

SydneyStrataReport

property strata inspections

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STRATA REPORT

Client	Infinity Property Group
Address of property	Unit 1401/10 Burroway Road, Wentworth Point, NSW.
Lot	249
Strata Plan	SP 93238
Name of Strata Management Co.	Net Strata
Telephone Number of Strata Agent	1300 638 787
Report Date	16 February 2022

General Information

Owner's Name	Ching Wah Uy
Unit Entitlement.	36
Total Unit Entitlement.	10,000

Levy Contributions

Administration Fund contribution.	\$1,067.85
Capital Works Fund contribution.	\$153.45
Are There any Special Levies?	No on records presented.
Admin. Fund Balance Approx.	\$33,385.96 Debit.
Sinking Fund Balance.	\$807,552.96 Credit.

Insurances

Building Insurance	Yes
Sum Insured	\$151,075,800.00
Insurance Company	Chubb Insurance
Due Date	31 May 2022
Fire Safety Report ?	Yes
Certificate Date.	2021
Pet Friendly?	Owners corporation permission needed.

Meetings

Annual General Meeting 27 June 2018	Administration Fund set at \$1,091,015.00 p.a. Sinking Fund set at \$170,500.00 p.a.
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	<p>Building insurance continued,</p> <p>All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled.</p> <p>Meeting closed.</p>
<p>Annual General Meeting</p> <p>18 June 2019</p>	<p>Administration Fund set at \$1,183,945.00 p.a.</p> <p>Sinking Fund set at \$170,500.00 p.a.</p> <p>Building insurance continued,</p> <p>Motion 6: It was noted that the building has passed its 2 year warranty period (of 6 years) and passed after the builder fixed defects (a defect report is attached dated 2021 which was not for litigation),</p> <p>Motion 15: It was noted that AED have inspected the building and found no aluminium composite panels on the building.</p> <p>All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled.</p> <p>Meeting closed.</p>
<p>Annual General Meeting</p> <p>23 June 2020</p>	<p>Administration Fund set at \$1,183,945.00 p.a.</p> <p>Sinking Fund set at \$170,500.00 p.a.</p> <p>Building insurance continued,</p> <p>All other matters were meeting formalities and general maintenance including installation of car charging outlets in the car park as per the scan below,</p> <p>Meeting closed.</p>
<p>Annual General Meeting</p> <p>29 June 2021</p>	<p>Administration Fund set at \$1,186,490.00 p.a.</p> <p>Sinking Fund set at \$170,500.00 p.a.</p> <p>Building insurance continued,</p> <p>All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled.</p> <p>Meeting closed.</p>
<p>Other comments.</p>	<p>This report is to be taken in context and in conjunction with the scans below.</p> <p>No major works or special levies are planned on records presented. A defect report for information purposes is attached at the bottom of this report and covers common areas to identify and major defects. There no not appear to be any but please refer to this report below.</p>

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Strata Plan 93238
Lot 249, 2 BURROWAY ROAD WENTWORTH POINT

Date	Fund	Details	Debit	Credit	Balance
19/03/21	Administrative	BPay Payment: DEFT Bpay 0000034688		1,066.45	1,066.45
19/03/21	Capital Works	BPay Payment: DEFT Bpay 0000034688		153.45	1,219.90
01/04/21	Administrative	Levy 1/4/2021-30/6/2021	1,066.45		153.45
01/04/21	Capital Works	Levy 1/4/2021-30/6/2021	153.45		0.00
27/07/21	Administrative	BPay Payment: DEFT Bpay 0000034688		1,087.85	1,087.85
27/07/21	Capital Works	BPay Payment: DEFT Bpay 0000034688		153.45	1,241.30
07/08/21	Administrative	Levy 1/7/2021-30/9/2021	1,067.85		173.45
07/08/21	Administrative	Stationery Lot Charge - 07/08/2021	20.00		153.45
07/08/21	Capital Works	Levy 1/7/2021-30/9/2021	153.45		0.00
29/09/21	Administrative	BPay Payment: DEFT Bpay 0000034688		1,087.85	1,087.85
29/09/21	Capital Works	BPay Payment: DEFT Bpay 0000034688		153.45	1,241.30
01/10/21	Administrative	Levy 1/10/2021-31/12/2021	1,067.85		173.45
01/10/21	Administrative	Stationery Lot Charge - 01/10/2021	20.00		153.45
01/10/21	Capital Works	Levy 1/10/2021-31/12/2021	153.45		0.00
23/12/21	Administrative	BPay Payment: DEFT Bpay 0000034688		1,087.85	1,087.85
23/12/21	Capital Works	BPay Payment: DEFT Bpay 0000034688		153.45	1,241.30
01/01/22	Administrative	Levy 1/1/2022-31/3/2022	1,067.85		173.45
01/01/22	Administrative	Stationery Lot Charge - 01/01/2022	20.00		153.45
01/01/22	Capital Works	Levy 1/1/2022-31/3/2022	153.45		0.00
			4,943.80	4,943.80	0.00
				Interest Due:	\$0.00
				Total Due:	\$0.00

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT

	Administrative Fund	Capital Works Fund	TOTAL
ASSETS			
Cash at Bank	(82,288.86)	546,779.07	464,490.21
Investment A/c Strata Plan 93238 INV	0.00	53,623.22	53,623.22
Investment A/c Strata Plan 93238 Inv2	0.00	101,155.13	101,155.13
Investment A/c Strata Plan 93238 Inv3	0.00	100,198.36	100,198.36
Levies Receivable	68,133.01	8,273.15	76,406.16
Total Assets	(14,155.85)	810,028.93	795,873.08
LIABILITIES			
Levies Paid in Advance	3,247.44	0.00	3,247.44
GST Liabilities	3,874.27	2,476.54	6,350.81
Accounts Payable	12,108.40	0.00	12,108.40
Total Liabilities	19,230.11	2,476.54	21,706.65
Net Assets	(33,385.96)	807,552.39	774,166.43
OWNERS FUNDS			
Opening Balance	137,003.44	717,004.72	854,008.16
Surplus / Deficit for the period	(170,389.40)	90,547.67	(79,841.73)
Closing Balance	(33,385.96)	807,552.39	774,166.43
Total Owners Funds	(33,385.96)	807,552.39	774,166.43

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT
Administrative Fund

	Actual	Budget	Actual	Budget
	01/05/21 - 14/02/22	01/05/21 - 30/04/22	01/05/20 - 30/04/21	01/05/20 - 30/04/21
Income				
Debt Collection Recoveries				
Debt Collection Recoveries-Reversal	(\$399.98)	\$0.00	(\$677.30)	\$0.00
Debt Collection Recoveries	\$14,201.81	\$0.00	\$10,641.36	\$0.00
Expenses Recoveries				
Owner Expense Recoveries	\$110.00	\$0.00	\$140.00	\$0.00
Owner Refund	\$0.00	\$0.00	\$30.00	\$0.00
Interest				
Interest On Levy Arrears	\$2,115.43	\$0.00	\$3,927.90	\$0.00
Levy Income				
Contributions - General	\$808,965.60	\$1,085,000.00	\$1,077,221.40	\$1,085,000.00
Total Income	\$824,992.86	\$1,085,000.00	\$1,091,283.36	\$1,085,000.00
Expenses				
Accounting, Taxation & Banking				
Bank Fees	\$46.99	\$100.00	\$60.20	\$550.00
DEFT Process Fees	\$631.86	\$850.00	\$831.08	\$850.00
Audit Report	\$386.36	\$2,500.00	\$2,487.50	\$2,500.00
BAS & Tax Administration	\$2,326.23	\$2,500.00	\$2,326.23	\$2,500.00
Income Tax	\$348.60	\$0.00	\$255.90	\$0.00
Building General				
General Maintenance	\$14,313.09	\$7,000.00	\$13,330.63	\$7,000.00
Locks & Doors	\$5,438.80	\$4,500.00	\$4,162.50	\$5,000.00
Window Cleaning	\$15,840.00	\$18,000.00	\$17,900.00	\$18,000.00
Garage Security Gate / Shutter	\$606.00	\$0.00	\$0.00	\$0.00
Cleaning				
Cleaning - General	\$101,513.64	\$128,000.00	\$125,610.00	\$128,000.00
Electrical				
Electrical Repairs	\$2,034.68	\$4,000.00	\$1,558.10	\$5,000.00
Fire Control				
Fire Services	\$2,298.76	\$2,400.00	\$2,367.12	\$2,000.00
Garden & Grounds				
Lawn Mowing & Gardening	\$8,955.71	\$17,500.00	\$16,037.58	\$17,500.00
Gardening	\$2,559.14	\$0.00	\$0.00	\$0.00
Insurance				
Insurance Premium	\$3,688.80	\$3,700.00	\$3,837.46	\$3,820.00
Legal & Professional Services				
Legal Fees	\$655.00	\$0.00	\$0.00	\$0.00
Lift Repairs				
Lift Maintenance	\$29,402.67	\$23,000.00	\$10,637.64	\$22,500.00
Pest Control				
Pest Control - General	\$600.00	\$1,000.00	\$855.00	\$1,000.00
Plumbing				
Plumbing - General	\$14,887.56	\$6,500.00	\$6,603.14	\$6,500.00
Hot Water System Maintenance	\$5,214.59	\$6,500.00	\$8,882.08	\$6,500.00

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT
Administrative Fund

	Actual	Budget	Actual	Budget
	01/05/21 - 14/02/22	01/05/21 - 30/04/22	01/05/20 - 30/04/21	01/05/20 - 30/04/21
Resident Manager / Caretaker				
Building Manager/Caretaker	\$81,931.35	\$111,000.00	\$111,920.56	\$98,000.00
Rubbish Removal				
Routine Waste / Bin Collection	\$0.00	\$2,000.00	\$850.00	\$4,800.00
Security & Intercom				
Intercom Repairs / Replacement	\$6,981.27	\$0.00	\$789.00	\$0.00
Security Services	\$0.00	\$0.00	\$1,294.00	\$0.00
Strata/Building Administration				
Debt Collection Fees	\$13,360.46	\$0.00	\$12,205.12	\$0.00
Land Titles & By-Law Registration	\$4,822.65	\$4,400.00	\$4,811.13	\$4,200.00
Management Services	\$95,508.18	\$96,250.00	\$90,938.14	\$91,550.00
Printing, Postage & Stationery	\$15,522.50	\$18,400.00	\$18,376.27	\$18,000.00
Strata Administration	\$7,817.53	\$7,500.00	\$7,377.24	\$7,000.00
BMC/Community Contributions	\$480,475.20	\$625,500.00	\$575,794.34	\$588,500.00
Legislative Compliance	\$6,497.54	\$4,995.00	\$4,966.94	\$4,600.00
AGM Budget Adjustment	\$0.00	(\$86,435.00)	\$0.00	(\$48,370.00)
Building Defect Claim Administration	\$1,772.72	\$0.00	\$0.00	\$0.00
Inspection Fees	\$195.00	\$0.00	\$0.00	\$0.00
Telephone				
Lift Phone & Phone Charges	\$2,961.16	\$3,340.00	\$3,382.60	\$2,500.00
Water				
Water Consumption	\$65,788.22	\$70,000.00	\$13,535.66	\$85,000.00
Total Expenses	\$995,382.26	\$1,085,000.00	\$1,063,983.16	\$1,085,000.00
Surplus / Deficit	(\$170,389.40)	\$0.00	\$27,300.20	\$0.00

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT
Capital Works Fund

	Actual 01/05/21 - 14/02/22	Budget 01/05/21 - 30/04/22	Actual 01/05/20 - 30/04/21	Budget 01/05/20 - 30/04/21
Income				
Interest				
Interest On Levy Arrears	\$30.35	\$0.00	\$95.97	\$0.00
Interest On Bank Deposits (Investment Fund)	\$160.11	\$0.00	\$477.05	\$0.00
Interest On Bank Deposits (Investment 2 Fund)	\$289.47	\$0.00	\$865.66	\$0.00
Interest On Bank Deposits (Investment 3 Fund)	\$198.36	\$0.00	\$0.00	\$0.00
Levy Income				
Contributions - Capital Works Fund	\$116,258.10	\$155,000.00	\$155,010.80	\$155,000.00
Total Income	\$116,936.39	\$155,000.00	\$156,449.48	\$155,000.00
Expenses				
Building General				
General Maintenance	\$5,700.00	\$0.00	\$8,746.36	\$0.00
Capital Works Fund Maintenance	\$0.00	\$155,000.00	\$8,180.00	\$155,000.00
Legal & Professional Services				
Building Warranty	\$14,880.00	\$0.00	\$0.00	\$0.00
Capital Works Fund Report	\$2,552.73	\$0.00	\$0.00	\$0.00
Plumbing				
Plumbing - General	\$3,255.99	\$0.00	\$0.00	\$0.00
Total Expenses	\$26,388.72	\$155,000.00	\$16,926.36	\$155,000.00
Surplus / Deficit	\$90,547.67	\$0.00	\$139,523.12	\$0.00

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT

ADMINISTRATIVE FUND OTHER INCOME

Date	Ref.	Payee	Details	Amt.	Bal.
Debt Collection Recoveries					
06/05/21	lot 268		lot 268-Legal Debt Recoveries - Inv#75596	\$1,385.00	\$1,385.00
11/05/21	lot 20		lot 20-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,416.82
11/05/21	lot 90		lot 90-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,448.64
11/05/21	lot 94		lot 94-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,480.46
11/05/21	lot 131		lot 131-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,512.28
11/05/21	lot 134		lot 134-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,544.10
11/05/21	lot 167		lot 167-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,575.92
11/05/21	lot 204		lot 204-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,607.74
11/05/21	lot 208		lot 208-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,639.56
11/05/21	lot 214		lot 214-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,671.38
11/05/21	lot 229		lot 229-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,703.20
11/05/21	lot 230		lot 230-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,735.02
11/05/21	lot 308		lot 308-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,766.84
11/05/21	lot 327		lot 327-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,798.66
11/05/21	lot 332		lot 332-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,830.48
11/05/21	lot 3		lot 3-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,862.30
11/05/21	lot 74		lot 74-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,894.12
11/05/21	lot 85		lot 85-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,925.94
11/05/21	lot 119		lot 119-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,957.76
11/05/21	lot 150		lot 150-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,989.58
11/05/21	lot 169		lot 169-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,021.40
11/05/21	lot 193		lot 193-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,053.22
11/05/21	lot 221		lot 221-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,085.04
11/05/21	lot 283		lot 283-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,116.86
11/05/21	lot 290		lot 290-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,148.68
11/05/21	lot 324		lot 324-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,180.50
25/05/21	lot 85		lot 85-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,212.32
25/05/21	lot 150		lot 150-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,244.14
25/05/21	lot 20		lot 20-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,275.96
25/05/21	lot 90		lot 90-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,307.78
25/05/21	lot 94		lot 94-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,339.60
25/05/21	lot 134		lot 134-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,371.42
25/05/21	lot 167		lot 167-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,403.24
25/05/21	lot 204		lot 204-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,435.06
25/05/21	lot 308		lot 308-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,466.88
25/05/21	lot 332		lot 332-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,498.70
25/05/21	lot 3		lot 3-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,530.52
25/05/21	lot 74		lot 74-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,562.34
25/05/21	lot 119		lot 119-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,594.16
25/05/21	lot 131		lot 131-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,625.98
25/05/21	lot 193		lot 193-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,657.80
25/05/21	lot 208		lot 208-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,689.62
25/05/21	lot 214		lot 214-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,721.44
25/05/21	lot 221		lot 221-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,753.26
25/05/21	lot 229		lot 229-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,785.08
25/05/21	lot 230		lot 230-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,816.90
25/05/21	lot 327		lot 327-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,848.72
01/06/21	lot 268		lot 268-Legal Debt Recoveries - Inv#76331	\$3,458.27	\$6,306.99

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT

25/06/21	lot 119	lot 119-Legal Debt Recoveries - Inv#1910	\$300.00	\$6,606.99
25/06/21	lot 256	lot 256-Legal Debt Recoveries - Inv#1911	\$300.00	\$6,906.99
25/08/21	lot 3	lot 3-Arrears Notice Fee - Levy Notice on	\$31.82	\$6,938.81
25/08/21	lot 90	lot 90-Arrears Notice Fee - Levy Notice on	\$31.82	\$6,970.63
25/08/21	lot 131	lot 131-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,002.45
25/08/21	lot 134	lot 134-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,034.27
25/08/21	lot 150	lot 150-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,066.09
25/08/21	lot 204	lot 204-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,097.91
25/08/21	lot 208	lot 208-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,129.73
25/08/21	lot 221	lot 221-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,161.55
25/08/21	lot 229	lot 229-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,193.37
25/08/21	lot 230	lot 230-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,225.19
10/09/21	lot 3	lot 3-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,257.01
10/09/21	lot 21	lot 21-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,288.83
10/09/21	lot 33	lot 33-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,320.65
10/09/21	lot 37	lot 37-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,352.47
10/09/21	lot 119	lot 119-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,384.29
10/09/21	lot 125	lot 125-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,416.11
10/09/21	lot 129	lot 129-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,447.93
10/09/21	lot 150	lot 150-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,479.75
10/09/21	lot 221	lot 221-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,511.57
10/09/21	lot 229	lot 229-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,543.39
10/09/21	lot 242	lot 242-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,575.21
10/09/21	lot 256	lot 256-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,607.03
10/09/21	lot 324	lot 324-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,638.85
10/09/21	lot 85	lot 85-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,670.67
10/09/21	lot 94	lot 94-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,702.49
10/09/21	lot 116	lot 116-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,734.31
10/09/21	lot 131	lot 131-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,766.13
10/09/21	lot 134	lot 134-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,797.95
10/09/21	lot 204	lot 204-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,829.77
10/09/21	lot 230	lot 230-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,861.59
10/09/21	lot 332	lot 332-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,893.41
26/09/21	lot 3	lot 3-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,925.23
26/09/21	lot 33	lot 33-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,957.05
26/09/21	lot 37	lot 37-Arrears Notice Fee - Levy Notice on	\$31.82	\$7,988.87
26/09/21	lot 119	lot 119-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,020.69
26/09/21	lot 150	lot 150-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,052.51
26/09/21	lot 221	lot 221-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,084.33
26/09/21	lot 229	lot 229-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,116.15
26/09/21	lot 256	lot 256-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,147.97
26/09/21	lot 324	lot 324-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,179.79
26/09/21	lot 85	lot 85-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,211.61
26/09/21	lot 116	lot 116-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,243.43
26/09/21	lot 131	lot 131-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,275.25
26/09/21	lot 204	lot 204-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,307.07
26/09/21	lot 230	lot 230-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,338.89
26/09/21	lot 332	lot 332-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,370.71
24/10/21	lot 268	lot 268-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,402.53
04/11/21	lot 3	lot 3-Arrears Initiation Fee Recoveries -	\$168.18	\$8,570.71
10/11/21	lot 35	lot 35-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,602.53
10/11/21	lot 150	lot 150-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,634.35
10/11/21	lot 221	lot 221-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,666.17
10/11/21	lot 229	lot 229-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,697.99
10/11/21	lot 324	lot 324-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,729.81
10/11/21	lot 8	lot 8-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,761.63

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2 BURROWAY ROAD WENTWORTH POINT

10/11/21 lot 20	lot 20-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,793.45
10/11/21 lot 81	lot 81-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,825.27
10/11/21 lot 85	lot 85-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,857.09
10/11/21 lot 94	lot 94-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,888.91
10/11/21 lot 98	lot 98-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,920.73
10/11/21 lot 116	lot 116-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,952.55
10/11/21 lot 131	lot 131-Arrears Notice Fee - Levy Notice on	\$31.82	\$8,984.37
10/11/21 lot 134	lot 134-Arrears Notice Fee - Levy Notice on	\$31.82	\$9,016.19
10/11/21 lot 204	lot 204-Arrears Notice Fee - Levy Notice on	\$31.82	\$9,048.01
10/11/21 lot 208	lot 208-Arrears Notice Fee - Levy Notice on	\$31.82	\$9,079.83
10/11/21 lot 230	lot 230-Arrears Notice Fee - Levy Notice on	\$31.82	\$9,111.65
10/11/21 lot 280	lot 280-Arrears Notice Fee - Levy Notice on	\$31.82	\$9,143.47
10/11/21 lot 325	lot 325-Arrears Notice Fee - Levy Notice on	\$31.82	\$9,175.29
10/11/21 lot 327	lot 327-Arrears Notice Fee - Levy Notice on	\$31.82	\$9,207.11
10/11/21 lot 332	lot 332-Arrears Notice Fee - Levy Notice on	\$31.82	\$9,238.93
12/11/21 lot 3	lot 3-Legal Debt Recoveries - Inv#0017	\$400.00	\$9,638.93
12/11/21 lot 3	lot 3-Legal Debt Recoveries - Inv#0018	\$737.64	\$10,376.57
25/11/21 lot 35	lot 35-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,408.39
25/11/21 lot 150	lot 150-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,440.21
25/11/21 lot 221	lot 221-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,472.03
25/11/21 lot 229	lot 229-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,503.85
25/11/21 lot 324	lot 324-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,535.67
25/11/21 lot 8	lot 8-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,567.49
25/11/21 lot 85	lot 85-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,599.31
25/11/21 lot 98	lot 98-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,631.13
25/11/21 lot 116	lot 116-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,662.95
25/11/21 lot 131	lot 131-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,694.77
25/11/21 lot 134	lot 134-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,726.59
25/11/21 lot 204	lot 204-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,758.41
25/11/21 lot 208	lot 208-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,790.23
25/11/21 lot 230	lot 230-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,822.05
25/11/21 lot 280	lot 280-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,853.87
25/11/21 lot 325	lot 325-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,885.69
25/11/21 lot 332	lot 332-Arrears Notice Fee - Levy Notice on	\$31.82	\$10,917.51
03/12/21 lot 131	lot 131-Legal Debt Recoveries - Follow up p	\$40.91	\$10,958.42
03/12/21 lot 131	lot 131-Arrears Initiation Fee Recoveries -	\$168.18	\$11,126.60
09/12/21 lot 131	lot 131-Legal Debt Recoveries - Inv#140267	\$55.00	\$11,181.60
21/12/21 lot 116	lot 116-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,213.42
21/12/21 lot 85	lot 85-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,245.24
21/12/21 lot 150	lot 150-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,277.06
21/12/21 lot 204	lot 204-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,308.88
21/12/21 lot 221	lot 221-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,340.70
21/12/21 lot 229	lot 229-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,372.52
21/12/21 lot 324	lot 324-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,404.34
10/01/22 lot 35	lot 35-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,436.16
10/01/22 lot 150	lot 150-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,467.98
10/01/22 lot 221	lot 221-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,499.80
10/01/22 lot 229	lot 229-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,531.62
10/01/22 lot 324	lot 324-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,563.44
10/01/22 lot 85	lot 85-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,595.26
10/01/22 lot 116	lot 116-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,627.08
10/01/22 lot 134	lot 134-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,658.90
10/01/22 lot 204	lot 204-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,690.72
10/01/22 lot 230	lot 230-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,722.54
10/01/22 lot 332	lot 332-Arrears Notice Fee - Levy Notice on	\$31.82	\$11,754.36
12/01/22 lot 3	lot 3-Legal Debt Recoveries - Inv#0110	\$225.60	\$11,979.96

