***	***Special Resolution***

SPECIALLY RESOLVED pursuant to section 141 of the Strata Schemes Management Act 2015 to AMEND Special By-Law 127 – Requirements for Commercial Lots, by the addition of the following clause permitting the waiver of the quarterly licence fees under certain circumstances and that notification of the by-law be lodged for registration at the Registrar-General's Office:

127.6(i) We may decide in our absolute discretion to waive the licence fee for any quarter or defer its payment without interest. In doing so, we may consider any relevant matter including unforeseeable events like catastrophic natural disaster or epidemic.

TOTAL UE VOTES FOR: 3538
TOTAL UE VOTES AGAINST: 0
TOTAL UE VOTES ABSTAINED: 0
TOTAL VOTES COUNTED: 3538
MOTION CARRIED BY SPECIAL RESOLUTION

A vote of thanks was given to Darryl Young and Club Cronulla for allowing us the use of the meeting room.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 07:57 PM

_____

Daniel Goodwin
STRATA TITLE MANAGEMENT
Dated: 29 September 2020

MINUTES OF STRATA COMMITTEE MEETING OF THE OWNERS CORPORATION

MINUTES OF the Strata Committee Meeting of the
Owners - Strata Plan No 50785
Held in Club Cronulla, 41 Croydon Street, CRONULLA, NSW, 2230
On 23 September 2020 commenced directly following the Annual General Meeting.

Present:	Lot 11	Perry Theophanous	Committee member present
	Lot 54	Carey Beebe	Committee member present
	Lot 56	Mr Kevin O'Shea	Committee member present
	Lot 72	Sandra Hansen	Committee member present
	Lot 79	Sharen Carruthers	Committee member present
	Lot 83	David Gourley	Committee member present
	Lot 97	Ian MacDonald	Committee member present

In Attendance: Daniel Goodwin – Strata Title Management

Chairman: Daniel Goodwin

There being a quorum present the chairman declared the meeting open.

Motion 1.	***Minutes***	***Ordinary Resolution Without use of Proxies***
RESOLVED that the minutes of the previous Strata Committee meeting be confirmed as a true and accurate account of the proceedings at that meeting.		

Motion 2.	***Office Bearers***	***Ordinary Resolution Without use of Proxies***
RESOLVED that the strata Committee elect a Secretary, Treasurer and Chairperson It was agreed that the office bearers be elected as follows: Chairperson: Kevin O'Shea; Secretary: Carey Beebe Treasurer: David Gourley		

Motion 3.	***Appointing Contact point and substitute Contact Point***	***Ordinary Resolution Without use of Proxies***
RESOLVED that the Strata Committee appoints a main representative and a substitute representative of the Strata Committee to liaise with the strata manager and be the strata scheme's main contact point. Main Representative – Carey Beebe Substitute Representative – Kevin O'Shea		

Motion 4.	***Repairs and Maintenance***	***Ordinary Resolution Without use of Proxies***
No items of repair and maintenance requiring instruction were noted.		

Motion 5.	***Correspondence***	***Ordinary Resolution Without use of Proxies***
No correspondence requiring attention was noted.		

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 08:05PM.

_____

Daniel Goodwin
STRATA TITLE MANAGEMENT
Dated: 29 September 2020

Matthew Faulkner
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Independent Auditor's Report to the Owners of Strata Plan 50785 for the year ended 28 February 2021

Opinion

We have audited the financial report of Strata Plan 50785, which comprises a 28 February 2021 balance sheet, the income and expenditure statements for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of Strata Plan 50785 as at 28 February 2021 and its financial performance for the year then ended in accordance with the accounting policies described in the Notes and the financial reporting requirements of S92 and S93 of the Strata Schemes Management Act 2015.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the section 'Auditor's Responsibilities for the Audit of the Financial Report.

We are independent of the Plan in accordance with APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of the Owners Corporation for the Financial Report

The Owners Corporation (the OC) is responsible for the preparation and fair presentation of the financial report in accordance with the accounting policies described in the Notes and has determined that they are appropriate to meet the financial reporting requirements of S92 and S93 of the Strata Schemes Management Act 2015 as well as being appropriate to meet the needs of the Owners. As a result, the financial report may not be suitable for another purpose.

The OC's responsibility also includes such internal control as the OC is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, due to fraud or error.

In preparing the financial report, the OC is responsible for assessing the Plan's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the OC either intends to liquidate the Plan or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Plans financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance; but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.



Matthew Faulkner FCPA
Director

12 April 2021

CPA

Liability limited by a scheme approved under Professional Standards Legislation

STRATA PLAN 50785

NOTES TO AND FORMING PART OF THE ACCOUNTS

FOR THE YEAR ENDED 28 FEBRUARY 2021

NOTE 1 – Accounting policies

This is not a general purpose financial report. It is a special purpose report prepared for the Owners of the Plan to enable compliance with the requirement of Section 92 of the Strata Schemes Management Act 2015 as amended, to prepare financial statements.

As the Plan is not a Reporting Entity, there is no requirement to prepare accounts in accordance with Statements of Accounting Concept 1 and Australian Accounting Standards.

The accounts have been prepared in accordance with the historical cost convention and have not been adjusted for changes in the general purchasing power of money and for changes in the price of specific assets.

The accounts have been prepared on a going concern basis.

NOTE 2 – Income & expenses

Levies are brought to account as income when the levy is due and payable. Any other income and all expenditure is accounted for on a cash basis and is brought to account when the income is received or the expense paid, except where otherwise stated.

NOTE 3 – Income tax

Assessable income as defined in Tax Ruling TR 2015/3 is taxable at a rate of 30%. Plans do not trade and are not Small Business Entities. Mutual income such as levies are not taxable. Income tax expense accounts may include tax instalments for years yet to be lodged or assessed. Assessable income received by the plan in respect of common property is taxable in the hands of individual owners. Land Tax is also a personal responsibility.

NOTE 4 – Insurance commission

The amount of commission received (if applicable) is reflected on each successful quote. Such commission does not affect the premium in any way and is disclosed in the management agency agreement.

NOTE 5 – Receivables other

Inspection certificate fee.

NOTE 6 – Accrued expenses

Amounts have been accrued for Water Treatment expenses.

Strata Plan No. 50785

1 McDonald Street, Cronulla 2230

BALANCE SHEET

AS AT 28 FEBRUARY 2021

	ACTUAL 28/02/2021	ACTUAL 29/02/2020
OWNERS FUNDS		
Administrative Fund	295,842.54	161,484.99
Capital Works Fund	789,189.54	616,906.37
TOTAL	**$ 1,085,032.08**	**$ 778,391.36**
THESE FUNDS ARE REPRESENTED BY		
CURRENT ASSETS		
Cash At Bank	369,142.51	135,633.56
Investment #1-Admin	55,568.45	55,306.05
Investments # 1-Capital Works	250,000.00	400,000.00
Investments # 2-Capital Works	600,800.56	441,293.66
Receivables - Other	34.10	0.00
Levies In Arrears	6,142.70	1,387.08
Other Arrears	10,881.66	3,528.12
Costs Pursuant To By-Laws	0.00	2,200.00
TOTAL ASSETS	**1,292,569.98**	**1,039,348.47**
LIABILITIES		
Gst Clearing Account	(12,325.15)	(11,685.50)
Payg Clearing Account	200.86	92.99
Creditors	0.00	31,008.75
Accrued Expenses	341.00	0.00
Next Year Discounts	(22,947.72)	(23,159.48)
Levies In Advance	236,975.98	264,700.35
Costs Pursuant To By- Laws	5,292.93	0.00
TOTAL LIABILITIES	**207,537.90**	**260,957.11**
NET ASSETS	**$ 1,085,032.08**	**$ 778,391.36**

Strata Plan No. 50785

1 McDonald Street, Cronulla 2230

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 MARCH 2020 TO 28 FEBRUARY 2021

	ACTUAL 01/03/20-28/02/21	BUDGET 01/03/20-28/02/21	ACTUAL 01/03/19-29/02/20
ADMINISTRATIVE FUND			
INCOME			
Admin Levy Income	666,666.50	666,667.00	666,666.84
Admin Levy Income Discount	(59,971.88)	(66,667.00)	(61,168.45)
Interest-Investments	262.40	0.00	587.58
Exclusive Use	8,959.00	0.00	(72,364.76)
Interest On Overdue Levies	0.00	0.00	369.34
Insurance Claims Sp	8,417.50	0.00	22,427.70
Key Deposits	2,280.00	3,000.00	2,558.18
Rental Income	10,201.09	10,000.00	9,715.33
Strata Roll Inspection Fees	31.00	0.00	0.00
TOTAL ADMIN FUND INCOME	**636,845.61**	**613,000.00**	**568,791.76**
EXPENDITURE - ADMIN FUND			
Accounting	4,044.85	4,500.00	3,435.18
Audit And Taxation Services	2,031.84	2,500.00	2,031.82
Bank Charges	20.40	50.00	18.48
Bank Charges-Bpay	1.32	0.00	0.00
Bank Charges-With Gst	9.09	0.00	0.00
Consultants	1,170.91	7,000.00	4,733.64
Debt Collection Fees	0.00	0.00	9.36
Income Tax Payments	0.00	0.00	199.10
Insurance-Excesses	0.00	4,000.00	0.00
Insurance-Premiums	84,524.75	100,000.00	75,944.53
Insurance-Valuation	552.73	0.00	0.00
Legal Fees	133.09	20,000.00	15,735.06
Maint-Aircon	10,760.24	14,000.00	13,642.00
Maint-Aircon-Water Treatment	4,470.86	8,000.00	7,365.31
Maint-Cleaning	116,687.80	119,000.00	115,804.00
Maint-Cleaning-Carpet/Furn	0.00	2,000.00	0.00
Maint-Cleaning-Other	1,460.00	2,000.00	1,693.00
Maint-Compactor	1,982.19	3,500.00	1,883.88
Maint-Doors & Windows	6,198.64	8,000.00	4,675.00
Maint-Electrical	6,386.15	7,000.00	6,819.19
Maint-Electrical Lamps & Tubes	628.47	1,000.00	1,110.00
Maint-Fire Prtcn-Call Out Fee	0.00	0.00	16,450.91
Maint-Fire Prtcn-Contract	9,917.50	10,000.00	9,896.73

Strata Plan No. 50785

1 McDonald Street, Cronulla 2230

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 MARCH 2020 TO 28 FEBRUARY 2021

	ACTUAL	BUDGET	ACTUAL
	01/03/20-28/02/21	01/03/20-28/02/21	01/03/19-29/02/20
Maint-Fire Prtcn-Monitoring	(3,437.86)	2,500.00	1,688.45
Maint-Fire Prtcn-Repairs	14,646.21	25,000.00	19,668.82
Maint-Garage Doors	230.00	1,000.00	880.00
Maint-General Repairs	14,114.95	20,000.00	19,629.65
Maint-Grease Trap	(2,981.23)	0.00	2,856.59
Maint-Gym Equipment	476.00	500.00	0.00
Maint-Hot Water Service	840.00	2,500.00	905.00
Maint-Insurance Repairs	5,477.50	0.00	21,570.91
Maint-Intercom	720.00	3,000.00	2,580.00
Maint-Lawns & Gardening	24,971.65	28,000.00	24,156.26
Maint-Lift-Maint Contract	18,295.47	20,000.00	18,041.64
Maint-Lift-Registration Fees	77.00	78.00	76.50
Maint-Lift-Servicing/Repair	0.00	2,000.00	3,600.00
Maint-Lift-Telephone	186.00	0.00	0.00
Maint-Locks, Keys & Card Keys	1,650.00	500.00	0.00
Maint-Pest/Vermin Control	1,345.00	2,000.00	1,060.00
Maint-Plumbing & Drainage	9,185.55	8,000.00	5,773.64
Maint-Pool Consumables	7,604.21	8,500.00	7,447.18
Maint-Pool Repairs	2,448.49	4,000.00	1,859.09
Maint-Pumps	4,909.00	4,000.00	4,356.13
Maint-Security Equipment	3,490.00	4,000.00	0.00
Maint-Tv Antenna & Cables	0.00	1,500.00	1,500.00
Management Fees	20,482.68	20,500.00	20,234.42
Mgmt - Non Routine Services	2,913.87	7,000.00	8,162.95
Oh & S Compliance	0.00	1,000.00	0.00
Mgmt - Print/Postage/General	4,433.39	5,000.00	4,616.90
Search And Certificates	110.15	0.00	0.00
Capital Works Fund Assessment	1,189.09	0.00	0.00
Sundry	2,733.56	4,000.00	4,065.62
Telephone/Email/Fax	1,789.79	3,000.00	2,191.53
Telephone - Mgmt	79.20	200.00	64.00
Trades Compliance	240.00	240.00	240.00
Transfer To Capital Works Fund	0.00	0.00	175,000.00
Utility-Electricity	63,312.32	75,000.00	68,699.97
Utility-Gas	7,561.27	7,000.00	5,879.70
Utility-Rubbish Removal	0.00	200.00	0.00
Utility-Water & Sewerage	42,413.97	46,000.00	44,382.70
TOTAL ADMIN EXPENDITURE	**502,488.06**	**618,768.00**	**752,634.84**

Strata Plan No. 50785

1 McDonald Street, Cronulla 2230

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 MARCH 2020 TO 28 FEBRUARY 2021

	ACTUAL	BUDGET	ACTUAL
	01/03/20-28/02/21	01/03/20-28/02/21	01/03/19-29/02/20
SURPLUS/DEFICIT	**$ 134,357.55**	**$ (5,768.00)**	**$ (183,843.08)**
Opening Admin Balance	161,484.99	161,484.99	345,328.07
ADMINISTRATIVE FUND BALANCE	**$ 295,842.54**	**$ 155,716.99**	**$ 161,484.99**

Strata Plan No. 50785

1 McDonald Street, Cronulla 2230

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 MARCH 2020 TO 28 FEBRUARY 2021

	ACTUAL 01/03/20-28/02/21	BUDGET 01/03/20-28/02/21	ACTUAL 01/03/19-29/02/20
CAPITAL WORKS FUND			
INCOME			
Capital Works Levy Income	433,333.55	433,333.00	433,333.16
Cw Fund Levy Income Discount	(38,717.34)	(43,333.00)	(39,619.87)
Interest-Investments	9,506.90	10,000.00	16,362.29
Refund--Income Tax	75.70	0.00	0.00
Transfer From Admin Fund	0.00	0.00	175,000.00
TOTAL CAPITAL WORKS INCOME	**404,198.81**	**400,000.00**	**585,075.58**
EXPENDITURE - CAPITAL WORKS			
Income Tax	2,799.87	4,000.00	4,790.08
General Replacement	229,115.77	435,000.00	987,341.62
TOTAL CAP. WORKS EXPENDITURE	**231,915.64**	**439,000.00**	**992,131.70**
SURPLUS/DEFICIT	**$ 172,283.17**	**$ (39,000.00)**	**$ (407,056.12)**
Opening Capital Works Balance	616,906.37	616,906.37	1,023,962.49
CAPITAL WORKS FUND BALANCE	**$ 789,189.54**	**$ 577,906.37**	**$ 616,906.37**

Strata Plan No. 50785

1 McDonald Street
Cronulla 2230

LOT BALANCE REPORT

28 February 2021

Lot No	Unit No	Administrative Fund	Capital Works Fund	Other	Total
1	R1	-1,466.90	-929.50	-1,739.10	-4,135.50
2	Shop4	-1,558.33	-1,012.92	-173.62	-2,744.87
3	Shop3	-1,741.67	-1,132.08	0.00	-2,873.75
4	Shop2	0.00	0.00	213.71	213.71
5	Shop1	-1,760.00	-1,144.00	-1,159.40	-4,063.40
6	A1	-1,338.33	-869.92	0.00	-2,208.25
7	A2	-1,356.67	-881.83	0.00	-2,238.50
8	A3	-1,356.67	-881.83	0.00	-2,238.50
10	A5	-1,356.67	-881.83	0.00	-2,238.50
11	A6	-1,338.33	-869.92	0.00	-2,208.25
12	R2	-2,291.67	-1,489.58	-1,739.10	-5,520.35
13	B13	-806.67	-524.33	0.00	-1,331.00
14	B14	0.00	508.13	2,557.80	3,065.93
16	A8	-1,430.00	-929.50	0.00	-2,359.50
17	A9	-1,430.00	-929.50	0.00	-2,359.50
18	A10	-1,448.33	-941.42	0.00	-2,389.75
19	A11	-1,430.25	-929.50	0.00	-2,359.75
20	A12	-1,393.33	-905.67	0.00	-2,299.00
21	R3	-2,053.33	-1,334.67	3,546.69	158.69
22	B15	-898.33	-583.92	0.00	-1,482.25
23	B16	-61.50	0.00	212.75	151.25
24	B17	-916.67	-595.83	0.00	-1,512.50
25	B18	-916.67	-595.83	0.00	-1,512.50
29	C1	-1,650.00	-1,072.50	0.00	-2,722.50
31	C3	-1,576.67	-1,024.83	0.00	-2,601.50
32	C4	-1,613.33	-1,048.67	0.00	-2,662.00
33	C5	-1,485.00	-965.25	0.00	-2,450.25
34	C6	-1,375.00	-893.75	0.00	-2,268.75
35	C7	-1,540.00	-1,001.00	0.00	-2,541.00
36	C8	-1,301.67	-846.08	0.00	-2,147.75
37	C9	-1,503.33	-977.17	0.00	-2,480.50
38	C10	-1,081.67	-703.08	0.00	-1,784.75
39	C11	-1,100.00	-715.00	0.00	-1,815.00
40	C12	-1,191.67	-774.58	0.00	-1,966.25
41	C13	-1,191.67	-774.58	0.00	-1,966.25
42	C14	-1,283.33	-834.17	0.00	-2,117.50
43	C15	-1,650.00	-1,072.50	0.00	-2,722.50
44	C16	-1,393.33	-905.67	145.00	-2,154.00
45	C17	-1,558.33	-1,012.92	0.00	-2,571.25
46	C18	-1,118.33	-726.92	0.00	-1,845.25
47	C19	-1,210.00	-786.50	0.00	-1,996.50
48	C20	-1,265.00	-822.25	0.00	-2,087.25
49	C21	-1,246.67	-810.33	0.00	-2,057.00
50	C22	-1,375.00	-893.75	0.00	-2,268.75
53	C25	-1,686.67	-1,096.33	0.00	-2,783.00
54	C26	-1,320.00	-858.00	0.00	-2,178.00
55	C27	-1,173.33	-762.67	0.00	-1,936.00
56	C28	-1,246.67	-810.33	0.00	-2,057.00
57	C29	-1,173.33	-762.67	0.00	-1,936.00

Strata Plan No. 50785

1 McDonald Street
Cronulla 2230

LOT BALANCE REPORT

28 February 2021

Lot No	Unit No	Administrative Fund	Capital Works Fund	Other	Total
58	C30	-1,375.00	-893.75	0.00	-2,268.75
59	C31	-2,016.67	-1,310.83	0.00	-3,327.50
60	C32	-1,686.67	-1,096.33	0.00	-2,783.00
61	C33	-1,833.33	-1,191.67	0.00	-3,025.00
63	C35	-1,210.00	-786.50	0.00	-1,996.50
64	C36	-1,283.33	-834.17	0.00	-2,117.50
65	C37	-1,320.00	-858.00	0.00	-2,178.00
66	C38	1,613.33	1,419.74	388.00	3,421.07
67	C39	-2,108.33	-1,370.42	0.00	-3,478.75
68	C40	-1,760.00	-1,144.00	0.00	-2,904.00
69	C41	-61.50	0.00	123.00	61.50
71	C43	-1,320.00	-858.00	0.00	-2,178.00
73	C45	-1,100.00	0.00	0.00	-1,100.00
74	C46	-1,650.00	-1,072.50	0.00	-2,722.50
75	C47	0.00	0.00	350.00	350.00
76	C48	-2,126.98	-1,382.33	0.00	-3,509.31
77	C49	-2,108.33	-1,370.42	0.00	-3,478.75
78	C50	-1,650.00	-1,072.50	0.00	-2,722.50
79	C51	-1,356.67	-881.83	0.00	-2,238.50
80	C52	-1,301.67	-846.08	0.00	-2,147.75
81	C53	-1,411.67	-917.58	0.00	-2,329.25
82	C54	-1,741.67	-1,132.08	0.00	-2,873.75
83	C55	-2,475.00	-1,608.75	0.00	-4,083.75
84	C56	-6,302.53	-1,537.25	0.00	-7,839.78
85	C57	-2,621.67	-1,704.08	0.00	-4,325.75
86	C58	-1,833.33	-1,191.67	0.00	-3,025.00
87	C59	-1,576.67	-1,024.83	0.00	-2,601.50
88	C60	1,576.67	1,024.83	206.50	2,808.00
89	C61	-3,630.00	-2,359.50	0.00	-5,989.50
91	C63	-2,530.00	-1,644.50	0.00	-4,174.50
93	C65	-2,823.34	-1,835.17	0.00	-4,658.51
94	C66	-2,585.00	-1,680.25	0.00	-4,265.25
95	C67	-2,585.00	-1,680.25	0.00	-4,265.25
97	C69	-3,025.00	-1,966.25	0.00	-4,991.25
98	C70	-2,676.67	-1,739.83	0.00	-4,416.50
99	C71	-3,025.00	-1,966.25	0.00	-4,991.25
101	C73	-2,621.67	-1,704.08	0.00	-4,325.75
103	C75	-2,951.67	-1,918.58	0.00	-4,870.25
104	C76	-6,930.00	-4,504.50	0.00	-11,434.50
105	C77	-2,301.48	0.00	2,656.50	355.02
Total		**($143,386.17)**	**($87,447.11)**	**$5,588.73**	**($225,244.55)**