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12/01/22 lot 3	lot 3-Legal Debt Recoveries - Inv#0152	\$1,585.45	\$13,565.41
10/02/22 lot 35	lot 35-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,597.23
10/02/22 lot 51	lot 51-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,629.05
10/02/22 lot 150	lot 150-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,660.87
10/02/22 lot 221	lot 221-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,692.69
10/02/22 lot 242	lot 242-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,724.51
10/02/22 lot 256	lot 256-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,756.33
10/02/22 lot 282	lot 282-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,788.15
10/02/22 lot 324	lot 324-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,819.97
10/02/22 lot 332	lot 332-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,851.79
10/02/22 lot 85	lot 85-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,883.61
10/02/22 lot 20	lot 20-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,915.43
10/02/22 lot 90	lot 90-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,947.25
10/02/22 lot 116	lot 116-Arrears Notice Fee - Levy Notice on	\$31.82	\$13,979.07
10/02/22 lot 131	lot 131-Arrears Notice Fee - Levy Notice on	\$31.82	\$14,010.89
10/02/22 lot 134	lot 134-Arrears Notice Fee - Levy Notice on	\$31.82	\$14,042.71
10/02/22 lot 224	lot 224-Arrears Notice Fee - Levy Notice on	\$31.82	\$14,074.53
10/02/22 lot 230	lot 230-Arrears Notice Fee - Levy Notice on	\$31.82	\$14,106.35
10/02/22 lot 268	lot 268-Arrears Notice Fee - Levy Notice on	\$31.82	\$14,138.17
10/02/22 lot 325	lot 325-Arrears Notice Fee - Levy Notice on	\$31.82	\$14,169.99
10/02/22 lot 327	lot 327-Arrears Notice Fee - Levy Notice on	\$31.82	\$14,201.81
Total Debt Collection Recoveries		\$14,201.81	

Debt Collection Recoveries-Reversal

03/06/21	removed	-\$31.82	-\$31.82
03/06/21	removed	-\$31.82	-\$63.64
03/06/21	removed	-\$31.82	-\$95.46
03/06/21	removed	-\$18.14	-\$113.60
21/07/21	arrears notice fee reversal	-\$31.82	-\$145.42
21/07/21	arrears notice fee reversal	-\$31.82	-\$177.24
14/09/21	Arrears notice reversal	-\$31.82	-\$209.06
17/09/21	Arrears notice reversal	-\$31.82	-\$240.88
27/09/21	Arrears notice reversal	-\$31.82	-\$272.70
27/09/21	Arrears notice reversal	-\$31.82	-\$304.52
26/10/21	Removed	-\$31.82	-\$336.34
26/10/21	Removed fee	-\$31.82	-\$368.16
10/11/21	Arrears notice reversal	-\$31.82	-\$399.98
Total Debt Collection Recoveries-Reversal		-\$399.98	

Interest On Levy Arrears

03/05/21 lot 240	lot 240-BPay Payment: DEFT Bpay 0000034679	\$58.03	\$58.03
03/05/21 lot 240	lot 240-BPay Payment: DEFT Bpay 0000034679	\$45.16	\$103.19
03/05/21 lot 240	lot 240-BPay Payment: DEFT Bpay 0000034679	\$25.74	\$128.93
12/05/21 lot 324	lot 324-DEFT I/CCd: DEFT I/Tfr 0000034763	\$17.04	\$145.97
13/05/21 lot 94	lot 94-BPay Payment: DEFT Bpay 0000034533	\$12.64	\$158.61
13/05/21 lot 169	lot 169-BPay Payment: DEFT Bpay 0000034608	\$7.84	\$166.45
13/05/21 lot 221	lot 221-BPay Payment: DEFT Bpay 0000034660	\$34.88	\$201.33
18/05/21 lot 283	lot 283-DEFT I/CCd: DEFT I/Tfr 0000034722	\$9.54	\$210.87
21/05/21 lot 290	lot 290-BPay Payment: DEFT Bpay 0000034729	\$10.55	\$221.42
25/05/21 lot 20	lot 20-Credit Card - CCD: DEFT CCd AX 0000	\$10.96	\$232.38
01/06/21 lot 61	lot 61-BPay Payment: DEFT Bpay 0000034500	\$69.94	\$302.32
01/06/21 lot 193	lot 193-BPay Payment: DEFT Bpay 0000034632	\$33.09	\$335.41

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03/06/21	lot 94	lot 94-BPay Payment: DEFT Bpay 0000034533	\$17.25	\$352.66
08/06/21	lot 327	lot 327-BPay Payment: DEFT Bpay 0000034766	\$44.88	\$397.54
08/06/21	lot 327	lot 327-BPay Payment: DEFT Bpay 0000034766	\$19.32	\$416.86
10/06/21	lot 85	lot 85-BPay Payment: DEFT Bpay 0000034524	\$18.75	\$435.61
15/06/21	lot 153	lot 153-BPay Payment: DEFT Bpay 0000034592	\$13.86	\$449.47
16/06/21	lot 193	lot 193-BPay Payment: DEFT Bpay 0000034632	\$16.65	\$466.12
18/06/21	lot 308	lot 308-BPay Payment: DEFT Bpay 0000034747	\$0.27	\$466.39
24/06/21	lot 119	lot 119-BPay Payment: DEFT Bpay 0000034558	\$28.77	\$495.16
24/06/21	lot 119	lot 119-BPay Payment: DEFT Bpay 0000034558	\$48.01	\$543.17
24/06/21	lot 119	lot 119-BPay Payment: DEFT Bpay 0000034558	\$23.18	\$566.35
30/06/21		interest on levy reversal	-\$25.41	\$540.94
30/06/21	lot 292	lot 292-interest on levy reversal	\$25.41	\$566.35
30/06/21	lot 167	lot 167-BPay Payment: DEFT Bpay 0000034606	\$19.72	\$586.07
01/07/21	lot 214	lot 214-BPay Payment: DEFT Bpay 0000034653	\$34.82	\$620.89
12/07/21	lot 74	lot 74-BPay Payment: DEFT Bpay 0000034513	\$7.32	\$628.21
12/07/21	lot 74	lot 74-BPay Payment: DEFT Bpay 0000034513	\$50.71	\$678.92
12/07/21	lot 74	lot 74-BPay Payment: DEFT Bpay 0000034513	\$34.28	\$713.20
12/07/21	lot 74	lot 74-BPay Payment: DEFT Bpay 0000034513	\$18.21	\$731.41
19/07/21	lot 332	lot 332-BPay Payment: DEFT Bpay 0000034771	\$7.44	\$738.85
30/07/21	lot 214	lot 214-BPay Payment: DEFT Bpay 0000034653	\$19.20	\$758.05
02/08/21	lot 229	lot 229-BPay Payment: DEFT Bpay 0000034668	\$14.28	\$772.33
07/08/21	lot 292	lot 292-BPay Payment: DEFT Bpay 0000034731	-\$25.41	\$746.92
16/08/21	lot 308	lot 308-BPay Payment: DEFT Bpay 0000034747	\$18.09	\$765.01
27/08/21	lot 208	lot 208-Cash - CSH: DEFT Csh 0000034647	\$44.43	\$809.44
27/08/21	lot 208	lot 208-Cash - CSH: DEFT Csh 0000034647	\$27.63	\$837.07
03/09/21	lot 90	lot 90-BPay Payment: DEFT Bpay 0000034529	\$47.80	\$884.87
13/09/21	lot 150	lot 150-BPay Payment: DEFT Bpay 0000034589	\$29.00	\$913.87
15/09/21	lot 134	lot 134-BPay Payment: DEFT Bpay 0000034573	\$44.73	\$958.60
16/09/21	lot 221	lot 221-BPay Payment: DEFT Bpay 0000034660	\$31.80	\$990.40
16/09/21	lot 221	lot 221-BPay Payment: DEFT Bpay 0000034660	\$2.55	\$992.95
17/09/21	lot 94	lot 94-Credit Card - CCD: DEFT CCd MC 0000	\$12.26	\$1,005.21
17/09/21	lot 242	lot 242-Cash - CSH: DEFT Csh 0000034681	\$13.66	\$1,018.87
20/09/21	lot 21	lot 21-BPay Payment: DEFT Bpay 0000034460	\$9.30	\$1,028.17
27/09/21	lot 37	lot 37-BPay Payment: DEFT Bpay 0000034476	\$10.78	\$1,038.95
27/09/21	lot 229	lot 229-BPay Payment: DEFT Bpay 0000034668	\$99.02	\$1,137.97
28/09/21	lot 33	lot 33-BPay Payment: DEFT Bpay 0000034472	\$10.78	\$1,148.75
01/10/21	lot 119	lot 119-BPay Payment: DEFT Bpay 0000034558	\$15.20	\$1,163.95
04/10/21	lot 230	lot 230-DEFT I/Tfr: DEFT I/CCd MD 000003466	\$95.57	\$1,259.52
04/10/21	lot 230	lot 230-DEFT I/Tfr: DEFT I/CCd MD 000003466	\$71.68	\$1,331.20
04/10/21	lot 230	lot 230-DEFT I/Tfr: DEFT I/CCd MD 000003466	\$48.31	\$1,379.51
04/10/21	lot 230	lot 230-DEFT I/Tfr: DEFT I/CCd MD 000003466	\$10.86	\$1,390.37
07/10/21	lot 256	lot 256-BPay Payment: DEFT Bpay 0000034695	\$15.86	\$1,406.23
26/10/21	lot 33	lot 33-BPay Payment: DEFT Bpay 0000034472	\$0.21	\$1,406.44
04/11/21	lot 131	lot 131-Credit Card - CCD: DEFT CCd MC 0000	\$67.28	\$1,473.72
04/11/21	lot 131	lot 131-Credit Card - CCD: DEFT CCd MC 0000	\$47.55	\$1,521.27
12/11/21	lot 230	lot 230-BPay Payment: DEFT Bpay 0000034669	\$4.22	\$1,525.49
16/11/21	lot 332	lot 332-BPay Payment: DEFT Bpay 0000034771	\$10.11	\$1,535.60
17/11/21	lot 81	lot 81-DEFT I/CCd: DEFT I/Tfr 0000034520	\$14.51	\$1,550.11
23/11/21	lot 20	lot 20-DEFT I/Tfr: DEFT I/CCd AX 000003445	\$10.77	\$1,560.88
30/11/21	lot 8	lot 8-BPay Payment: DEFT Bpay 0000034447	\$12.19	\$1,573.07
01/12/21	lot 280	lot 280-BPay Payment: DEFT Bpay 0000034719	\$17.22	\$1,590.29
14/12/21	lot 208	lot 208-Cash - CSH: DEFT Csh 0000034647	\$13.83	\$1,604.12
16/12/21	lot 325	lot 325-BPay Payment: DEFT Bpay 0000034764	\$17.91	\$1,622.03
20/12/21	lot 131	lot 131-BPay Payment: DEFT Bpay 0000034570	\$29.62	\$1,651.65
20/12/21	lot 131	lot 131-BPay Payment: DEFT Bpay 0000034570	\$17.55	\$1,669.20
23/12/21	lot 98	lot 98-DEFT I/CCd: DEFT I/Tfr 0000034537	\$17.54	\$1,686.74

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30/12/21 lot 221	lot 221-BPay Payment: DEFT Bpay 0000034660	\$19.15	\$1,705.89
30/12/21 lot 221	lot 221-BPay Payment: DEFT Bpay 0000034660	\$14.55	\$1,720.44
04/01/22 lot 61	lot 61-BPay Payment: DEFT Bpay 0000034500	\$133.31	\$1,853.75
04/01/22 lot 229	lot 229-BPay Payment: DEFT Bpay 0000034668	\$21.83	\$1,875.58
05/01/22 lot 150	lot 150-BPay Payment: DEFT Bpay 0000034589	\$17.82	\$1,893.40
17/01/22 lot 332	lot 332-BPay Payment: DEFT Bpay 0000034771	\$23.28	\$1,916.68
01/02/22 lot 204	lot 204-BPay Payment: DEFT Bpay 0000034643	\$79.47	\$1,996.15
01/02/22 lot 204	lot 204-BPay Payment: DEFT Bpay 0000034643	\$46.29	\$2,042.44
01/02/22 lot 204	lot 204-BPay Payment: DEFT Bpay 0000034643	\$31.99	\$2,074.43
02/02/22 lot 85	lot 85-BPay Payment: DEFT Bpay 0000034524	\$41.00	\$2,115.43
Total Interest On Levy Arrears		\$2,115.43	

Owner Expense Recoveries

20/10/21 lot 133	lot 133-Dishonoured Cheque Fee - Lot 133	\$30.00	\$30.00
04/11/21 lot 3	lot 3-Title Search - Land Title Search	\$40.00	\$70.00
03/12/21 lot 131	lot 131-Title Search - Land Title Search	\$40.00	\$110.00
Total Owner Expense Recoveries		\$110.00	

Total Administrative Other Income \$16,027.26

ADMINISTRATIVE FUND EXPENSES

Date	Ref.	Payee	Details	Amt.	Bal.
Audit Report					
01/08/21	734394	NETSTRATA	Audit Preparation	\$386.36	\$386.36
Total Audit Report				\$386.36	

Bank Fees

31/05/21			Service Charge: Service Charge Fee	\$5.00	\$5.00
30/06/21			Service Charge: Service Charge Fee	\$4.60	\$9.60
30/07/21			Service Charge: Service Charge Fee	\$5.20	\$14.80
31/08/21			Service Charge: Service Charge Fee	\$4.80	\$19.60
30/09/21			Service Charge: Service Charge Fee	\$4.40	\$24.00
29/10/21			Service Charge: Service Charge Fee	\$6.40	\$30.40
30/11/21			Service Charge: Service Charge Fee	\$5.00	\$35.40
31/12/21			Service Charge: Service Charge Fee	\$4.00	\$39.40
31/01/22			Service Charge: Service Charge Fee	\$7.80	\$47.20
10/02/22	MB110222		Fee/Charge: ServiceChrgsRefundMacqu	-\$0.21	\$46.99
Total Bank Fees				\$46.99	

BAS & Tax Administration

01/05/21	709530	NETSTRATA	BAS Administration - 01/02/21 - 30/04/21	\$395.63	\$395.63
01/08/21	734394	NETSTRATA	Tax Administrataion*	\$1,139.34	\$1,534.97
01/11/21	757961	NETSTRATA	BAS Administration - 01/08/21 - 31/10/21	\$395.63	\$1,930.60
01/02/22	783743	NETSTRATA	BAS Administration - 01/11/21 - 31/01/22	\$395.63	\$2,326.23
Total BAS & Tax Administration				\$2,326.23	

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BMC/Community Contributions

25/05/21	716472	SP 93238B	BMC Contributions - 01/06/21 to 31/08/21	\$144,612.36	\$144,612.36
26/05/21	719862	SP 270778	Community Contributions - 01/04/21 to 30/06/21	\$11,659.55	\$156,271.91
04/06/21	719971	SP 270778	Community Contributions - 01/07/21 to 30/09/21	\$11,659.55	\$167,931.46
26/07/21	732855	SP 93238B	BMC Contributions - 01/09/21 to 30/11/21	\$144,612.32	\$312,543.78
27/08/21	744118	SP 270778	Community Contributions - 01/10/21 to 31/12/21	\$11,659.55	\$324,203.33
08/11/21	761080	SP 93238B	BMC Contributions 01/12/21 - 28/02/21	\$144,612.32	\$468,815.65
26/11/21	767671	SP 270778	Community Contributions - 01/01/22 to 31/03/22	\$11,659.55	\$480,475.20
Total BMC/Community Contributions				\$480,475.20	

Building Defect Claim Administration

01/08/21	734394	NETSTRATA	Defect Work*	\$472.72	\$472.72
01/11/21	757961	NETSTRATA	Defect Inspection on-site with Core Consulting, Billbergia & Structure BM*	\$1,063.64	\$1,536.36
01/02/22	783743	NETSTRATA	Defect Works - Liase with consultants & builder/developer to confirm scope of defect repairs	\$236.36	\$1,772.72
Total Building Defect Claim Administration				\$1,772.72	

Building Manager/Caretaker

01/06/21	718209	STRUCTURE B/M	Building Management - June 2021	\$9,100.10	\$9,100.10
01/07/21	726663	STRUCTURE B/M	Building Management - July 2021	\$9,100.10	\$18,200.20
02/08/21	735040	STRUCTURE B/M	Building Management - August 2021	\$9,100.10	\$27,300.30
02/09/21	742211	STRUCTURE B/M	Building Management - September 2021	\$9,100.10	\$36,400.40
05/10/21	750593	STRUCTURE B/M	Building Management - October 2021	\$9,100.10	\$45,500.50
02/11/21	759165	STRUCTURE B/M	Building Management - November 2021	\$9,100.10	\$54,600.60
23/11/21	765273	STRUCTURE B/M	Cleaning Consumable - September 2021	\$30.45	\$54,631.05
02/12/21	767938	STRUCTURE B/M	Building Management - December 2021	\$9,100.10	\$63,731.15
05/01/22	775893	STRUCTURE B/M	Building Management - January 2022	\$9,100.10	\$72,831.25
02/02/22	784261	STRUCTURE B/M	Building Management - February 2022	\$9,100.10	\$81,931.35
Total Building Manager/Caretaker				\$81,931.35	

Cleaning - General

12/05/21	713619	QUANTUM TECHNIK	Clean & Seal Paving to Entry Foyers - May 2021	\$578.64	\$578.64
28/05/21	718171	ECOSHINE SERVICES	Cleaning - May 2021	\$2,520.00	\$3,098.64
07/06/21	720644	ECOSHINE SERVICES	Cleaning Carpet - May 2021	\$150.00	\$3,248.64
07/06/21	720659	ECOSHINE SERVICES	Cleaning - April 2021	\$10,420.00	\$13,668.64
29/06/21	726074	ECOSHINE SERVICES	Cleaning - May 2021	\$10,490.00	\$24,158.64
12/07/21	729770	ECOSHINE SERVICES	Cleaning - June 2021	\$10,420.00	\$34,578.64
04/08/21	736038	ECOSHINE SERVICES	Cleaning - July 2021	\$10,420.00	\$44,998.64
11/10/21	752228	ECOSHINE SERVICES	Cleaning - August 2021	\$10,140.00	\$55,138.64
11/10/21	752228	ECOSHINE SERVICES	Cleaning - Sunday Wok - August 2021	\$350.00	\$55,488.64
18/10/21	754068	ECOSHINE SERVICES	Cleaning - September 2021	\$10,420.00	\$65,908.64
15/11/21	762905	ECOSHINE SERVICES	Cleaning - October 2021	\$10,140.00	\$76,048.64
15/11/21	762905	ECOSHINE SERVICES	Cleaning - Sunday Work - October 2021	\$350.00	\$76,398.64
06/01/22	775654	ECOSHINE SERVICES	Cleaning - December 2021	\$10,420.00	\$86,818.64
12/01/22	778010	ECOSHINE SERVICES	Cleaning - December 2021	\$10,420.00	\$97,238.64
12/01/22	778011	CALM PROPERTY SERVICES	Waste Chute Cleaning - October 2021	\$1,800.00	\$99,038.64

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2 BURROWAY ROAD WENTWORTH POINT

24/01/22	780654	GLOBAL HOSPITALITY SOLUTIONS	Additional Cleaning - December 2021	\$675.00	\$99,713.64
10/02/22	787214	CALM PROPERTY SERVICES	Chute Cleaning - February 2022	\$1,800.00	\$101,513.64
Total Cleaning - General				\$101,513.64	

Debt Collection Fees

01/05/21	709530	NETSTRATA	Levy Notice on 30/04/2021*	\$827.32	\$827.32
06/05/21	714810	AMPAC	LOT 268 30/4/21	\$1,385.00	\$2,212.32
02/06/21	718991	AMPAC	LOT 268 31/5/21	\$3,458.27	\$5,670.59
01/08/21	734394	NETSTRATA	Levy Notice on 31/07/2021*	\$1,463.72	\$7,134.31
01/11/21	757961	NETSTRATA	Levy Notice on 31/12/2021*	\$1,495.54	\$8,629.85
12/11/21	762472	STRATEGIC COLLECTION	Debt Collection Fees - 12/11/21	\$400.00	\$9,029.85
12/11/21	762476	STRATEGIC COLLECTION	Debt Collection Fees - 12/11/21	\$737.64	\$9,767.49
12/01/22	777905	STRATEGIC COLLECTION	Receive & Review Instructions From Client - 11/01/22	\$225.60	\$9,993.09
12/01/22	777909	STRATEGIC COLLECTION	Receive & Review Instructions From Client - 11/01/22	\$1,585.45	\$11,578.54
01/02/22	783743	NETSTRATA	Levy Notice on 31/01/2022*	\$1,781.92	\$13,360.46
Total Debt Collection Fees				\$13,360.46	

DEFT Process Fees

31/05/21			DEFT Process Fee	\$7.55	\$7.55
30/06/21			DEFT Process Fee	\$12.27	\$19.82
30/07/21			DEFT Process Fee	\$129.95	\$149.77
31/08/21			DEFT Process Fee	\$80.32	\$230.09
30/09/21			DEFT Process Fee	\$138.82	\$368.91
29/10/21			DEFT Process Fee	\$50.95	\$419.86
30/11/21			DEFT Process Fee	\$16.73	\$436.59
31/12/21			DEFT Process Fee	\$148.82	\$585.41
31/01/22			DEFT Process Fee	\$46.45	\$631.86
Total DEFT Process Fees				\$631.86	

Electrical Repairs

23/09/21	747992	RADI ELECTRICAL	Investigate Tripping Circuit - 20/08/21	\$850.00	\$850.00
11/10/21	752435	RADI ELECTRICAL	Installed Timer - 29/04/21	\$442.18	\$1,292.18
29/11/21	766801	RADI ELECTRICAL	Investigated Lights - 19/11/21	\$742.50	\$2,034.68
Total Electrical Repairs				\$2,034.68	

Fire Services

07/06/21	721650	PHOENIX FIRE	U503 Front Door Being Jammed - 25/05/21	\$125.00	\$125.00
28/06/21	725524	PHOENIX FIRE	Third Inspection - 09/06/21	\$120.00	\$245.00
28/06/21	725527	PHOENIX FIRE	Third Inspection - 31/05/21	\$85.00	\$330.00
28/06/21	725529	PHOENIX FIRE	Third Inspection - 31/05/21	\$85.00	\$415.00
01/08/21	734394	NETSTRATA	Authorise AFSS	\$1,798.76	\$2,213.76
10/09/21	745312	PHOENIX FIRE	Secondary Inspection - 03/07/21	\$85.00	\$2,298.76
Total Fire Services				\$2,298.76	

Garage Security Gate / Shutter

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2 BURROWAY ROAD WENTWORTH POINT

23/11/21	764805	ALLGATE AUTOMATION	Door Not Opening Properly - 16/11/21	\$606.00	\$606.00
Total Garage Security Gate / Shutter				\$606.00	

Gardening

16/09/21	746384	LANDSCAPE SOLUTIONS	Landscape Maintenance - September 2021	\$1,279.57	\$1,279.57
16/11/21	762958	LANDSCAPE SOLUTIONS	Landscape Maintenance - November 2021	\$1,279.57	\$2,559.14
Total Gardening				\$2,559.14	

General Maintenance

23/05/21	716069	OPTIMUM BUILDING	Waterproof Balcony & Garden Bed - 19/05/21	\$150.00	\$150.00
23/05/21	716071	OPTIMUM BUILDING	Seal Balcony Top Join - 28/03/21	\$250.00	\$400.00
23/05/21	716074	OPTIMUM BUILDING	Balcony Door - Replace Strip Back - 15/03/21	\$150.00	\$550.00
28/05/21	717809	OPTIMUM BUILDING	Roof & Wall Damage Due To Leak - 19/05/21	\$400.00	\$950.00
07/06/21	721454	CARL'S GLASS	Install Double Glazed Unit - 27/05/21	\$2,750.00	\$3,700.00
25/06/21	725170	EPSILON SECURITY	Intercom Repair - 28/04/21	\$694.00	\$4,394.00
29/06/21	726064	OPTIMUM BUILDING	Repair Balcony Door Lock - 21/06/21	\$150.00	\$4,544.00
29/06/21	726068	OPTIMUM BUILDING	Balcony Door Wheel Damage Repair - 31/05/21	\$600.00	\$5,144.00
29/06/21	726078	CALM PROPERTY SERVICES	Unblocking Garbage Chute - June 2021	\$250.00	\$5,394.00
24/08/21	745928	MARKSMAN8 SERVICES	Ceiling Repairs to unit - 20/08/21	\$550.00	\$5,944.00
23/09/21	747976	GAS TECH AUSTRALIA	Fixed Gas Detector - 20/08/21	\$750.00	\$6,694.00
23/09/21	747983	OPTIMUM BUILDING	Install Light Set & Paint - 19/08/21	\$363.64	\$7,057.64
18/10/21	754074	CALM PROPERTY SERVICES	AH Unblock Waste Chute & Repair - 08/10/21	\$495.00	\$7,552.64
25/10/21	755716	OPTIMUM BUILDING	Level 1 - Paint 4x Fire Doors - 11/10/21	\$1,045.45	\$8,598.09
25/10/21	755743	CALM PROPERTY SERVICES	Maintenance Of Waste Equipment - 07/10/21	\$195.00	\$8,793.09
15/11/21	762852	OPTIMUM BUILDING	Front Door Paint - 31/10/21	\$350.00	\$9,143.09
23/11/21	764694	OPTIMUM BUILDING	Door Lock Repair - 13/11/21	\$270.00	\$9,413.09
23/11/21	764813	OPTIMUM BUILDING	Repair Water Leak - 01/11/21	\$170.00	\$9,583.09
06/01/22	775653	OPTIMUM BUILDING	Install New Door Handle - 11/2021	\$270.00	\$9,853.09
06/01/22	776662	OPTIMUM BUILDING	Remove Old Lock - 12/12/21	\$270.00	\$10,123.09
06/01/22	776854	OPTIMUM BUILDING	Replace Lobby Led Lights - 30/11/21	\$350.00	\$10,473.09
06/01/22	776857	OPTIMUM BUILDING	U309 Water Leak - 28/11/21	\$180.00	\$10,653.09
12/01/22	777957	OPTIMUM BUILDING	Waterproofing Wall - 19/12/21	\$181.82	\$10,834.91
12/01/22	777958	MAGITEK	Windows Sealing - 04/01/22	\$280.00	\$11,114.91
24/01/22	780662	OPTIMUM BUILDING	Balcony Door Repairs x 3 - 17/01/22	\$1,600.00	\$12,714.91
10/02/22	787096	OPTIMUM BUILDING	Service Balcony Door - 30/01/22	\$600.00	\$13,314.91
10/02/22	787098	MAGIC GLASS	Reseal Top Of Subhead - 25/01/22	\$680.00	\$13,994.91
10/02/22	787221	OPTIMUM BUILDING	Replace Broken Tiles - 16/01/22	\$318.18	\$14,313.09
Total General Maintenance				\$14,313.09	

Hot Water System Maintenance

18/10/21	754112	AERO CYCLE PLUMBING	Hot Water System Repairs - 29/09/21	\$301.00	\$301.00
18/10/21	754113	AERO CYCLE PLUMBING	Hot Water Circulation Pump Replacement - 11/8/2021	\$2,448.75	\$2,749.75
29/11/21	766795	AERO CYCLE PLUMBING	Quarterly Hot Water Service - 25/10/21	\$615.00	\$3,364.75
29/11/21	766999	AERO CYCLE PLUMBING	Replace Circulation Pump - 02/11/21	\$1,294.37	\$4,659.12
29/11/21	767006	AERO CYCLE PLUMBING	Bldg.1 Replace Thermostat & Probe - 02/11/21	\$555.47	\$5,214.59
Total Hot Water System Maintenance				\$5,214.59	

Income Tax

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20/12/21	774087	AUST. TAX OFFICE	Income Tax 2021	\$348.60	\$348.60
Total Income Tax				\$348.60	

Inspection Fees

15/10/21	753554	CITY OF PARRAMATTA COUNCIL	AFSS Fees - 14/10/21	\$195.00	\$195.00
Total Inspection Fees				\$195.00	

Insurance Premium

25/05/21	716653	COVERFORCE	Insurance Premium 31/05/2021 - 31/05/2022	\$3,457.32	\$3,457.32
25/05/21	716653	COVERFORCE	Stamp duty on the Insurance Premium	\$231.48	\$3,688.80
Total Insurance Premium				\$3,688.80	

Intercom Repairs / Replacement

28/04/21	707977	EPSILON SECURITY	Rejected:U306 Install Monitor - 28/04/21	-\$694.00	-\$694.00
23/08/21	739836	EPSILON SECURITY	Level 3 Install 2 Power Supply - 09/08/21	\$2,574.00	\$1,880.00
11/10/21	752237	EPSILON SECURITY	Intercom Stuck On A Reboot - 15/09/21	\$95.00	\$1,975.00
11/10/21	752419	EPSILON SECURITY	Intercom Not Working - 24/09/21	\$95.00	\$2,070.00
15/11/21	762859	EPSILON SECURITY	Reset All Switches & All Devices - 24/09/21	\$475.00	\$2,545.00
29/11/21	766798	EPSILON SECURITY	Repairs to Intercom Not Working - 22/11/21	\$177.27	\$2,722.27
06/01/22	775643	EPSILON SECURITY	Inspect and Repair Intercom Not Ringing - 15/12/21	\$694.00	\$3,416.27
06/01/22	775651	EPSILON SECURITY	Inspect Intercom Issue - 16/12/21	\$95.00	\$3,511.27
06/01/22	775655	EPSILON SECURITY	Intercom Repairs - 15/12/21	\$694.00	\$4,205.27
06/01/22	776856	EPSILON SECURITY	Inspected Repairs - 15/12/21	\$694.00	\$4,899.27
24/01/22	780664	EPSILON SECURITY	Replcae Faulty Monitor - 20/01/22	\$694.00	\$5,593.27
10/02/22	787102	EPSILON SECURITY	Service IP Monitor - 01/02/22	\$694.00	\$6,287.27
10/02/22	787207	EPSILON SECURITY	Replaced IP Monitor - 25/01/22	\$694.00	\$6,981.27
Total Intercom Repairs / Replacement				\$6,981.27	

Land Titles & By-Law Registration

01/08/21	734394	NETSTRATA	4 X By-Law Preparation and Lodgement from 2021 AGM (Payment Plans, Fire Inspection & Administration, Communication & Dispute Resolution and Regatta Community Room By-Laws)	\$4,181.82	\$4,181.82
30/09/21	749674	ADVOCATUS LAWYERS & CONSULTANTS	Land Titles & By-Law Registration - Special By-Law 18,19,20,21	\$50.00	\$4,231.82
30/09/21	749674	ADVOCATUS LAWYERS & CONSULTANTS	NSWLRS Fee	\$134.27	\$4,366.09
30/09/21	749674	ADVOCATUS LAWYERS & CONSULTANTS	PEXA Fee	\$40.20	\$4,406.29
01/02/22	783743	NETSTRATA	Land Title Search*	\$416.36	\$4,822.65
Total Land Titles & By-Law Registration				\$4,822.65	

Lawn Mowing & Gardening

21/05/21	715557	LANDSCAPE SOLUTIONS	Landscape Maintenance - May 2021	\$1,278.29	\$1,278.29
15/06/21	722991	LANDSCAPE SOLUTIONS	Landscape Maintenance - June 2021	\$1,279.57	\$2,557.86
15/07/21	730649	LANDSCAPE SOLUTIONS	Landscape Maintenance - July 2021	\$1,279.57	\$3,837.43

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01/09/21	742400	LANDSCAPE SOLUTIONS	Lawn Mowing & Gardening - August 2021	\$1,279.57	\$5,117.00
18/10/21	753722	LANDSCAPE SOLUTIONS	Landscape Maintenance - October 2021	\$1,279.57	\$6,396.57
16/12/21	772683	LANDSCAPE SOLUTIONS	Landscape Maintenance - December 2021	\$1,279.57	\$7,676.14
19/01/22	779556	LANDSCAPE SOLUTIONS	Landscape Maintenance - January 2022	\$1,279.57	\$8,955.71
Total Lawn Mowing & Gardening				\$8,955.71	

Legal Fees

25/06/21	727822	MILLER & PRINCE	LOT 256 25/6/21	\$300.00	\$300.00
25/06/21	727823	MILLER & PRINCE	LOT 119 25/6/21	\$300.00	\$600.00
09/12/21	771000	GRACE LAWYERS	Legal Fees Lot 131 Levy Recovery - 07/12/21	\$55.00	\$655.00
Total Legal Fees				\$655.00	

Legislative Compliance

01/05/21	709530	NETSTRATA	Lift Registration	\$239.96	\$239.96
01/08/21	734394	NETSTRATA	Pre-AGM Survey & Preparation	\$3,000.00	\$3,239.96
01/08/21	734394	NETSTRATA	Lift Registration	\$107.57	\$3,347.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 320	\$20.00	\$3,367.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 287	\$20.00	\$3,387.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 227	\$20.00	\$3,407.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 126	\$20.00	\$3,427.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 281	\$20.00	\$3,447.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 218	\$20.00	\$3,467.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 286	\$20.00	\$3,487.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 203	\$20.00	\$3,507.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 186	\$20.00	\$3,527.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 194	\$20.00	\$3,547.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 266	\$20.00	\$3,567.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 27	\$20.00	\$3,587.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 7	\$20.00	\$3,607.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 10	\$20.00	\$3,627.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 34	\$20.00	\$3,647.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 49	\$20.00	\$3,667.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 17	\$20.00	\$3,687.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 247	\$20.00	\$3,707.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 41	\$20.00	\$3,727.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 109	\$20.00	\$3,747.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 28	\$20.00	\$3,767.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 271	\$20.00	\$3,787.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 25	\$20.00	\$3,807.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 93	\$20.00	\$3,827.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 48	\$20.00	\$3,847.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 46	\$20.00	\$3,867.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 219	\$20.00	\$3,887.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 121	\$20.00	\$3,907.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 54	\$20.00	\$3,927.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 50	\$20.00	\$3,947.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 318	\$20.00	\$3,967.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 317	\$20.00	\$3,987.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 149	\$20.00	\$4,007.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 36	\$20.00	\$4,027.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 147	\$20.00	\$4,047.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 95	\$20.00	\$4,067.53

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01/11/21	757961	NETSTRATA	Update Tenant Details Lot 87	\$20.00	\$4,087.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 303	\$20.00	\$4,107.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 13	\$20.00	\$4,127.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 261	\$20.00	\$4,147.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 265	\$20.00	\$4,167.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 205	\$20.00	\$4,187.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 328	\$20.00	\$4,207.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 26	\$20.00	\$4,227.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 114	\$20.00	\$4,247.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 120	\$20.00	\$4,267.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 70	\$20.00	\$4,287.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 289	\$20.00	\$4,307.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 106	\$20.00	\$4,327.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 140	\$20.00	\$4,347.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 179	\$20.00	\$4,367.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 68	\$20.00	\$4,387.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 159	\$20.00	\$4,407.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 236	\$20.00	\$4,427.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 267	\$20.00	\$4,447.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 226	\$20.00	\$4,467.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 161	\$20.00	\$4,487.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 137	\$20.00	\$4,507.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 180	\$20.00	\$4,527.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 162	\$20.00	\$4,547.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 192	\$20.00	\$4,567.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 11	\$20.00	\$4,587.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 332	\$20.00	\$4,607.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 254	\$20.00	\$4,627.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 24	\$20.00	\$4,647.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 84	\$20.00	\$4,667.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 262	\$20.00	\$4,687.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 75	\$20.00	\$4,707.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 60	\$20.00	\$4,727.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 260	\$20.00	\$4,747.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 76	\$20.00	\$4,767.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 195	\$20.00	\$4,787.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 305	\$20.00	\$4,807.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 314	\$20.00	\$4,827.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 220	\$20.00	\$4,847.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 213	\$20.00	\$4,867.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 97	\$20.00	\$4,887.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 145	\$20.00	\$4,907.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 163	\$20.00	\$4,927.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 67	\$20.00	\$4,947.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 156	\$20.00	\$4,967.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 168	\$20.00	\$4,987.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 79	\$20.00	\$5,007.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 174	\$20.00	\$5,027.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 184	\$20.00	\$5,047.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 259	\$20.00	\$5,067.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 96	\$20.00	\$5,087.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 330	\$20.00	\$5,107.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 309	\$20.00	\$5,127.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 176	\$20.00	\$5,147.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 172	\$20.00	\$5,167.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 73	\$20.00	\$5,187.53

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2 BURROWAY ROAD WENTWORTH POINT

01/11/21	757961	NETSTRATA	Update Tenant Details Lot 72	\$20.00	\$5,207.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 211	\$20.00	\$5,227.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 44	\$20.00	\$5,247.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 252	\$20.00	\$5,267.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 288	\$20.00	\$5,287.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 269	\$20.00	\$5,307.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 244	\$20.00	\$5,327.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 275	\$20.00	\$5,347.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 249	\$20.00	\$5,367.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 329	\$20.00	\$5,387.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 315	\$20.00	\$5,407.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 312	\$20.00	\$5,427.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 326	\$20.00	\$5,447.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 53	\$20.00	\$5,467.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 212	\$20.00	\$5,487.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 202	\$20.00	\$5,507.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 196	\$20.00	\$5,527.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 238	\$20.00	\$5,547.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 223	\$20.00	\$5,567.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 122	\$20.00	\$5,587.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 296	\$20.00	\$5,607.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 78	\$20.00	\$5,627.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 201	\$20.00	\$5,647.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 209	\$20.00	\$5,667.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 263	\$20.00	\$5,687.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 2	\$20.00	\$5,707.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 197	\$20.00	\$5,727.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 200	\$20.00	\$5,747.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 256	\$20.00	\$5,767.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 210	\$20.00	\$5,787.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 284	\$20.00	\$5,807.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 139	\$20.00	\$5,827.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 62	\$20.00	\$5,847.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 1	\$20.00	\$5,867.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 206	\$20.00	\$5,887.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 207	\$20.00	\$5,907.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 160	\$20.00	\$5,927.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 255	\$20.00	\$5,947.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 313	\$20.00	\$5,967.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 58	\$20.00	\$5,987.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 291	\$20.00	\$6,007.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 307	\$20.00	\$6,027.53
01/11/21	757961	NETSTRATA	Update Tenant Details Lot 237	\$20.00	\$6,047.53
01/02/22	783743	NETSTRATA	Update Tenant Details Lot 317	\$40.91	\$6,088.44
01/02/22	783743	NETSTRATA	Update Tenant Details Lot 207	\$40.91	\$6,129.35
01/02/22	783743	NETSTRATA	Update Tenant Details Lot 83	\$40.91	\$6,170.26
01/02/22	783743	NETSTRATA	Section 258 Compliance - Tenant Update Lot 201	\$40.91	\$6,211.17
01/02/22	783743	NETSTRATA	Section 258 Compliance - Tenant Update Lot 275	\$40.91	\$6,252.08
01/02/22	783743	NETSTRATA	Section 258 Compliance - Tenant Update Lot 169	\$40.91	\$6,292.99
01/02/22	783743	NETSTRATA	Section 258 Compliance - Tenant Update Lot 124	\$40.91	\$6,333.90
01/02/22	783743	NETSTRATA	Section 258 Compliance - Tenant Update Lot 286	\$40.91	\$6,374.81
01/02/22	783743	NETSTRATA	Section 258 Compliance - Tenant Update Lot 150	\$40.91	\$6,415.72
01/02/22	783743	NETSTRATA	Section 258 Compliance - Tenant Update Lot 302	\$40.91	\$6,456.63
01/02/22	783743	NETSTRATA	Section 258 Compliance - Tenant Update Lot 226	\$40.91	\$6,497.54
Total Legislative Compliance				\$6,497.54	

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT

Lift Maintenance

14/07/21	730225	TK ELEVATOR	Lift Maintenance - 01/05/21 - 31/07/21	\$5,384.49	\$5,384.49
03/08/21	735393	TK ELEVATOR	Lift Maintenance - 01/11/20 to 31/01/21	\$5,253.15	\$10,637.64
04/08/21	736029	EPSILON SECURITY	Lift Interface Not Working - 30/07/21	\$95.00	\$10,732.64
13/08/21	738375	TK ELEVATOR	Lift5 Readjust Mounting Clips - 12/08/21	\$450.00	\$11,182.64
09/09/21	744775	TK ELEVATOR	Lift Maintenance - 01/11/21 - 31/01/22	\$5,400.00	\$16,582.64
26/10/21	755998	TK ELEVATOR	Lift3 Stopped Level Due To Power Outage - 27/07/21	\$225.00	\$16,807.64
26/10/21	756002	TK ELEVATOR	Lift Maintenance - 01/08/21 - 31/10/21	\$5,400.00	\$22,207.64
05/01/22	775878	STRATA ESSENTIAL SERVICES	Lift Contract Negotiations & Commercial Terms - 04/01/22	\$2,065.03	\$24,272.67
20/01/22	779827	TK ELEVATOR	Lift Maintenance - 01/02/22 - 30/04/22	\$5,130.00	\$29,402.67
Total Lift Maintenance				\$29,402.67	

Lift Phone & Phone Charges

01/05/21	709530	NETSTRATA	Phone Charges 01/02/21 to 30/04/21	\$135.92	\$135.92
01/06/21	718418	STRATA ESSENTIAL SERVICES	Lift Gateway Dual Sims - June 2021	\$660.00	\$795.92
01/08/21	734394	NETSTRATA	Phone Charges - 01/05/21 - 31/07/21*	\$328.36	\$1,124.28
01/09/21	741954	STRATA ESSENTIAL SERVICES	Lift Gateway Dual Sims - September 2021	\$660.00	\$1,784.28
01/11/21	757961	NETSTRATA	Phone Charges - 01/08/21 - 31/10/21*	\$339.62	\$2,123.90
01/12/21	767461	STRATA ESSENTIAL SERVICES	Lift Gateway Dual Sims - December 2021	\$660.00	\$2,783.90
01/02/22	783743	NETSTRATA	Phone Charges -01/11/21 - 31/01/22	\$177.26	\$2,961.16
Total Lift Phone & Phone Charges				\$2,961.16	

Locks & Doors

23/05/21	716078	OPTIMUM BUILDING	Replace Faulty Winder & Door Lock - 29/03/21	\$435.00	\$435.00
29/06/21	726058	EMPIRE LOCKSMITHS	Install Cylinder - 22/06/21	\$180.00	\$615.00
30/09/21	749625	JENS LOCKER	Reimbursement for Lock Replacement	\$490.00	\$1,105.00
18/10/21	754066	EMPIRE LOCKSMITHS	Install Mortise Lock - 29/09/21	\$262.40	\$1,367.40
18/10/21	754069	EMPIRE LOCKSMITHS	Install Mortise Lock - 30/09/21	\$262.40	\$1,629.80
15/11/21	762860	EMPIRE LOCKSMITHS	Install Lockwood Strike - 21/10/21	\$395.00	\$2,024.80
23/11/21	764812	EMPIRE LOCKSMITHS	Service - 03/11/21	\$170.00	\$2,194.80
06/01/22	777008	DORMA AUSTRALIA	Repairs to Level 7 Courtyard Entry Swing Door - 18/11/21	\$345.00	\$2,539.80
12/01/22	777959	EMPIRE LOCKSMITHS	Replaced Faulty Electric Strike - 17/12/21	\$452.00	\$2,991.80
12/01/22	777960	EMPIRE LOCKSMITHS	Service Call & Labour - 31/12/21	\$170.00	\$3,161.80
24/01/22	780648	DORMA AUSTRALIA	Swing Door Closoing Half Way - 20/01/22	\$345.00	\$3,506.80
10/02/22	787084	MAGIC GLASS	Repair Leaking Windows - 01/01/22	\$1,500.00	\$5,006.80
10/02/22	787095	EMPIRE LOCKSMITHS	Service Call - 01/02/22	\$170.00	\$5,176.80
10/02/22	787218	EMPIRE LOCKSMITHS	Service Call - 02/02/22	\$262.00	\$5,438.80
Total Locks & Doors				\$5,438.80	

Management Services

01/05/21	709530	NETSTRATA	Management Services - 01/05/21 - 31/07/21	\$22,892.73	\$22,892.73
01/08/21	734394	NETSTRATA	Management Services - 01/08/21 - 31/10/21*	\$24,487.53	\$47,380.26
01/11/21	757961	NETSTRATA	Management Services - 01/11/2021 - 31/01/21	\$24,063.96	\$71,444.22
01/02/22	783743	NETSTRATA	Management Services - 01/02/22 - 30/04/22	\$24,063.96	\$95,508.18
Total Management Services				\$95,508.18	

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT
Pest Control - General

29/06/21	726079	BUGS-BE-GONE	Pest Control - 02/06/21	\$200.00	\$200.00
11/10/21	752455	BUGS-BE-GONE	Treat Common Areas Cockroaches - 17/09/21	\$200.00	\$400.00
06/01/22	776853	BUGS-BE-GONE	Pest Control - 14/12/21	\$200.00	\$600.00
Total Pest Control - General				\$600.00	