Strata Plan No. 50785

1 McDonald Street
Cronulla 2230

INSURANCE DETAILS

28 February 2021

Type	Insurer	Policy No	Sum Insured	Due Date
BUILDING	Chu Underwriting Agency P/L	HU0000022536	99,151,738	11/12/21
CATASTROPHE COVER	Chu Underwriting Agency P/L	HU0000022536	14,872,760	11/12/21
COMMON AREA	Chu Underwriting Agency P/L	HU0000022536	991,518	11/12/21
INTERNAL PAINT-LOTS	Chu Underwriting Agency P/L	HU0000022536	Insured	11/12/21
FIDELITY GUARANTEE	Chu Underwriting Agency P/L	HU0000022536	100,000	11/12/21
FLOOD COVER	Chu Underwriting Agency P/L	HU0000022536	Insured	11/12/21
LEGAL DEFENCE	Chu Underwriting Agency P/L	HU0000022536	50,000	11/12/21
MACHINERY	Chu Underwriting Agency P/L	HU0000022536	100,000	11/12/21
OFFICE BEARERS	Chu Underwriting Agency P/L	HU0000022536	10,000,000	11/12/21
PUBLIC LIABILITY	Chu Underwriting Agency P/L	HU0000022536	20,000,000	11/12/21
FLOATING	Chu Underwriting Agency P/L	HU0000022536	Insured	11/12/21
VOLUNTARY WORKERS	Chu Underwriting Agency P/L	HU0000022536	200,000	11/12/21
W H & S BREACHES	Chu Underwriting Agency P/L	HU0000022536	100,000	11/12/21
GOVT AUDIT COSTS	Chu Underwriting Agency P/L	HU0000022536	25,000	11/12/21
LOSS RENT/TEMP	Chu Underwriting Agency P/L	HU0000022536	14,872,760	11/12/21
OWNERS	Chu Underwriting Agency P/L	HU0000022536	250,000 (per	11/12/21

Strata Plan No. 50785

STATEMENT OF KEY FINANCIAL INFORMATION

For period 1 March 2020 to 28 February 2021

Administrative Fund

Balance carried forward	161,484.99
Total income received	636,845.61
Total interest earned	262.40
Total contributions paid	659,488.98
Total unpaid contributions payable	-51,598.45
Total expenditure for maintenance	259,172.79
Total expenditure for administration costs	239,825.27
Balance at end of reporting period	295,842.54

Principal items of expenditure proposed for next reporting period

Administration	
Insurance-Premiums	100,000.00
Utility-Electricity	70,000.00
Utility-Water & Sewerage	45,000.00
Management Fees	20,500.00
Consultants	17,000.00
Legal Fees	10,000.00
Utility-Gas	8,000.00
Mgmt - Non Routine Services	6,000.00
Insurance-Excesses	5,000.00
Mgmt - Print/Postage/General	5,000.00
Accounting	4,500.00
Sundry	4,000.00
Audit And Taxation Services	2,500.00
Telephone/Email/Fax	2,500.00
Capital Works Fund Assessment	500.00
Trades Compliance	240.00
Telephone - Mgmt	200.00
Utility-Rubbish Removal	200.00
Maint-Lift-Registration Fees	78.00
Bank Charges	50.00
Total of proposed administration expenditure	301,268.00
Maintenance	
Maint-Cleaning	125,000.00
Maint-Lift-Maint Contract	50,000.00
Maint-Lawns & Gardening	28,000.00
Maint-Fire Prtcn-Repairs	25,000.00
Maint-General Repairs	20,000.00
Maint-Aircon	12,000.00
Maint-Fire Prtcn-Contract	11,000.00

Strata Plan No. 50785

STATEMENT OF KEY FINANCIAL INFORMATION

For period 1 March 2020 to 28 February 2021

Administrative Fund

Maint-Plumbing & Drainage	10,000.00	
Maint-Pool Consumables	9,000.00	
Maint-Doors & Windows	8,000.00	
Maint-Electrical	8,000.00	
Maint-Aircon-Water Treatment	6,000.00	
Maint-Pumps	6,000.00	
Maint-Pool Repairs	4,000.00	
Maint-Compactor	3,000.00	
Maint-Fire Prtcn-Monitoring	2,500.00	
Maint-Intercom	2,500.00	
Maint-Cleaning-Carpet/Furn	2,000.00	
Maint-Cleaning-Other	2,000.00	
Maint-Hot Water Service	2,000.00	
Maint-Lift-Servicing/Repair	2,000.00	
Maint-Pest/Vermin Control	2,000.00	
Maint-Tv Antenna & Cables	1,500.00	
Maint-Electrical Lamps & Tubes	1,000.00	
Maint-Garage Doors	1,000.00	
Maint-Locks, Keys & Card Keys	1,000.00	
Oh & S Compliance	1,000.00	
Maint-Gym Equipment	500.00	
Maint-Lift-Telephone	200.00	
Total of proposed maintenance expenditure	346,200.00	
Total of proposed expenditure	647,468.00	

Capital Works Fund

Balance carried forward	616,906.37
Total income received	404,198.81
Total interest earned	9,506.90
Total contributions paid	420,410.09
Total unpaid contributions payable	-32,133.72
Total expenditure for maintenance	229,115.77
Total expenditure for administration costs	2,799.87
Balance at end of reporting period	789,189.54

Principal items of expenditure proposed for next reporting period

Administration

Income Tax	3,520.00
Total of proposed administration expenditure	3,520.00

Strata Plan No. 50785

STATEMENT OF KEY FINANCIAL INFORMATION

For period 1 March 2020 to 28 February 2021

Capital Works Fund

Maintenance	
General Replacement	743,100.00
Total of proposed maintenance expenditure	743,100.00
Total of proposed expenditure	746,620.00



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CAPITAL WORKS FUND PLAN

COTE D'AZUR

1 McDonald Street

Cronulla NSW 2230

Strata Plan 50785



Report details	
Inspection date:	26/10/2020
Inspector:	Stephen Lovegrove



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ABN 77 079 173 194

09 April 2021

The Executive Committee
Strata Plan 50785
1 McDonald Street
Cronulla NSW 2230

Dear Committee Members,

Thank you for appointing our company to conduct your Capital Works Fund Plan.

Based on our survey of your property, we have determined that the Owners Corporation will need to increase its contributions in order to cover the forecasted capital works fund expenses. We strongly recommend that the levies be set at the level shown in this report.

This plan should be updated regularly to account for actual changes in construction and maintenance costs, unanticipated changes in the property's condition over time, changes in legal requirements, and any discrepancies between the forecast and actual capital works fund balances. Regular updates also create peace of mind and assist the Owners Corporation to manage the risk of litigation from individual owners (current and future) for breaches of its duty to maintain the common property by providing reasonable, up-to-date estimates of the cost of necessary maintenance work and repairs.

Key Report Data Levies Summary – First Financial Year

Levy Per Unit Entitlement (Total capital works fund levy divided by unit entitlements)	$42.90
Total Unit Entitlements	10000
Total Capital Works Fund Levy	$429,000.00

The data used to arrive at the above figures (which includes GST) is in the attached report. It is designed for ease of reading. For your convenience here is your Report Index:

Report Index	**Page No.**
Owners Report Summary	**Section 1**
Building Details and Report Inputs Page	2
15 Year Cash Flow Tracking & Graph	3
Report Detail	**Section 2**
15 Year Anticipated Expenditure Table	4
Building Data List from Property Inspection	12
Inspector’s Building Report & Building Specific Report Notes	22
Report Notes	24

All services provided by Solutions in Engineering are supplied on the basis of our 'Supply Terms and Conditions' which are available from our Office and from our website www.solutionsinengineering.com

If you have any questions regarding your report or need our specialised services in Professional Safety Reports, Insurance Valuations, Maintenance Reports, Asbestos Audits or Balustrade Testing call us on 1300 136 036 or email enquiry@solutionsinengineering.com.

Yours sincerely,

The Team at Solutions in Engineering

Building Details & Report Inputs

Supplied information

Building Name	Cote D'Azur
Building Address	1 McDonald Street Cronulla NSW 2230
Strata Plan (SP) No	50785
Plan Type	Strata Plan
Registered Plan Date/Year of Construction	1997
Number of Unit Entitlements	10000
Number of Units	105
Estimated Starting Capital Works Fund Balance	$1,039,190
Starting date of Financial Year for Report	1/03/2021
GST Status	Registered for GST
Current Capital Works Fund Levy per Lot Entitlement (Inc. GST)	$42.90

Report assumptions & information

Assumed Interest Rate on invested funds (For funds over $10,000)	1.40%
Company Taxation Rate	27.50%
Interest on Invested Funds - Based on Assumed Interest Rate minus Company Taxation Rate. Calculated only on capital works fund balances over $10,000.	1.02%
Contingency Allowance - For minor and/or unforeseen expenses	10%
Assumed Rate of Inflation for Building Maintenance Costs - Based on average annual building cost increase between 2002 and 2012	2.10%
Forecast Period - Number of years the plan looks out.	15 years

15 Year Levy Table

Year	Year To	Total Contribution		Contribution per Unit Entitlement		Quarterly Contribution	
	dd/mm/yyyy	Including GST	GST Component	Including GST	GST Component	Including GST	GST Component
1	28/02/2022	429,000.00	39,000.00	42.90	3.90	10.73	0.98
2	28/02/2023	446,160.00	40,560.00	44.62	4.06	11.16	1.01
3	29/02/2024	464,006.40	42,182.40	46.40	4.22	11.60	1.05
4	28/02/2025	482,566.66	43,869.70	48.26	4.39	12.07	1.10
5	28/02/2026	501,869.32	45,624.48	50.19	4.56	12.55	1.14
6	28/02/2027	521,944.09	47,449.46	52.19	4.74	13.05	1.19
7	29/02/2028	542,821.86	49,347.44	54.28	4.93	13.57	1.23
8	28/02/2029	564,534.74	51,321.34	56.45	5.13	14.11	1.28
9	28/02/2030	587,116.13	53,374.19	58.71	5.34	14.68	1.33
10	28/02/2031	610,600.78	55,509.16	61.06	5.55	15.27	1.39
11	29/02/2032	635,024.81	57,729.53	63.50	5.77	15.88	1.44
12	28/02/2033	660,425.80	60,038.71	66.04	6.00	16.51	1.50
13	28/02/2034	686,842.83	62,440.26	68.68	6.24	17.17	1.56
14	28/02/2035	714,316.54	64,937.87	71.43	6.49	17.86	1.62
15	29/02/2036	742,889.20	67,535.38	74.29	6.75	18.57	1.69

15 Year Cash Flow Tracking Sheet

The table below shows the cash flow starting with the anticipated **'Opening Balance'** at the start of the first financial year which you provided to us. We then add the **'Total Levy Contributions'** for the year and any **'Interest'** on balances greater than $10,000. Any **'Anticipated Expenses'** are then allowed for leaving a **'Closing Balance'** for the year which in turn becomes the **'Opening Balance'** for the following year. In summary:
Opening Balance + Total Levy Contributions + Interest – Anticipated Expenses = Closing Balance

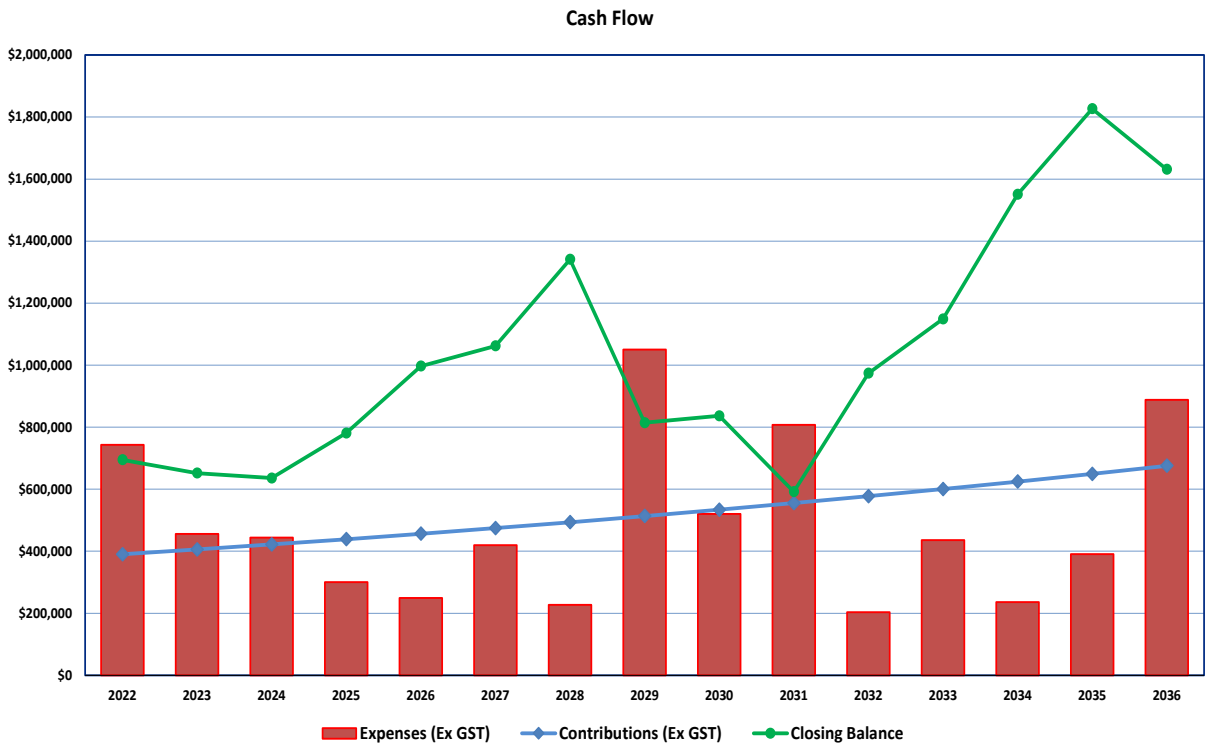
Year	Year To	Opening Balance	Total Levy Contributions	Interest	Anticipated Expenses	Closing Balance
1	28/02/2022	1,039,190.00	390,000.00	8,798.93	743,100.00	694,888.93
2	28/02/2023	694,888.93	405,600.00	6,832.58	455,657.27	651,664.24
3	29/02/2024	651,664.24	421,824.00	6,533.32	444,110.00	635,911.56
4	28/02/2025	635,911.56	438,696.96	7,189.94	300,727.27	781,071.19
5	28/02/2026	781,071.19	456,244.84	9,021.61	249,443.64	996,894.00
6	28/02/2027	996,894.00	474,494.63	10,447.62	419,730.00	1,062,106.25
7	29/02/2028	1,062,106.25	493,474.42	12,193.42	226,820.00	1,340,954.09
8	28/02/2029	1,340,954.09	513,213.40	10,937.15	1,050,582.73	814,521.91
9	28/02/2030	814,521.91	533,741.94	8,378.36	519,970.91	836,671.30
10	28/02/2031	836,671.30	555,091.62	7,248.38	807,183.64	591,827.66
11	29/02/2032	591,827.66	577,295.28	7,944.28	203,248.18	973,819.04
12	28/02/2033	973,819.04	600,387.09	10,771.05	436,053.64	1,148,923.54
13	28/02/2034	1,148,923.54	624,402.57	13,698.43	236,283.64	1,550,740.90
14	28/02/2035	1,550,740.90	649,378.67	17,138.45	390,380.00	1,826,878.02
15	29/02/2036	1,826,878.02	675,353.82	17,547.53	888,418.18	1,631,361.19

15 Year Cash Flow Graph

The graph below tracks the 'Contributions' (the amount collected in levies), the projected 'Closing balance' of the capital works fund and the likely 'Expenses' for each year of this plan. The three lines in the graph are:
Contributions line - Total capital works fund contributions per year.

Expenses line – Total anticipated expenses in each year.

Closing balance line – Shows the amount left in the fund bank account at the end of the year after all anticipated expenses have been allowed for.



Anticipated Expenditures Table Year 1 - 15

This table shows when expenses will occur in the next 15 years. From left to right the columns are:-
'Expenditure Items' - lists the different areas and items of expenditure.
'Current Cost' - shows the current maintenance expenditure costs in today's dollars.
'Year 1' to 'Year 15' - shows the costs in the year in which they occur including the 'Assumed Rate of Inflation' compounded annually until the cost is due.

At the bottom on each column there are three lines. Firstly, a **'Grand Total (Inc. GST)'** followed by a line calculating the '**Contingency Allowance (Inc. GST)'** for unforeseen and minor expenses and finally **'Total Expenses (Inc. GST)'** for that year. Please note: This page rounds figures to the nearest whole dollar.

Expenditure Item	Current Cost	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	Year 6 (2027)	Year 7 (2028)	Year 8 (2029)	Year 9 (2030)	Year 10 (2031)	Year 11 (2032)	Year 12 (2033)	Year 13 (2034)	Year 14 (2035)	Year 15 (2036)
1. Building exterior																
Repaint building exterior	644,837	-	-	-	-	-	-	-	745,813	-	-	-	-	-	-	-
Maintain windows	5,582	-	-	5,819	-	-	6,193	-	-	6,592	-	-	7,016	-	-	7,467
Maintain balcony doors	3,534	-	-	3,684	-	-	3,921	-	-	4,173	-	-	4,442	-	-	4,727
Maintain balustrades	2,116	-	-	2,206	-	-	2,348	-	-	2,499	-	-	2,659	-	-	2,831
Maintain balcony and terrace floor tiles (total: 1380 m2) – 10%	21,948	-	-	-	-	23,851	-	-	-	-	26,462	-	-	-	-	29,360
Building waterproofing maintenance	1,155	-	-	1,204	-	-	1,281	-	-	1,364	-	-	1,452	-	-	1,545
Maintain common property electrical systems	5,880	-	6,003	-	6,258	-	6,524	-	6,801	-	7,089	-	7,390	-	7,704	-
Plumbing and drainage maintenance	8,610	-	8,791	-	9,164	-	9,553	-	9,958	-	10,381	-	10,821	-	11,281	-
General building maintenance	9,975	-	10,184	-	10,617	-	11,067	-	11,537	-	12,027	-	12,537	-	13,069	-
Sub Total (Incl. GST)		**0**	**24,978**	**12,913**	**26,039**	**23,851**	**40,887**	**0**	**774,109**	**14,628**	**55,959**	**0**	**46,317**	**0**	**32,054**	**45,930**
2. Roof																
Maintain box gutters	1,186	-	-	1,236	-	-	1,316	-	-	1,401	-	-	1,491	-	-	1,587
Maintain bituminous membrane (total: 1008 m2) - 10%	4,328	-	-	4,512	-	-	4,802	-	-	5,111	-	-	5,440	-	-	5,790
Replace bituminous membrane	397,858	-	-	-	-	-	-	-	-	-	479,689	-	-	-	-	-
Replace anchor points	1,085	-	1,108	-	1,155	-	1,204	-	1,255	-	1,308	-	1,364	-	1,422	-
Sub Total (Incl. GST)		**0**	**1,108**	**5,748**	**1,155**	**0**	**7,322**	**0**	**1,255**	**6,512**	**480,997**	**0**	**8,295**	**0**	**1,422**	**7,377**
3. Main foyer - Tower																
Repaint walls	3,353	-	-	-	-	-	-	-	3,878	-	-	-	-	-	-	-
Repaint ceilings	1,616	-	-	-	-	-	-	-	1,869	-	-	-	-	-	-	-
Maintain front entry door	174	-	178	-	185	-	193	-	201	-	210	-	219	-	228	-
Maintain floor tiles (total: 42 m2) – 10%	670	-	-	-	-	728	-	-	-	-	808	-	-	-	-	896
Replace carpet	11,000	-	-	-	-	-	-	-	-	12,990	-	-	-	-	-	-
Replace furniture	11,289	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub Total (Incl. GST)		**0**	**178**	**0**	**185**	**728**	**193**	**0**	**5,948**	**12,990**	**1,018**	**0**	**219**	**0**	**228**	**896**