Plumbing - General

23/05/21	716259	BRAY STREET PLUMBING	U206 & 306 Water Leak Investigation - 17/05/21	\$2,160.00	\$2,160.00
23/05/21	716300	AEROCYCLE PLUMBING	Quarterly Hot Water Service - 09/04/21	\$615.00	\$2,775.00
23/05/21	716303	AEROCYCLE PLUMBING	Reports No Hot Water - 20/05/21	\$704.00	\$3,479.00
07/06/21	720655	AEROCYCLE PLUMBING	Leak Hot Water System - 28/05/21	\$280.00	\$3,759.00
29/06/21	726088	EZYGO PLUMBING	Inspect Blocked Floor Waste - 16/06/21	\$140.00	\$3,899.00
26/07/21	732368	AEROCYCLE PLUMBING	Quarterly Hot Water Service - 06/07/21	\$615.00	\$4,514.00
30/07/21	733310	AEROCYCLE PLUMBING	Hot Water Works - 16/06/21	\$734.20	\$5,248.20
30/07/21	733413	AEROCYCLE PLUMBING	Replace Filter - 16/06/21	\$398.56	\$5,646.76
30/07/21	733416	AEROCYCLE PLUMBING	Replace WBA - 16/06/21	\$1,727.60	\$7,374.36
09/08/21	737147	AEROCYCLE PLUMBING	Hot Water Issues - 05/08/21	\$420.00	\$7,794.36
23/08/21	739851	BRAY STREET PLUMBING	Service Call To Repair Hot Water System - 30/04/21	\$430.00	\$8,224.36
11/10/21	752415	BRAY STREET PLUMBING	U307 Water Leak In Ceiling - 05/07/21	\$240.00	\$8,464.36
15/11/21	762894	AEROCYCLE PLUMBING	AH No Hot Water - 24/10/21	\$499.20	\$8,963.56
06/01/22	775645	AEROCYCLE PLUMBING	Repair No Hot Water - 22/10/21	\$660.00	\$9,623.56
06/01/22	775649	EZYGO PLUMBING	Inspect Water Leak On Ceiling - 16/11/21	\$140.00	\$9,763.56
06/01/22	776842	EZYGO PLUMBING	Inspect Leak - 17/10/21	\$140.00	\$9,903.56
06/01/22	777160	EZYGO PLUMBING	Inspect Water Leak - 12/12/21	\$220.00	\$10,123.56
12/01/22	777955	AEROCYCLE PLUMBING	Investigate Tripping Hot Water - 17/12/21	\$420.00	\$10,543.56
10/02/22	787203	ASSET PLUMBING SOLUTIONS	Supply New Pump - 20/12/21	\$1,124.00	\$11,667.56
10/02/22	787219	ASSET PLUMBING SOLUTIONS	Replace Pump - 24/12/21	\$2,490.00	\$14,157.56
10/02/22	787239	ASSET PLUMBING SOLUTIONS	L7 Investigate Blocked Pipes - 14/12/21	\$730.00	\$14,887.56
Total Plumbing - General				\$14,887.56	

Printing, Postage & Stationery

01/05/21	709530	NETSTRATA	Printing & Postage -01/02/21 - 30/04/21*	\$2,777.16	\$2,777.16
01/08/21	734394	NETSTRATA	Printing & Postage - 01/5/21 - 31/07/21*	\$10,065.12	\$12,842.28
07/08/21	lot 7		lot 7-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,824.10
07/08/21	lot 8		lot 8-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,805.92
07/08/21	lot 16		lot 16-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,787.74
07/08/21	lot 17		lot 17-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,769.56
07/08/21	lot 18		lot 18-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,751.38
07/08/21	lot 20		lot 20-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,733.20
07/08/21	lot 28		lot 28-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,715.02
07/08/21	lot 34		lot 34-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,696.84
07/08/21	lot 46		lot 46-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,678.66
07/08/21	lot 63		lot 63-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,660.48
07/08/21	lot 66		lot 66-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,642.30
07/08/21	lot 71		lot 71-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,624.12
07/08/21	lot 75		lot 75-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,605.94
07/08/21	lot 79		lot 79-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,587.76
07/08/21	lot 81		lot 81-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,569.58
07/08/21	lot 82		lot 82-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,551.40

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT

07/08/21 lot 84	lot 84-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,533.22
07/08/21 lot 90	lot 90-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,515.04
07/08/21 lot 93	lot 93-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,496.86
07/08/21 lot 94	lot 94-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,478.68
07/08/21 lot 98	lot 98-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,460.50
07/08/21 lot 99	lot 99-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,442.32
07/08/21 lot 102	lot 102-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,424.14
07/08/21 lot 106	lot 106-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,405.96
07/08/21 lot 107	lot 107-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,387.78
07/08/21 lot 110	lot 110-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,369.60
07/08/21 lot 116	lot 116-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,351.42
07/08/21 lot 117	lot 117-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,333.24
07/08/21 lot 131	lot 131-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,315.06
07/08/21 lot 133	lot 133-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,296.88
07/08/21 lot 134	lot 134-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,278.70
07/08/21 lot 141	lot 141-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,260.52
07/08/21 lot 142	lot 142-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,242.34
07/08/21 lot 144	lot 144-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,224.16
07/08/21 lot 156	lot 156-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,205.98
07/08/21 lot 158	lot 158-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,187.80
07/08/21 lot 164	lot 164-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,169.62
07/08/21 lot 165	lot 165-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,151.44
07/08/21 lot 167	lot 167-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,133.26
07/08/21 lot 174	lot 174-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,115.08
07/08/21 lot 180	lot 180-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,096.90
07/08/21 lot 182	lot 182-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,078.72
07/08/21 lot 183	lot 183-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,060.54
07/08/21 lot 186	lot 186-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,042.36
07/08/21 lot 193	lot 193-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,024.18
07/08/21 lot 199	lot 199-Stationery Lot Charge - 07/08/2021	-\$18.18	\$12,006.00
07/08/21 lot 210	lot 210-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,987.82
07/08/21 lot 213	lot 213-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,969.64
07/08/21 lot 219	lot 219-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,951.46
07/08/21 lot 221	lot 221-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,933.28
07/08/21 lot 226	lot 226-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,915.10
07/08/21 lot 228	lot 228-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,896.92
07/08/21 lot 230	lot 230-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,878.74
07/08/21 lot 231	lot 231-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,860.56
07/08/21 lot 233	lot 233-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,842.38
07/08/21 lot 241	lot 241-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,824.20
07/08/21 lot 245	lot 245-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,806.02
07/08/21 lot 249	lot 249-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,787.84
07/08/21 lot 253	lot 253-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,769.66
07/08/21 lot 254	lot 254-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,751.48
07/08/21 lot 262	lot 262-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,733.30
07/08/21 lot 264	lot 264-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,715.12
07/08/21 lot 268	lot 268-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,696.94
07/08/21 lot 273	lot 273-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,678.76
07/08/21 lot 275	lot 275-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,660.58
07/08/21 lot 278	lot 278-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,642.40
07/08/21 lot 280	lot 280-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,624.22
07/08/21 lot 287	lot 287-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,606.04
07/08/21 lot 288	lot 288-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,587.86
07/08/21 lot 290	lot 290-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,569.68
07/08/21 lot 293	lot 293-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,551.50
07/08/21 lot 296	lot 296-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,533.32

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT

07/08/21 lot 297	lot 297-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,515.14
07/08/21 lot 307	lot 307-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,496.96
07/08/21 lot 325	lot 325-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,478.78
07/08/21 lot 327	lot 327-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,460.60
07/08/21 lot 328	lot 328-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,442.42
07/08/21 lot 330	lot 330-Stationery Lot Charge - 07/08/2021	-\$18.18	\$11,424.24
01/10/21 lot 7	lot 7-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,406.06
01/10/21 lot 8	lot 8-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,387.88
01/10/21 lot 16	lot 16-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,369.70
01/10/21 lot 17	lot 17-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,351.52
01/10/21 lot 18	lot 18-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,333.34
01/10/21 lot 20	lot 20-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,315.16
01/10/21 lot 28	lot 28-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,296.98
01/10/21 lot 34	lot 34-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,278.80
01/10/21 lot 46	lot 46-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,260.62
01/10/21 lot 63	lot 63-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,242.44
01/10/21 lot 66	lot 66-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,224.26
01/10/21 lot 71	lot 71-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,206.08
01/10/21 lot 75	lot 75-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,187.90
01/10/21 lot 79	lot 79-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,169.72
01/10/21 lot 81	lot 81-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,151.54
01/10/21 lot 82	lot 82-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,133.36
01/10/21 lot 84	lot 84-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,115.18
01/10/21 lot 90	lot 90-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,097.00
01/10/21 lot 93	lot 93-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,078.82
01/10/21 lot 94	lot 94-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,060.64
01/10/21 lot 98	lot 98-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,042.46
01/10/21 lot 99	lot 99-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,024.28
01/10/21 lot 102	lot 102-Stationery Lot Charge - 01/10/2021	-\$18.18	\$11,006.10
01/10/21 lot 106	lot 106-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,987.92
01/10/21 lot 107	lot 107-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,969.74
01/10/21 lot 110	lot 110-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,951.56
01/10/21 lot 116	lot 116-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,933.38
01/10/21 lot 117	lot 117-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,915.20
01/10/21 lot 131	lot 131-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,897.02
01/10/21 lot 133	lot 133-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,878.84
01/10/21 lot 134	lot 134-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,860.66
01/10/21 lot 141	lot 141-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,842.48
01/10/21 lot 142	lot 142-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,824.30
01/10/21 lot 144	lot 144-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,806.12
01/10/21 lot 156	lot 156-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,787.94
01/10/21 lot 158	lot 158-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,769.76
01/10/21 lot 164	lot 164-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,751.58
01/10/21 lot 165	lot 165-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,733.40
01/10/21 lot 167	lot 167-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,715.22
01/10/21 lot 174	lot 174-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,697.04
01/10/21 lot 180	lot 180-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,678.86
01/10/21 lot 182	lot 182-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,660.68
01/10/21 lot 183	lot 183-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,642.50
01/10/21 lot 186	lot 186-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,624.32
01/10/21 lot 193	lot 193-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,606.14
01/10/21 lot 199	lot 199-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,587.96
01/10/21 lot 210	lot 210-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,569.78
01/10/21 lot 213	lot 213-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,551.60
01/10/21 lot 219	lot 219-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,533.42
01/10/21 lot 221	lot 221-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,515.24

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT

01/10/21	lot 226	lot 226-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,497.06
01/10/21	lot 228	lot 228-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,478.88
01/10/21	lot 230	lot 230-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,460.70
01/10/21	lot 231	lot 231-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,442.52
01/10/21	lot 233	lot 233-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,424.34
01/10/21	lot 241	lot 241-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,406.16
01/10/21	lot 245	lot 245-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,387.98
01/10/21	lot 249	lot 249-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,369.80
01/10/21	lot 253	lot 253-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,351.62
01/10/21	lot 254	lot 254-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,333.44
01/10/21	lot 262	lot 262-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,315.26
01/10/21	lot 264	lot 264-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,297.08
01/10/21	lot 268	lot 268-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,278.90
01/10/21	lot 273	lot 273-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,260.72
01/10/21	lot 275	lot 275-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,242.54
01/10/21	lot 278	lot 278-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,224.36
01/10/21	lot 280	lot 280-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,206.18
01/10/21	lot 287	lot 287-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,188.00
01/10/21	lot 288	lot 288-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,169.82
01/10/21	lot 290	lot 290-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,151.64
01/10/21	lot 293	lot 293-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,133.46
01/10/21	lot 296	lot 296-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,115.28
01/10/21	lot 297	lot 297-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,097.10
01/10/21	lot 307	lot 307-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,078.92
01/10/21	lot 325	lot 325-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,060.74
01/10/21	lot 327	lot 327-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,042.56
01/10/21	lot 328	lot 328-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,024.38
01/10/21	lot 330	lot 330-Stationery Lot Charge - 01/10/2021	-\$18.18	\$10,006.20
01/11/21	757961	NETSTRATA		
		Printing & Postage - 01/08/21 - 31/10/21*	\$4,227.23	\$14,233.43
01/01/22	lot 7	lot 7-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,215.25
01/01/22	lot 8	lot 8-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,197.07
01/01/22	lot 16	lot 16-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,178.89
01/01/22	lot 17	lot 17-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,160.71
01/01/22	lot 18	lot 18-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,142.53
01/01/22	lot 20	lot 20-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,124.35
01/01/22	lot 28	lot 28-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,106.17
01/01/22	lot 34	lot 34-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,087.99
01/01/22	lot 46	lot 46-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,069.81
01/01/22	lot 63	lot 63-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,051.63
01/01/22	lot 66	lot 66-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,033.45
01/01/22	lot 71	lot 71-Stationery Lot Charge - 01/01/2022	-\$18.18	\$14,015.27
01/01/22	lot 75	lot 75-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,997.09
01/01/22	lot 79	lot 79-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,978.91
01/01/22	lot 81	lot 81-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,960.73
01/01/22	lot 82	lot 82-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,942.55
01/01/22	lot 84	lot 84-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,924.37
01/01/22	lot 90	lot 90-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,906.19
01/01/22	lot 93	lot 93-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,888.01
01/01/22	lot 94	lot 94-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,869.83
01/01/22	lot 98	lot 98-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,851.65
01/01/22	lot 99	lot 99-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,833.47
01/01/22	lot 102	lot 102-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,815.29
01/01/22	lot 106	lot 106-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,797.11
01/01/22	lot 107	lot 107-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,778.93
01/01/22	lot 110	lot 110-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,760.75
01/01/22	lot 116	lot 116-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,742.57

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT

01/01/22 lot 117	lot 117-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,724.39
01/01/22 lot 131	lot 131-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,706.21
01/01/22 lot 133	lot 133-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,688.03
01/01/22 lot 134	lot 134-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,669.85
01/01/22 lot 141	lot 141-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,651.67
01/01/22 lot 142	lot 142-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,633.49
01/01/22 lot 144	lot 144-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,615.31
01/01/22 lot 156	lot 156-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,597.13
01/01/22 lot 158	lot 158-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,578.95
01/01/22 lot 164	lot 164-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,560.77
01/01/22 lot 165	lot 165-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,542.59
01/01/22 lot 167	lot 167-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,524.41
01/01/22 lot 174	lot 174-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,506.23
01/01/22 lot 180	lot 180-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,488.05
01/01/22 lot 182	lot 182-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,469.87
01/01/22 lot 183	lot 183-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,451.69
01/01/22 lot 186	lot 186-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,433.51
01/01/22 lot 193	lot 193-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,415.33
01/01/22 lot 199	lot 199-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,397.15
01/01/22 lot 210	lot 210-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,378.97
01/01/22 lot 213	lot 213-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,360.79
01/01/22 lot 219	lot 219-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,342.61
01/01/22 lot 221	lot 221-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,324.43
01/01/22 lot 226	lot 226-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,306.25
01/01/22 lot 228	lot 228-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,288.07
01/01/22 lot 230	lot 230-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,269.89
01/01/22 lot 231	lot 231-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,251.71
01/01/22 lot 233	lot 233-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,233.53
01/01/22 lot 241	lot 241-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,215.35
01/01/22 lot 245	lot 245-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,197.17
01/01/22 lot 249	lot 249-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,178.99
01/01/22 lot 253	lot 253-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,160.81
01/01/22 lot 254	lot 254-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,142.63
01/01/22 lot 262	lot 262-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,124.45
01/01/22 lot 264	lot 264-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,106.27
01/01/22 lot 268	lot 268-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,088.09
01/01/22 lot 273	lot 273-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,069.91
01/01/22 lot 275	lot 275-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,051.73
01/01/22 lot 278	lot 278-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,033.55
01/01/22 lot 280	lot 280-Stationery Lot Charge - 01/01/2022	-\$18.18	\$13,015.37
01/01/22 lot 287	lot 287-Stationery Lot Charge - 01/01/2022	-\$18.18	\$12,997.19
01/01/22 lot 288	lot 288-Stationery Lot Charge - 01/01/2022	-\$18.18	\$12,979.01
01/01/22 lot 290	lot 290-Stationery Lot Charge - 01/01/2022	-\$18.18	\$12,960.83
01/01/22 lot 293	lot 293-Stationery Lot Charge - 01/01/2022	-\$18.18	\$12,942.65
01/01/22 lot 296	lot 296-Stationery Lot Charge - 01/01/2022	-\$18.18	\$12,924.47
01/01/22 lot 297	lot 297-Stationery Lot Charge - 01/01/2022	-\$18.18	\$12,906.29
01/01/22 lot 307	lot 307-Stationery Lot Charge - 01/01/2022	-\$18.18	\$12,888.11
01/01/22 lot 325	lot 325-Stationery Lot Charge - 01/01/2022	-\$18.18	\$12,869.93
01/01/22 lot 327	lot 327-Stationery Lot Charge - 01/01/2022	-\$18.18	\$12,851.75
01/01/22 lot 328	lot 328-Stationery Lot Charge - 01/01/2022	-\$18.18	\$12,833.57
01/01/22 lot 330	lot 330-Stationery Lot Charge - 01/01/2022	-\$18.18	\$12,815.39
01/02/22 783743 NETSTRATA	Printing & Postage - 01/11/21 - 31/01/22*	\$2,707.11	\$15,522.50
Total Printing, Postage & Stationery			\$15,522.50

Strata Administration

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT

05/05/21	711482	PRIME STRATA SUPPORT	Annual Check Of Licenses, Insurances & Qualifications Of X 38 Suppliers - April 2021	\$997.50	\$997.50
01/08/21	734394	NETSTRATA	Execute Building Management Agreement Extension	\$236.36	\$1,233.86
01/08/21	734394	NETSTRATA	Lift Tender Negotiations and Completion of Agreement	\$472.73	\$1,706.59
01/11/21	757961	NETSTRATA	Obtain Tender and Arrange Capital Works Fund Report	\$236.36	\$1,942.95
01/11/21	757961	NETSTRATA		\$30.00	\$1,972.95
01/11/21	757961	NETSTRATA	Stationery By-Law Administration	\$1,590.91	\$3,563.86
01/11/21	757961	NETSTRATA	Annual Strata Administration	\$3,181.82	\$6,745.68
01/02/22	783743	NETSTRATA	Follow up payment Lot 131	\$40.91	\$6,786.59
01/02/22	783743	NETSTRATA	title search - ownership confirmation - lot 85	\$40.00	\$6,826.59
01/02/22	783743	NETSTRATA	Process Bulk Lift Tender 2021	\$990.94	\$7,817.53
Total Strata Administration				\$7,817.53	

Water Consumption

13/07/21	729982	SYDNEY WATER	Water Consumption - 09/04/21 - 06/07/21	\$6,409.60	\$6,409.60
15/10/21	753680	SYDNEY WATER	Water Consumption - 07/07/21 - 08/10/21	\$25,139.94	\$31,549.54
28/01/22	781677	SYDNEY WATER	Water Consumption - 09/10/21 - 10/01/22	\$34,238.68	\$65,788.22
Total Water Consumption				\$65,788.22	

Window Cleaning

12/01/22	777963	MAGIC GLASS	Cleaning of Windows & Balustrades - 24/12/21	\$15,840.00	\$15,840.00
Total Window Cleaning				\$15,840.00	

Total Administrative Expenses **\$995,382.26**

CAPITAL WORKS FUND OTHER INCOME

Date	Ref.	Payee	Details	Amt.	Bal.
Interest On Levy Arrears					
13/05/21	lot 94		lot 94-BPay Payment: DEFT Bpay 0000034533	\$2.59	\$2.59
03/06/21	lot 94		lot 94-BPay Payment: DEFT Bpay 0000034533	\$2.61	\$5.20
02/08/21	lot 229		lot 229-BPay Payment: DEFT Bpay 0000034668	\$1.80	\$7.00
03/09/21	lot 90		lot 90-BPay Payment: DEFT Bpay 0000034529	\$6.88	\$13.88
17/09/21	lot 94		lot 94-Credit Card - CCD: DEFT CCd MC 0000	\$1.77	\$15.65
17/09/21	lot 242		lot 242-Cash - CSH: DEFT Csh 0000034681	\$1.96	\$17.61
27/09/21	lot 229		lot 229-BPay Payment: DEFT Bpay 0000034668	\$10.65	\$28.26
17/11/21	lot 81		lot 81-DEFT I/CCd: DEFT I/Tfr 0000034520	\$2.09	\$30.35
Total Interest On Levy Arrears				\$30.35	
Total Capital Works Other Income				\$30.35	

CAPITAL WORKS FUND EXPENSES

Date	Ref.	Payee	Details	Amt.	Bal.
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Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT

Building Warranty

01/09/21	742071	CORE PROJECT CONSULTING	Building Defects Inspection - 31/08/21	\$7,080.00	\$7,080.00
30/09/21	749871	CORE PROJECT CONSULTING	General Building Defects Inspection - 29/09/21	\$7,800.00	\$14,880.00
Total Building Warranty				\$14,880.00	

Capital Works Fund Report

25/10/21	755668	SOLUTIONS IN ENGINEERING	Capital Works Fund Update - 21/10/21	\$2,552.73	\$2,552.73
Total Capital Works Fund Report				\$2,552.73	

General Maintenance

23/05/21	716084	MAGITEK	Windows Sealing to 9 Units - 06/04/21	\$5,700.00	\$5,700.00
Total General Maintenance				\$5,700.00	

Plumbing - General

29/11/21	766859	AEROCYCLE PLUMBING	Hot Water Unit Replacement - 08/11/21	\$3,255.99	\$3,255.99
Total Plumbing - General				\$3,255.99	

Total Capital Works Expenses **\$26,388.72**

INVESTMENT FUND OTHER INCOME

Date	Ref.	Payee	Details	Amt.	Bal.
Interest On Bank Deposits					
31/05/21			Interest Paid	\$53.32	\$53.32
30/08/21			Interest Paid	\$46.70	\$100.02
29/11/21			Interest Paid	\$60.09	\$160.11
Total Interest On Bank Deposits				\$160.11	
Total Investment Other Income				\$160.11	

INVESTMENT 2 FUND OTHER INCOME

Date	Ref.	Payee	Details	Amt.	Bal.
Interest On Bank Deposits					
19/07/21			Interest Paid	\$88.02	\$88.02
18/10/21			Interest Paid	\$113.26	\$201.28
17/01/22			Interest Paid	\$88.19	\$289.47
Total Interest On Bank Deposits				\$289.47	

Strata Plan 93238
2 BURROWAY ROAD WENTWORTH POINT

Total Investment 2 Other Income \$289.47

INVESTMENT 3 FUND OTHER INCOME

Date	Ref.	Payee	Details	Amt.	Bal.
Interest On Bank Deposits					
18/10/21			Interest Paid	\$198.36	\$198.36
			Total Interest On Bank Deposits	\$198.36	
			Total Investment 3 Other Income	\$198.36	

Certificate of Currency

Insured:	SP93238, SP94094 and the BMC
Policy Number:	93212645
Policy Period:	From: 4PM on 31/05/2021 To: 4PM on 31/05/2022
Particulars Of Insurance:	Residential Strata Insurance
Location:	2 Burroway Road, Wentworth Point NSW 2127
Sum Insured:	
Building & Common property	\$151,075,800
Temporary Accommodation and Loss of Rent	\$22,437,000
Catastrophe Extension and Owners Improvements	\$22,437,000
First Loss Terrorism	Not Insured
General Liability	\$20,000,000
Crime Insurance	\$100,000
Machinery Breakdown	\$100,000
Management Committee Liability	\$1,000,000
Voluntary Workers (in the aggregate any one period)	\$500,000
Voluntary Workers (per volunteer)	\$200,000
Professional Expenses (in the aggregate any one period)	\$30,000
Appeal Expenses (in the aggregate any one period)	\$150,000
Chubb Proportion:	100%
Date:	26 May 2021

All the values on this Certificate of Currency are correct as at 26 May 2021 and may only be subject to change within the Policy Period by written agreement between the Insurer and the Insured.

This Certificate is furnished as a matter of information only and does not constitute an insurance contract upon which claims can be made.

The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.



Sean Tween | **Chubb Insurance Australia Limited**
Property & Strata Senior Underwriter NSW

Fire Safety Statement

Part 9 of the Environmental Planning and Assessment Regulation 2000



Please note:

Information to assist building owners to complete each section of the statement is provided on pages 3, 4, and 5.

Section 1: Type of statement

This is (mark applicable box): ☒ an annual fire safety statement (complete the declaration at Section 8 of this form)
☐ a supplementary fire safety statement (complete the declaration at Section 9 of this form)

Section 2: Description of the building or part of the building

This statement applies to: ☒ the whole building ☐ part of the building

Address

2-10 BURROWAY RD, WENTWORTH POINT, 2127

Lot No (if known)

DP/SP (if known)

Building Name (if applicable)

93238 and 94094

Provide a brief description of the building or part (building use, number of storeys, construction type etc)

RESIDENTIAL/COMMERCIAL, "STOREYS ABOVE GROUND" = (17), "STOREYS BELOW GROUND" = (1),

Section 3: Name and address of owner(s) of the building or part of the building

Name

The Owners Corporation of SP93238 & SP94064

Address

C/- Netstrata PO BOX 265 Hurstville BC 1481

Section 4: Fire Safety Measures

Fire safety measure	Minimum standard of performance	Date(s) Assessed	APFS *
Access Panels, Doors and Hoppers	BCA Clause C3.13	3/07/2021	F046075A
Automatic Fail Safe Devices	BCA Clause D2.1 & D2.21	3/07/2021	F046075A

2-10 Burroway Rd, Wentworth Point, 2127

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Automatic Fire Detection and Alarm System	BCA Spec. E2.2a & AS1670.1-2004, AS/NZS 1668.1-1998	3/07/2021	F046075A
Automatic Fire Suppression System	BCA Spec. E1.5 & AS 2118.1-1999, AS2118.2-1995 AS2118.4-1995 & Olsson Fire Engineering Report NO. S13078 Rev, FER2.0 dated 5 August 2015	3/07/2021	F046075A
Building Occupant Warning System	BCA Spec. E1.5, BCA Spec. E2.2a & AS1670.1 -2004 - Clause 3.22(b)	3/07/2021	F046075A
Emergency Lifts to high rise portion	BCA Clause E3.4 & AS1735.2-2001 & Olsson Fire Engineering Report NO. S13078 Rev, FER2.0 dated 5 August 2015	3/07/2021	F046075A
Emergency Lighting	BCA Clause E4.2, E4.4 & AS/NZS 2293.1-2005	3/07/2021	F046075A
Emergency Evacuation Plan	AS 3745 - 2002	3/07/2021	F046075A
Exit signs	BCA Clauses E4.5, E4.6, E4.8 and AS/NZS 2293.1 -2005	3/07/2021	F046075A
Fire Control Centers and Rooms	BCA Spec E1.8 & Olsson Engineering Report No. S13078 Rev. FER 2.0 dated 5 August 2015	3/07/2021	F046075A
Fire Blankets	AS 2444-2001	3/07/2021	F046075A
Fire Dampers	BCA C3.15, AS/NZS 1668.1-1998 & AS 1682.1&2 -1990	1-10-2021	F033099A
Fire Doors	BCA Clause C3.2, C3.4, C3.5, C3.6, C3.7 & C3.8, Spec C3.4 and AS 1905.1-2005 & Olsson Engineering Report No.S13078 Rev. FER 2.0 dated 5 August 2015.	3/07/2021	F046075A

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Fire Hose Reels	BCA Clause E1.4 & AS 2441-2005 & Olsson Engineering Report No.S13078 Rev. FER 2.0 dated 5 August 2015	3/07/2021	F046075A
Fire Hydrant System	BCA Clause E1.3 & AS 2419.1-2005 & Olsson Engineering Report NO. S13078 Rev. FER 1.1 dated 28 November 2014	3/07/2021	F046075A
Fire Seals, Collars	BCA Clause C3.15, C3.16 & AS 1530.4-2005	3/07/2021	F046075A
Fire Shutters	BCA Spec C3.4 & AS 1905.2-2005	3/07/2021	F046075A
Lightweight construction	BCA Clause C1.8, C3.17 & AS 1530.3-1999	3/07/2021	F046075A
Mechanical Air Handling System	BCA Clause E2.2, AS/NZS 1668.1-1998 & Olsson Engineering Report No. S13078 Rev. FER 2.0 dated 5 August 2015	11/06/2021	F053100A
Paths of Travel	Ep & Reg 2000 Clause 186 & Olsson Engineering Report No. S13078 Rev. FER 2.0 dated 5 August 2015	3/07/2021	F046075A
Portable Fire Extinguishers	BCA E1.6 & AS 2444-2001	3/07/2021	F046075A
Pressurising Systems	BCA E2.2 & AS/NZS1668.1 - 1998	11/06/2021	F053100A
Required Exit Doors (power operated)	BCA Clause D2.19	3/07/2021	F046075A
Self-Closing Fire Hoppers	BCA Clause C3.13 & AS 1530.4-2005	3/07/2021	F046075A
Smoke Hazard Management System	BCA Part E2 & AS/NZS1668.1-1998 & Olsson	3/07/2021	F046075A

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	Engineering Report No.S13078 Rev. FER 2.0 dated 5 August 2015		
Smoke Detectors and Heat Detectors	BCA Spec E2.2a & AS1670.1-2004, AS/NZS1668.1-1998 & Olsson Engineering Report No. S13078 Rev. FER 2.0 dated 5 August 2015	3/07/2021	F046075A
Solid Core Doors	BCA Clause C3.11	3/07/2021	F046075A
Warning and Operational Signs	EP & A Reg 2000 Clause 183, BCA Clause C3.6, D2.23, E3.3	3/07/2021	F046075A
Fire Engineering notes outline within Fire engineering Report by Olsson Fire and Risk No.S13078 Rev.FER 2.0 dated 5 August 2015	a) FRLs to retail portions reduced from 180mins -120mins b) Compliant spandrel separation not provided to all vertically aligned openings in different storeys in Cores 1 & 4 c) Tower portion assessed as a separate building. The fire wall to provide separation is not vertical for full height of the building.	3/07/2021	F046075A
	Public corridors are up to 67m in length and are not proposed to be separated into 40m intervals. e) Deletion of fire shutter and separating Block D & Block G		
	while still considering each block as a separate building. f) Travel distance by non-fire-isolated stairway to a road or open space exceeds 80m (up to 95m)		
	or within 80m but not by the same flight and landing from storey. g) More than 50% of the required exits from the car park on Level 2,3 & 4 consists of		
	horizontal exits. h) A maintenance program is to be maintained in accordance with AS1851 and AS2293.2, and is to incorporate system interface testing		
	where relevant.		

* See notes on page 4 about how to correctly identify an accredited practitioner (fire safety) (APFS).

Fire Safety Statement

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Section 5: Inspection of fire exit and paths of travel to fire exits (Part 9 Division 7)

Part of the building inspected	Date(s) inspected	APFS *
WHOLE OF BUILDING	3/07/2021	F046075A

* See notes on page 4 about how to correctly identify an accredited practitioner (fire safety) (APFS).

Section 6: Name and contact details of each accredited practitioner (fire safety) (APFS)

Full name	Phone	Email	Accreditation No.*	Signature
NATHAN NASH	1300 889 301	ADMIN@PHOENIXFIRE.COM.AU	F045277A	
DANIEL HALTEH	1300 889 301	ADMIN@PHOENIXFIRE.COM.AU	F046075A	
GRANT DEELEY	0416311448	GRANT@ZIRCONFIRE.COM.AU	F033099A	
KEN LOUGHREY	0417 041350	ken@airteq.net	F053100A	

* Where applicable – see notes on page 4 for further information.

Section 7: Name and contact details of the person issuing this statement

Full Name	
Katelyn Danielson	
Organisation (if applicable)	Title/Position (if applicable)
Netstrata	Fire safety coordinator
Phone	Email
8567 6456	katelyn.danielson@netstrata.com.au

The person issuing the statement must not be an APFS listed in section 6 or their employer/employee or direct associate.

Section 8: Annual fire safety statement declaration

I, Katelyn Danielson on behalf of SP93238 & SP9406 (insert full name) being the: ☐ owner ☒ owner's agent

declare that:

- a) each essential fire safety measure specified in this statement has been assessed by an accredited practitioner (fire safety) and was found, when it was assessed, to be capable of performing:

Fire Safety Statement

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- i. in the case of an essential fire safety measure applicable by virtue of a fire safety schedule, to a standard no less than that specified in the schedule, or
 - ii. in the case of an essential fire safety measure applicable otherwise than by virtue of a fire safety schedule, to a standard no less than that to which the measure was originally designed and implemented, and
- b) the building has been inspected by an an accredited practitioner (fire safety) and was found, when it was inspected, to be in a condition that did not disclose any grounds for a prosecution under Division 7 of Part 9 of the Regulation.

Owner/Agent Signature

Date Issued

<i>K Danielson</i>	2/10/2021
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Section 9: Supplementary fire safety statement declaration

I, _____ (insert full name) being the: ☐ owner ☐ owner's agent

declare that each critical fire safety measure specified in the statement has been assessed by an accredited practitioner (fire safety) and was found, when it was assessed, to be capable of performing to at least the standard required by the current fire safety schedule for the building for which this statement is issued.

Owner/Agent Signature

Date Issued

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Note:

A current fire safety schedule for the building must be attached to the statement in accordance with the Regulation.



Fire Safety Statement

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A current fire safety schedule for the building must be attached to this statement.

Premises: Strata Plan 93238 and 94094 2-10 Burroway Rd Wentworth Point 2127

FIRE SAFETY SCHEDULE

Fire Safety Measure	Standard of Performance
Access Panels, Doors and Hoppers	BCA Clause C3.13
Automatic Fail Safe Devices	BCA Clause D2.1 & D2.21
Automatic Fire Detection and Alarm System	BCA Spec. E2.2a & AS1670.1-2004, AS/NZS 1668.1-1998
Automatic Fire Suppression System	BCA Spec. E1.5 & AS 2118.1-1999, AS2118.2-1995 AS2118.4 -1995 & Olsson Fire Engineering Report NO. S13078 Rev, FER2.0 dated 5 August 2015
Building Occupant Warning System	BCA Spec. E1.5, BCA Spec. E2.2a & AS1670.1-2004 - Clause 3.22(b)
Emergency Lifts to high rise portion	BCA Clause E3.4 & AS1735.2-2001 & Olsson Fire Engineering Report NO. S13078 Rev, FER2.0 dated 5 August 2015
Emergency Lighting	BCA Clause E4.2, E4.4 & AS/NZS 2293.1-2005
Emergency Evacuation Plan	AS 3745 - 2002
Exit signs	BCA Clauses E4.5, E4.6, E4.8 and AS/NZS 2293.1-2005
Fire Control Centers and Rooms	BCA Spec E1.8 & Olsson Engineering Report No. S13078 Rev.

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	FER 2.0 dated 5 August 2015
Fire Blankets	AS 2444-2001
Fire Dampers	BCA C3.15, AS/NZS 1668.1-1998 & AS 1682.1&2-1990
Fire Doors	BCA Clause C3.2, C3.4, C3.5, C3.6, C3.7 & C3.8, Spec C3.4 and AS 1905.1-2005 & Olsson Engineering Report No.S13078 Rev. FER 2.0 dated 5 August 2015.
Fire Hose Reels	BCA Clause E1.4 & AS 2441-2005 & Olsson Engineering Report No.S13078 Rev. FER 2.0 dated 5 August 2015
Fire Hydrant System	BCA Clause E1.3 & AS 2419.1-2005 & Olsson Engineering Report NO. S13078 Rev. FER 1.1 dated 28 November 2014
Fire Seals, Collars	BCA Clause C3.15, C3.16 & AS 1530.4-2005
Fire Shutters	BCA Spec C3.4 & AS 1905.2-2005
Lightweight construction	BCA Clause C1.8, C3.17 & AS 1530.3-1999
Mechanical Air Handling System	BCA Clause E2.2, AS/NZS 1668.1-1998 & Olsson Engineering Report No. S13078 Rev. FER 2.0 dated 5 August 2015
Paths of Travel	Ep & Reg 2000 Clause 186 & Olsson Engineering Report No. S13078 Rev. FER 2.0 dated 5 August 2015
Portable Fire Extinguishers	BCA E1.6 & AS 2444-2001

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Pressurising Systems	BCA E2.2 & AS/NZS1668.1 - 1998
Required Exit Doors (power operated)	BCA Clause D2.19
Self-Closing Fire Hoppers	BCA Clause C3.13 & AS 1530.4-2005
Smoke Hazard Management System	BCA Part E2 & AS/NZS1668.1-1998 & Olsson Engineering Report No.S13078 Rev. FER 2.0 dated 5 August 2015
Smoke Detectors and Heat Detectors	BCA Spec E2.2a & AS1670.1-2004, AS/NZS1668.1-1998 & Olsson Engineering Report No. S13078 Rev. FER 2.0 dated 5 August 2015
Solid Core Doors	BCA Clause C3.11
Warning and Operational Signs	EP & A Reg 2000 Clause 183, BCA Clause C3.6, D2.23, E3.3
Fire Engineering notes outline within Fire engineering Report by Olsson Fire and Risk No.S13078 Rev.FER 2.0 dated	a) FRLs to retail portions reduced from 180mins-120mins b) Compliant spandrel separation not provided to all vertically aligned openings in different
5 August 2015	storeys in Cores 1 & 4 c) Tower portion assessed as a separate building. The fire wall to provide separation is not vertical for full height of the building.
	Public corridors are up to 67m in length and are not proposed to be separated into 40m intervals. e) Deletion of fire shutter and separating Block D & Block G
	while still considering each block as a separate building. f) Travel distance by non-fire-isolated stairway to a road or open space exceeds 80m (up to 95m)

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	or within 80m but not by the same flight and landing from storey. g) More than 50% of the required exits from the car park on Level 2,3 & 4 consists of
	horizontal exits. h) A maintenance program is to be maintained in accordance with AS1851 and AS2293.2, and is to incorporate system interface testing
	where relevant.

Contact Details

Tel: 1300 638 787
Fax: 1300 644 402
Email: admin@netstrata.com.au
Web: www.netstrata.com.au

Wednesday 7 June 2017

All Correspondence:
P.O. Box 265
HURSTVILLE BC NSW 1481

To All Owners, Strata Plan 93238
2 BURROWAY ROAD
WENTWORTH POINT NSW 2127

Head Office

298 Railway Parade
CARLTON NSW 2218

Wollongong Office

Level 4, 63 Market Street
WOLLONGONG NSW 2520

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING
at 2 BURROWAY ROAD, WENTWORTH POINT NSW 2127**

Attached are the minutes of the recent Annual General Meeting conducted for your strata scheme and enclosed is a levy payment notice for your 1st quarter levies.

We urge you to read the minutes so you're aware of the issues discussed at the meeting and we also write to bring the following matters to your attention;

1. Reform to Strata Laws

The new Strata Schemes Management Act 2015 and Regulations came into force on 30 November 2016.

These two pieces of legislation represent the most significant reforms to Strata Title Law in NSW since 1973. In total there are around 90 changes to current legislation that will impact all stakeholders of strata title property including, owners, tenants, business operators and managing agents.

For further information and a complete listing of all the changes see the NSW Fair Trading Website www.fairtrading.nsw.gov.au and search 'Strata Reform'.

2. Your Owner Portal

Don't forget you can obtain all the pertinent information relating to your scheme via your Owner Portal at www.netstrata.com.au. From here you are able to access;

- The Minutes Book for your scheme
- The current Financial Records for your scheme
- The current Financial Records for your lot
- The By-laws for your scheme
- The Insurance Certificate & P.D.S. for your scheme
- R.P. Data Sales and Area Profile reports
- Other important records for your scheme
- Update your personal information

Forgotten your user name and password? Don't worry go to the login in page at the portal for assistance.

As always we hope this information proves helpful. Should you have any questions or require further information regarding these or any other matters concerning your strata scheme please do not hesitate to call or email me directly.

Sincerely,
NETSTRATA



Andrew Tunks | Direct Line: 02 8567 6410 | Email: andrew@netstrata.com.au
Senior Strata Manager



Securing your Strata or Community Title Property

One of the attractions of living or working in a strata or community scheme is the additional security that can be provided to a building such as security intercoms, secured garage areas and the sense of 'community watch' within a development.

Regrettably however residents often don't become security conscious until after they have been robbed and no matter how many security devices may be fitted to the common areas of your building, the harsh reality is that a security building is only secure as the people that reside in it. Surveys have shown that over 90% of occupants living in a multi-dwelling property have 'buzzed' strangers into their building.

A main entry security door or shutter at the entry to a garage area provides both a visual and physical deterrent; however these areas are often secluded and are a common target for many would be thieves. Aside from this very few residents ever stop to check that a security garage door has closed after they've entered or exited the building and it's fairly easy for a thief to simply wander into the building whilst the door is opening or closing.

Thankfully legislators recognise the importance for owners of strata and community properties to be able to further secure their own premises. Pursuant to the by-laws, all owners of residential, commercial, retail and industrial strata and community schemes are at liberty to undertake the installation of additional locking devices, security screens or other security devices to their windows, front doors, balcony doors and garage doors to further secure their individual premises. If such devices are not already in place at your property, we highly recommend they be installed. However it should be understood that any additional locking devices must adhere to current fire safety regulations – a licensed locksmith will be able to offer advice on such regulations. Further, any additional security screens (not shutters) fitted to windows or doors must comply with any design and colour scheme that is already established at the property. If you are not certain of these protocols, simply contact your strata manager.

There are a variety of security strategies that you can initiate to further secure your property and it's not always necessary to spend a lot of money on home security. There are things you can do that cost nothing. Care, vigilance and common sense are free.

The following are 10 simple and cost effective ways that you can further secure your property.

Remember, thieves aren't brain surgeons on a day off; they are opportunists who will exploit easy targets. Making your building harder to break into than the one next door will go a long way to preventing a security breach at your property.

1. Make sure your locks work...

Ensure that the locks you do have installed on windows, front doors, balcony doors and garage doors are functioning properly and ensure all your doors and windows, including common property entries and exits are closed and locked whenever you enter or leave the property.

2. Get to know your neighbours...

Make an effort to get to know the other residents within your scheme. Conduct brainstorming sessions or make suggestions for security improvements for your building so they can be considered by all owners.

3. Don't leave notes...

On doors for couriers or friends advising that you're out or that you'll be back in ten minutes.

4. Dispose of rubbish properly...

Cut up boxes that contained expensive electrical equipment and dispose of them properly. Leaving large boxes on the nature strips for a council pick-up simply advertises the new appliances in your property. And ensure you tear up old bank statements or financial documents before placing them in the rubbish; Bank statements that are stolen from rubbish or recycling bins is a leading cause of identity theft!

5. Natural ladders are a risk...

Don't leave ladders, wheelie bins or pot plants in areas that can be used by thieves to scale the building.

6. Mark your property...

Mark or label all your electrical appliances by using an engraver or ultra-violet pen so they cannot be readily sold by thieves and keep a record of their serial numbers separately so they may be provided to police in the event the worst happens.

7. Lock your vehicle...

Always lock your vehicle and don't leave valuables like phones, GPS units, sunglasses or iPods visible.

8. Secure items in your garage...

Secure items such as bikes, tools and other valuables by chaining or locking them within your garage.

9. Make sure your valuables aren't visible...

Don't leave iPods, laptops, wallets and keys near doors and windows where they can be seen by thieves.

10. Program Emergency phone numbers...

Program the local Police Station's phone number in the speed dial of home and mobile phones so it's readily available in the event of an emergency.

This advice has been prepared with the assistance of security experts and the NSW police. For more information see the information pages at our website.

Minutes of Annual General Meeting

Strata Plan:	93238 - BURROWAY ROAD 2, WENTWORTH POINT REGATTA
Meeting date:	Tuesday, 06 June 2017
Commenced:	06:00 PM
Apologies:	Nil
Pre Meeting Voting:	Nil
Present:	Lot 41, Lot 127, Lot 167, Lot 177, Lot 183, Lot 231, Lot 250, Lot 331, Lot 332
Proxies:	Lot 94, Lot 95, Lot 99, Lot 153, Lot 168, Lot 170, Lot 172, Lot 234, Lot 292, Lot 320 (all in favour of the Chairperson)
Corporate Authorisation:	Rob Allen for Fairmead Business P/L of Lots 331 & 332
In attendance:	Mr Andrew Tunks of Network Strata Services T/A Netstrata
Quorum:	A quorum was declared after 30 minutes.
Chairperson:	Mr Andrew Tunks

Motion 1.
Confirmation of Previous Minutes **RESOLVED** that the minutes of the last general meeting be confirmed.
Vote: All in favour

Motion 2.
The Financial Statements **RESOLVED** that the Financial Statements as presented be adopted.
Vote: All in favour

Motion 3.
Appointment of an Auditor **RESOLVED** that an auditor will be appointed for the coming year.
Vote: All in favour

Motion 4.
Annual Fire Safety Statement **RESOLVED** that the owners considered the Annual Fire Safety Statement and that the Strata Managing Agent & Building Management shall continue to co-ordinate the inspection process and necessary administrative processes to obtain the statement for the coming year.
Vote: All in favour

Motion 5.
Building Defects and Rectification **RESOLVED** that the Owners Corporation shall appoint Building Help as per their tender tabled at the meeting for \$18,287.50 including GST to undertake a routine inspection of the common areas of the strata scheme for the purpose of identifying any defect items to be brought to the attention of the original builder/developer.
Vote: All in favour
Notes: The Strata Manager tabled 3 tenders for common area building defects reports at the meeting, notably from Acumen Building & Engineering Consultants P/L, A City Pty Ltd & Building Help.

**Motion 6.
The Strata
Insurances**

RESOLVED that the Owners Corporation's insurances as presented be confirmed.

Vote: All in favour

**Motion 7.
10 Year Capital
Works Plan**

RESOLVED that the Owners Corporation shall adopt the recommendation of the Capital Works fund plan in their annual budget. The amount recommended in the report as presented by Solutions in Engineering is \$155,000.00 + GST (\$170,500.00 including GST) for the 2017/18 financial year.

Vote: All in favour

**Motion 8.
The Proposed
Budget & Strata
Levies**

RESOLVED that the proposed budget as presented be accepted as Administration fund \$1,000,550.00 + GST (\$1,091,015.00 including GST) and Capital Works fund \$155,000.00 + GST (\$170,500.00 including GST) for the year commencing 1 May 2017 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 10/7/17, 1/10/17, 1/1/18 and 1/4/18.

Vote: 17 votes in favour, 2 votes against

**Motion 9.
Overdue Levies**

RESOLVED that the Owners Corporation WILL NOT accept payment plans at this time and will initiate debt recovery proceedings as per the provisions of the Act.