Expenditure Item	Current Cost	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	Year 6 (2027)	Year 7 (2028)	Year 8 (2029)	Year 9 (2030)	Year 10 (2031)	Year 11 (2032)	Year 12 (2033)	Year 13 (2034)	Year 14 (2035)	Year 15 (2036)
4. Lobbies and hallways - Tower																
Repaint walls	30,825	-	-	-	-	-	34,200	-	-	-	-	-	-	-	40,387	-
Repaint ceilings	9,480	-	-	-	-	-	10,518	-	-	-	-	-	-	-	12,421	-
Repaint door face – one side including architraves	33,569	-	-	-	-	-	37,245	-	-	-	-	-	-	-	43,982	-
Maintain floor tiles	268	-	-	279	-	-	297	-	-	316	-	-	337	-	-	359
Replace carpet	35,363	-	-	-	-	-	-	-	-	-	-	-	44,446	-	-	-
Replace ground floor carpet	35,363	-	-	-	-	-	-	-	-	41,759	-	-	-	-	-	-
Sub Total (Incl. GST)		**0**	**0**	**279**	**0**	**0**	**82,260**	**0**	**0**	**42,075**	**0**	**0**	**44,783**	**0**	**96,790**	**359**
5. Stairwell - low rise x 4 entries																
Repaint walls	4,545	-	-	-	-	-	-	5,149	-	-	-	-	-	-	-	6,080
Repaint ceilings and undersides	1,853	-	-	-	-	-	-	2,099	-	-	-	-	-	-	-	2,479
Repaint door face – one side including architraves	2,831	-	-	-	-	-	-	3,207	-	-	-	-	-	-	-	3,787
Maintain front entry door	522	-	533	-	556	-	579	-	604	-	629	-	656	-	684	-
Maintain floor tiles (total: 4 m2) – 10%	268	-	-	-	-	291	-	-	-	-	323	-	-	-	-	359
Replace carpet	7,622	-	-	-	-	-	-	-	-	-	-	-	9,580	-	-	-
Repaint balustrades	2,353	-	-	-	-	-	-	2,665	-	-	-	-	-	-	-	3,148
Maintain balustrades (total: 48 Lm) - 10%	1,146	-	-	-	-	1,245	-	-	-	-	1,382	-	-	-	-	1,533
Sub Total (Incl. GST)		**0**	**533**	**0**	**556**	**1,536**	**579**	**13,120**	**604**	**0**	**2,334**	**0**	**10,236**	**0**	**684**	**17,386**
6. Toilet / change rooms																
Repaint walls	1,170	-	-	-	-	-	1,298	-	-	-	-	-	-	-	1,533	-
Repaint ceilings	570	-	-	-	-	-	632	-	-	-	-	-	-	-	747	-
Repaint door face – one side including architraves	607	-	-	-	-	-	673	-	-	-	-	-	-	-	795	-
Maintain floor tiles (total: 24m2) – 10%	535	-	-	-	-	581	-	-	-	-	645	-	-	-	-	716
Maintain toilet and cistern	389	-	-	406	-	-	432	-	-	459	-	-	489	-	-	520
Maintain basin	532	-	-	555	-	-	590	-	-	628	-	-	669	-	-	712
Sub Total (Incl. GST)		**0**	**0**	**961**	**0**	**581**	**3,625**	**0**	**0**	**1,087**	**645**	**0**	**1,158**	**0**	**3,075**	**1,948**
7. Garbage room / bin room																
Repaint walls	1,233	-	-	-	-	-	1,368	-	-	-	-	-	-	-	1,615	-
Maintain / repair garbage chute	806	-	-	-	-	-	894	-	-	-	-	-	-	-	-	-
Maintain / repair garbage compactor	1,191	-	-	-	-	1,294	-	-	-	-	1,436	-	-	-	-	1,593
Sub Total (Incl. GST)		**0**	**0**	**0**	**0**	**1,294**	**2,262**	**0**	**0**	**0**	**1,436**	**0**	**0**	**0**	**1,615**	**1,593**

Expenditure Item	Current Cost	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	Year 6 (2027)	Year 7 (2028)	Year 8 (2029)	Year 9 (2030)	Year 10 (2031)	Year 11 (2032)	Year 12 (2033)	Year 13 (2034)	Year 14 (2035)	Year 15 (2036)
8. Vehicle accessways																
Driveway maintenance program	728	-	743	-	775	-	808	-	842	-	878	-	915	-	954	-
Maintain stormwater drains and grates	800	-	817	-	851	-	888	-	925	-	965	-	1,005	-	1,048	-
Replace security gate	4,371	-	-	-	-	-	-	-	-	-	5,270	-	-	-	-	-
Maintain gate and motor	528	-	539	-	562	-	586	-	611	-	637	-	664	-	692	-
Replace electric gate motor	2,604	-	-	-	-	2,830	-	-	-	-	-	-	-	-	-	3,483
Maintain fire barrier gate and motor	528	-	539	-	562	-	586	-	611	-	637	-	664	-	692	-
Replace electric gate motor	2,604	-	-	-	-	-	-	-	-	-	3,140	-	-	-	-	-
Repaint walls	1,620	-	-	-	-	-	1,797	-	-	-	-	-	-	-	2,123	-
Repaint door face – one side including architraves	809	-	-	-	-	-	898	-	-	-	-	-	-	-	1,060	-
Replace curved stainless safety mirror	505	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Replace garage doors	4,694	-	-	-	-	-	5,208	-	-	-	-	-	5,900	-	-	-
Sub Total (Incl. GST)		**0**	**2,638**	**0**	**2,750**	**2,830**	**10,771**	**0**	**2,989**	**0**	**11,527**	**0**	**9,148**	**0**	**6,569**	**3,483**
9. External walkways																
Walkway maintenance program	417	-	-	-	-	453	-	-	-	-	503	-	-	-	-	558
Maintain paving	1,291	-	-	-	-	1,403	-	-	-	-	1,557	-	-	-	-	1,727
Repaint handrails	1,226	-	-	-	-	-	1,360	-	-	-	-	-	-	-	1,606	-
Maintain balustrades (total: 25 Lm) – 10%	838	-	-	-	-	911	-	-	-	-	1,010	-	-	-	-	1,121
Sub Total (Incl. GST)		**0**	**0**	**0**	**0**	**2,767**	**1,360**	**0**	**0**	**0**	**3,070**	**0**	**0**	**0**	**1,606**	**3,406**
10. Barbeque area																
Surface cleaning program	211	-	215	-	225	-	234	-	244	-	254	-	265	-	276	-
Replace barbeque	3,154	-	-	-	-	-	3,499	-	-	-	-	-	-	-	-	-
Maintain floor tiles (total: 36 m2) – 10%	1,070	-	-	-	-	1,163	-	-	-	-	1,290	-	-	-	-	1,431
Sub Total (Incl. GST)		**0**	**215**	**0**	**225**	**1,163**	**3,733**	**0**	**244**	**0**	**1,544**	**0**	**265**	**0**	**276**	**1,431**
11. Gymnasium																
Repaint ceilings	594	-	-	-	-	-	659	-	-	-	-	-	-	-	778	-
Repaint walls	1,148	-	-	-	-	-	1,274	-	-	-	-	-	-	-	1,504	-
Repaint door face – one side including architraves	101	-	-	-	-	-	112	-	-	-	-	-	-	-	132	-
Replace blinds	1,089	-	1,112	-	-	-	-	-	-	-	-	-	-	-	1,427	-
Repair or replace gymnasium equipment	2,610	-	-	2,721	-	-	2,896	-	-	3,082	-	-	3,280	-	-	3,491
Replace rubber mats	5,312	-	-	-	-	-	-	-	6,144	-	-	-	-	-	-	-
Sub Total (Incl. GST)		**0**	**1,112**	**2,721**	**0**	**0**	**4,941**	**0**	**6,144**	**3,082**	**0**	**0**	**3,280**	**0**	**3,841**	**3,491**

Expenditure Item	Current Cost	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	Year 6 (2027)	Year 7 (2028)	Year 8 (2029)	Year 9 (2030)	Year 10 (2031)	Year 11 (2032)	Year 12 (2033)	Year 13 (2034)	Year 14 (2035)	Year 15 (2036)
12. Sauna																
Inspect and repair sauna heater	624	-	637	-	664	-	692	-	722	-	752	-	784	-	818	-
Replace sauna heater	3,676	-	-	-	-	-	4,079	-	-	-	-	-	-	-	-	-
Refurbish sauna structure	6,930	-	-	-	-	-	7,689	-	-	-	-	-	-	-	-	-
Maintain floor tiles (total: 7 m2) - 10%	241	-	-	-	-	262	-	-	-	-	291	-	-	-	-	322
Sub Total (Incl. GST)		**0**	**637**	**0**	**664**	**262**	**12,460**	**0**	**722**	**0**	**1,043**	**0**	**784**	**0**	**818**	**322**
13. Swimming pool and spa area																
Maintain floor tiles	1,168	-	-	-	-	1,269	-	-	-	-	1,408	-	-	-	-	1,562
Maintain pool fencing (total: 102 Lm)	1,336	-	-	-	-	1,452	-	-	-	-	1,611	-	-	-	-	1,787
Maintain gates	935	-	955	-	995	-	1,037	-	1,081	-	1,127	-	1,175	-	1,225	-
Replace pool and spa surface	27,572	-	-	-	-	-	-	-	-	-	-	-	-	-	-	36,883
Replace pool maintenance equipment	486	-	-	507	-	-	539	-	-	574	-	-	611	-	-	650
Replace pump	5,057	-	5,163	-	-	-	-	-	-	-	6,097	-	-	-	-	-
Replace salt water chlorination unit	2,080	-	2,124	-	-	-	-	-	-	-	2,508	-	-	-	-	-
Replace sand filter	2,511	-	-	-	2,673	-	-	-	-	-	-	-	-	-	-	-
Replace cartridge filter	1,235	-	-	-	1,314	-	-	-	-	-	-	-	-	-	-	-
Replace cartridges inline filter	437	-	-	-	465	-	-	-	-	-	-	-	-	-	-	-
Replace spa pump	1,435	-	-	-	1,527	-	-	-	-	-	-	-	1,804	-	-	-
Replace spa heater	1,198	-	-	-	1,275	-	-	-	-	-	-	-	1,506	-	-	-
Replace spa blower	709	-	-	-	755	-	-	-	-	-	-	-	-	-	-	-
Replace pool furniture	1,052	-	-	-	-	1,143	-	-	-	-	1,268	-	-	-	-	1,407
Sub Total (Incl. GST)		**0**	**8,242**	**507**	**9,004**	**3,864**	**1,576**	**0**	**1,081**	**574**	**14,019**	**0**	**5,096**	**0**	**1,225**	**42,289**
14. Spa room																
Repaint walls, benches and cupboards	675	-	-	-	-	-	749	-	-	-	-	-	-	-	884	-
Repaint ceilings	285	-	-	-	-	-	316	-	-	-	-	-	-	-	373	-
Repaint door face – one side including architraves	101	-	-	-	-	-	112	-	-	-	-	-	-	-	132	-
Maintain glass / aluminium sliding door	132	-	135	-	140	-	146	-	153	-	159	-	166	-	173	-
Maintain floor tiles	268	-	-	-	-	291	-	-	-	-	323	-	-	-	-	359
Replace pump	989	-	-	-	-	-	1,097	-	-	-	-	-	-	-	-	-
Replace heater	3,688	-	-	-	-	-	-	4,178	-	-	-	-	-	-	-	-
Sub Total (Incl. GST)		**0**	**135**	**0**	**140**	**291**	**2,420**	**4,178**	**153**	**0**	**482**	**0**	**166**	**0**	**1,562**	**359**

Expenditure Item	Current Cost	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	Year 6 (2027)	Year 7 (2028)	Year 8 (2029)	Year 9 (2030)	Year 10 (2031)	Year 11 (2032)	Year 12 (2033)	Year 13 (2034)	Year 14 (2035)	Year 15 (2036)
15. Fixtures and fittings																
Maintain letterboxes	565	-	-	589	-	-	627	-	-	667	-	-	710	-	-	756
Maintain common lighting	426	-	-	444	-	-	473	-	-	503	-	-	535	-	-	570
Replace fire doors, frames and hardware	8,513	-	-	8,874	-	-	9,445	-	-	10,053	-	-	10,700	-	-	11,388
Maintain security access system	528	-	-	550	-	-	586	-	-	624	-	-	664	-	-	706
Maintain communications and data systems	541	-	-	564	-	-	600	-	-	639	-	-	680	-	-	724
Replace security cameras and recording devices	2,183	-	-	2,276	-	-	2,422	-	-	2,578	-	-	2,744	-	-	2,920
Sub Total (Incl. GST)		**0**	**0**	**13,297**	**0**	**0**	**14,153**	**0**	**0**	**15,064**	**0**	**0**	**16,033**	**0**	**0**	**17,064**
16. Building signage																
Replace signage	258	-	-	269	-	-	286	-	-	305	-	-	324	-	-	345
Sub Total (Incl. GST)		**0**	**0**	**269**	**0**	**0**	**286**	**0**	**0**	**305**	**0**	**0**	**324**	**0**	**0**	**345**
17. Fence maintenance																
Maintain boundary fence	2,342	-	-	-	2,493	-	-	-	2,709	-	-	-	2,944	-	-	-
Sub Total (Incl. GST)		**0**	**0**	**0**	**2,493**	**0**	**0**	**0**	**2,709**	**0**	**0**	**0**	**2,944**	**0**	**0**	**0**
18. Walls																
Maintain rendered external brickwork	3,566	-	-	-	3,795	-	-	-	4,124	-	-	-	4,482	-	-	-
Sub Total (Incl. GST)		**0**	**0**	**0**	**3,795**	**0**	**0**	**0**	**4,124**	**0**	**0**	**0**	**4,482**	**0**	**0**	**0**
19. Landscaping																
Prune trees	1,583	-	-	1,650	-	-	1,756	-	-	1,869	-	-	1,990	-	-	2,118
Maintain gardens	369	-	-	385	-	-	409	-	-	436	-	-	464	-	-	494
Sub Total (Incl. GST)		**0**	**0**	**2,035**	**0**	**0**	**2,165**	**0**	**0**	**2,305**	**0**	**0**	**2,454**	**0**	**0**	**2,612**

Expenditure Item	Current Cost	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	Year 6 (2027)	Year 7 (2028)	Year 8 (2029)	Year 9 (2030)	Year 10 (2031)	Year 11 (2032)	Year 12 (2033)	Year 13 (2034)	Year 14 (2035)	Year 15 (2036)
20. Fire equipment																
Maintain fire equipment	8,679	-	-	-	-	9,431	-	-	-	-	10,464	-	-	-	-	11,610
Replace or upgrade fire control panel	9,106	-	-	-	-	-	-	-	-	-	-	-	-	11,685	-	-
Replace or upgrade fire indicator panel	9,106	-	-	-	-	-	-	-	-	-	-	-	-	11,685	-	-
Replace fire hose reels	1,469	-	-	-	-	-	-	-	-	-	-	-	-	1,885	-	-
Replace fire extinguishers	364	-	-	-	387	-	-	-	421	-	-	-	457	-	-	-
Replace fire hydrant booster pump	2,914	-	-	-	-	3,167	-	-	-	-	-	-	-	-	-	3,898
Maintain fire pressurization system main fan	6,738	-	-	-	-	-	7,476	-	-	-	-	-	-	-	-	-
Maintain electric fire pumps	313	-	320	-	333	-	347	-	362	-	377	-	393	-	410	-
Replace emergency electric fire pumps	9,264	-	-	-	-	10,067	-	-	-	-	-	-	-	-	-	12,393
Replace fire pump diesel	10,352	-	-	-	-	-	-	11,727	-	-	-	-	-	-	-	-
Maintain diesel fire pumps	450	-	459	-	479	-	499	-	520	-	543	-	566	-	590	-
Maintain fuel supply tank and fuel lines	304	-	310	-	324	-	337	-	352	-	367	-	382	-	398	-
Replace hard wired smoke detectors	7,006	-	-	-	-	-	7,773	-	-	-	-	-	8,805	-	-	-
Replace emergency lighting	3,571	-	3,646	-	3,801	-	3,962	-	4,130	-	4,305	-	4,488	-	4,679	-
Replace fire seals	33,000	33,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Replace sprinkler heads	19,000	19,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub Total (Incl. GST)		**52,000**	**4,735**	**0**	**5,324**	**22,665**	**20,394**	**11,727**	**5,785**	**0**	**16,056**	**0**	**15,091**	**25,255**	**6,077**	**27,901**
21. Lift																
Refurbish lift interior	9,939	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13,295
Refurbish lift	326,660	-	-	-	-	-	-	-	-	-	-	-	-	-	-	436,975
Replace tower lift controllers	196,000	-	200,116	-	-	-	-	-	-	-	-	-	-	-	-	-
Replace tower lift door equipment	222,200	-	-	231,630	-	-	-	-	-	-	-	-	-	-	-	-
Replace tower lift machine	187,000	-	-	-	-	-	-	-	-	220,825	-	-	-	-	-	-
Sub Total (Incl. GST)		**0**	**200,116**	**231,630**	**0**	**0**	**0**	**0**	**0**	**220,825**	**0**	**0**	**0**	**0**	**0**	**450,270**
22. Plant - water																
Replace sump pumps	4,676	-	-	-	-	-	5,188	-	-	-	-	-	-	-	-	-
Replace sump pump control box	659	-	-	-	-	-	-	-	-	-	-	811	-	-	-	-
Replace irrigation pump	970	-	-	-	1,032	-	-	-	1,122	-	-	-	1,219	-	-	-
Replace water fountain pump	651	-	-	679	-	-	722	-	-	769	-	-	818	-	-	871
Replace domestic water tank pumps	10,156	-	10,369	-	-	-	-	11,505	-	-	-	-	12,765	-	-	-
Replace domestic water jacking pumps	4,189	-	-	-	4,458	-	-	-	4,845	-	-	-	5,265	-	-	-
Replace hot water circulation pump	789	-	-	822	-	-	875	-	-	932	-	-	992	-	-	1,055
Replace hot water system – 275L gas	3,132	-	-	-	-	-	-	-	-	3,699	-	-	-	-	-	-
Replace hot water system – instantaneous gas	1,329	-	-	-	-	-	1,475	-	-	-	-	-	-	-	-	-
Replace storage tank	2,064	-	-	-	-	-	2,290	-	-	-	-	-	-	-	-	-
Sub Total (Incl. GST)		**0**	**10,369**	**1,501**	**5,490**	**0**	**10,550**	**11,505**	**5,967**	**5,400**	**0**	**811**	**21,059**	**0**	**0**	**1,926**

Expenditure Item	Current Cost	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	Year 6 (2027)	Year 7 (2028)	Year 8 (2029)	Year 9 (2030)	Year 10 (2031)	Year 11 (2032)	Year 12 (2033)	Year 13 (2034)	Year 14 (2035)	Year 15 (2036)
23. Plant - electrical																
Maintain emergency diesel backup generator	6,742	-	-	-	7,176	-	-	-	7,798	-	-	-	8,474	-	-	-
Replace emergency diesel backup generator	36,300	36,300	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Replace switchboard	19,456	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26,026
Replace light fittings and bollard lights	3,501	-	3,575	-	3,726	-	3,884	-	4,049	-	4,221	-	4,400	-	4,587	-
Maintain communications and data systems	2,541	-	-	-	-	2,761	-	-	-	-	3,064	-	-	-	-	3,399
Replace back up power control box	9,060	-	-	-	-	-	-	-	-	-	-	-	11,387	-	-	-
Sub Total (Incl. GST)		**36,300**	**3,575**	**0**	**10,902**	**2,761**	**3,884**	**0**	**11,847**	**0**	**7,285**	**0**	**24,261**	**0**	**4,587**	**29,425**
24. Plant - air-conditioning																
Replace air-conditioning units	60,000	60,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Replace air-conditioning units	26,400	-	26,954	27,520	28,098	28,688	29,291	29,906	30,534	31,175	31,830	32,498	33,181	33,878	34,589	35,315
Replace air-conditioning ductwork and brackets	4,079	-	4,165	-	4,341	-	4,526	-	4,718	-	4,918	-	5,127	-	5,344	-
Maintain or replace mechanical ventilation (roof mounted)	2,914	-	2,975	-	3,101	-	3,233	-	3,370	-	3,513	-	3,662	-	3,818	-
Maintain or replace mechanical ventilation (basement)	1,870	-	1,909	-	1,990	-	2,075	-	2,163	-	2,255	-	2,350	-	2,450	-
Replace other ventilation fans	670	-	684	-	713	-	743	-	775	-	808	-	842	-	878	-
Replace cooling tower	22,198	-	-	-	-	-	-	-	25,674	-	-	-	-	-	-	-
Maintain cooling tower motors	2,610	-	-	-	-	2,836	-	-	-	-	-	-	-	-	-	3,491
Maintain cooling tower ducting	362	-	-	377	-	-	402	-	-	427	-	-	455	-	-	484
Replace cooling tower pumps	3,047	-	-	-	-	3,311	-	-	-	-	-	-	-	-	-	4,076
Maintain anti-bacterial kit	425	-	-	443	-	-	472	-	-	502	-	-	534	-	-	569
Sub Total (Incl. GST)		**60,000**	**36,687**	**28,340**	**38,243**	**34,835**	**40,742**	**29,906**	**67,234**	**32,104**	**43,324**	**32,498**	**46,151**	**33,878**	**47,079**	**43,935**