Vote: All in favour

**Motion 10.
Review of Strata By-
Laws**

RESOLVED by Special Resolution that the Owners Corporation shall pass the Smoke Penetration By-law in the following form;

Smoke Penetration

(1) An owner or occupier and any invitee of an owner or occupier, must not smoke tobacco or any similar product on the common property.

(2) An owner or occupier of a lot must ensure that smoke caused by the smoking of tobacco by the owner or occupier, or invitee of the owner or occupier DOES NOT penetrate to the common property or any other lot.

(3) This By-law does not prevent an owner or occupier of a lot from utilising a BBQ, outdoor stove or similar product for the purpose of cooking on the balcony or courtyard of their lot.

Vote: 100% in favour

**Motion 11.
Cleaning Windows &
Doors**

RESOLVED by Special Resolution that the Owners Corporation will repeal the existing Cleaning Windows and Doors By-Law and shall replace it with the new Cleaning Windows and Doors By-law in the following form;

Cleaning Windows and Doors

(1) Except in the circumstances referred to in clause (2), an owner or occupier of a lot is responsible for cleaning all interior or exterior surfaces of glass in windows and doors on the boundary of the lot, including so much as is common property.

(2) The Owners Corporation is responsible for cleaning regularly all exterior surfaces of glass in windows and doors that cannot be accessed by the owner or occupier of the lot safely or at all.

Vote: 100% in favour

**Motion 12.
Hanging Out of
Washing**

DEFEATED. by Special Resolution as more than 25% of the total Unit of Entitlement votes cast at the meeting were against the motion, the Owners Corporation will not repeal and replace the Hanging Out of Washing By-law at this time.

Vote: 100% against

**Motion 13.
Special By-Law
(Installation of
Parking Bollards)**

RESOLVED by Special Resolution that the Owners Corporation will pass the 'Installation of Parking Bollards' by-law in the following form:

Special By-Law (Installation of Parking Bollards)

(a) Each owner for the time being of each lot in the strata scheme is conferred with the right to install a collapsible bollard from supplier "thatsmyspot" (hereinafter referred to as a "bollard") to service the owners lot within the strata scheme subject to the following terms and conditions:

(b) The owners of any lot proposing to undertake the installation of a bollard must submit comprehensive plans and diagrams of the proposed installation to the strata managing agent of the strata scheme not less than fourteen (14) days before the bollard is to be installed;

(c) the bollard must be installed wholly within the lot and shall not be or become or in any way be construed to be common property and shall always remain the sole property of the owner for the time being of the lot which it services;

(d) the bollard must be installed in a location and in such a way that it does not interfere with access, use or operation of common property or another lot property in the strata scheme or any person lawfully using the common property any other public areas bounding the strata scheme;

(e) the owners of any lot undertaking the installation of a bollard must obtain all necessary permits, licenses or consents required by local authority or other statutory or lawful authority for such installation;

(f) the installation of the bollard must be effected in a workmanlike manner by licensed and insured tradespersons;

(g) any damage to common property that occurs during, or results from, the installation or subsequent removal or replacement of, or use of, the bollard must be forthwith made good by the owners of the lot from which the damage results at no cost to the Owners Corporation;

(h) the bollard must be maintained in good working order and condition by the owner without claim on the Owners Corporation in respect of such maintenance;

(i) any costs for repairs or replacement of the bollard shall be borne by the lot owner in which the bollard services at no cost to the Owners Corporation;

(j) the owner shall inform the strata managing agent of the scheme not later fourteen (14) days before the bollard is to be replaced or renewed;

(2) In the event that an owner or occupier of a lot to which the parking barrier is installed, after notice, fails to comply with any matters set out in conditions (a) to (j) hereof then the Owners Corporation may terminate the right of the owner or occupier to install the bollard.

Vote: 100% in favour

**Motion 14.
Special By-Law
(Modifications &
Additions)**

RESOLVED by Special Resolution that the Owners Corporation will pass the 'Installation of Parking Bollards' by-law in the following form:

Modifications & Additions

Each owner for the time being of each lot in the strata scheme is conferred with the right to install weather protection devices (hereinafter defined as including blinds, awnings, pergolas, shutters, screens, canopies and shades to provide shade and protection from sun and weather to the windows, doors and open spaces of a lot and all associated equipment wherever located) (hereinafter referred to as the 'devices') to service the owners lot within the strata scheme subject to the following terms and conditions:

- (1) (a) The owners of any lot proposing to undertake the installation of any devices must submit comprehensive plans and diagrams including colour and material samples of the proposed installation to the secretary or strata managing agent of the strata scheme not less than fourteen (14) days before the devices are to be installed;
- (b) the devices shall not be, or become, or in any way be construed to be common property and shall always remain the sole property of the owner for the time being of the lot which they service;
- (c) the style, design and finish of any proposed devices shall be consistent with the architectural theme established throughout the remainder of the strata scheme buildings and shall not detract from the overall appearance of the property, such style and design of the first of any one type of device to be notified to the secretary or the strata managing agent will, if it complies with subclause (1) (a) to (j) hereof, set the precedent for any other similar installations of devices that may be proposed elsewhere in the strata scheme;
- (d) the owners of any lot undertaking the installation of any devices must obtain all necessary permits, licenses or consents required by local authority or other statutory or lawful authority for such installation;
- (e) the installation of any devices must be effected in a workmanlike manner by licensed and insured tradespersons and be certified by an engineer to not cause damage(s) to common property;
- (f) the devices must not interrupt the free flow of air or unreasonably shadow any other lot or the common property or generally interfere with access to the common property by any owner or occupier of a lot in the strata scheme or any person lawfully using the common property;
- (g) any damage to common property that occurs during, or results from, the installation or subsequent removal or replacement of, or use of, any devices must be forthwith made good by the owners of the lot from which the damage results at no cost to the Owners Corporation;
- (h) the devices must be maintained in good working order and condition by the owner without claim on the owners corporation in respect of such maintenance;
- (i) the owner shall inform the secretary or strata managing agent of the scheme not later fourteen (14) days before any devices are to be replaced or renewed;
- (j) all paint, stain and trim finishes applied to the devices shall be, and shall always remain, consistent with the materials and finishes in use throughout the remainder of the strata scheme at no cost to the Owners Corporation.

(2) In the event that an owner or occupier of a lot to which any devices are installed, after notice, fails to comply with any matters set out in conditions (a) to (j) hereof then the Owners Corporation may terminate the right of the owner or occupier to install such devices.

(3) In the event that an owner of a lot proposes the installation of any devices that, in their absolute discretion, the secretary or the strata managing agent believes is not consistent with the architectural theme established throughout the remainder of the strata scheme buildings. The proposal must be decided by vote at a general meeting.

Vote: 100% in favour

Motion 15.**Call for Nominations to Strata Committee and Election****RESOLVED**

that the following persons were elected to the Strata Committee from the date of this meeting until the next annual general meeting:

Jiayi Chen (Lot 41)
 Sheng Ting Qiu (Lot 127)
 Xiao Yan Xin (Lot 183)
 Rob Allen (Lot 332)

Vote:

All in favour

Motion 16.**Restricted Matters****RESOLVED**

that at this stage there be no changes to the matters that should only be determined by the Owners Corporation in general meeting.

Vote:

All in favour

Motion 17.**Strata Managers Report****RESOLVED**

to confirm the Strata Manager's report into Training Services and 3rd Party Commissions.

Vote:

All in favour

Motion 18.**Management Agreement****RESOLVED**

to enter into a new Managing Agency Agreement with Network Strata Services Pty Ltd, trading as 'Netstrata' for a period of 3 years as presented to the Owners Corporation dated **6th June 2017**, and that an instrument in writing in the term of this resolution be executed under the seal of the Owners Corporation delegating to the agent all of its functions including those of Chairperson, Secretary, Treasurer and Strata Committee of the Owners Corporation. **FURTHER RESOLVED** that Sheng Ying Qiu of Lot 127 & Rob Allen of Lot 331 be authorised to sign the agreement on behalf of the Owners Corporation.

NOTE:

* Original copies of the agreement were served on the authorised signatories immediately following the meeting.

* In accordance with Section 50(6) of the Strata Schemes Management Act 2015, the Strata Manager provides written notice that the agency agreement must be renewed by the Owners Corporation by no later than **6th June 2020**.

***The Chairperson abstained from voting on the motion.**

Vote:

All in favour

Motion 19.**Workplace Health & Safety Act****DEFEATED.**

The Owners Corporation shall NOT engage suitably qualified experts to undertake an inspection of the common areas to ensure compliance with the Workplace Health and Safety Act and Regulations 2011 at this time.

Vote:

All against

Motion 20.**Appointment of Representative to Building Management Committee****RESOLVED**

by Special Resolution pursuant to Schedule 1C Clause 2(4) of the Strata Schemes Freehold Development Act and in accordance with Clause 7.4 of the Strata Management Statement of SP 93238B that the Owners Corporation appoint the following person/s to represent the scheme as a member of the Building Management Committee: Rob Allen of Lot 331.

Vote:

All in favour

**Motion 21.
Appointment of
Representative to
Community
Association**

RESOLVED pursuant to section 29 of the Community Land Management Act 1989 that Strata Scheme 93238 nominates the following candidate/s for the election of the executive committee of community association DP 270778: Rob Allen of Lot 331.

Vote: All in favour

**Motion 22.
Appointment of
Proxy to Community
Association**

RESOLVED pursuant to clause 8(2a) Schedule 6 of the Community Land Management Act 1989 that the following member/s of strata plan 93238 be elected as proxy for general meetings of the community association DP 270778: Rob Allen of Lot 331.

Vote: All in favour

Closure:

The meeting closed at 07:20 PM



Mr Andrew Tunks
Chairperson

**Proposed date for
next Annual General
Meeting:**

15/06/2018



Contact Details

Tel: 1300 638 787
 Fax: 1300 644 402
 Email: admin@netstrata.com.au
 Web: www.netstrata.com.au

Thursday 28 June 2018

All Correspondence:
 P.O. Box 265
 HURSTVILLE BC NSW 1481

To All Owners, Strata Plan 93238
 2 BURROWAY ROAD
 WENTWORTH POINT NSW 2127

Head Office

298 Railway Parade
 CARLTON NSW 2218

Wollongong Office

Level 4, 63 Market Street
 WOLLONGONG NSW 2520

Dear Owners,

RE: MINUTES OF ANNUAL GENERAL MEETING at 2 BURROWAY ROAD, WENTWORTH POINT NSW 2127

Attached are the minutes of the recent Annual General Meeting conducted for your strata scheme and enclosed is a levy payment notice for your 1st quarter levies. We urge you to read the minutes so you're aware of the issues discussed at the meeting and we also write to bring the following matters to your attention;

1. Child Window Lock Safety Devices & Annual Fire Inspection

In December 2013 the NSW Parliament passed the Strata Schemes Management Amendment (Child Window Safety Devices) Act. The Bill was introduced to parliament in response to an alarming increase in the number of children seriously injured or killed after falling from windows in residential strata schemes. The legislation requires that locking or restricting devices be fitted to windows that are less than 1.7M in height, with a fall of greater than 2M. The deadline for compliance March 2018 and best practice suggests that all affected windows be inspected regularly to ensure ongoing compliance once the deadline passes.

For the convenience of all residents as well as to reduce administrative costs, it has been proposed to combine the Window Lock inspection with the Annual Fire Safety inspection that is required to be completed under the Environmental, Planning and Assessment Act.

For more information regarding the window lock legislation or fire safety, see the information pages at www.netstrata.com.au or search the NSW Fair Trading website.

2. Your Owner Portal

Don't forget you can obtain all the pertinent information relating to your scheme via your Owner Portal at www.netstrata.com.au. From here you are able to access;

- The Minutes Book for your scheme
- The current Financial Records for your scheme
- The current Financial Records for your lot
- The By-laws for your scheme
- The Insurance Certificate & P.D.S. for your scheme
- R.P. Data Sales and Area Profile reports
- Other important records for your scheme
- Update your personal information

Forgotten your user name and password? Don't worry go to the login in page at the portal for assistance.

As always we hope this information proves helpful. Should you have any questions or require further information regarding these or any other matters concerning your strata scheme please do not hesitate to call or email me directly.

Sincerely,
 NETSTRATA

Andrew Tunks | Direct Line: 02 8567 6410 | Email: andrew.tunks@netstrata.com.au

Senior Strata Manager



Securing your Strata or Community Title Property

One of the attractions of living or working in a strata or community scheme is the additional security that can be provided to a building such as security intercoms, secured garage areas and the sense of 'community watch' within a development.

Regrettably however residents often don't become security conscious until after they have been robbed and no matter how many security devices may be fitted to the common areas of your building, the harsh reality is that a security building is only secure as the people that reside in it. Surveys have shown that over 90% of occupants living in a multi-dwelling property have 'buzzed' strangers into their building.

A main entry security door or shutter at the entry to a garage area provides both a visual and physical deterrent; however these areas are often secluded and are a common target for many would be thieves. Aside from this very few residents ever stop to check that a security garage door has closed after they've entered or exited the building and it's fairly easy for a thief to simply wander into the building whilst the door is opening or closing.

Thankfully legislators recognise the importance for owners of strata and community properties to be able to further secure their own premises. Pursuant to the by-laws, all owners of residential, commercial, retail and industrial strata and community schemes are at liberty to undertake the installation of additional locking devices, security screens or other security devices to their windows, front doors, balcony doors and garage doors to further secure their individual premises. If such devices are not already in place at your property, we highly recommend they be installed. However it should be understood that any additional locking devices must adhere to current fire safety regulations – a licensed locksmith will be able to offer advice on such regulations. Further, any additional security screens (not shutters) fitted to windows or doors must comply with any design and colour scheme that is already established at the property. If you are not certain of these protocols, simply contact your strata manager.

There are a variety of security strategies that you can initiate to further secure your property and it's not always necessary to spend a lot of money on home security. There are things you can do that cost nothing. Care, vigilance and common sense are free.

The following are 10 simple and cost effective ways that you can further secure your property.

Remember, thieves aren't brain surgeons on a day off; they are opportunists who will exploit easy targets. Making your building harder to break into than the one next door will go a long way to preventing a security breach at your property.

1. Make sure your locks work...

Ensure that the locks you do have installed on windows, front doors, balcony doors and garage doors are functioning properly and ensure all your doors and windows, including common property entries and exits are closed and locked whenever you enter or leave the property.

2. Get to know your neighbours...

Make an effort to get to know the other residents within your scheme. Conduct brainstorming sessions or make suggestions for security improvements for your building so they can be considered by all owners.

3. Don't leave notes...

On doors for couriers or friends advising that you're out or that you'll be back in ten minutes.

4. Dispose of rubbish properly...

Cut up boxes that contained expensive electrical equipment and dispose of them properly. Leaving large boxes on the nature strips for a council pick-up simply advertises the new appliances in your property. And ensure you tear up old bank statements or financial documents before placing them in the rubbish; Bank statements that are stolen from rubbish or recycling bins is a leading cause of identity theft!

5. Natural ladders are a risk...

Don't leave ladders, wheelie bins or pot plants in areas that can be used by thieves to scale the building.

6. Mark your property...

Mark or label all your electrical appliances by using an engraver or ultra-violet pen so they cannot be readily sold by thieves and keep a record of their serial numbers separately so they may be provided to police in the event the worst happens.

7. Lock your vehicle...

Always lock your vehicle and don't leave valuables like phones, GPS units, sunglasses or iPods visible.

8. Secure items in your garage...

Secure items such as bikes, tools and other valuables by chaining or locking them within your garage.

9. Make sure your valuables aren't visible...

Don't leave iPods, laptops, wallets and keys near doors and windows where they can be seen by thieves.

10. Program Emergency phone numbers...

Program the local Police Station's phone number in the speed dial of home and mobile phones so it's readily available in the event of an emergency.

This advice has been prepared with the assistance of security experts and the NSW police. For more information see the information pages at our website.

Minutes of Annual General Meeting

Strata Plan:	93238 - BURROWAY ROAD 2, WENTWORTH POINT REGATTA
Meeting date:	Wednesday, 27 June 2018
Commenced:	6:00 PM
Apologies:	Nil
Pre Meeting Voting:	Lot 38, Lot 124
Present:	Lot 41, Lot 43, Lot 69, Lot 127, Lot 167, Lot 242, Lot 250, Lot 331, Lot 332
Proxies:	Appointing the Chairperson Lot 94, Appointing the Chairperson Lot 99, Appointing Jiayi Chen Lot 155, Appointing the Chairperson Lot 168, Appointing the Chairperson Lot 172, Appointing the Chairperson Lot 234, Appointing the Chairperson Lot 260, Appointing the Chairperson Lot 292.
Corporate Authorisation:	Fairmead Business Pty Ltd - In Favour of Rob Allen. NOTE: Pursuant to Section 7 of the StrataSchemes Management Act 2015, the chairperson disclosed at the commencement of the meeting that Rob Allen is a consultant of Billbergia Group.
In attendance:	Andrew Tunks, Jessica Karras & Richard Lam of Network Strata Services T/A Netstrata, Sam Agha & Khaled Badis of Structure Building Management, Jiayi Chen & Rob Allen.
Quorum:	A quorum was declared after 30 minutes Pursuant to Schedule 1, Clause 17 (4)(b) of the Strata Schemes Management Act 2015.
Chairperson:	Andrew Tunks
Motion 1. Confirmation of Previous Minutes	<u>RESOLVED</u> that the minutes of the last general meeting be confirmed. Vote: All in favour
Motion 2. The Financial Statements	<u>RESOLVED</u> that the Financial Statements as presented be adopted. Vote: All in favour
Motion 3. Appointment of an Auditor	<u>RESOLVED</u> that an auditor will be appointed for the coming year. Vote: All in favour
Motion 4. Annual Fire Safety Statement	<u>RESOLVED</u> that the owners considered the Annual Fire Safety Statement and that the Strata Managing Agent shall continue to co-ordinate the inspection process and necessary administrative processes to obtain the statement for the coming year. It was further resolved that the current fire safety contractor, Absolute Fire Safety was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Fire Safety and Building Certification) Regulations 2017. Vote: All in favour

Motion 5.**Building Defects and Rectification****RESOLVED**

that the Owners Corporation noted that there are no outstanding defects requiring action to be taken at present.

Vote:

All in favour

Notes:

The strata manager noted that a common area building defect report had been obtained in 2017 of which Billbergia repaired all items on the list. Building Help (defect consultant) has attended site and signed off on the rectification work, noting that all defects were completed.

Motion 6.**The Strata Insurances****RESOLVED**

that the Owners Corporation's insurances as presented be confirmed.

Vote:

All in favour

Motion 7.**Building Catastrophe Insurance****RESOLVED**

that the Owners Corporation will effect Building Catastrophe Insurance at the renewal of their next policy.

Vote:

1 in favour of deferral, 17 in favour, 1 against

Motion 8.**Flood Cover Insurance****DEFEATED.**

A quotation for Flood Cover Insurance will not be obtained at this time.

Vote:

All against

Motion 9.**Pre-Meeting & Electronic Voting By-law****RESOLVED**

by Special Resolution, the Owners Corporation to adopt and register the Pre-Meeting and Electronic Voting By-law as presented.

Vote:

100% in favour

Motion 10.**Minor Renovations By-law****RESOLVED**

The Owners Corporation SPECIALLY RESOLVES pursuant to sections 110 and 141 of the Strata Schemes Management Act 2015 THAT an additional by-law be made, Special By-Law Minor Renovations on the terms set out below or which are attached to the notice of this meeting, and that notification of the by-law be lodged for registration at the Registrar-General's Office.

Vote:

100% in favour

Motion 11.**Workplace Health & Safety Act****DEFEATED.**

The Owners Corporation will not engage suitably qualified experts to undertake an inspection of the common areas to ensure compliance with the Workplace Health and Safety Act and Regulations 2011 at this time.

Vote:

1 in favour, 18 against

Motion 12.**Aluminium Cladding Inspection****RESOLVED**

the Owners Corporation will engage the services of a suitably qualified expert to provide a report on the compliance or otherwise of cladding materials installed at the strata scheme.

Vote:

17 in favour, 2 against

Motion 13.**10 Year Capital Works Plan****DEFEATED.**

The Owners Corporation WILL NOT adopt the recommendation of the Capital Works fund plan at this time.

Vote:

5 in favour, 14 against

Motion 14.**Transfer Funds from
Adminstration to
Capital Works Fund****RESOLVED**

that the Owners Corporation will transfer the amount of \$60,000.00 from the Administration Fund to the Capital Works Fund.

Vote:

12 in favour, 5 against, 2 abstained

Motion 15.**The Proposed
Budget & Strata
Levies****RESOLVED**

that the proposed budget as presented be amended as Administration fund \$1,000,550.00 + GST (\$1,091,015.00 including GST) and Capital Works fund \$155,000.00 + GST (\$170,500.00 including GST) for the year commencing 1 May 2018 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 05/08/2018, 01/10/2018, 01/01/2019 and 01/04/2019.

Vote:

18 in favour, 1 against

Notes:

A vote was taken for the proposed budget, it was not adopted. The owner of lot 41 then proposed adopting the same total budget amount as resolved for the 2017/18 financial year, this was accepted by the majority of the owners present at the meeting.

Motion 16.**Overdue Levies****RESOLVED**

that the Owners Corporation WILL NOT accept payment plans at this time and will initiate debt recovery proceedings as per the provisions of the Act.

Vote:

All in favour

Motion 17.**Call for Nominations
to Strata Committee
and Election****RESOLVED**

that the following persons were elected to the Strata Committee from the date of this meeting until the next annual general meeting:

Jiayi Chen (Lot 41)

Shijian Zhang (Lot 43)

Sheng Ying Qiu (Lot 127)

Xuejun Wen (Lot 155)

Jianhong Li (Lot 167)

Rob Allen (Lot 332)

Vote:

All in favour

Motion 18.**Restricted Matters****RESOLVED**

that at this stage there be no changes to the matters that should only be determined by the Owners Corporation in general meeting.

Vote:

All in favour

Motion 19.**Strata Managers
Report****RESOLVED**

to confirm the Strata Managers report into Training Services and 3rd Party Commissions.

Vote:

All in favour

**Motion 20.
Management
Agreement**

RESOLVED to enter into a new Managing Agency Agreement with Network Strata Services Pty Ltd, trading as 'Netstrata' as presented to the Owners Corporation dated 27/6/2018 for a period of 3 years, and that an instrument in writing in the term of this resolution be executed under the seal of the Owners Corporation delegating to the agent all of its functions including those of Chairperson, Secretary, Treasurer and Strata Committee of the Owners Corporation.

FURTHER RESOLVED that Sheng Ying Qiu of Lot 127 and Rob Allen of Lot 332 be authorised to sign the agreement on behalf of the Owners Corporation.

Vote: 7 in favour, 5 against, 7 abstained

Notes: * Original copies of the agreement were served on the authorised signatories immediately following the meeting.
* The chairperson abstained from voting on the motion.
* In accordance with Section 50(6) of the Strata Schemes Management Act 2015, the Strata Manager provides written notice that the agency agreement must be renewed by the Owners Corporation by no later than 27/6/2021.