Expenditure Item	Current Cost	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	Year 6 (2027)	Year 7 (2028)	Year 8 (2029)	Year 9 (2030)	Year 10 (2031)	Year 11 (2032)	Year 12 (2033)	Year 13 (2034)	Year 14 (2035)	Year 15 (2036)
25. Special works expenditures																
Water ingress expenses	120,000	120,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Water ingress expenses	88,000	-	89,848	91,735	93,661	95,628	97,636	99,687	101,780	103,917	106,100	108,328	110,603	112,925	115,297	117,718
Upgrade tower entry fountain	15,000	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Unidentified works	47,300	47,300	48,293	49,307	50,343	51,400	52,480	53,582	54,707	55,856	57,029	58,226	59,449	60,697	61,972	63,273
Tower entry repaving	27,500	27,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Inner courtyard remaining areas repaving	225,000	225,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Gerrale Street entry repaving	114,000	114,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Low-rise retiling	46,000	46,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Replace inside spa and upgrade amenities	44,000	-	-	-	46,831	-	-	-	-	-	-	-	-	-	-	-
Upgrade security cameras and intercom	5,500	-	5,616	-	-	-	-	-	-	-	-	-	-	-	-	-
Upgrade security cameras and intercom	2,750	-	-	2,867	2,927	2,988	3,051	3,115	3,181	3,247	3,316	3,385	3,456	3,529	3,603	3,679
Remaining paint work by CPR	13,000	-	13,273	-	-	-	-	-	-	-	-	-	-	-	-	-
Remaining door signage by Jentech	3,300	-	3,369	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub Total (Incl. GST)		**594,800**	**160,399**	**143,909**	**193,762**	**150,016**	**153,167**	**156,384**	**159,668**	**163,020**	**166,445**	**169,939**	**173,508**	**177,151**	**180,872**	**184,670**
Grand Total (Incl. GST)		**743,100**	**455,657**	**444,110**	**300,727**	**249,444**	**419,730**	**226,820**	**1,050,583**	**519,971**	**807,184**	**203,248**	**436,054**	**236,284**	**390,380**	**888,418**
Contingency Allowance (Incl. GST)		**74,310**	**45,566**	**44,411**	**30,073**	**24,944**	**41,973**	**22,682**	**105,058**	**51,997**	**80,718**	**20,325**	**43,605**	**23,628**	**39,038**	**88,842**
Grand Total Expenses (Incl. Contingency Allowance and GST)		**817,410**	**501,223**	**488,521**	**330,800**	**274,388**	**461,703**	**249,502**	**1,155,641**	**571,968**	**887,902**	**223,573**	**479,659**	**259,912**	**429,418**	**977,260**

Building Data List from the Property Inspection for Cote D'Azur

This table has all the data collected by the building inspector while inspecting the complex. The columns from left to right are:-

'Items' – identifies and describes the maintenance item
'Qty' – lets you know the total quantity of that item
'Unit' – is the unit rate used to measure the quantity
'Rate' – is the cost of each unit in dollars
'Value' – is the quantity (Qty) multiplied by the Rate ($)
'Next Due' - is the remaining life in years until an item needs money spent on it.
'Total Life' - is the total life the item after it is replaced, repaired or repainted.
'Comments' – details any useful explanatory notes for the item.

Items	Qty	Unit	Rate ($)	Value ($)	Next Due	Total Life	Comments
1. Building exterior							
Repaint building exterior	1	Item	644,837.00	644,837.00	8	8	Ongoing painting program
Maintain windows	105	Unit	53.16	5,582.00	3	3	Replace seals, mechanism repairs, locks
Maintain balcony doors	1	Item	3,533.86	3,534.00	3	3	Ongoing maintenance program
Maintain balustrades	1	Item	2,116.11	2,116.00	3	3	Repair as required
Maintain balcony and terrace floor tiles (total: 1380 m2) – 10%	138	m2	159.04	21,948.00	5	5	Replace as required
Building waterproofing maintenance	1	Item	1,155.00	1,155.00	3	3	Ongoing waterproofing management
Maintain common property electrical systems	105	Units	56.00	5,880.00	2	2	Fund for future building maintenance works
Plumbing and drainage maintenance	105	Units	82.00	8,610.00	2	2	For water, sewer and stormwater repairs and maintenance
General building maintenance	105	Units	95.00	9,975.00	2	2	Fund for future building maintenance works
2. Roof							
Maintain box gutters	1	Item	1,186.20	1,186.00	3	3	Repair as required
Maintain bituminous membrane (total: 1008 m2) - 10%	101	m2	42.85	4,328.00	3	3	Repair as required
Replace bituminous membrane	1,008	m2	394.70	397,858.00	10	20	Replace as required
Replace anchor points	2	Ea	542.70	1,085.00	2	2	Ongoing painting program
3. Main foyer - Tower							
Repaint walls	149	m2	22.50	3,353.00	8	8	Ongoing painting program
Repaint ceilings	68	m2	23.76	1,616.00	8	8	Ongoing painting program
Maintain front entry door	1	Item	174.16	174.00	2	2	
Maintain floor tiles (total: 42 m2) – 10%	4	m2	167.54	670.00	5	5	Replace as required
Replace carpet	1	Item	11,000.00	11,000.00	9	12	Replace as required
Replace furniture	1	Item	11,288.63	11,289.00	16	20	Replace as required

Items	Qty	Unit	Rate ($)	Value ($)	Next Due	Total Life	Comments
4. Lobbies and hallways - Tower							
Repaint walls	1,370	m2	22.50	30,825.00	6	8	Ongoing painting program
Repaint ceilings	399	m2	23.76	9,480.00	6	8	Ongoing painting program
Repaint door face – one side including architraves	332	Ea	101.11	33,569.00	6	8	Ongoing painting program - includes service cabinet inside
Maintain floor tiles	1	m2	267.54	268.00	3	3	Replace as required
Replace carpet	399	m2	88.63	35,363.00	12	12	Replace as required
Replace ground floor carpet	1	Item	10,000.00	35,363.00	9	0	As requested by David Gourley
5. Stairwell - low rise x 4 entries							
Repaint walls	202	m2	22.50	4,545.00	7	8	Ongoing painting program
Repaint ceilings and undersides	78	m2	23.76	1,853.00	7	8	Ongoing painting program
Repaint door face – one side including architraves	28	Ea	101.11	2,831.00	7	8	Ongoing painting program - includes service cabinet inside
Maintain front entry door	3	Item	174.16	522.00	2	2	
Maintain floor tiles (total: 4 m2) – 10%	1	m2	267.54	268.00	5	5	Replace as required
Replace carpet	86	m2	88.63	7,622.00	12	12	Replace as required
Repaint balustrades	48	Lm	49.03	2,353.00	7	8	Ongoing painting program
Maintain balustrades (total: 48 Lm) - 10%	5	Lm	229.24	1,146.00	5	5	Replace as required
6. Toilet / change rooms							
Repaint walls	52	m2	22.50	1,170.00	6	8	Ongoing painting program
Repaint ceilings	24	m2	23.76	570.00	6	8	Ongoing painting program
Repaint door face – one side including architraves	6	Ea	101.11	607.00	6	8	Ongoing painting program
Maintain floor tiles (total: 24m2) – 10%	2	m2	267.54	535.00	5	5	Replace as required
Maintain toilet and cistern	1	Item	388.63	389.00	3	3	Replace as required
Maintain basin	1	Item	532.21	532.00	3	3	Repair as required
7. Garbage room / bin room							
Repaint walls	54	m2	22.83	1,233.00	6	8	Ongoing painting program
Maintain / repair garbage chute	1	Item	805.87	806.00	6	10	Maintain / repair as required
Maintain / repair garbage compactor	1	Item	1,190.53	1,191.00	5	5	Maintain / repair as required

Items	Qty	Unit	Rate ($)	Value ($)	Next Due	Total Life	Comments
8. Vehicle accessways							
Driveway maintenance program	1	Item	727.75	728.00	2	2	Repair as required
Maintain stormwater drains and grates	1	Item	800.00	800.00	2	2	Ongoing maintenance program
Replace security gate	1	Item	4,370.72	4,371.00	10	30	Replace as required
Maintain gate and motor	1	Item	527.75	528.00	2	2	Replace as required
Replace electric gate motor	1	Ea	2,604.22	2,604.00	5	10	Replace as required
Maintain fire barrier gate and motor	3	Item	527.75	528.00	2	2	Replace as required
Replace electric gate motor	3	Ea	2,604.22	2,604.00	10	15	Replace as required
Repaint walls	72	m2	22.50	1,620.00	6	8	Ongoing painting program
Repaint door face – one side including architraves	8	Ea	101.11	809.00	6	8	Ongoing painting program - includes service cabinet inside
Replace curved stainless safety mirror	1	Ea	505.06	505.00	17	20	Replace as required
Replace garage doors	3	Ea	1,564.65	4,694.00	6	6	Replace as required
9. External walkways							
Walkway maintenance program	1	Item	416.65	417.00	5	5	Ongoing cleaning program
Maintain paving	1	Item	1,291.06	1,291.00	5	5	Replace as required
Repaint handrails	25	Lm	49.03	1,226.00	6	8	Ongoing painting program
Maintain balustrades (total: 25 Lm) – 10%	3	Lm	279.24	838.00	5	5	Repair as required
10. Barbeque area							
Surface cleaning program	1	Item	211.10	211.00	2	2	Ongoing cleaning program
Replace barbeque	2	Ea	1,577.10	3,154.00	6	16	Replace as required
Maintain floor tiles (total: 36 m2) – 10%	4	m2	267.54	1,070.00	5	5	Replace as required
11. Gymnasium							
Repaint ceilings	25	m2	23.76	594.00	6	8	Ongoing painting program
Repaint walls	51	m2	22.50	1,148.00	6	8	Ongoing painting program
Repaint door face – one side including architraves	1	Ea	101.11	101.00	6	8	Ongoing painting program
Replace blinds	1	Item	1,088.63	1,089.00	2	12	Replace as required
Repair or replace gymnasium equipment	1	Item	2,610.29	2,610.00	3	3	Replace machines as required on rotation
Replace rubber mats	25	m2	212.46	5,312.00	8	16	Standard colour 6.0mm thick rubber sports mats
12. Sauna							
Inspect and repair sauna heater	1	Item	624.07	624.00	2	2	Repair as required
Replace sauna heater	1	Item	3,676.29	3,676.00	6	15	Replace as required
Refurbish sauna structure	1	Item	6,930.49	6,930.00	6	15	Refurbish as required
Maintain floor tiles (total: 7 m2) - 10%	1	m2	240.66	241.00	5	5	Maintain / repair as required

Items	Qty	Unit	Rate ($)	Value ($)	Next Due	Total Life	Comments
13. Swimming pool and spa area							
Maintain floor tiles	1	Item	1,167.54	1,168.00	5	5	Replace as required
Maintain pool fencing (total: 102 Lm)	10	Lm	133.55	1,336.00	5	5	Repair as required
Maintain gates	2	Ea	467.43	935.00	2	2	Repair as required
Replace pool and spa surface	180	m2	153.18	27,572.00	15	20	Replace as required - quotation required
Replace pool maintenance equipment	1	Item	485.64	486.00	3	3	Replace as required
Replace pump	3	Ea	1,685.54	5,057.00	2	8	Replace as required
Replace salt water chlorination unit	1	Ea	2,079.74	2,080.00	2	8	Replace as required
Replace sand filter	1	Ea	2,510.74	2,511.00	4	12	Replace as required
Replace cartridge filter	1	Ea	1,234.72	1,235.00	4	12	Replace as required
Replace cartridges inline filter	1	Ea	437.41	437.00	4	12	Replace as required
Replace spa pump	1	Ea	1,435.06	1,435.00	4	8	Replace as required
Replace spa heater	1	Ea	1,198.31	1,198.00	4	8	Replace as required
Replace spa blower	1	Ea	709.03	709.00	4	12	Replace as required
Replace pool furniture	1	Item	1,051.62	1,052.00	5	5	Replace as required
14. Spa room							
Repaint walls, benches and cupboards	30	m2	22.50	675.00	6	8	Ongoing painting program
Repaint ceilings	12	m2	23.76	285.00	6	8	Ongoing painting program
Repaint door face – one side including architraves	1	Ea	101.11	101.00	6	8	Ongoing painting program - includes service cabinet inside
Maintain glass / aluminium sliding door	1	Item	131.97	132.00	2	2	Repair as required
Maintain floor tiles	1	Item	267.54	268.00	5	5	Replace as required
Replace pump	1	Ea	988.63	989.00	6	12	Replace as required
Replace heater	1	Ea	3,687.65	3,688.00	7	15	Replace as required
15. Fixtures and fittings							
Maintain letterboxes	105	Units	5.38	565.00	3	3	Replace as required
Maintain common lighting	1	Item	425.73	426.00	3	3	Ongoing maintenance allowance
Replace fire doors, frames and hardware	3	Ea	2,837.72	8,513.00	3	3	Replace as required
Maintain security access system	1	Item	527.75	528.00	3	3	Replace as required
Maintain communications and data systems	1	Item	541.18	541.00	3	3	Ongoing maintenance program
Replace security cameras and recording devices	1	Item	2,183.41	2,183.00	3	3	Replace as required
16. Building signage							
Replace signage	1	Item	258.32	258.00	3	3	Replace existing or install new
17. Fence maintenance							
Maintain boundary fence	1	Item	2,342.49	2,342.00	4	4	Repair or replace as required
18. Walls							
Maintain rendered external brickwork	1	Item	3,566.26	3,566.00	4	4	Ongoing maintenance program

Items	Qty	Unit	Rate ($)	Value ($)	Next Due	Total Life	Comments
19. Landscaping							
Prune trees	1	Item	1,583.25	1,583.00	3	3	Quotation required by garden contractor
Maintain gardens	1	Item	369.43	369.00	3	3	Upgrade as required
20. Fire equipment							
Maintain fire equipment	105	Units	82.66	8,679.00	5	5	Repair as required
Replace or upgrade fire control panel	1	Item	9,105.67	9,106.00	13	15	Replace as required
Replace or upgrade fire indicator panel	1	Item	9,105.67	9,106.00	13	15	Replace as required
Replace fire hose reels	2	Ea	734.52	1,469.00	13	15	Replace only if existing cannot be repaired
Replace fire extinguishers	2	Ea	182.12	364.00	4	4	Replace as required
Replace fire hydrant booster pump	2	Ea	1,456.91	2,914.00	5	10	Replace as required
Maintain fire pressurization system main fan	2	Ea	3,369.09	6,738.00	6	12	Repair as required
Maintain electric fire pumps	1	Item	312.71	313.00	2	2	Repair as required
Replace emergency electric fire pumps	1	Item	9,263.50	9,264.00	5	10	Repair or replace as required
Replace fire pump diesel	1	Item	10,352.22	10,352.00	7	15	Repair or replace as required
Maintain diesel fire pumps	1	Item	450.00	450.00	2	2	Ongoing maintenance program
Maintain fuel supply tank and fuel lines	1	Item	303.52	304.00	2	2	Repair as required
Replace hard wired smoke detectors	105	units	66.72	7,006.00	6	6	Includes panel update
Replace emergency lighting	1	Ea	3,570.62	3,571.00	2	2	Replace as required
Replace fire seals	1	Item	33,000.00	33,000.00	1	20	Replace as required
Replace sprinkler heads	1	Item	19,000.00	19,000.00	1	20	Replace as required
21. Lift							
Refurbish lift interior	1	Item	9,939.07	9,939.00	15	15	Refurbish as required - internals of the lift car
Refurbish lift	1	Ea	326,659.52	326,660.00	15	30	Replace as required - complete overhaul of running gear
Replace tower lift controllers	1	Item	196,000.00	196,000.00	2	26	As requested by David Gourley
Replace tower lift door equipment	1	Item	222,200.00	222,200.00	3	27	As requested by David Gourley
Replace tower lift machine	1	Item	187,000.00	187,000.00	9	32	As requested by David Gourley
22. Plant - water							
Replace sump pumps	2	Ea	2,338.13	4,676.00	6	12	Repair or replace as required
Replace sump pump control box	1	Item	658.73	659.00	11	20	Replace as required
Replace irrigation pump	1	Item	969.52	970.00	4	4	Replace as required
Replace water fountain pump	1	Item	651.24	651.00	3	3	Replace as required
Replace domestic water tank pumps	2	Ea	5,078.11	10,156.00	2	5	Replace as required
Replace domestic water jacking pumps	1	Item	4,188.60	4,189.00	4	4	Replace as required
Replace hot water circulation pump	1	Ea	789.16	789.00	3	3	Replace as required
Replace hot water system – 275L gas	2	Ea	1,566.17	3,132.00	9	15	Replace as required
Replace hot water system – instantaneous gas	1	Ea	1,329.42	1,329.00	6	13	Replace as required
Replace storage tank	1	Ea	2,063.96	2,064.00	6	13	Replace as required

Items	Qty	Unit	Rate ($)	Value ($)	Next Due	Total Life	Comments
23. Plant - electrical							
Maintain emergency diesel backup generator	1	Item	6,742.43	6,742.00	4	4	Repair as required
Replace emergency diesel backup generator	1	Item	36,300.00	36,300.00	1	25	As requested by David Gourley
Replace switchboard	1	Item	19,455.55	19,456.00	15	35	Replace as required
Replace light fittings and bollard lights	1	Item	3,501.34	3,501.00	2	2	Replace as required
Maintain communications and data systems	1	Item	2,541.18	2,541.00	5	5	Ongoing maintenance program
Replace back up power control box	1	Item	9,059.87	9,060.00	12	15	Replace as required
24. Plant - air-conditioning							
Replace air-conditioning units	1	Item	60,000.00	60,000.00	1	0	Ongoing replacement program
Replace air-conditioning units	1	Item	26,400.00	26,400.00	2	1	Ongoing replacement program
Replace air-conditioning ductwork and brackets	15	Lm	271.96	4,079.00	2	2	Ongoing replacement program
Maintain or replace mechanical ventilation (roof mounted)	1	Ea	2,913.81	2,914.00	2	2	Repair or replace as required
Maintain or replace mechanical ventilation (basement)	1	Ea	1,869.70	1,870.00	2	2	Repair or replace as required
Replace other ventilation fans	1	Ea	669.70	670.00	2	2	Repair or replace as required
Replace cooling tower	1	Ea	22,197.62	22,198.00	8	30	Repair or replace as required
Maintain cooling tower motors	1	Ea	2,609.88	2,610.00	5	10	Repair or replace as required
Maintain cooling tower ducting	1	Item	362.13	362.00	3	3	Repair or replace as required
Replace cooling tower pumps	1	Ea	3,046.57	3,047.00	5	10	Repair or replace as required
Maintain anti-bacterial kit	1	Item	424.93	425.00	3	3	Ongoing maintenance program
25. Special works expenditures							
Water ingress expenses	1	Item	120,000.00	120,000.00	1	0	As requested by David Gourley
Water ingress expenses	1	Item	88,000.00	88,000.00	2	1	As requested by David Gourley
Upgrade tower entry fountain	1	Item	15,000.00	15,000.00	1	25	As requested by David Gourley
Unidentified works	1	Item	47,300.00	47,300.00	1	1	As requested by David Gourley
Tower entry repaving	1	Item	27,500.00	27,500.00	1	30	As requested by David Gourley
Inner courtyard remaining areas repaving	1	Item	225,000.00	225,000.00	1	30	As requested by David Gourley
Gerrale Street entry repaving	1	Item	114,000.00	114,000.00	1	30	As requested by David Gourley
Low-rise retiling	1	Item	46,000.00	46,000.00	1	15	As requested by David Gourley
Replace inside spa and upgrade amenities	1	Item	44,000.00	44,000.00	4	25	Repair or replace as required
Upgrade security cameras and intercom	1	Item	5,500.00	5,500.00	2	0	Repair or replace as required
Upgrade security cameras and intercom	1	Item	2,750.00	2,750.00	3	1	Repair or replace as required
Remaining paint work by CPR	1	Item	13,000.00	13,000.00	2	0	Repair or replace as required
Remaining door signage by Jentech	1	Item	3,300.00	3,300.00	2	0	Repair or replace as required

BUILDING PHOTOS

Item Group	Photo
Building exterior	
Roof	
Main foyer - Tower	
Lobbies and hallways - Tower	

Item Group	Photo
Stairwell - low rise x 4 entries	
Vehicle accessways	
External walkways	
Barbeque area	

Item Group	Photo
Gymnasium	
Sauna	
Swimming pool and Spa area	
Spa room	

Item Group	Photo
Fixtures and Fittings	

Inspector's Report for Cote D'Azur

1. We have recommended that the balance of the Capital Works be allowed to increase over the length of this report, leading to a significant balance in the later years. It is necessary to allow a larger balance over time to offset the effects of inflation on building material and labour costs and to ensure that adequate funds are available to provide for major works, which frequently become necessary as the building ages but which cannot be reliably forecast this far in advance. Based on historical data and current trends, we anticipate that building construction and maintenance costs will increase by fifty percent every fifteen years. This recommendation will be reviewed each time this report is updated, in light of price levels and the state of the building at the time of each update.

2. IMPORTANT NOTES ABOUT PAINTING: Painting a building serves two main purposes: improving the appearance of the building; and protecting the painted surface. From a maintenance point of view, this second purpose is more important. By sealing the surface, paint protects the building from damage caused by water, salt or air pollutants. Although most paints will hold their appearance for at least ten years, before cracking or peeling occurs, they become porous and lose their protective abilities well before this point. As such, we recommend that surfaces are repainted more frequently.

High-quality elastomeric paints, when properly applied, can achieve longer-lasting results, however the higher cost of this paint, lower spread rates and higher labour costs associated with this work tends to increase painting cost by approximately 50%, and so has not been included in this forecast.

Washing or pressure cleaning a painted surface can significantly diminish its function as a protective coating. If the surface is not repainted after the timeframe recommended above it will become more vulnerable to water, salt and/or pollutants. The resulting damage can considerably increase the cost of surface preparation before future repainting and, in extreme cases lead to concrete cancer, requiring major repairs.

3. Actual painting quotations can vary to our painting cost estimates due to colour selection changes (i.e.: changing from light to dark or dark to light that may require multiple coats). Often over product specification that includes either an impact membrane or 3 coat system can add up to 15-20% to the painting per square metre rate.

4. The maintenance of fences between properties is regulated under the Dividing Fences Act 1991, which states that neighbours have equal responsibility for dividing fences. As such, we have applied a fifty percent rate to all maintenance work on these fences in this report.

5. An allowance has been made for the cleaning and maintenance of the driveway. Cleaning may be carried out using high pressure water or a chemical wash, however the Owners Corporation should take care to abide by water-use restrictions when doing so.

6. As the property is in a salt air environment it is most important that the Owners Corporation closely monitor the state of repair of the building. Even limited exposure to salt air can shorten the effective lives of many items and can lead to unpredictable wear and tear on a wide range of surfaces and materials. Any signs of corrosion or deterioration should be assessed for repair as swiftly as possible, and repairs undertaken accordingly.

7. We have allocated funds for the common issues where waterproofing fails and needs reinforcing.

8. An allowance for general building maintenance and repairs was added for future works.

9. We have made an allowance for the ongoing maintenance of electrical board and equipment.

10. An allowance for plumbing and drainage maintenance was included for the complex.

11. Monies were budgeted for the maintenance and replacement of window parts on the complex.

12. Money allocated for scaffold can be used for other access equipment e.g. abseiling teams, boomlift, cherrypicker.

13. The membrane on the roof needs regular maintenance and a total replacement over time which has been included in this report.

14. Money was allocated to the maintenance of driveway / car park entry gates and the replacement of electric gate motors over time.

15. A walkway maintenance program was included for repairs and maintenance to the external common area walkways and stairways.

16. Monies were budgeted for the maintenance of the common area gardens, landscaping and tree pruning.

17. Maintenance of fire equipment was included in this report.

18. Lift maintenance has been included in this report.

19. As advised, the opening balance includes $250,000 from the Admin Fund, which was deposited into the Capital Works Fund.

Report Notes

Capital Works Fund Plan (NSW)

This forecast satisfies the current requirements of section 80 of the Strata Schemes Management Act 2015, which states:

80 Owners corporation to prepare 10-year capital works fund plan

(1) *An owners corporation is to prepare a plan of anticipated major expenditure to be met from the capital works fund for a 10-year period commencing on the first annual general meeting of the owners corporation.*
(2) *An owners corporation is to prepare a plan for each 10-year period following the 10-year period to which the first plan applied. The plan is to be prepared for the annual general meeting at which the period covered by the previous plan expires.*
(3) *An owners corporation may, by resolution at a general meeting, review, revise or replace a 10-year plan prepared under this section and must review the plan at least once every 5 years.*
(4) *A plan under this section is to include the following:*
  (a) *details of proposed work or maintenance,*
  (b) *the timing and anticipated costs of any proposed work,*
  (c) *the source of funding for any proposed work,*
  (d) *any other matter the owners corporation thinks fit,*
  (e) *any other matter prescribed by the regulations for the purposes of this section.*
(5) *A plan under this section is to be finalised by the end of the next annual general meeting of the owners corporation after the annual general meeting for which the plan is prepared.*
(6) *An owners corporation may engage expert assistance in the preparation of a plan under this section.*
(7) *An owners corporation is, so far as practicable (and subject to any adjustment under this section), to implement each plan prepared under this section.*

A Capital Works Fund is established pursuant to section 74 of the Strata Schemes Management Act 2015, which states:

74 Capital works fund

(1) ***Establishment of fund***
An owners corporation must establish a capital works fund.
(2) ***Amounts payable to fund***
An owners corporation must pay the following amounts into the capital works fund:
  (a) *the contributions levied on, and paid by, owners for payment into the fund,*
  (b) *any amounts paid to the owners corporation by way of discharge of insurance claims, unless paid into the administrative fund,*
  (c) *any amounts paid to the owners corporation under Part 11,*
  (d) *any amount received by the owners corporation that is not required or permitted to be paid into the administrative fund,*
  (e) *the proceeds of any investment of the fund.*
(3) *An owners corporation may also pay the following amounts into the capital works fund:*
  (a) *any income of the owners corporation,*
  (b) *any amount that may be, but is not required to be, paid into the fund under this Act.*
(4) ***Amounts payable from fund***
An owners corporation may pay money from its capital works fund only for the following purposes:
  (a) *payments of the kind for which estimates have been made under section 79 (2),*
  (b) *payments made in accordance with this Division on a distribution of a surplus in the fund,*
  (c) *payments of amounts for the purposes of Part 11,*
  (d) *the transfer of money to the administrative fund or to pay expenditure that should have been paid from the administrative fund.*
(5) ***Exemption***
An owners corporation for a strata scheme comprising 2 lots need not establish a capital works fund if:
  (a) *the owners corporation so determines by unanimous resolution, and*
  (b) *the buildings comprised in one of those lots are physically detached from the buildings comprised in the other lot, and*
  (c) *no building or part of a building in the strata scheme is situated outside those lots.*

THIS REPORT DEALS WITH THE CAPITAL WORKS FUND PLAN.

Implementation - It is the responsibility of the Strata Committee and the Owners Corporation to implement this plan so far as is practicable.

Interaction with Capital Works Fund - The source of funding for all proposed work or maintenance is presumed to be the capital works fund. No allowance has been made for proposed work or maintenance that is funded by means other than the capital works fund.

Figures used and updates - The figures used in the forecast are typical for this type of building and normal usage. The Strata Committee has some flexibility to make minor adjustments to the timing of any proposed work. More major adjustments to the timing of work may require an ordinary resolution of the Strata Committee, or complete revision of the Plan. The purpose of this forecast is to ensure monies are available when required to cover foreseeable expenses.

Contingency - A contingency has been allowed for any unforeseen expenses. Please refer to the second page of the report.

Interest, Taxation and Inflation - The standard interest rate used by Solutions in Engineering is based on the Reserve Bank of Australia's (RBA) historical series for Cash Management and Online Savings Account interest rates for the past previous fifteen years. The company tax rate is applied to interest income unless Solutions in Engineering is advised that the Owners Corporation is exempt from tax on external income. The standard inflation rate used by Solutions in Engineering is based upon the entire RBA historical series for Construction, Manufacturing and Property Services inflation, commencing March 1999. While historical figures are not an accurate predictor of specific future outcomes, over the life of this report (fifteen years), interest rates and inflation should approach long-term averages. Changes in economic conditions may affect the accuracy of these figures. This report should be updated at regular intervals to ensure that any such changes are taken into account.

Administration Fund - Items of a recurrent nature that are covered by the administration budget such as maintenance contract for lifts, fire protection equipment, air conditioners, cleaning and gardening are not included. Neither are items of a minor recurrent nature with varying life spans such as light bulbs and exit light battery packs.

Items with Indefinite Lives - There is no allowance for replacement of items that, if properly maintained, should last indefinitely, (unless otherwise requested by the Strata Committee); for example: sanitary fittings and lift carriage interiors. This forecast deals only with estimating the timing of physical obsolescence.

Improvements - The Strata Committee may resolve to undertake improvements not related to normal maintenance. No allowance has been made for these items.

Defects - No allowance has been made for correction of defects resulting from faulty construction except where nominated in the report. The inspectors report summarises only issues observed during our inspection and is not a structural report.

Ongoing Maintenance Programs - The lives of some items overall may have been extended indefinitely due to the use of an ongoing maintenance program. When there is any doubt in our minds about how and when an item may need replacement or maintenance, we give control to the owners and the Strata Committee. With allowances for ongoing maintenance programs, allow funds to be available for maintenance, gradual replacement or in some cases accumulation of funds for total replacement in the long term. The lives of some items can vary considerably, especially with issues such as:

- Usage.
- Accidental damage to floor tiles, which may or may not be still available or in stock.
- Fences can be maintained and replaced gradually or all at once.
- Metal and Aluminium Balustrades can last anywhere between 10 and 50 years, depending on the original quality, coatings (painting) and maintenance.
- Concrete driveways that have been cracked but are still perfectly sound and serviceable.
- Pumps and Fans can last indefinitely or wear out relatively quickly. This often depends on the quality of internal construction and finish.

Safety - The inspection does not cover safety issues.

Lifts - Due to the many types of lift contracts covering varying parts and aspects of lift maintenance, no allowance is made unless instructed by the Strata Committee Committee/Representative.

Fire Maintenance – We have assumed that the Fire Maintenance Contractor has covered the Fire Maintenance Items; no allowance is made unless instructed by the Strata Committee/Representative.

Window Safety Device – It is mandatory to install a safety device/ lock that restricts the opening of an openable window to less than 12.5cm. The device must be able to withstand a specific outward pushing force. All windows in

every apartment building above a certain height must comply. (Section 118 Strata Schemes Management Act 2015; section 30 Strata Schemes Management Regulation 2016). An allowance has been made for the installation of these devices. Contact our office should you require a quotation to install these devices.

Other Matters - Unless otherwise included, this report does not include matters that are not anticipated major expenditures to be met from the capital works fund.

Updates **-** The forecast is made with the best available data at this time. The forecast should be upgraded at regular intervals. We recommend a minimum of bi-annual updates.

Supply terms and conditions - All services provided by Solutions in Engineering are supplied on the basis of **Supply Terms and Conditions** which are available from our Office and from our website www.solutionsinengineering.com

Please read the information and the notes on the Inspector's report to gain the most from this report.

Strata Plan No. 50785

1 McDonald Street, Cronulla 2230

PROPOSED ANNUAL BUDGET

	ACTUAL 01/03/20-28/02/21	BUDGET 01/03/20-28/02/21	BUDGET 01/03/21-28/02/22
ADMINISTRATIVE FUND			
INCOME			
Admin Levy Income	666,666.50	666,667.00	666,667.00
Admin Levy Income Discount	(59,971.88)	(66,667.00)	(66,667.00)
Interest-Investments	262.40	0.00	0.00
Exclusive Use	8,959.00	0.00	36,000.00
Insurance Claims Sp	8,417.50	0.00	0.00
Key Deposits	2,280.00	3,000.00	2,000.00
Rental Income	10,201.09	10,000.00	10,000.00
Strata Roll Inspection Fees	31.00	0.00	0.00
TOTAL ADMIN FUND INCOME	**636,845.61**	**613,000.00**	**648,000.00**
EXPENDITURE - ADMIN FUND			
Accounting	4,044.85	4,500.00	4,500.00
Audit And Taxation Services	2,031.84	2,500.00	2,500.00
Bank Charges	20.40	50.00	50.00
Bank Charges-Bpay	1.32	0.00	0.00
Bank Charges-With Gst	9.09	0.00	0.00
Consultants	1,170.91	7,000.00	17,000.00
Insurance-Excesses	0.00	4,000.00	5,000.00
Insurance-Premiums	84,524.75	100,000.00	100,000.00
Insurance-Valuation	552.73	0.00	0.00
Legal Fees	133.09	20,000.00	10,000.00
Maint-Aircon	10,760.24	14,000.00	12,000.00
Maint-Aircon-Water Treatment	4,470.86	8,000.00	6,000.00
Maint-Cleaning	116,687.80	119,000.00	125,000.00
Maint-Cleaning-Carpet/Furn	0.00	2,000.00	2,000.00
Maint-Cleaning-Other	1,460.00	2,000.00	2,000.00
Maint-Compactor	1,982.19	3,500.00	3,000.00
Maint-Doors & Windows	6,198.64	8,000.00	8,000.00
Maint-Electrical	6,386.15	7,000.00	8,000.00
Maint-Electrical Lamps & Tubes	628.47	1,000.00	1,000.00
Maint-Fire Prtcn-Contract	9,917.50	10,000.00	11,000.00
Maint-Fire Prtcn-Monitoring	(3,437.86)	2,500.00	2,500.00
Maint-Fire Prtcn-Repairs	14,646.21	25,000.00	25,000.00
Maint-Garage Doors	230.00	1,000.00	1,000.00
Maint-General Repairs	14,114.95	20,000.00	20,000.00

Strata Plan No. 50785

1 McDonald Street, Cronulla 2230

PROPOSED ANNUAL BUDGET

	ACTUAL 01/03/20-28/02/21	BUDGET 01/03/20-28/02/21	BUDGET 01/03/21-28/02/22
Maint-Grease Trap	(2,981.23)	0.00	0.00
Maint-Gym Equipment	476.00	500.00	500.00
Maint-Hot Water Service	840.00	2,500.00	2,000.00
Maint-Insurance Repairs	5,477.50	0.00	0.00
Maint-Intercom	720.00	3,000.00	2,500.00
Maint-Lawns & Gardening	24,971.65	28,000.00	28,000.00
Maint-Lift-Maint Contract	18,295.47	20,000.00	50,000.00
Maint-Lift-Registration Fees	77.00	78.00	78.00
Maint-Lift-Servicing/Repair	0.00	2,000.00	2,000.00
Maint-Lift-Telephone	186.00	0.00	200.00
Maint-Locks, Keys & Card Keys	1,650.00	500.00	1,000.00
Maint-Pest/Vermin Control	1,345.00	2,000.00	2,000.00
Maint-Plumbing & Drainage	9,185.55	8,000.00	10,000.00
Maint-Pool Consumables	7,604.21	8,500.00	9,000.00
Maint-Pool Repairs	2,448.49	4,000.00	4,000.00
Maint-Pumps	4,909.00	4,000.00	6,000.00
Maint-Security Equipment	3,490.00	4,000.00	5,000.00
Maint-Tv Antenna & Cables	0.00	1,500.00	1,500.00
Management Fees	20,482.68	20,500.00	20,500.00
Mgmt - Non Routine Services	2,913.87	7,000.00	6,000.00
Oh & S Compliance	0.00	1,000.00	1,000.00
Mgmt - Print/Postage/General	4,433.39	5,000.00	5,000.00
Search And Certificates	110.15	0.00	0.00
Capital Works Fund Assessment	1,189.09	0.00	500.00
Sundry	2,733.56	4,000.00	4,000.00
Telephone/Email/Fax	1,789.79	3,000.00	2,500.00
Telephone - Mgmt	79.20	200.00	200.00
Trades Compliance	240.00	240.00	240.00
Utility-Electricity	63,312.32	75,000.00	70,000.00
Utility-Gas	7,561.27	7,000.00	8,000.00
Utility-Rubbish Removal	0.00	200.00	200.00
Utility-Water & Sewerage	42,413.97	46,000.00	45,000.00
TOTAL ADMIN EXPENDITURE	**502,488.06**	**618,768.00**	**652,468.00**
SURPLUS/DEFICIT	**$ 134,357.55**	**$ (5,768.00)**	**$ (4,468.00)**
Opening Admin Balance	161,484.99	161,484.99	295,842.54
ADMINISTRATIVE FUND BALANCE	**$ 295,842.54**	**$ 155,716.99**	**$ 291,374.54**

Strata Plan No. 50785

1 McDonald Street, Cronulla 2230

PROPOSED ANNUAL BUDGET

	ACTUAL 01/03/20-28/02/21	BUDGET 01/03/20-28/02/21	BUDGET 01/03/21-28/02/22
CAPITAL WORKS FUND			
INCOME			
Capital Works Levy Income	433,333.55	433,333.00	433,333.00
Cw Fund Levy Income Discount	(38,717.34)	(43,333.00)	(43,333.00)
Interest-Investments	9,506.90	10,000.00	8,800.00
Refund--Income Tax	75.70	0.00	0.00
TOTAL CAPITAL WORKS INCOME	**404,198.81**	**400,000.00**	**398,800.00**
EXPENDITURE - CAPITAL WORKS			
Income Tax	2,799.87	4,000.00	3,520.00
General Replacement	229,115.77	435,000.00	743,100.00
TOTAL CAP. WORKS EXPENDITURE	**231,915.64**	**439,000.00**	**746,620.00**
SURPLUS/DEFICIT	**$ 172,283.17**	**$ (39,000.00)**	**$ (347,820.00)**
Opening Capital Works Balance	616,906.37	616,906.37	789,189.54
CAPITAL WORKS FUND BALANCE	**$ 789,189.54**	**$ 577,906.37**	**$ 441,369.54**

Strata Plan No. 50785

LOT BUDGET SUMMARY

28/02/2022

If the foregoing budget is adopted levies (including GST) for the specified period payable quarterly will be as follows:

Lot No	Unit No	Entitlement	ADMINISTRATIVE FUND	CAPITAL WORKS FUND	Net Total
1	R1	78	1,287.00	836.55	2,123.55
2	Shop4	85	1,402.50	911.63	2,314.13
3	Shop3	95	1,567.50	1,018.87	2,586.37
4	Shop2	91	1,501.50	975.98	2,477.48
5	Shop1	96	1,584.00	1,029.60	2,613.60
6	A1	73	1,204.50	782.93	1,987.43
7	A2	74	1,221.00	793.65	2,014.65
8	A3	74	1,221.00	793.65	2,014.65
9	A4	74	1,221.00	793.65	2,014.65
10	A5	74	1,221.00	793.65	2,014.65
11	A6	73	1,204.50	782.93	1,987.43
12	R2	125	2,062.50	1,340.62	3,403.12
13	B13	44	726.00	471.90	1,197.90
14	B14	44	726.00	471.90	1,197.90
15	A7	75	1,237.50	804.38	2,041.88
16	A8	78	1,287.00	836.55	2,123.55
17	A9	78	1,287.00	836.55	2,123.55
18	A10	79	1,303.50	847.28	2,150.78
19	A11	78	1,287.00	836.55	2,123.55
20	A12	76	1,254.00	815.10	2,069.10
21	R3	112	1,848.00	1,201.20	3,049.20
22	B15	49	808.50	525.53	1,334.03
23	B16	50	825.00	536.25	1,361.25
24	B17	50	825.00	536.25	1,361.25
25	B18	50	825.00	536.25	1,361.25
26	0	0	0.00	0.00	0.00
27	0	0	0.00	0.00	0.00
28	0	0	0.00	0.00	0.00
29	C1	90	1,485.00	965.25	2,450.25
30	C2	53	874.50	568.42	1,442.92
31	C3	86	1,419.00	922.35	2,341.35
32	C4	88	1,452.00	943.80	2,395.80
33	C5	81	1,336.50	868.73	2,205.23
34	C6	75	1,237.50	804.38	2,041.88
35	C7	84	1,386.00	900.90	2,286.90
36	C8	71	1,171.50	761.47	1,932.97
37	C9	82	1,353.00	879.45	2,232.45
38	C10	59	973.50	632.77	1,606.27
39	C11	60	990.00	643.50	1,633.50
40	C12	65	1,072.50	697.12	1,769.62
41	C13	65	1,072.50	697.12	1,769.62
42	C14	70	1,155.00	750.75	1,905.75
43	C15	90	1,485.00	965.25	2,450.25
44	C16	76	1,254.00	815.10	2,069.10
45	C17	85	1,402.50	911.63	2,314.13
46	C18	61	1,006.50	654.23	1,660.73
47	C19	66	1,089.00	707.85	1,796.85
48	C20	69	1,138.50	740.03	1,878.53
49	C21	68	1,122.00	729.30	1,851.30
50	C22	75	1,237.50	804.38	2,041.88