**Motion 21.
Appointment of
Representative to
Building
Management
Committee**

RESOLVED by Special Resolution pursuant to Schedule 1C Clause 2(4) of the Strata Schemes Freehold Development Act and in accordance with Clause 7.4 of the Strata Management Statement of SP93238 that the Owners Corporation appoint the following person/s to represent the scheme as a member of the Building Management Committee: Rob Allen of Lot 332.

Vote: All in favour

Notes: It was also noted that Rob Allen of Lot 332 shall remain the representative to the Community Association, the proxy forms remain valid from the prior appointment at the 2017 AGM.

**Motion 22.
Lot 38 Internal
Works**

RESOLVED that pursuant to By-laws 31 (Minor Building Works) & 32 (Major Building Works), the owners corporation shall approve the owner of lot 38 (608/55 Hill Road) to undertake the following works within the lot at their own expense:

- Removal of wall before powder room & walk in pantry;
- Removal of door & door frame to enter into pantry & plaster over hole;
- Create a services wall (approx 50mm wide) for pipes and insulation and then gyprock the walls;
- Extend plumbing services for new shower head;
- Cut and chase drainage to tap into existing floor waste. Cutting and chasing will not exceed 40mm. Hand held hilti scanner used to scan for services;
- Track drainage used for the shower to feed into the drain;
- Water proofing to be conducted in all of the required areas and water proofing certificate to be supplied;
- Tiling to be carried out over all areas with all of the required slopes and inclines needed to ensure that if there is ever a flood it will stay in the bathroom; &
- Relocate the exhaust fan to near the shower head.

The lot owner shall provide all contractor licence details and warranties. All plans and specifications are to be provided to the strata committee prior to proceeding with the works. The lot owner is required to undertake a concrete slab scan prior to any plumbing relation works involving cutting the concrete slab.

Vote: All in favour

Notes: The only amendment to the proposed motion was to ensure that the Lot owner undertakes a concrete slab scan prior to any plumbing relation works involving cutting the concrete slab.

Closure:

The meeting closed at 7:52 PM



.....
Andrew Tunks - Chairperson

PROPOSED DATE FOR NEXT ANNUAL GENERAL MEETING: June 2019



Contact Details

Tel: 1300 638 787
 Fax: 1300 644 402
 Email: admin@netstrata.com.au
 Web: www.netstrata.com.au

Wednesday 19 June 2019

All Correspondence:
 P.O. Box 265
 HURSTVILLE BC NSW 1481

To All Owners, Strata Plan 93238
 2 BURROWAY ROAD
 WENTWORTH POINT NSW 2127

Head Office
 298 Railway Parade
 CARLTON NSW 2218

Wollongong Office

Level 4, 63 Market Street
 WOLLONGONG NSW 2520

Dear Owners,

RE: MINUTES OF ANNUAL GENERAL MEETING at 2 BURROWAY ROAD, WENTWORTH POINT NSW 2127

Attached are the minutes of the recent Annual General Meeting conducted for your strata scheme and enclosed is a levy payment notice for your 1st quarter levies. We urge you to read the minutes so you're aware of the issues discussed at the meeting and we also write to bring the following matters to your attention;

1. Child Window Lock Safety Devices & Annual Fire Inspection

In December 2013 the NSW Parliament passed the Strata Schemes Management Amendment (Child Window Safety Devices) Act. The Bill was introduced to parliament in response to an alarming increase in the number of children seriously injured or killed after falling from windows in residential strata schemes. The legislation requires that locking or restricting devices be fitted to windows that are less than 1.7M in height, with a fall of greater than 2M. The deadline for compliance March 2018 and best practice suggests that all affected windows be inspected regularly to ensure ongoing compliance once the deadline passes.

For the convenience of all residents as well as to reduce administrative costs, it has been proposed to combine the Window Lock inspection with the Annual Fire Safety inspection that is required to be completed under the Environmental, Planning and Assessment Act.

For more information regarding the window lock legislation or fire safety, see the information pages at www.netstrata.com.au or search the NSW Fair Trading website.

2. Your Owner Portal

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- The current Financial Records for your lot
- The By-laws for your scheme
- The Insurance Certificate & P.D.S. for your scheme
- R.P. Data Sales and Area Profile reports
- Other important records for your scheme
- Update your personal information

Forgotten your user name and password? Don't worry go to the login in page at the portal for assistance.

As always we hope this information proves helpful. Should you have any questions or require further information regarding these or any other matters concerning your strata scheme please do not hesitate to call or email me directly.

Sincerely,
 NETSTRATA

Andrew Tunks | Direct Line: 02 8567 6410 | Email: andrew.tunks@netstrata.com.au

Learning & Development Director



Securing your Strata or Community Title Property

One of the attractions of living or working in a strata or community scheme is the additional security that can be provided to a building such as security intercoms, secured garage areas and the sense of 'community watch' within a development.

Regrettably however residents often don't become security conscious until after they have been robbed and no matter how many security devices may be fitted to the common areas of your building, the harsh reality is that a security building is only secure as the people that reside in it. Surveys have shown that over 90% of occupants living in a multi-dwelling property have 'buzzed' strangers into their building.

A main entry security door or shutter at the entry to a garage area provides both a visual and physical deterrent; however these areas are often secluded and are a common target for many would be thieves. Aside from this very few residents ever stop to check that a security garage door has closed after they've entered or exited the building and it's fairly easy for a thief to simply wander into the building whilst the door is opening or closing.

Thankfully legislators recognise the importance for owners of strata and community properties to be able to further secure their own premises. Pursuant to the by-laws, all owners of residential, commercial, retail and industrial strata and community schemes are at liberty to undertake the installation of additional locking devices, security screens or other security devices to their windows, front doors, balcony doors and garage doors to further secure their individual premises. If such devices are not already in place at your property, we highly recommend they be installed. However it should be understood that any additional locking devices must adhere to current fire safety regulations – a licensed locksmith will be able to offer advice on such regulations. Further, any additional security screens (not shutters) fitted to windows or doors must comply with any design and colour scheme that is already established at the property. If you are not certain of these protocols, simply contact your strata manager.

There are a variety of security strategies that you can initiate to further secure your property and it's not always necessary to spend a lot of money on home security. There are things you can do that cost nothing. Care, vigilance and common sense are free.

The following are 10 simple and cost effective ways that you can further secure your property.

Remember, thieves aren't brain surgeons on a day off; they are opportunists who will exploit easy targets. Making your building harder to break into than the one next door will go a long way to preventing a security breach at your property.

1. Make sure your locks work...

Ensure that the locks you do have installed on windows, front doors, balcony doors and garage doors are functioning properly and ensure all your doors and windows, including common property entries and exits are closed and locked whenever you enter or leave the property.

2. Get to know your neighbours...

Make an effort to get to know the other residents within your scheme. Conduct brainstorming sessions or make suggestions for security improvements for your building so they can be considered by all owners.

3. Don't leave notes...

On doors for couriers or friends advising that you're out or that you'll be back in ten minutes.

4. Dispose of rubbish properly...

Cut up boxes that contained expensive electrical equipment and dispose of them properly. Leaving large boxes on the nature strips for a council pick-up simply advertises the new appliances in your property. And ensure you tear up old bank statements or financial documents before placing them in the rubbish; Bank statements that are stolen from rubbish or recycling bins is a leading cause of identity theft!

5. Natural ladders are a risk...

Don't leave ladders, wheelie bins or pot plants in areas that can be used by thieves to scale the building.

6. Mark your property...

Mark or label all your electrical appliances by using an engraver or ultra-violet pen so they cannot be readily sold by thieves and keep a record of their serial numbers separately so they may be provided to police in the event the worst happens.

7. Lock your vehicle...

Always lock your vehicle and don't leave valuables like phones, GPS units, sunglasses or iPods visible.

8. Secure items in your garage...

Secure items such as bikes, tools and other valuables by chaining or locking them within your garage.

9. Make sure your valuables aren't visible...

Don't leave iPods, laptops, wallets and keys near doors and windows where they can be seen by thieves.

10. Program Emergency phone numbers...

Program the local Police Station's phone number in the speed dial of home and mobile phones so it's readily available in the event of an emergency.

This advice has been prepared with the assistance of security experts and the NSW police. For more information see the information pages at our website.

Minutes of Annual General Meeting



Strata Plan:	93238 - 2 BURROWAY ROAD, WENTWORTH POINT - REGATTA
Meeting date:	Tuesday, 18 June 2019
Commenced:	6:00 PM
Apologies:	Lot 167
Pre Meeting Voting:	Nil
Present:	Lot 41, Lot 43, Lot 69, Lot 99, Lot 103, Lot 113, Lot 127, Lot 135, Lot 155, Lot 199, Lot 250, Lot 331, Lot 332
Proxies:	Appointing Jiayi Chen Lot 149, Appointing the Chairperson Lot 234
Corporate Authorisation:	Fairmead Business P/L (Lots 331 & 332) in favour of Rob Allen
In attendance:	Andrew Tunks, Tom Coyle, Ryan Maunder & Joshua Barry of Network Strata Services T/A Netstrata, Sam Agha, Noppawan Chayutirat & Alastair Kidd of Structure Building Management, Rob Allen, Jiayi Chen
Quorum:	A quorum was declared after 30 minutes Pursuant to Schedule 1, Clause 17 (4)(b) of the Strata Schemes Management Act 2015.
Chairperson:	Andrew Tunks

Motion 1.

Confirmation of Previous Minutes

RESOLVED that the minutes of the last general meeting be confirmed.
Vote: All in favour

Motion 2.

The Financial Statements

RESOLVED that the Financial Statements as presented be adopted for the period of 1/05/2018 - 30/04/2019.

Vote: All in favour

Notes: The Strata Manager (Chairperson) explained the financial position of the Owners Corporation at length. It was noted that a transfer of \$60,000.00 from the administration fund to the capital works fund had occurred, the Owners Corporation also utilised \$58,350.00 of surplus funds from the administration fund to subsidise part of the 2018/19 budget (see AGM budget adjustment line item).

There were a number of questions about certain expense categories and the Chairperson answered them one by one. The Building Management Committee (BMC) and Community Association contributions were explained, the Chairperson also provided a handout which explains what a BMC is and how the budget and contributions of a BMC are determined each year.

Motion 3.

Appointment of an Auditor

RESOLVED that an auditor will be appointed for the coming year.
Vote: All in favour

Motion 4.

Strata Managers Report

RESOLVED to confirm the Strata Managers report into Training Services and 3rd Party Commissions.
Vote: All in favour

**Motion 5.
Annual Fire Safety
Statement**

RESOLVED that the owners considered the Annual Fire Safety Statement and that the Strata Managing Agent and Building Manager shall continue to co-ordinate the inspection process and necessary administrative processes to obtain the statement for the coming year.

It was further resolved that the current fire safety contractor, Absolute Fire Safety was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Fire Safety and Building Certification) Regulations 2017.

Vote: All in favour

Notes: The Strata Manager (Chairperson) explained that the majority of the costs associated with maintaining the fire apparatus at the site are funded by the Building Management Committee (BMC), in accordance with the Shared Facility Register. The Building Manager and Strata Manager facilitate the inspection and testing of the fire safety equipment onsite.

**Motion 6.
Building Defects and
Rectification**

RESOLVED that the Owners Corporation noted that there are no outstanding building defects to report to the builder/developer at this time.

Vote: All in favour

Notes: The Strata Manager (Chairperson) explained the warranty periods which were/are applicable to the strata scheme, being a 2 year 'minor defect' period which has passed, and a 6 year 'major defect' period which is still valid as the 'Interim Occupation Certificate' is dated 16th June 2016 (meaning the major warranty period would expire on or around 15th June 2022). It was noted that a building defect report was conducted in 2017 by Building Help and the builder/developer subsequently repaired the defects noted in the report. Building Help returned to the strata scheme in November/December 2017 to inspect the rectification works and has signed off on the work as being completed.

**Motion 7.
The Strata
Insurances**

RESOLVED that the Owners Corporation's insurances as presented be confirmed.

Vote: All in favour

Notes: The Strata Manager (Chairperson) explained the Building Management Committee (BMC) insurances as well as the strata plan specific ancillary policy. Updated Chubb 'Certificate of Currency' documents for the 31/05/2019 to 31/05/2020 periods were tabled at the meeting (using the Chairperson's Microsoft PowerPoint presentation), these documents are attached to these minutes.

**Motion 8.
10 Year Capital
Works Plan**

RESOLVED that the Owners Corporation shall not adopt the recommendation of the capital works fund plan (as prepared by Solutions in Engineering in March 2017) in their annual budget, and will continue to raise \$155,000.00 + GST into the capital works fund for the 2019/20 financial year (see motion 9).

Vote: All in favour

Notes: The Strata Manager (Chairperson) explained the importance of adopting the recommendations as noted in the capital works fund plan and also confirmed what the levy increase would be should the Owners Corporation choose to adopt the recommended amount as per the plan.

**Motion 9.
The Proposed
Budget & Strata
Levies**

RESOLVED that the proposed budget as presented be accepted as Administration fund \$1,085,000.00 + GST (\$1,183,445.00 including GST) and Capital Works fund \$155,000.00 + GST (\$170,500.00 including GST) for the year commencing 1/05/2019 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 25/7/2019, 1/10/2019, 1/01/2020 & 1/04/2020.

Vote: All in favour

Notes: The Strata Manager (Chairperson) recommended that the Owners Corporation raise the capital works fund budget in accordance with the capital works fund plan recommendation of \$210,000.00 + GST, the approximate increase per apartment was noted. The Chairperson also noted that the capital works fund balance was approximately \$26,300.00 less than the recommended opening balance for the 2019/20 financial year (as noted in the capital works fund plan - \$477,631.69, closing balance for the capital works fund for the 2018/19 period was \$451,349.97).

**Motion 10.
Overdue Levies**

RESOLVED that the Owners Corporation WILL NOT accept payment plans at this time and will initiate debt recovery proceedings as per the provisions of the Act.

Vote: All in favour

**Motion 11.
Call for Nominations
to Strata Committee
and Election**

RESOLVED that the number of members be set at 6 and that the following persons be elected to the Strata Committee from the date of this meeting until the next annual general meeting:

1. Jiayi Chen (Lot 41)
2. Shijian Zhang (Lot 43)
3. Qiling Nie (Lot 69)
4. Sheng Ying Qiu (Lot 127)
5. Xuejun Wen (Lot 155)
6. Rob Allen (Lot 332)

Vote: All in favour

**Motion 12.
Restricted Matters**

RESOLVED that at this stage there be no changes to the matters that should only be determined by the Owners Corporation in general meeting.

Vote: All in favour

**Motion 13.
Recovery of
Administrative
Costs By-Law**

RESOLVED The Owners Corporation SPECIALLY RESOLVED pursuant to sections 110 and 141 of the Strata Schemes Management Act 2015 THAT an additional by-law be made, Special By-Law 'Recovery of Administrative Costs' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at the Registrar-General's Office.

Vote: 100% in favour

**Motion 14.
Recovery of
Stationery Expenses
By-Law**

RESOLVED The Owners Corporation SPECIALLY RESOLVED pursuant to sections 110 and 141 of the Strata Schemes Management Act 2015 THAT an additional by-law be made, Special By-Law 'Recovery of Stationery Expenses' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at the Registrar-General's Office.

Vote: 100% in favour

Motion 15.**Aluminium Cladding Update****RESOLVED**

the Owners Corporation received and update on the aluminium panels which are present on sections of the building. It was noted at the meeting that AED Group (Building Consultants) have conducted an inspection of the site and noted that there are no Aluminium Composite Panels (ACP) on the building, it was further noted that the products used are extruded aluminium cladding with no combustible core material. The report from AED Group noted that no further works are considered necessary due to the non-combustible nature of the cladding products used on the building at this time.

Vote:

All in favour

Notes:

The Strata Manager (Chairperson) noted that a full copy of the AED Group report has been uploaded onto the Netstrata Web Portal for the Owners Corporation to view.

Motion 16.**NBN Lift Phone Lines****RESOLVED**

the Owners Corporation decided by Special Resolution pursuant to section 108(2) of the Strata Schemes Management Act 2015, to undertake the upgrade of the lift phone emergency telephone lines so that they are NBN ready.

Vote:

100% in favour

Motion 17.**Appointment of Representative to Building Management Committee****RESOLVED**

by Special Resolution pursuant to Schedule 4 Clause 3(4) of the Strata Schemes Development Act 2015 and in accordance with Clause 7.4 of the Strata Management Statement of SP93238B that the Owners Corporation appoint the following person/s to represent the scheme as a member of the Building Management Committee: Rob Allen of Lot 332.

It was further resolved by Special Resolution that Xuejun Wen of Lot 155 shall act as the substitute representative should the primary representative (Rob Allen) be unavailable to attend a meeting.

Vote:

100% in favour

Motion 18.**Appointment of Proxy to Community Association****RESOLVED**

pursuant to clause 8(2a) Schedule 6 of the Community Land Management Act 1989 and By-Law 2.1(c) that the following member of SP93238 be elected as proxy for general meetings of the community association DP270778: Rob Allen of Lot 332.

Vote:

All in favour

Motion 19.**Appointment of Representative to Community Association****RESOLVED**

pursuant to section 29 of the Community Land Management Act 1989 that SP93238 nominates the following candidate for the election of the executive committee of community association DP270778: Rob Allen of Lot 332.

Vote:

All in favour

Closure:

The meeting closed at 07:35 PM



.....
Andrew Tunks

Chairperson

**Proposed date for
next Annual General
Meeting:**

May/June 2020

General Discussion:

Lift Tenders - It was noted that the lift service agreements will be retendered in early 2020 upon expiration of the current contract. It was also noted that there had been an incident whereby a lot owner was trapped in the lift, subsequently a consultant has been engaged to investigate the lift equipment and service KPI's of the current lift maintenance contractor.

Certificate of Currency

Insured:	SP 93238, SP 94094 and the BMC
Policy Number:	93212645
Policy Period:	From: 4PM on 31/05/2019 To: 4PM on 31/05/2020
Particulars Of Insurance:	Residential Strata Insurance
Location:	2 Burroway Road, Wentworth Point NSW 2127
Sum Insured:	
Building & Common property	\$141,167,700
Temporary Accommodation and Loss of Rent	\$20,965,500
Catastrophe Extension and Owners Improvements	\$20,965,500
First Loss Terrorism	Not Insured
General Liability	\$20,000,000
Crime Insurance	\$100,000
Machinery Breakdown	\$100,000
Management Committee Liability	\$5,000,000
Voluntary Workers (in the aggregate any one period)	\$500,000
Voluntary Workers (per volunteer)	\$200,000
Professional Expenses (in the aggregate any one period)	\$30,000
Appeal Expenses (in the aggregate any one period)	\$150,000
Chubb Proportion:	100%
Date:	31 May 2019

Certificate of Currency

Insured:	SP 93238
Policy Number:	93213047
Policy Period:	From: 4PM on 31/05/2019 To: 4PM on 31/05/2020
Particulars Of Insurance:	Residential Strata Insurance
Location:	2 Burroway Road, Wentworth Point NSW 2127
Sum Insured:	
General Liability	\$20,000,000
Crime Insurance	\$100,000
Machinery Breakdown	Not Required
Management Committee Liability	\$5,000,000
Voluntary Workers (in the aggregate any one period)	\$500,000
Voluntary Workers (per volunteer)	\$200,000
Chubb Proportion:	100%
Date:	31 May 2019

All the values on this Certificate of Currency are correct as at 31 May 2019 and may only be subject to change within the Policy Period by written agreement between the Insurer and the Insured.

This Certificate is furnished as a matter of information only and does not constitute an insurance contract upon which claims can be made.

The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.



Sean Tween | **Chubb Insurance Australia Limited**
Senior Underwriter, Property

23 June 2020

To All Owners, Strata Plan 93238
2 BURROWAY ROAD
WENTWORTH POINT NSW 2127

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING
AT 2 BURROWAY ROAD, WENTWORTH POINT NSW 2127**

Attached are the minutes of the recent Annual General Meeting (AGM) conducted for your strata scheme and enclosed is a levy payment notice for your 1st quarter levies. We urge you to read the minutes so you're aware of the issues discussed at the meeting and we also write to bring the following matters to your attention;

1. DO YOU HAVE APPROPRIATE CONTENTS & LANDLORDS INSURANCE?

Although many of the elements within your lot are protected by the Strata Building Insurance (see 'What's Covered by Strata Building Insurance' overleaf), we recommend that all owners effect Contents Insurance to protect those elements of your lot that are not covered by Building Insurance.

C.H.U. Australia's leading Strata Insurance provider is now offering comprehensive Common Contents and Landlord Insurance for owners in Strata Schemes and as a special offer to Netstrata clients, you'll receive an additional 20% discount.

For a quote and simply go to our website www.netstrata.com.au and follow the prompts.

2. YOUR OWNER PORTAL

Don't forget you can obtain all the pertinent information relating to your scheme via your Owner Portal at www.netstrata.com.au. From here you are able to access;

- The Minutes Book for your scheme
- The Financial Records for your scheme
- The current Financial Records for your lot
- The By-laws for your scheme
- The Insurance Certificate & P.D.S. for the scheme
- R.P. Data Sales and Area Profile reports
- Maintenance Reports
- Update your personal information

As always we hope this information proves helpful. Should you have any questions or require further information regarding the AGM or any other matters concerning your strata scheme please do not hesitate to call or email me directly.

Sincerely,
NETSTRATA



Andrew Tunks | Direct Line: (02) 02 8567 6410 | Email: andrew.tunks@netstrata.com.au
Learning & Development Director

WHAT'S COVERED BY STRATA BUILDING INSURANCE?

WHAT IS BUILDING INSURANCE?

Quite simply, Strata Building Insurance protects the Owners Corporation for damage sustained to the building as result of an Accidental or Malicious act. Common examples are;

- Fire/Arson
- Storm/Tempest
- Lightning Strikes
- Vandalism
- Vehicular Impact
- Burglary and Theft
- Glass Breakage
- Burst Pipes
- Earthquakes

A common misapprehension is that Strata Building Insurance protects the Owners Corporation for routine maintenance items or building defects such as the repair of leaking shower trays, settlement or movement cracks in walls and ceilings or concrete cancer, unfortunately this is not the case. The easiest comparison is your motor vehicle insurance. You can insure your vehicle against having an accident, however you can't insure your vehicle against a manufacturers defect or against wearing out. The same principal applies to Strata Building Insurance.

HOW IS THE OWNER OF A LOT PROTECTED?

Every Owners Corporation has a mandatory duty to insure 'the Building' against accidental or malicious damage – section 160(1), Strata Schemes Management Act 2015.

Lot space within a Strata Scheme is commonly defined as;

"the cubic air-space contained within the inner surface of the boundary walls, under surface of the ceiling and upper surface of the floor"

Under this definition the lot owner is responsible for the repair, replacement and maintenance of all building components housed within their lot, such as;

- Internal Walls
- Shower Screens
- Appliances such as wall and bench ovens, cook tops, rangehoods, hot water heaters and exhaust fans
- Internal doors
- Built-In Wardrobes
- Toilets, baths and basins
- Kitchen Sinks, cabinets benchtops

For example, a leaking tap washer in the kitchen or a leak through the shower screen is the lot owners responsibility to maintain. However by virtue of the term 'the building' being included in section 160(1), many of the building components contained within an owners lot are protected by the mandatory Building Insurances that is effected by the Owners Corporation.