Strata Plan No. 50785

LOT BUDGET SUMMARY

28/02/2022

If the foregoing budget is adopted levies (including GST) for the specified period payable quarterly will be as follows:

Lot No	Unit No	Entitlement	ADMINISTRATIVE FUND	CAPITAL WORKS FUND	Net Total
51	C23	100	1,650.00	1,072.50	2,722.50
52	C24	84	1,386.00	900.90	2,286.90
53	C25	92	1,518.00	986.70	2,504.70
54	C26	72	1,188.00	772.20	1,960.20
55	C27	64	1,056.00	686.40	1,742.40
56	C28	68	1,122.00	729.30	1,851.30
57	C29	64	1,056.00	686.40	1,742.40
58	C30	75	1,237.50	804.38	2,041.88
59	C31	110	1,815.00	1,179.75	2,994.75
60	C32	92	1,518.00	986.70	2,504.70
61	C33	100	1,650.00	1,072.50	2,722.50
62	C34	71	1,171.50	761.47	1,932.97
63	C35	66	1,089.00	707.85	1,796.85
64	C36	70	1,155.00	750.75	1,905.75
65	C37	72	1,188.00	772.20	1,960.20
66	C38	88	1,452.00	943.80	2,395.80
67	C39	115	1,897.50	1,233.38	3,130.88
68	C40	96	1,584.00	1,029.60	2,613.60
69	C41	105	1,732.50	1,126.13	2,858.63
70	C42	76	1,254.00	815.10	2,069.10
71	C43	72	1,188.00	772.20	1,960.20
72	C44	73	1,204.50	782.93	1,987.43
73	C45	74	1,221.00	793.65	2,014.65
74	C46	90	1,485.00	965.25	2,450.25
75	C47	120	1,980.00	1,287.00	3,267.00
76	C48	116	1,914.00	1,244.10	3,158.10
77	C49	115	1,897.50	1,233.38	3,130.88
78	C50	90	1,485.00	965.25	2,450.25
79	C51	74	1,221.00	793.65	2,014.65
80	C52	71	1,171.50	761.47	1,932.97
81	C53	77	1,270.50	825.82	2,096.32
82	C54	95	1,567.50	1,018.87	2,586.37
83	C55	135	2,227.50	1,447.88	3,675.38
84	C56	129	2,128.50	1,383.53	3,512.03
85	C57	143	2,359.50	1,533.67	3,893.17
86	C58	100	1,650.00	1,072.50	2,722.50
87	C59	86	1,419.00	922.35	2,341.35
88	C60	86	1,419.00	922.35	2,341.35
89	C61	198	3,267.00	2,123.55	5,390.55
90	C62	155	2,557.50	1,662.37	4,219.87
91	C63	138	2,277.00	1,480.05	3,757.05
92	C64	155	2,557.50	1,662.37	4,219.87
93	C65	154	2,541.00	1,651.65	4,192.65
94	C66	141	2,326.50	1,512.23	3,838.73
95	C67	141	2,326.50	1,512.23	3,838.73
96	C68	151	2,491.50	1,619.48	4,110.98
97	C69	165	2,722.50	1,769.63	4,492.13
98	C70	146	2,409.00	1,565.85	3,974.85
99	C71	165	2,722.50	1,769.63	4,492.13
100	C72	155	2,557.50	1,662.37	4,219.87

Strata Plan No. 50785

LOT BUDGET SUMMARY

28/02/2022

If the foregoing budget is adopted levies (including GST) for the specified period payable quarterly will be as follows:

Lot No	Unit No	Entitlement	ADMINISTRATIVE FUND	CAPITAL WORKS FUND	Net Total
101	C73	143	2,359.50	1,533.67	3,893.17
102	C74	143	2,359.50	1,533.67	3,893.17
103	C75	161	2,656.50	1,726.72	4,383.22
104	C76	378	6,237.00	4,054.05	10,291.05
105	C77	391	6,451.50	4,193.47	10,644.97
Total		**10,000**	**$165,000.00**	**$107,250.03**	**$272,250.03**



Financial Services Guide

Authorised Representatives

Strata Title Management

This Financial Services Guide (FSG) is designed to assist you in deciding whether to use any of the services offered by BCB and our Authorised Representative. It contains information about:

- the financial services BCB and our Authorised Representative can offer you;
- how BCB and our Authorised Representative are remunerated in relation to those services; and
- how you can make a complaint.

About BCB

Body Corporate Brokers Pty Ltd ABN 95 002 809 298 (BCB) holds an Australian Financial Services License (AFSL No.244 529) to provide advice on and deal in general insurance products. We specialise as strata insurance brokers.

BCB is a member of the National Insurance Brokers Association and subscribes to the Insurance Brokers' Code of Practice.

The contact details for BCB and our Authorised Representative are on the last page.

BCB's own insurance policies

We maintain a Professional Indemnity Policy (PI Policy) which satisfies the requirements for compensation arrangements under Section 912B of the Corporations Act 2001 (Cth).

About our Authorised Representative

BCB has appointed your Strata Manager, Residential Manager, Owners Corporation Manager or Body Corporate Manager as an Authorised Representative to act on BCB's behalf (Authorised Representative).

STM | Building Smarter Communities
STRATA TITLE MANAGEMENT

BCB
Strata Insurance Brokers

The Authorised Representative is part of the Smarter Communities Limited ABN 25 065 006 859 (SC) group of companies.

Our services

Our Authorised Representative can assist you to obtain insurance to protect your assets and minimise your liabilities to comply with the Body Corporate, Strata and Community Title laws in your State or Territory.

Our Authorised Representative can give you information and help in arranging or renewing your Strata, Community Title or other related insurance policies.

Our Authorised Representative is authorised to provide **general advice** only. General advice is a recommendation or opinion about an insurance product that does not take into account your objectives, financial situation or needs.

If you need personal advice about your insurance requirements, you should contact BCB.

Personal advice is advice that takes into account any one or more of your objectives, financial situation and needs. We will give you a document setting out our a dvice, the details of remuneration (including commission) and information on any associations or other interests which might reasonably have influenced us in giving our advice.

Our Authorised Representative is not authorised to provide you with Personal Advice under our arrangement with it.

If either BCB or our Authorised Representative offer to arrange a general insurance product for you, we will provide you with a Product Disclosure Statement (PDS). You should carefully read the PDS to decide if the product features suit your objectives, financial situation and needs before making a decision about the insurance product.

Who we act for

BCB acts on your behalf when we advise on and arrange insurance for you. When you ask us to recommend an insurance policy for you, we will only consider the policies offered by the insurers we deal with.

Remuneration and other benefits

BCB is paid commission by insurers when we arrange a general insurance product for you. The amount of the commission is a range from 0% to 20 % of the base premium (excluding government charges) paid by you for the product.

Where our Authorised Representative has referred you, BCB will pass on all of this commission.

BCB charges you a broker fee in addition to the commission received from insurers . This fee is a range from 0% to 15% of the base premium (excluding government charges) and will appear separately on your tax invoice.

Alternatively, if an insurer charges a net premium and no commission is payable, BCB may either increase its remuneration by up to the amount of commission and fee that would normally apply to this insurance or agree a specific fee with you according to the service to be provided.

Where our Authorised Representative has referred you, BCB will pass on up to half of its fees.

The commission or fee applies for each policy issued or renewed.

BCB employees are paid a salary and may earn a bonus or incentives based on achievement of a broad range of the company's goals, including financial targets.

BCB receives interest on our trust account funds comprising premiums received from you and other insureds before they are sent to insurers . BCB may invest the premium. Any interest or return on investment is solely for BCB's benefit.

If you require, BCB can arrange a premium funding quote enabling you to pay your premiums by instalments. Premium funders charge interest. BCB may receive a commission from the premium funder for the introduction in the range of 0% to 4% of the base premium (excluding government charges).

BCB may receive from time to time certain soft dollar (non-monetary) benefits.

You may request particulars of BCB's remuneration (including commission) or other benefits within a reasonable time after you are given this FSG and before any financial service identified in this FSG is provided to you BCB is paid.

Important Relationships

The Authorised Representative's parent company, SC has entered into an agreement with BCB in relation to services provided by BCB to the Authorised Representative. These services are being developed to provide innovative technology solutions and other process efficiencies which will enable the Authorised Representative to deliver smarter insurance solutions for your benefit. Any net profit for BCB arising from these services will be shared 60% to BCB and 40% to SC.

Further details of the remuneration (including commission) or other benefits received by either the Authorised Representative and/or SC in connection with the provision of insurance products are available on request from BCB if this is made within a reasonable time after you are given this FSG and before any financial service identified in this FSG is provided to you.

The Authorised Representative is also an Authorised Representative of CHU Underwriting Agencies Pty Ltd, ABN 18 001 580 070 (CHU).

We are a wholly owned entity of Steadfast Group Limited, ABN 98 073 659 677 (SGL). Some of the insurance intermediaries we deal with may also be Steadfast related entities. We have access to shared services from SGL. These include (but are not exclusive to): model operating procedures, manuals, legal, technical, HR, compliance, IT, sum insured and product comparison tools; specialist insurance cover placement and claims support; group insurance arrangements; and group purchasing arrangements. These services are funded by SGL, subsidised by SGL or SGL receives a fee for them.

Steadfast has exclusive arrangements with some insurers and underwriting agencies (Partners) under which Steadfast will receive a marketing and administration fee between 0.5 – 2.0% for each product arranged by a Steadfast Network Broker with those Partners. Steadfast also has exclusive arrangements with some premium funders under which Steadfast will receive 0.5% marketing and administration fee for each amount funded by Steadfast Network Brokers with those premium funders. Depending on the operating costs of Steadfast (including the costs of services provided by Steadfast to Steadfast Network Brokers) and the amount of total business Steadfast Network Brokers place with participating Partners and premium funders in any financial year, Steadfast Network Brokers may receive a proportion of that marketing and administration fee at the end of each financial year. Steadfast is a shareholder in a number of Steadfast Network Brokers and also a shareholder in some underwriting agencies.

Privacy

We are committed to protecting your privacy. We use the personal information you provide to advise about and assist with your insurance needs. We only provide your personal information to either the insurance companies with which we choose to deal (and their representatives) or as per our Privacy Policy.

You can request details of the personal information we hold about you at any time.

For more details about our Privacy Policy, please ask your BCB Manager.

Complaints and Disputes

What should I do if I have a complaint?

1. Contact BCB and tell BCB about your complaint. BCB will do its best to resolve it quickly.
2. If your complaint is not satisfactorily resolved within 3 business days, please contact our Complaints Officer on 02 9024 3850 or put your complaint in writing and send it to them at:

Complaints Officer
PO BOX 20288, World Square NSW 2002
Or email: complaints@bodycorporatebrokers.com.au

3. BCB is a member of the Australian Financial Complaints Authority (AFCA). If an issue has not been resolved to your satisfaction, you can lodge a complaint with AFCA. AFCA provides fair and independent financial services complaint resolution that is free to consumers. AFCA can be contacted as below:

Australian Financial Complaints Authority
GPO Box 3, MELBOURNE VIC 3001
Telephone: 1800 931 678 (free call)
Email: info@afca.org.au
Web: www.afca.org.au

Authorised Representative

Name:

Strata Title Management Group Pty Ltd

ABN:

43 119 665 762

Authorised Representative No:

1258603

Address:

Level 7, 447 Kent Street SYDNEY NSW 2000

Phone:

02 9266 2600

Fax:

02 9266 2699

Email:

central@stratatitle.com.au

BCB
Strata Insurance Brokers

Established in 1996.

NEW SOUTH WALES | QUEENSLAND
VICTORIA | WESTERN AUSTRALIA

bodycorporatebrokers.com.au

New South Wales Branch
Level 11 , 338 Pitt Street, Sydney NSW 2000
Ph.: 02 9024 3850

Queensland Branch
Suite 1,7-9 Burra Street, Chevron Island QLD 4217
Ph: 07 5668 7800

Victoria Branch
Level 3, 100 Albert Road, South Melbourne VIC 3205
Ph.: 03 8609 2300

Western Australia Branch
155b, 22 St Georges Terrace, Perth WA 6000
Ph: 08 6245 5300

Please retain this document in a safe place as it involves legal rights and obligations.

If you require any further details about the financial services provided by BCB, please contact us.

STM | Building Smarter Communities
STRATA TITLE MANAGEMENT

* All sections to be completed by BCB upon release

Body Corporate Brokers Pty Ltd authorised the distribution of this Financial Services Guide. This document was prepared on 1 November 2018.

Special By-law 103 — Animals

103.1 Intent

Subject to the conditions detailed in this By-law, certain animals are permitted within the boundaries of Côte, or deemed suitable to be kept as pets by residents.

103.2 Assistance animals

a) After providing us evidence demonstrating that your animal is a registered assistance animal under the *Companion Animals Act 1998*, you may keep an assistance dog within your Lot, and that animal is permitted to accompany you on CP at any time.
b) We also welcome any visitor to Côte accompanied by their registered assistance animal.

103.3 Pets not requiring our approval

a) You may keep the following within your Lot without our approval:
    i) fish housed in a secure aquarium;
    ii) one or two small caged birds (other than a chicken or fowl); or
    iii) a small reptile kept in a terrarium.

103.4 Pets requiring our prior approval

a) You must make written application and obtain our approval prior to keeping a cat or dog within your Lot.
b) Your application must detail:
    i) Breed, sex, age and fully-grown weight of your proposed pet cat or dog; and
    ii) Evidence that your cat or dog is microchipped and listed on the *NSW Pet Registry.*
c) We will not unreasonably withhold our approval for a pet we consider suitable for the complex.

103.5 Your obligations in keeping a pet cat or dog

a) You acknowledge that you take full responsibility for its behaviour.
b) You undertake to keep it in good health, including being up to date with vaccinations, and regularly receiving flea and worm treatments.
c) It must remain within your Lot, and not be allowed to wander on CP or enter another Lot.
d) It must never be left unattended on your balcony or courtyard.
e) It must only traverse the CP or be in your garage area when necessary for ingress or egress.
f) When traversing the CP with your cat or dog for any reason, it must be hand carried, on leash, or in a pet box or other suitable container.
g) You must not intentionally soil your cat or dog on any part of CP.
h) You must immediately inform us if it inadvertently soils any CP area, and you must promptly clean that soiling.
i) You must not attempt to flush any spent cat or dog litter, or put it down the Tower refuse chute.
j) You must bag any spent cat or dog litter from your Lot and place it in a red bin for disposal.
k) You must not enter the Resort Area with your cat or dog at any time.

103.5 Removal of animals

a) You agree that you have an obligation to promptly and permanently remove your animal from Côte if we inform you that:
    i) It is not permitted under this By-law;
    ii) You do not have our approval to keep it;
    iii) We revoke our previous approval for you to keep your animal;
    iv) Your animal is declared a nuisance, dangerous or menacing under the terms of the *Companion Animals Act 1998*;
    v) You breach any term of this By-law; or
    vi) Your animal upsets the amenity of Côte or the peaceful enjoyment of others because of noise, odour , health and safety, or any other reason.

103.6 Other animals onsite

a) With the exception of the animals permitted under this By-law, you must not allow any other cat, dog, or other animal or reptile to enter Côte, or be in a Lot or on CP at any time.

OPTION "A"
CATS & DOGS

Special By-law 103 — Animals

103.1 Intent

Subject to the conditions detailed in this By-law, certain animals are permitted within the boundaries of Côte, or deemed suitable to be kept as pets by residents.

103.2 Assistance animals

a) After providing us evidence demonstrating that your animal is a registered assistance animal under the *Companion Animals Act 1998*, you may keep an assistance dog within your Lot, and that animal is permitted to accompany you on CP at any time.
b) We also welcome any visitor to Côte accompanied by their registered assistance animal.

103.3 Pets not requiring our approval

a) You may keep the following within your Lot without our approval:
    i) fish housed in a secure aquarium;
    ii) one or two small caged birds (other than a chicken or a fowl); or
    iii) a small reptile kept in a terrarium.

103.4 Pets requiring our prior approval

a) You must make written application and obtain our approval prior to keeping a cat within your Lot.
b) Your application must detail:
    i) Breed, sex, and age of your proposed pet cat; and
    ii) Evidence that your cat is microchipped and listed on the *NSW Pet Registry*.
c) We will not unreasonably withhold our approval for a pet, but regret we will not entertain requests for keeping a dog because of the increased likelihood of negative impact on the amenity and peaceful enjoyment of other residents.

103.5 Your obligations in keeping a pet cat

a) You acknowledge that you take full responsibility for its behaviour.
b) You undertake to keep it in good health, including being up to date with vaccinations, and regularly receiving flea and worm treatments.
c) It must remain within your Lot, and not be allowed to wander on CP or enter another Lot.
d) It must never be left unattended on your balcony or courtyard.
e) It must only traverse the CP or be in your garage area when necessary for ingress or egress.
f) When traversing the CP with your cat for any reason, it must be hand carried, on leash, or in a pet box or other suitable container.
g) You must not intentionally soil your cat on any part of CP.
h) You must immediately inform us if it inadvertently soils any CP area, and you must promptly clean that soiling.
i) You must not attempt to flush any spent cat litter, or put it down the Tower refuse chute.
j) You must bag any spent cat litter from your Lot and place it in a red bin for disposal.
k) You must not enter the Resort Area with your cat at any time.

103.5 Removal of animals

a) You agree that you have an obligation to promptly and permanently remove your animal from Côte if we inform you that:
    i) It is not permitted under this By-law;
    ii) You do not have our approval to keep it;
    iii) We revoke our previous approval for you to keep your animal;
    iv) Your animal is declared a nuisance, dangerous or menacing under the terms of the *Companion Animals Act 1998*;
    v) You breach any term of this By-law; or
    vi) Your animal upsets the amenity of Côte or the peaceful enjoyment of others because of noise, odour , health and safety, or any other reason.

103.6 Other animals onsite

a) With the exception of the animals permitted under this By-law, you must not allow any other cat, dog, or other animal or reptile to enter Côte, or be in a Lot or on CP at any time.

OPTION "B"
CATS

Special By-law 131 — Lot 34 (Unit C6) Major Work

131.1 Introduction

This By-law gives the Owner of Lot 34 ("You") special privileges to carry out and retain Major Work on your Lot and CP, as well as exclusive use and enjoyment of CP occupied by your works under certain conditions.

131.2 Major Work specified

a) The Major Work on your Lot and CP covered by this By-law is as follows:
   i) Strip out ensuite, main bathroom, laundry, powder room & entry area;
   ii) Replacement of waterproof membrane;
   iii) Retile floors, & retile walls with floor to ceiling tiles; and
   iv) Reinstatement or replacement of toilet, vanity and fittings.

b) The Major Work on your Lot and CP must be carried out in accordance with the following specification which is attached and forms part of this By-law:
   i) MPM Building Solutions quotation.

131.3 Authorisation, Right of Exclusive Use and Responsibility

a) We permit you to undertake the Major Work and give you a special privilege to keep and maintain it on the conditions set out in By-law 115 and this By-law.
b) You have a right of exclusive use and enjoyment of so much of the Major Work that comprises part of CP on the terms and conditions set out in this By-law.
c) We retain the right of access and use of any part of CP affected by your Major Work for the purpose of fulfilling any obligation which we may have under Strata Legislation or any other law.
d) You are responsible at all times for properly maintaining and keeping in a state of good and serviceable repair your Major Work and, when necessary, renewing or replacing any part of your Major Work.

131.4 Terms & Conditions

a) Before commencing Major Work, you must:
   i) provide us a copy of all tradespersons' licences and public liability insurances;
   ii) pay our costs incurred in connection with the preparation, reviewing, passing and registration of this By-law.
b) You must complete your Major Work within the expected time frame and in accordance with the plans and specifications.
c) Your Major Work must be carried out in a competent and proper manner by licensed tradespersons.
d) You must comply with all applicable statutes, By-laws, regulations, rules and other laws for the time being in force.
e) You must minimize disturbance to the peaceful enjoyment of others during your Major Work.
f) You must pay all costs associated with your Major Work and properly maintain them.
g) You must give our nominated representatives access to inspect your Major Work within 48 hours of any request.
h) You must rectify any part of your Major Work that do not comply with the NCC or any applicable Australian Standard at your own cost.
i) You must notify us in writing as soon as your Major Work has been completed.
j) You must restore any damage to other parts of CP or any other Lot caused by your Major Work at your own expense, no matter when such damage may become evident.
k) You indemnify and keep us indemnified against all actions, proceedings, claims, demands, costs, damages and expenses which may be incurred by or brought or made against us arising out of your Major Work, the altered state, condition or use of CP arising from your Major Work or any breach of this By-law.

131.5 Breach of this By-Law

a) If you breach any condition of this By-law and fail to rectify that breach within 30 days of written notice from us, then we may:
   i) Rectify any such breach;
   ii) Enter any part of CP or your Lot, by our agents, employees or contractors in accordance with the Act for the purpose of rectifying any such breach; and
   iii) Recover as a debt due from you the costs of the rectification together with the our expenses incurred in recovering those costs including legal costs on an indemnity basis.
b) Nothing in this clause restricts the rights of or the remedies available to us as a consequence of a breach of this By-law.

QUOTE

Steve Jarvis

Date
06 Apr 2021
Quote Number
QU-0143
Reference
Cronulla

34 Hunter St
KIRRAWEE NSW 2232
Ph:0400230277
ABN 12 058 805 468
LIC: 270357C

Description	Unit Price	GST	Amount
Main bathroom, To remove all existing tiles from walls and get back to blockwork / render. Remove bath and all associated trade waste. Pull down existing cornice and patch ceiling to allow for floor to ceiling tiles. 2 x downlights. Shower to be in bath location. Install all new waterproofing angles. Apply 1 x coat of primer then 2 x coats of waterproof membrane. Labour to install new floor tiles & floor to ceiling wall tiles. All to be grouted and silicone joints. To supply and install 1 x glass fixed panel shower screen. Ceilings to be painted. Labour to install all Pc items supplied by the client eg Toilet ,vanity, all tapware, mirror ,towel rails etc.	12,500.00	10%	12,500.00
Ensuite As above but no bath and shower screen to be semi frameless.	11,000.00	10%	11,000.00
To remove tile's and tile bed in L'dry floor area only. To remove cabinets and re install when the new tiles are grouted. Waterproof slab x 2 coats grade sand cement bed to floor waste and tile floor only.	4,400.00	10%	4,400.00
To remove toilet and vanity and re install when tiling is finished. To remove tiles in kitchen/ toilet entry area. Waterproof toilet area only re do sand cement beds and lay new tiles. All grouted and silicone joints where required.	9,300.00	10%	9,300.00
Floor protection and zip walls provided by MPM in unit space only.			
		Subtotal	37,200.00
		Total GST 10%	3,720.00
		TOTAL AUD	**40,920.00**

Terms

Exclusions
No patching of render. to walls once tile have been removed.
All plumbing to stay in existing locations hoping that the bath waste is the right size and in the correct location.
Existing exhaust fans to stay.
No major electrical down lights only.
Kitchen cabinets to stay in place and tiles to be cut into existing kickers.

All fire hydrates and smoke detectors to be disabled before work starts, All common areas to be protected at clients cost eg lifts, hallway's, basements anything thing that is required by strata to be protected. This will have to arranged by the client not MPM.

Special By-law 132 — Lot 52 (Unit C24) Major Work

132.1 Introduction

This By-law gives the Owner of Lot 52 ("You") special privileges to carry out and retain Major Work on your Lot and CP, as well as exclusive use and enjoyment of CP occupied by your works under certain conditions.

132.2 Major Work specified

a) The Major Work on your Lot and CP covered by this By-law is as follows:
   i) Removal of non-structural walls & replacement with sliding doors, new brickwork and panels;
   ii) Demolition of ensuite, main bathroom, laundry & kitchen;
   iii) Replacement of waterproof membrane followed by retiling;
   iv) Replacement of living room sliding balcony door;
   v) Relocation of fire sprinkler heads as required to suit new layout;
   vi) Installation of engineered timber to all floors except bathrooms & laundry, with Regupol 6010 8/4mm acoustic underlay;
   vii) Installation of new kitchen joinery & island bench; and
   viii) New bathroom & laundry fixtures & fittings.

b) The Major Work on your Lot and CP must be carried out in accordance with the following detailed plans and specifications that are attached and form part of this By-law:
   i) Melissa Collison Design Demolition Notes drawing; and
   ii) Melissa Collison Design General Construction drawing.

132.3 Authorisation, Right of Exclusive Use and Responsibility

a) We permit you to undertake the Major Work and give you a special privilege to keep and maintain it on the conditions set out in By-law 115 and this By-law.
b) You have a right of exclusive use and enjoyment of so much of the Major Work that comprises part of CP on the terms and conditions set out in this By-law.
c) We retain the right of access and use of any part of CP affected by your Major Work for the purpose of fulfilling any obligation which we may have under Strata Legislation or any other law.
d) You are responsible at all times for properly maintaining and keeping in a state of good and serviceable repair your Major Work and, when necessary, renewing or replacing any part of your Major Work.

132.4 Terms & Conditions

a) Before commencing Major Work, you must:
   i) provide us a copy of all tradespersons' licences and public liability insurances;
   ii) pay our costs incurred in connection with the preparation, reviewing, passing and registration of this By-law.
b) You must complete your Major Work within the expected time frame and in accordance with the plans and specifications.
c) Your Major Work must be carried out in a competent and proper manner by licensed tradespersons.
d) You must comply with all applicable statutes, By-laws, regulations, rules and other laws for the time being in force.
e) You must minimize disturbance to the peaceful enjoyment of others during your Major Work.
f) You must pay all costs associated with your Major Work and properly maintain them.
g) You must give our nominated representatives access to inspect your Major Work within 48 hours of any request.
h) You must rectify any part of your Major Work that do not comply with the NCC or any applicable Australian Standard at your own cost.
i) You must notify us in writing as soon as your Major Work has been completed.
j) You must restore any damage to other parts of CP or any other Lot caused by your Major Work at your own expense, no matter when such damage may become evident.
k) You indemnify and keep us indemnified against all actions, proceedings, claims, demands, costs, damages and expenses which may be incurred by or brought or made against us arising out of your Major Work, the altered state, condition or use of CP arising from your Major Work or any breach of this By-law.

132.5 Breach of this By-Law

a) If you breach any condition of this By-law and fail to rectify that breach within 30 days of written notice from us, then we may:
   i) Rectify any such breach;
   ii) Enter any part of CP or your Lot, by our agents, employees or contractors in accordance with the Act for the purpose of rectifying any such breach; and
   iii) Recover as a debt due from you the costs of the rectification together with the our expenses incurred in recovering those costs including legal costs on an indemnity basis.
b) Nothing in this clause restricts the rights of or the remedies available to us as a consequence of a breach of this By-law.

DEMOLITION NOTES -

- THIS DRAWING IS TO BE READ IN CONJUNCTION WITH OTHER DEMOLITION PLANS AND DETAILS, PARTITION PLANS, REFLECTED CEILING PLANS, FLOOR FINISHES PLANS, JOINERY PLANS, FURNITURE PLANS AND THE LIKE AS DIMENSIONS AND SET OUTS ON OTHER DRAWINGS WILL HAVE A RELATIONSHIP TO THESE WORKS.

- THE WORKS INDICATED ON THIS DRAWING MAY NOT REFLECT THE FULL SCOPE REQUIRED. THE CONTRACTOR SHALL UNDERTAKE ALL DEMOLITION WORKS REQUIRED TO FACILITATE THE CONSTRUCTION OF THE NEW WORKS AND SCOPE.

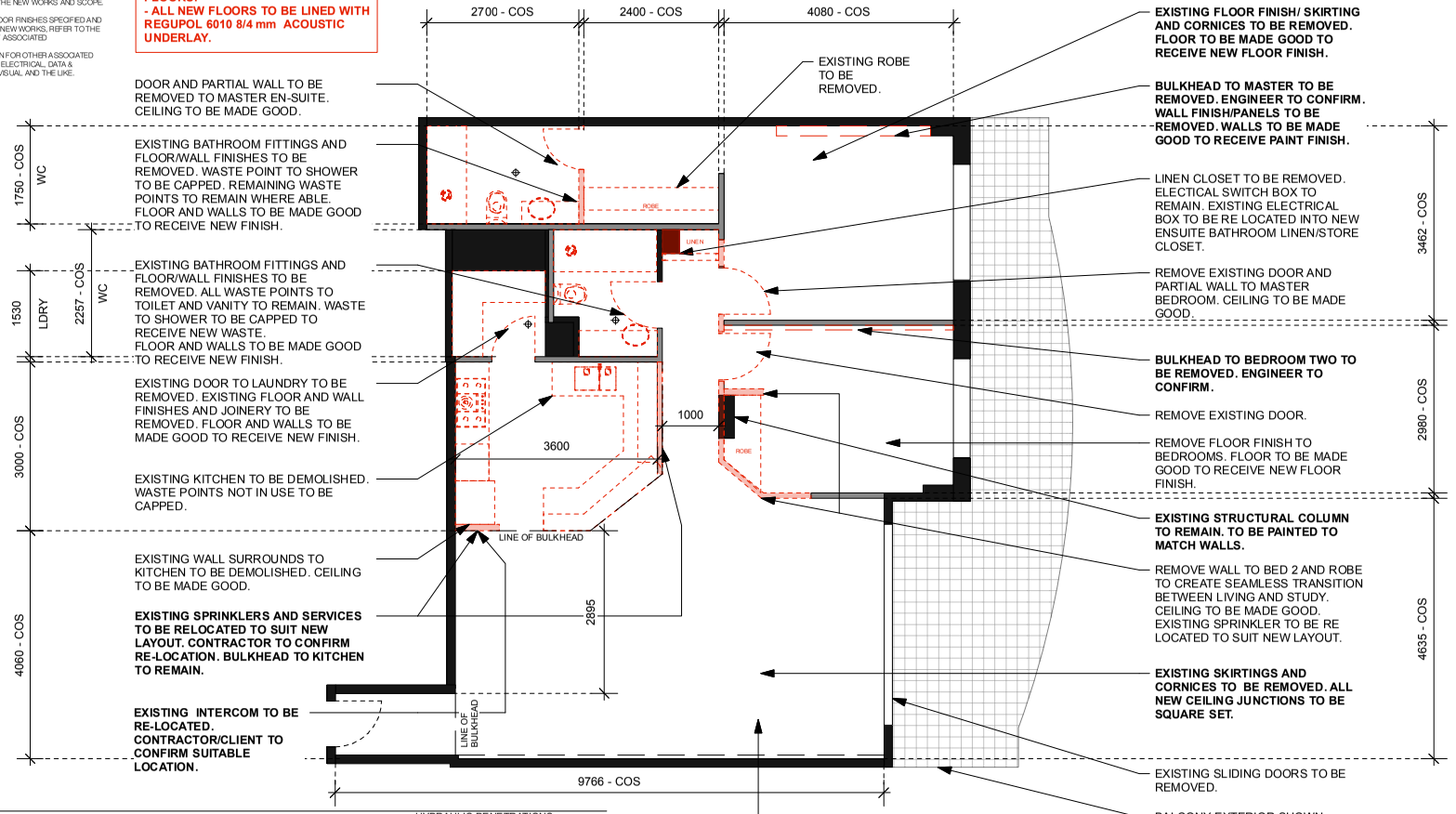
- THE CONTRACTOR SHALL ALLOW TO REMOVE FLOOR FINISHES SPECIFIED AND PREPARE THE SUB FLOOR SURFACES IN AREAS OF NEW WORKS, REFER TO THE FLOOR FINISHES PLAN FOR EXTENT AND SCOPE OF ASSOCIATED

- REFER TO OTHER CONSULTANTS DOCUMENTATION FOR OTHER ASSOCIATED DEMOLITION WORKS REQUIRED FOR MECHANICAL, ELECTRICAL, DATA & COMMUNICATIONS, HYDRAULIC, SECURITY, AUDIO VISUAL AND THE LIKE.

NOTE:
- EXISTING WINDOW/DOOR FITTINGS TO BE REPLACED BY WELLFIX.
- ALL WET AREAS TO BE WATER PROOFED. TO INCLUDE WALLS AND FLOORS.
- ALL NEW FLOORS TO BE LINED WITH REGUPOL 6010 8/4 mm ACOUSTIC UNDERLAY.

NOTE:
CONTRACTOR TO ENGAGE FIRE SERVICES CONSULTANT TO RELOCATE EXISTING FIRE SPRINKLERS TO SUIT NEW LAYOUT.

NOTE:
ALL DRAWINGS TO BE READ IN ACCORDANCE WITH THE STRUCTURAL ENGINEERS REPORT 10TH FEBRUARY 2021



DEMO/SETOUT LEGEND -

GENERALLY SOLID INDICATES EXISTING BASE BUILDING WALLS, PARTITIONS OR EXISTING FIT OUT WALLS AND PARTITIONS TO REMAIN. CONTRACTOR SHALL MAKE GOOD AND/OR PROTECT READY FOR THE NEW WORKS. GREY DIAGONAL HATCH INDICATES OUT OF SCOPE.

DWG. AXXX — JOINERY DETAIL REFERENCE

GENERALLY INDICATES NEW FIT OUT PARTITIONS, WIDTH & CONSTRUCTION VARIES REFER TO DETAILED DRAWINGS

GENERALLY DASHED OR DOTTED LINE INDICATES ENVIRONMENT TO BE DEMOLISHED AND REMOVED, THIS INCLUDES BUT NOT LIMITED TO PARTITIONS, FURNITURE, JOINERY AND THE LIKE REQUIRED FOR THE NEW WORKS AND SCOPE. MAKE GOOD TO ALL SURFACES TO MATCH EXISTING WHERE DEMOLITION HAS OCCURRED, THIS INCLUDES BUT IS NOT LIMITED TO, BASE BUILDING CORE WALL LININGS, CEILINGS, COLUMN CLADDINGS, SKIRTING AND THE LIKE READY FOR THE NEW WORKS.

D0X — REFERENCE NEW DOOR DETAILS

HYDRAULIC PENETRATIONS

E.P — REFERENCE EXISTING PLUMBING TO REMAIN. TO BE CAPPED OFF, IF NECESSARY AND MADE GOOD FOR NEW FIXTURES

N.P — REFERENCE NEW REQUIRED PLUMBING FOR NEW FIXTURES.

CONTRACTOR TO ENSURE ALL PLUMBING WORKS MEET AUSTRALIAN STANDARDS AND CODE . LOCATIONS ON DRAWINGS INDICTATIVE ONLY. CONTRACTOR TO PROVIDE APPROPRIATE LOCATIONS

NOTE:
- EXISTING SPRINKLERS AND SERVICES TO BE COORDINATED WITH NEW LAYOUT.
- BULKHEAD TO KITCHEN TO REMAIN TO HOUSE SERVICES. SPRINKLERS TO HALLWAY TO REMAIN HOWEVER TO BE RE LOCATED AS NECESSARY.
- CONTRACTOR TO CHECK ON SITE ALL LOCATIONS OF SERVICES PRIOR TO WORKS COMMENCING.

NOTES

DRAWINGS FOR DESIGN INTENT ONLY.
Design intent drawings only. Contractor to conduct site survey + provide shop drawings for construction. Designer to approve shop drawings prior to construction. Do not scale from drawings - use figured dimensions.

Figured dimensions shall take precedence over scale. Contractors must verify all dimensions on job before commencing any work or making shop drawings. All work is to comply with the Building Code of Australia, Australian Standards & relevant By-laws. Information on this drawing is the copyright of Melissa Collison. Copying or use of this drawing in whole or in part without written permission infringes copyright.

DATE:

APPROVED:

melissa collison
Ground Floor, 72 Queen St, Woollahra
NSW 2025
T +61 2 9328 3300

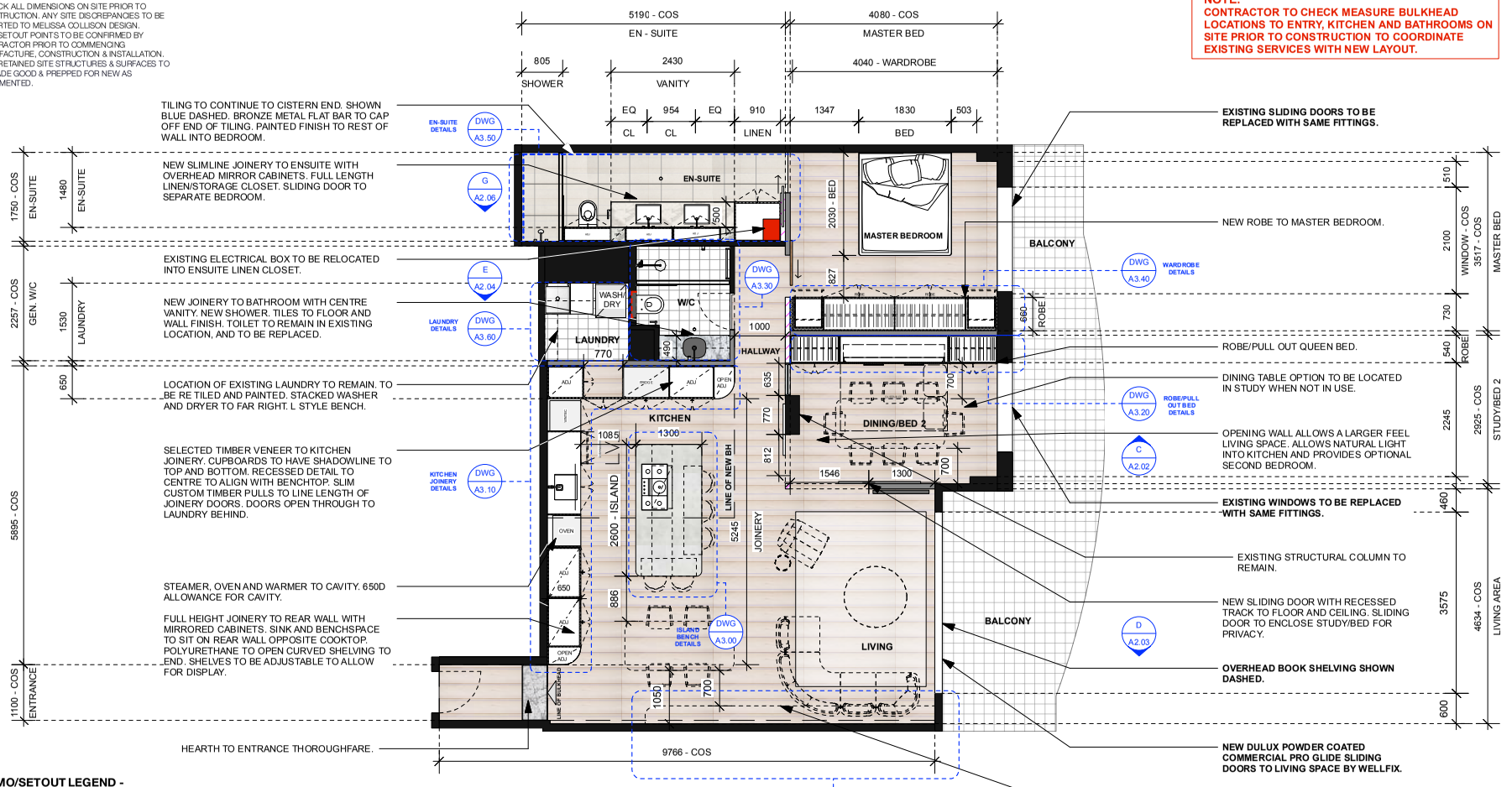
JOB NAME	SALISBURY APARTMENT		
DRAWING NAME	DEMOLITION PLAN		DATE MARCH 2021
	STATUS: FOR CLIENT APPROVAL		
SITE ADDRESS	U24C 1 McDONALD STREET, CRONULLA NSW 2230		
JOB No	2022	DRAWING No A1.01	ISSUE D
SCALE @A3	1:50 @ A3	DRAWN BY VT	CHECKED BY MC

ISSUE	DATE	DESCRIPTION
A	27.01.21	ISSUE FOR APPROVAL
B	11.02.21	ISSUE FOR APPROVAL
C	26.02.21	ISSUE FOR APPROVAL
D	24.03.21	ISSUE FOR STRATA APPROVAL

NOTES - GEN. CONSTRUCTION

- CHECK ALL DIMENSIONS ON SITE PRIOR TO CONSTRUCTION. ANY SITE DISCREPANCIES TO BE REPORTED TO MELISSA COLLISON DESIGN.
- ALL SETOUT POINTS TO BE CONFIRMED BY CONTRACTOR PRIOR TO COMMENCING MANUFACTURE, CONSTRUCTION & INSTALLATION.
- ALL RETAINED SITE STRUCTURES & SURFACES TO BE MADE GOOD & PREPPED FOR NEW AS DOCUMENTED.

NOTE:
CONTRACTOR TO CHECK MEASURE BULKHEAD LOCATIONS TO ENTRY, KITCHEN AND BATHROOMS ON SITE PRIOR TO CONSTRUCTION TO COORDINATE EXISTING SERVICES WITH NEW LAYOUT.



NOTE:
- ALL NEW FLOORS TO BE LINED WITH REGUPOL 6010 8/4mm ACOUSTIC UNDERLAY.

NOTE:
ALL DRAWINGS TO BE READ IN ACCORDANCE WITH THE STRUCTURAL ENGINEERS REPORT 10TH FEBRUARY 2021

DEMO/SETOUT LEGEND -

GENERALLY SOLID INDICATES EXISTING BASE BUILDING WALLS, PARTITIONS OR EXISTING FIT OUT WALLS AND PARTITIONS TO REMAIN. CONTRACTOR SHALL MAKE GOOD AND/OR PROTECT READY FOR THE NEW WORKS. GREY DIAGONAL HATCH INDICATES OUT OF SCOPE.

DWG AXXX — JOINERY DETAIL REFERENCE

GENERALLY INDICATES NEW FIT OUT PARTITIONS, WIDTH & CONSTRUCTION VARIES REFER TO DETAILED DRAWINGS

GENERALLY DASHED OR DOTTED LINE INDICATES ENVIRONMENT TO BE DEMOLISHED AND REMOVED, THIS INCLUDES BUT NOT LIMITED TO PARTITIONS, FURNITURE, JOINERY AND THE LIKE REQUIRED FOR THE NEW WORKS AND SCOPE. MAKE GOOD TO ALL SURFACES TO MATCH EXISTING WHERE DEMOLITION HAS OCCURRED, THIS INCLUDES BUT IS NOT LIMITED TO, BASE BUILDING CORE WALL LININGS, CEILINGS, COLUMN CLADDINGS, SKIRTING AND THE LIKE READY FOR THE NEW WORKS.

D0X — REFERENCE NEW DOOR DETAILS

HYDRAULIC PENETRATIONS

E.P — REFERENCE EXISTING PLUMBING TO REMAIN. TO BE CAPPED OFF, IF NECESSARY AND MADE GOOD FOR NEW FIXTURES

N.P — REFERENCE NEW REQUIRED PLUMBING FOR NEW FIXTURES.

CONTRACTOR TO ENSURE ALL PLUMBING WORKS MEET AUSTRALIAN STANDARDS AND CODE . LOCATIONS ON DRAWINGS INDICTATIVE ONLY. CONTRACTOR TO PROVIDE APPROPRIATE LOCATIONS

NOTES

DRAWINGS FOR DESIGN INTENT ONLY.
Design intent drawings only. Contractor to conduct site survey + provide shop drawings for construction. Designer to approve shop drawings prior to construction. Do not scale from drawings - use figured dimensions.

Figured dimensions shall take precedence over scale. Contractors must verify all dimensions on job before commencing any work or making shop drawings. All work is to comply with the Building Code of Australia, Australian Standards & relevant By-laws. Information on this drawing is the copyright of Melissa Collison. Copying or use of this drawing in whole or in part without written permission infringes copyright.

DATE:

APPROVED:

melissa collison
Ground Floor, 72 Queen St, Woollahra
NSW 2025
T +61 2 9328 3300

JOB NAME	SALISBURY APARTMENT		
SITE ADDRESS	U24C 1 McDONALD STREET, CRONULLA NSW 2230		
DRAWING NAME	GENERAL LAYOUT PLAN	DATE	MARCH 2021
STATUS: FOR CLIENT APPROVAL			
JOB No	2022	DRAWING No	A1.02
ISSUE	E		
SCALE @A3	1:75 @ A3	DRAWN BY	VT
CHECKED BY	MC		

ISSUE	DATE	DESCRIPTION
A	27.01.21	ISSUE FOR APPROVAL
B	03.02.21	ISSUE FOR APPROVAL
C	11.02.21	ISSUE FOR APPROVAL
D	26.02.21	ISSUE FOR APPROVAL
E	24.03.21	ISSUE FOR STRATA APPROVAL

Special By-law 133 — Lot 58 (Unit C30) Major Work

133.1 Introduction

This By-law gives the Owner of Lot 58 ("You") special privileges to carry out and retain Major Work on your Lot and CP, as well as exclusive use and enjoyment of CP occupied by your works under certain conditions.

133.2 Major Work specified

a) The Major Work on your Lot and CP covered by this By-law is as follows:
   i) Strip out ensuite & main bathroom;
   ii) Replacement of waterproof membrane;
   iii) Retiling with floor to ceiling tiles; and
   iv) Replacement of toilet, vanity and fittings.

b) The Major Work on your Lot and CP must be carried out in accordance with the following specification which is attached and forms part of this By-law:
   i) MPM Building Solutions quotation.

133.3 Authorisation, Right of Exclusive Use and Responsibility

a) We permit you to undertake the Major Work and give you a special privilege to keep and maintain it on the conditions set out in By-law 115 and this By-law.
b) You have a right of exclusive use and enjoyment of so much of the Major Work that comprises part of CP on the terms and conditions set out in this By-law.
c) We retain the right of access and use of any part of CP affected by your Major Work for the purpose of fulfilling any obligation which we may have under Strata Legislation or any other law.
d) You are responsible at all times for properly maintaining and keeping in a state of good and serviceable repair your Major Work and, when necessary, renewing or replacing any part of your Major Work.

133.4 Terms & Conditions

a) Before commencing Major Work, you must:
   i) provide us a copy of all tradespersons' licences and public liability insurances;
   ii) pay our costs incurred in connection with the preparation, reviewing, passing and registration of this By-law.
b) You must complete your Major Work within the expected time frame and in accordance with the plans and specifications.
c) Your Major Work must be carried out in a competent and proper manner by licensed tradespersons.
d) You must comply with all applicable statutes, By-laws, regulations, rules and other laws for the time being in force.
e) You must minimize disturbance to the peaceful enjoyment of others during your Major Work.
f) You must pay all costs associated with your Major Work and properly maintain them.
g) You must give our nominated representatives access to inspect your Major Work within 48 hours of any request.
h) You must rectify any part of your Major Work that do not comply with the NCC or any applicable Australian Standard at your own cost.
i) You must notify us in writing as soon as your Major Work has been completed.
j) You must restore any damage to other parts of CP or any other Lot caused by your Major Work at your own expense, no matter when such damage may become evident.
k) You indemnify and keep us indemnified against all actions, proceedings, claims, demands, costs, damages and expenses which may be incurred by or brought or made against us arising out of your Major Work, the altered state, condition or use of CP arising from your Major Work or any breach of this By-law.

133.5 Breach of this By-Law

a) If you breach any condition of this By-law and fail to rectify that breach within 30 days of written notice from us, then we may:
   i) Rectify any such breach;
   ii) Enter any part of CP or your Lot, by our agents, employees or contractors in accordance with the Act for the purpose of rectifying any such breach; and
   iii) Recover as a debt due from you the costs of the rectification together with the our expenses incurred in recovering those costs including legal costs on an indemnity basis.
b) Nothing in this clause restricts the rights of or the remedies available to us as a consequence of a breach of this By-law.

QUOTE

Geoff & Pam Schuberg

Date
21 Feb 2021
Quote Number
QU-0132
Reference
Cronulla

34 Hunter St
KIRRAWEE NSW 2232
Ph:0400230277
ABN 12 058 805 468
LIC: 270357C

Description	Unit Price	GST	Amount
Main bathroom, To remove all existing tiles from walls and get back to blockwork / render. Remove bath and all associated trade waste. Pull down existing cornice and patch ceiling to allow for floor to ceiling tiles. 2 x downlights. Shower to be in bath location. Install all new waterproofing angles. Apply 1 x coat of primer then 2 x coats of waterproof membrane. Labour to install new floor tiles & floor to ceiling wall tiles. All to be grouted and silicone joints. To supply and install 1 x glass fixed panel shower screen. Ceilings to be painted. Labour to install all Pc items supplied by the client eg Toilet ,vanity, all tapware, mirror ,towel rails etc.	12,500.00	10%	12,500.00
Ensuite As above but no bath and shower screen to be semi frameless.	11,000.00	10%	11,000.00
Floor protection and zip walls provided by MPM in unit space only.			
		Subtotal	23,500.00
		Total GST 10%	2,350.00
		TOTAL AUD	**25,850.00**

Terms

Exclusions
No patching of render. to walls once tile have been removed.
All plumbing to stay in existing locations hoping that the bath waste is the right size and in the correct location.
Existing exhaust fans to stay.
No major electrical down lights only.
All fire hydrates and smoke detectors to be disabled before work starts, All common areas to be protected at clients cost eg lifts, hallway's, basements anything thing that is required by strata to be protected. This will have to arranged by the client not MPM.
No pc items are allowed for as stated in quote.

STM Building Smarter Communities
STRATA TITLE MANAGEMENT

PROXY APPOINTMENT FORM | STRATA SCHEMES MANAGEMENT ACT 2015

Date ……I/We

the Owners of Lot in Strata Plan No. **50785**

appoint ……of ……
(or the Chairman, as my/our proxy for the purposes of meetings of the owners corporation (including adjourned meetings)

Period or number of meetings for which the appointment of proxy has effect:
* No. of Meetings [ ]/* Period……. [Months]/ * 12 Months or 2 consecutive General Meetings
***Tick and complete which one applies**
(Note: The appointment cannot have effect for more than 12 months or 2 consecutive Annual General Meetings, whichever is greater. If no section is made by the person giving the proxy, the proxy is effective only for one meeting.)

***1.** This form authorises the proxy to vote on my/our behalf on all matters

OR

***2.** This form authorises the proxy to vote on my/our behalf on the following matters only
***Delete paragraph 1 or 2, whichever does not apply**

(PLEASE CIRCLE AS AN INDICATION OF HOW YOU WANT TO VOTE ON THE MOTIONS):

Motion 1	For/Against
Motion 2	For/Against
Motion 3	For/Against
Motion 4	For/Against
Motion 5	For/Against
Motion 6	For/Against
Motion 7	For/Against
Motion 8	For/Against
Motion 9	For/Against
Motion 10	For/Against
Motion 11	For/Against
Motion 12	For/Against
Motion 13	For/Against
Motion 14	For/Against
Motion 15	For/Against
Motion 16	For/Against
Motion 17	For/Against
Motion 18	For/Against
Motion 19	For/Against
Motion 20	For/Against
Motion 21	For/Against
Motion 22	For/Against
Motion 23	For/Against
Motion 24	For/Against
Motion 25	For/Against
Motion 26	For/Against
Motion 27	For/Against
Motion 28	For/Against

***3.** If a vote is taken on whether …… (the Strata Managing Agent) should be appointed or remain in office or whether another managing agent is to be appointed, I/We want the proxy to vote as follows:- ……
***Delete paragraph 3 if proxy is not authorised to vote on this matter. For examples, read note 1 below.**

*4 I understand that, if the proxy already holds more than the permitted number of proxies, the proxy will not be permitted to vote on my/our behalf on any matters.

Signature of Owner/s ……, ……
(Signatures of all owners recorded on the Strata Roll required to be validated)

Notes:

1 This form is ineffective unless it contains the date on which it was made and it is given to the secretary of the owners corporation at least 24 hours before the first meeting in relation to which it is to operate (in the case of a large strata scheme) or at or before the first meeting in relation to which it is to operate (in any other case).
2 This form will be revoked by a later proxy appointment form delivered to the secretary of the owners corporation in the manner described in the preceding paragraph.
3 This form is current from the day on which it is signed until the end of the period (if any) specified on the form or the first anniversary of that day or at the end of the second annual general meeting held after that day (whichever occurs first).
4 If a person holds more than the total number of proxies permissible, the person cannot vote using any additional proxies. The total number of proxies that may be held by a person (other than proxies held by the person as the co-owner of a lot) voting on a resolution are as follows:

(a) if the strata scheme has 20 lots or less, one,
(b) if the strata scheme has more than 20 lots, a number that is equal to not more than 5% of the total number of lots.

5 A provision of a contract for the sale of a lot in a strata scheme, or of any ancillary or related contract or arrangement, is void and unenforceable to the extent that it:

(a) requires the purchaser of a lot, or any other person, to cast a vote at a meeting of the owners corporation at the direction of another person, or
(b) requires the purchaser to give a proxy at the direction of another person for the purpose of voting at a meeting of the owners corporation (that is a person cannot rely on any such proxy to cast a vote as a proxy).

6 A duly appointed proxy:

(a) may vote on a show of hands (or by any other means approved by a general resolution at a meeting of the owners corporation), subject to any limitation in this form, or may demand a poll, and
(b) may vote in the person's own right if entitled to vote otherwise than as a proxy, and
(c) if appointed as a proxy for more than one person, may vote separately as a proxy in each case.

7 A proxy is not authorised to vote on a matter:

(a) if the person who appointed the proxy is present at the relevant meeting and personally votes on the matter, or
(b) so as to confer a pecuniary or other material benefit on the proxy, if the proxy is a strata managing agent, building manager or on-site residential property manager, or
(c) if the right to vote on any such matter is limited by this form.

COMPANY NOMINEE FORM

To the Secretary
The Owners – Strata Plan 50785

C/- Strata Title Management
PO Box 56
Sutherland 1499

Email: reception@stratatitle.com.au

I/we (Company Trading Name & ACN)
being a company duly incorporated in the State of New South Wales having its registered office at..... (registered office address) hereby nominates, constitutes and appoints ..... (Nominee Name) as its appointed nominee as owner / mortgagee / covenant chargee* for lot no.(s) ..... for the purposes of exercising the rights, powers, authorities and functions of the company under the Strata Schemes Management Act 2015 (as amended).

The address for service of notices to the above nominee is:

.....
(Address)

Dated this ..... day of ....
(Day) (Month) (Year)

The Common Seal of

.....
(Company Trading Name)

Was hereto affixed by authority of the Board
of Directors in the presence of:

....
Signature of Secretary/Director Signature of Secretary/Director

....
Name of Secretary/Director Name of Secretary/Director

.....
Signature of Nominee

STRATA COMMITTEE NOMINATION FORM

THE OWNERS OF SP 50785 | COTE D'AZUR | 1 MCDONALD STREET, CRONULLA, NSW, 2230

NOMINEE

I, of Lot No.

Sole owner/co-owner, company nominee (please circle which is relevant)

in Strata Plan No. **50785** hereby nominate _____ to stand for election to the strata committee at the Annual General Meeting.

Signed: .....

Date: .....

ACCEPTANCE OF NOMINATION

I, _____ of Lot No. _____

Sole owner/co-owner, company nominee, non-owner (please circle which is relevant)

in Strata Plan No. **50785:**

✓ consent to the nomination to stand for election to the strata committee at theAnnual General Meeting, and;

✓ confirm my eligibility to stand for election, and;

✓ declare the following pecuniary interest _____and;

✓ disclose my connection with the original owner _____.

Signed: .....

Date: .....

PLEASE NOTE:

- If you are a sole owner or company nominee and self-nominating, please complete both sections of the form
- Sections 31 & 32 of the Strata Schemes Management Act 2015 (NSW) set out the eligibility requirements
- Schedule 2 of the Act sets out the obligation to disclose a direct or indirect pecuniary interest in a matter to be considered at a meeting.
- If there are no declarations of interest or connected person disclosures, then write "N/A"
- Forms should be returned to our office prior to the meeting if possible.

STM | Building Smarter Communities

STRATA TITLE MANAGEMENT

NOTICE OF
STRATA COMMITTEE MEETING

THE OWNERS – STRATA PLAN 50785
AT 1 MCDONALD STREET, CRONULLA, NSW, 2230

Date:	**21 April 2021**
Time:	**07:00 PM**
Venue:	**Club Cronulla, 41 Croydon Street, CRONULLA, NSW, 2230**

Prepared by: Daniel Goodwin
Phone: (02)95404199 Fax:
Postal Address: PO Box 56, Sutherland, 1499
Email: reception@stratatitle.com.au

NOTICE OF STRATA COMMITTEE MEETING OF THE OWNERS CORPORATION

NOTICE OF BUSINESS to be dealt with at the Strata Committee Meeting of the Owners - Strata Plan No 50785
To be held on Wednesday, **21 April, 2021**
Club Cronulla, 41 Croydon Street, CRONULLA, NSW, 2230
Commencing at the conclusion of the Annual General Meeting

Motion 1.	***Minutes***
THAT the minutes of the previous Strata Committee meeting be confirmed as a true and accurate account of the proceedings at that meeting.	
Explanatory Note:This motion refers to accepting the minutes of the last strata committee meeting, a copy of which is included in the meeting notice.	

Motion 2.	***Office Bearers***
That the strata Committee elect a Secretary, Treasurer and Chairperson	
Explanatory Note:This motion is to select office bearer position for the ensuring year.	

Motion 3.	***Appointing Contact point and substitute Contact Point***
THAT the Strata Committee appoints a main representative and a substitute representative of the Strata Committee to liaise with the strata manager and be the strata scheme's main contact point.	
Explanatory Note:This will ensure that the correct instructions of the strata committee are received by the strata managing agent which will avoid any miscommunication given by multiple members	

Motion 4.	***Notice To Comply - Lot 1 (R2)***
THAT the Strata Committee is satisfied that the occupant of Lot 1 (R2 The Pines) has contravened Special By-law 127.4 (Exhaust System) registered with Strata Plan 50785 by failing to ensure the exhaust system complies with requirements stipulated in that By-law, including the prevention of emission of offensive odours and smoke by suitable filtration; the timely removal of discarded equipment from the rooftop; and the provision of certification for the exhaust system within seven days; AND The Strata Committee instructs STM to issue a Notice to Comply with a By-law pursuant to Section 146 of the Strata Schemes Management Act 2015 to the owner and occupant of Lot 1 seeking compliance with the Strata Scheme's Special By-law 127 Requirements for Commercial Lots.	

Motion 5.	***Notice To Comply - Lot 3 (S2)***

THAT the Strata Committee is satisfied that the occupant of Lot 3 (S2 Giro) has contravened Special By-law 127.8 (Use of CP) registered with Strata Plan 50785 by commandeering an air conditioning unit permitted to benefit Lot 4 (S2 Splash) and installed on CP under Special By-law 26 — Lot 4 equipment and rerouting it without any authorization to benefit Lot 3, then again without authorization upgrading the unit, greatly increasing heat and distress on B2 for workers and residents; AND

The Strata Committee instructs STM to issue a Notice to Comply with a By-law pursuant to Section 146 of the Strata Schemes Management Act 2015 to the owner and occupant of Lot 3 seeking compliance with the Strata Scheme's Special By-law 127 Requirements for Commercial Lots, and specific removal of the air conditioning unit.

Motion 6.	***Notice To Comply - Lot 29 (Unit C1)***

THAT the Strata Committee is satisfied that the occupant of Lot 29 (Unit C1) has contravened Special By-law 109 — Vehicles & Garages registered with Strata Plan 50785 by repeatedly permitting vehicles associated with the lot to park in visitors parking or the car wash bay; AND

The Strata Committee instructs STM to issue a Notice to Comply with a By-law pursuant to Section 146 of the Strata Schemes Management Act 2015 to the occupant of Lot 16 seeking compliance with the Strata Scheme's Special By-law 109.

Motion 7.	***Appointment of Managing Agent - Strata Title Management***

That STM be given six months to improve their level of service to the satisfaction of the Strata Committee, failing which tenders will be called for replacement management.

Motion 8.	***Repairs and Maintenance***

THAT the Strata Committee review any items of repair and maintenance needing attention and provide instructions.

Explanatory Note:This motion is to determine whether items of repair and maintenance are needed in relation to common property areas within the complex.

Motion 9.	***Correspondence***

THAT the Strata Committee review any correspondence needing attention and provide instructions.

Explanatory Note:

This motion is to determine whether items of correspondence are needed in relation to common property areas within the complex.

Daniel Goodwin
STRATA TITLE MANAGEMENT

Dated: 13 April 2021

IMPORTANT NOTICE: *An owner can attend Strata Committee meetings but cannot address the meeting unless with approval from the Strata Committee.*

SYDNEY CENTRAL
PO Box 72
Strawberry Hills, NSW 2012

t. (02) 9266 2600
e. central@stratatitle.com.au

SYDNEY NORTH
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Taren Point, NSW 2229

t. (02) 9266 2600
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SYDNEY SOUTH
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t. (02) 9540 4199
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TWEED HEADS
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BALLINA
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