Simply speaking these items are the lot owners responsibility for the purposes of repair, replacement and maintenance, however they are protected by the Strata Building Insurance if damaged by an insurable event.

ARE OWNERS CONTENTS COVERED BY STRATA BUILDING INSURANCE?

No, the contents and fittings contained within your lot ARE NOT protected by the Strata Building Insurance and are specifically excluded from the policy, items such as;

- Carpets and Underlay
- Light Fittings
- Any furnishings or personal items
- Floating Floorboards
- Paintwork on walls & ceilings
- Electrical appliances that are not hardwired to the building, e.g. clothes dryers, dishwashers, microwaves & TV's
- Wallpaper
- Wall tiles on internal walls
- Curtains and Blinds
- Ceiling Fans

Owner occupiers may extend cover on their contents insurance to include items not covered by the Strata Building Insurance. Most major mainstream insurers in NSW are aware of the delineation between strata building insurance and contents insurance for a strata property and are happy to extend home contents insurance to include the items listed above.

Non-Resident or Owner investors owners may also take out 'Landlords Insurance' for a sufficient sum to cover the fittings of their lot, however all owners should undertake their own inquiries with their insurer or broker to ensure their contents are adequately covered.

Minutes of Annual General Meeting



Strata Plan:	93238 - BURROWAY ROAD 2, WENTWORTH POINT REGATTA
Meeting date:	Tuesday, 23 June 2020
Commenced:	05:00 PM
Apologies:	Nil
Pre Meeting Voting:	Lot 160
Present:	Lot 41, Lot 43, Lot 113, Lot 123, Lot 135, Lot 155, Lot 224, Lot 227, Lot 310, Lot 331, Lot 332
Proxies:	Appointing the Chairperson Lot 234, Appointing the Chairperson Lot 250
Corporate Authorisation:	Fairmead Business Pty Ltd (Lots 331 & 332) - In favour of Rob Allen
In attendance:	Andrew Tunks of Network Strata Services T/A Netstrata, Sam Agha & Jordan Ghomri of Structure Building Management and the owner of Lot 268
Quorum:	A quorum was declared after 30 minutes Pursuant to Schedule 1, Clause 17 (4)(b) of the Strata Schemes Management Act 2015. Note: 30 owners were unfinancial
Chairperson:	Andrew Tunks
Motion 1. Confirmation of Previous General Meeting Minutes	<p><u>RESOLVED</u> that the minutes of the last general meeting were confirmed as a true and accurate account of the proceedings of that meeting.</p> <p>Vote: All in favour</p>
Motion 2. Financial Statements	<p><u>RESOLVED</u> that the Financial Statements as presented were adopted.</p> <p>Vote: All in favour</p> <p>Notes: The Strata Manager explained that the Sydney Water bills received for the past financial period (1/5/2019 - 30/4/2020) amount to \$10,023.06, against a budget of \$100,000 for the same period. The metres have been checked and appear to match the readings in the bills, however the sudden reduction in water usage cannot be explained at this time. As such, the Strata Manager will monitor the situation and continue to raise concerns with Sydney Water if the matter continues.</p>
Motion 3. Appointment of an Auditor	<p><u>RESOLVED</u> that an auditor will be appointed for the coming year.</p> <p>Vote: All in favour</p>
Motion 4. Annual Fire Safety Statement	<p><u>RESOLVED</u> that the owners considered the Annual Fire Safety Statement and that the Strata Managing Agent shall continue to co-ordinate the inspection process and necessary administrative processes to obtain the statement for the coming year.</p> <p>It was further resolved that the current fire safety contractor, Phoenix Fire Protection was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Fire Safety and Building Certification) Regulations 2017.</p> <p>Vote: All in favour</p>

Motion 5.**Building Defects and Rectification****RESOLVED**

the Owners Corporation discussed the statutory warranty periods which apply to the Strata Scheme and decided that there are no outstanding building defects to report at this time.

Vote:

All in favour

Notes:

The Strata Manager explained the statutory warranty period and the warranties applicable to the strata scheme at this time.

Motion 6.**The Strata Insurances****RESOLVED**

that the Owners Corporation's insurances as presented were confirmed.

Vote:

All in favour

Notes:

The Strata Manager explained the Building Management Committee (BMC) insurance policy as well as the ancillary policy which is taken out by the Strata Scheme. Further, the items covered under each policy were outlined and it was noted that Lot owners should consider obtaining contents insurance for their Lots.

Motion 7.**10 Year Capital Works Plan****DEFEATED.**

The Owners Corporation WILL NOT adopt the recommendation of the Capital Works fund plan at this time.

Vote:

1 in favour, 13 against

Motion 8.**The Proposed Budget & Strata Levies****RESOLVED**

that the proposed budget as presented be amended as Administration fund \$1,085,000.00 + GST (\$1,184,945.00 including GST) and Capital Works fund \$155,000.00 + GST (\$170,500.00 including GST) for the year commencing 1 May 2020 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 01/8/20, 01/10/20, 01/01/21 & 01/04/21.

Vote:

All in favour

Notes:

The owners present at the meeting decided to utilise surplus funds in the Administration Fund to offset the proposed levy increase, meaning that the overall budget amount for the 2020/21 budget shall be the same as the 2019/20 budget. Please see the amended budget attached to these minutes.

Motion 9.**Levy Interest Suspension****DEFEATED.**

The Owners Corporation decided NOT to temporarily suspend levy interest at this time. Levy interest will continue to be charged at 10% per annum, pursuant to Section 85 of the Strata Schemes Management Act 2015.

Vote:

1 in favour, 13 against

Motion 10.**Overdue Levies & Payment Plans****RESOLVED**

that the Owners Corporation WILL NOT accept payment plans at this time and will initiate debt recovery proceedings as per the provisions of the Act.

Vote:

All in favour

Motion 11.**Call for Nominations to Strata Committee and Election****RESOLVED**

that the number of members be set at five (5) and that the following persons be elected to the Strata Committee from the date of this meeting until the next annual general meeting:

1. Jiayi Chen (Lot 41).
2. Shijian (Leon) Zhang (Lot 43)
3. Sheng Ying (Elizabeth) Qiu (Lot 127)
4. Xuejun Wen (Lot 155)
5. Rob Allen (Lot 332)

Vote:

All in favour

Motion 12.**Restricted Matters****RESOLVED**

that at this stage there be no changes to the matters that should only be determined by the Owners Corporation in general meeting.

Vote:

All in favour

Motion 13.**Strata Managers Report****RESOLVED**

the Owners Corporation reviewed and confirmed the Strata Managers report into Training Services and 3rd Party Commissions in accordance with Sections 55 & 60 of the Strata Schemes Management Act 2015.

Vote:

All in favour

Motion 14.**Management Agreement****RESOLVED**

to enter into a new Managing Agency Agreement with Network Strata Services Pty Ltd, trading as 'Netstrata' for a period of three (3) Years as presented to the Owners Corporation dated 23/06/2020, and that an instrument in writing in the term of this resolution be executed under the seal of the Owners Corporation delegating to the agent all of its functions including those of Chairperson, Secretary, Treasurer and Strata Committee of the Owners Corporation.

FURTHER RESOLVED that Sheng Ying (Elizabeth) Qiu of Lot 127 and Rob Allen of Lot 332 be authorised to sign the agreement on behalf of the Owners Corporation.

NOTE:

* Original copies of the agreement were served on the authorised signatories immediately following the meeting.

* In accordance with Section 50(6) of the Strata Schemes Management Act 2015, the Strata Manager provides written notice that the agency agreement must be renewed by the Owners Corporation by no later than 23/06/2023.

* The chairperson abstained from voting on the motion.

Vote:

All in favour

Motion 15.**Parking By-Law****RESOLVED**

The Owners Corporation decided by Special Resolution pursuant to section 141 of the Strata Schemes Management Act 2015 to repeal the existing Vehicles By-Law and replace with Special By-Law Parking on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at the for registration at NSW Land Registry Services.

Vote:

100% in favour

Motion 16.**Car Charger Works
(EV Charging)**

RESOLVED the Owners Corporation decided by Special Resolution pursuant to sections 136 & 141 of the Strata Schemes Management Act 2015 to pass Special By-Law - 'Car Charger Works Programme' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at the for registration at NSW Land Registry Services.

Vote: 100% in favour

Motion 17.**Appointment of
Representative to
Building
Management
Committee**

RESOLVED by Special Resolution pursuant to Schedule 4 Clause 3(4) of the Strata Schemes Development Act 2015 and in accordance with Clause 7.4 of the Strata Management Statement of SP93238 that the Owners Corporation appoint the following person to represent the scheme as a member of the Building Management Committee: Rob Allen of Lot 332.

Vote: 100% in favour

Notes: No substitute representative was elected at the meeting.

Motion 18.**Appointment of
Proxy to Community
Association**

RESOLVED pursuant to clause 8(2a) Schedule 6 of the Community Land Management Act 1989 and By-Law 2.1(c) that the following member/s of SP93238 be elected as proxy for general meetings of the community association DP270778: Rob Allen of Lot 332.

Vote: All in favour

Motion 19.**Appointment of
Representative to
Community
Association**

RESOLVED pursuant to section 29 of the Community Land Management Act 1989 that Strata Scheme 93238 nominates the following candidate/s for the election of the executive committee of community association DP270778: Rob Allen of Lot 332.

Vote: All in favour

Motion 20.**Council Clean Up**

DEFEATED. The Bi-Annual Council Clean-Ups will not be arranged at this time.

Vote: 1 in favour, 13 against

Closure:

The meeting closed at 06:10 PM



Andrew Tunks
Chairperson

Proposed date for next Annual General Meeting: June 2021

Strata Plan 93238**2 BURROWAY ROAD WENTWORTH POINT****Administrative Fund**

	Accepted Budget	Actual	Accepted Budget	Variance
	01/05/20 - 30/04/21	01/05/19 - 30/04/20	01/05/19 - 30/04/20	01/05/19 - 30/04/20
Income				
Debt Collection Recoveries				
Debt Collection Recoveries-Reversal	\$0.00	(\$1,458.28)	\$0.00	\$1,458.28
Debt Collection Recoveries	\$0.00	\$16,161.33	\$0.00	(\$16,161.33)
Expenses Recoveries				
Owner Expense Recoveries	\$0.00	\$70.00	\$0.00	(\$70.00)
Interest				
Interest On Levy Arrears	\$0.00	\$3,482.58	\$0.00	(\$3,482.58)
Levy Income				
Contributions - General	\$1,085,000.00	\$1,075,864.40	\$1,085,000.00	\$9,135.60
Total Income	\$1,085,000.00	\$1,094,120.03	\$1,085,000.00	
Expenses				
Accounting, Taxation & Banking				
Bank Fees	\$550.00	\$88.25	\$550.00	\$461.75
DEFT Process Fees	\$850.00	\$840.90	\$850.00	\$9.10
Audit Report	\$2,500.00	\$2,450.00	\$1,700.00	(\$750.00)
BAS & Tax Administration	\$2,500.00	\$2,326.23	\$2,500.00	\$173.77
Income Tax	\$0.00	\$358.20	\$0.00	(\$358.20)
Air Conditioning				
Mechanical Ventilation	\$0.00	\$585.00	\$500.00	(\$85.00)
Building General				
General Maintenance	\$7,000.00	\$12,807.51	\$7,000.00	(\$5,807.51)
Locks & Doors	\$5,000.00	\$11,653.46	\$5,000.00	(\$6,653.46)
Window Cleaning	\$18,000.00	\$0.00	\$0.00	\$0.00
Cleaning				
Cleaning - General	\$128,000.00	\$131,253.96	\$128,000.00	(\$3,253.96)
Electrical				
Electrical Repairs	\$5,000.00	\$8,768.42	\$5,000.00	(\$3,768.42)
Light Globes	\$0.00	\$1,637.00	\$0.00	(\$1,637.00)
Fire Control				
Fire Services	\$2,000.00	\$3,589.07	\$2,000.00	(\$1,589.07)
Garden & Grounds				
Lawn Mowing & Gardening	\$17,500.00	\$16,733.12	\$17,500.00	\$766.88
Insurance				
Insurance Premium	\$3,820.00	\$1,833.30	\$2,000.00	\$166.70
Legal & Professional Services				
Legal Fees	\$0.00	\$1,338.79	\$0.00	(\$1,338.79)
Lift Repairs				
Lift Maintenance	\$22,500.00	\$23,353.98	\$22,500.00	(\$853.98)
Pest Control				
Pest Control - General	\$1,000.00	\$1,850.00	\$1,000.00	(\$850.00)

Strata Plan 93238**2 BURROWAY ROAD WENTWORTH POINT****Administrative Fund**

	Accepted Budget	Actual	Accepted Budget	Variance
	01/05/20 - 30/04/21	01/05/19 - 30/04/20	01/05/19 - 30/04/20	01/05/19 - 30/04/20
Plumbing				
Plumbing - General	\$6,500.00	\$10,414.32	\$6,500.00	(\$3,914.32)
Hot Water System Maintenance	\$6,500.00	\$6,610.12	\$6,500.00	(\$110.12)
Resident Manager / Caretaker				
Building Manager/Caretaker	\$98,000.00	\$85,260.11	\$102,500.00	\$17,239.89
Rubbish Removal				
Routine Waste / Bin Collection	\$4,800.00	\$2,267.25	\$4,800.00	\$2,532.75
Strata/Building Administration				
Debt Collection Fees	\$0.00	\$12,999.11	\$0.00	(\$12,999.11)
Inspection Fees	\$0.00	\$3,200.00	\$0.00	(\$3,200.00)
Land Titles & By-Law Registration	\$4,200.00	\$4,170.45	\$4,000.00	(\$170.45)
Management Services	\$91,550.00	\$86,112.50	\$88,000.00	\$1,887.50
Printing, Postage & Stationery	\$18,000.00	\$15,775.40	\$18,000.00	\$2,224.60
Strata Administration	\$7,000.00	\$8,736.06	\$7,000.00	(\$1,736.06)
BMC/Community Contributions	\$588,500.00	\$595,718.87	\$591,000.00	(\$4,718.87)
General Expenses	\$0.00	\$1,078.55	\$0.00	(\$1,078.55)
Legislative Compliance	\$4,600.00	\$4,527.27	\$4,600.00	\$72.73
AGM Budget Adjustment	(\$48,370.00)	\$0.00	(\$45,000.00)	(\$45,000.00)
Telephone				
Lift Phone & Phone Charges	\$2,500.00	\$2,933.73	\$1,000.00	(\$1,933.73)
Water				
Water Consumption	\$85,000.00	\$10,023.06	\$100,000.00	\$89,976.94
Total Expenses	\$1,085,000.00	\$1,071,293.99	\$1,085,000.00	
GST	\$99,945.00		\$98,445.00	
Surplus / Deficit	\$0.00	\$22,826.04	\$0.00	



Accepted Budget

Financial Period

01/05/2020 - 30/04/2021

Strata Plan 93238

2 BURROWAY ROAD WENTWORTH POINT

Capital Works Fund

	Accepted Budget 01/05/20 - 30/04/21	Actual 01/05/19 - 30/04/20	Accepted Budget 01/05/19 - 30/04/20	Variance 01/05/19 - 30/04/20
Income				
Interest				
Interest On Levy Arrears	\$0.00	\$181.60	\$0.00	(\$181.60)
Interest On Bank Deposits (Investment Fund)	\$0.00	\$979.23	\$0.00	(\$979.23)
Levy Income				
Contributions - Capital Works Fund	\$155,000.00	\$155,010.80	\$155,000.00	(\$10.80)
Total Income	\$155,000.00	\$156,171.63	\$155,000.00	
Expenses				
Building General				
General Maintenance	\$0.00	\$12,050.00	\$0.00	(\$12,050.00)
Capital Works Fund Maintenance	\$155,000.00	\$5,045.00	\$155,000.00	\$149,955.00
Telephone				
Lift Phone & Phone Charges	\$0.00	\$12,945.00	\$0.00	(\$12,945.00)
Total Expenses	\$155,000.00	\$30,040.00	\$155,000.00	
GST	\$15,500.00		\$15,500.00	
Surplus / Deficit	\$0.00	\$126,131.63	\$0.00	

30 June 2021

To All Owners, Strata Plan 93238
2 BURROWAY ROAD
WENTWORTH POINT NSW 2127

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING
AT 2 BURROWAY ROAD, WENTWORTH POINT NSW 2127**

Attached are the minutes of the recent Annual General Meeting (AGM) conducted for your strata scheme and enclosed is a levy payment notice for your 1st quarter levies. We urge you to read the minutes so you're aware of the issues discussed at the meeting and we also write to bring the following matters to your attention;

1. DO YOU HAVE APPROPRIATE CONTENTS & LANDLORDS INSURANCE?

Although many of the elements within your lot are protected by the Strata Building Insurance (see 'What's Covered by Strata Building Insurance' overleaf), we recommend that all owners effect Contents Insurance to protect those elements of your lot that are not covered by Building Insurance.

C.H.U. Australia's leading Strata Insurance provider is now offering comprehensive Common Contents and Landlord Insurance for owners in Strata Schemes and as a special offer to Netstrata clients, you'll receive an additional 20% discount.

For a quote and simply go to our website www.netstrata.com.au and follow the prompts.

2. YOUR OWNER PORTAL

Don't forget you can obtain all the pertinent information relating to your scheme via your Owner Portal at www.netstrata.com.au. From here you are able to access;

- The Minutes Book for your scheme
- The Financial Records for your scheme
- The current Financial Records for your lot
- The By-laws for your scheme
- The Insurance Certificate & P.D.S. for the scheme
- R.P. Data Sales and Area Profile reports
- Maintenance Reports
- Update your personal information

As always we hope this information proves helpful. Should you have any questions or require further information regarding the AGM or any other matters concerning your strata scheme please do not hesitate to call or email me directly.

Sincerely,
NETSTRATA



Andrew Tunks | Direct Line: (02) 02 8567 6410 | Email: andrew.tunks@netstrata.com.au
Learning & Development Director

WHAT'S COVERED BY STRATA BUILDING INSURANCE?

WHAT IS BUILDING INSURANCE?

Quite simply, Strata Building Insurance protects the Owners Corporation for damage sustained to the building as result of an Accidental or Malicious act. Common examples are;

- Fire/Arson
- Storm/Tempest
- Lightning Strikes
- Vandalism
- Vehicular Impact
- Burglary and Theft
- Glass Breakage
- Burst Pipes
- Earthquakes

A common misapprehension is that Strata Building Insurance protects the Owners Corporation for routine maintenance items or building defects such as the repair of leaking shower trays, settlement or movement cracks in walls and ceilings or concrete cancer, unfortunately this is not the case. The easiest comparison is your motor vehicle insurance. You can insure your vehicle against having an accident, however you can't insure your vehicle against a manufacturers defect or against wearing out. The same principal applies to Strata Building Insurance.

HOW IS THE OWNER OF A LOT PROTECTED?

Every Owners Corporation has a mandatory duty to insure 'the Building' against accidental or malicious damage – section 160(1), Strata Schemes Management Act 2015.

Lot space within a Strata Scheme is commonly defined as;

"the cubic air-space contained within the inner surface of the boundary walls, under surface of the ceiling and upper surface of the floor"

Under this definition the lot owner is responsible for the repair, replacement and maintenance of all building components housed within their lot, such as;

- Internal Walls
- Shower Screens
- Appliances such as wall and bench ovens, cook tops, rangehoods, hot water heaters and exhaust fans
- Internal doors
- Built-In Wardrobes
- Toilets, baths and basins
- Kitchen Sinks, cabinets benchtops

For example, a leaking tap washer in the kitchen or a leak through the shower screen is the lot owners responsibility to maintain. However by virtue of the term 'the building' being included in section 160(1), many of the building components contained within an owners lot are protected by the mandatory Building Insurances that is effected by the Owners Corporation.

Simply speaking these items are the lot owners responsibility for the purposes of repair, replacement and maintenance, however they are protected by the Strata Building Insurance if damaged by an insurable event.

ARE OWNERS CONTENTS COVERED BY STRATA BUILDING INSURANCE?

No, the contents and fittings contained within your lot ARE NOT protected by the Strata Building Insurance and are specifically excluded from the policy, items such as;

- Carpets and Underlay
- Light Fittings
- Any furnishings or personal items
- Floating Floorboards
- Paintwork on walls & ceilings
- Electrical appliances that are not hardwired to the building, e.g. clothes
- Wallpaper
- Wall tiles on internal walls
- dryers, dishwashers, microwaves & TV's
- Curtains and Blinds
- Ceiling Fans

Owner occupiers may extend cover on their contents insurance to include items not covered by the Strata Building Insurance. Most major mainstream insurers in NSW are aware of the delineation between strata building insurance and contents insurance for a strata property and are happy to extend home contents insurance to include the items listed above.

Non-Resident or Owner investors owners may also take out 'Landlords Insurance' for a sufficient sum to cover the fittings of their lot, however all owners should undertake their own inquiries with their insurer or broker to ensure their contents are adequately covered.

Minutes of Annual General Meeting



Strata Plan:	93238 - 2 BURROWAY ROAD, WENTWORTH POINT
Meeting date:	Tuesday, 29 June 2021
Commenced:	05:30 PM
Apologies:	Lot 229
Pre Meeting Voting:	Nil
Present:	Lot 31, Lot 41, Lot 43, Lot 71, Lot 113, Lot 127, Lot 155, Lot 183, Lot 189, Lot 246, Lot 292, Lot 310, Lot 331
Proxies:	Nil
Corporate Authorisation:	Fairmead Business Pty Ltd of Lot 331 - In favour of Robert Allen. It was declared at the commencement of the meeting that Robert Allen is a connected person as defined in Sections 7 & 32 of the Strata Schemes Management Act 2015.
In attendance:	Andrew Tunks & Katherine Viciulis of Network Strata Services T/A Netstrata, Jonathan Grenier, Sam Agha & Jordan Ghomri of Structure Building Management, Robert Allen.
Quorum:	A quorum was declared after 30 minutes Pursuant to Schedule 1, Clause 17 (4)(b) of the Strata Schemes Management Act 2015. Note: 30 owners were unfinancial
Chairperson:	Andrew Tunks
 Motion 1. Confirmation of Previous General Meeting Minutes	 <u>RESOLVED</u> that the minutes of the last general meeting were confirmed as a true and accurate account of the proceedings of that meeting. Vote: All in favour
 Motion 2. Financial Statements	 <u>RESOLVED</u> that the Financial Statements as presented were adopted. Vote: All in favour
 Motion 3. Appointment of an Auditor	 <u>RESOLVED</u> that an auditor will be appointed for the coming year. Vote: All in favour
 Motion 4. Annual Fire Safety Statement	 <u>RESOLVED</u> that the owners considered the Annual Fire Safety Statement and that the Strata Managing Agent shall continue to co-ordinate the inspection process and necessary administrative processes to obtain the statement for the coming year. It was further resolved that the current fire safety contractor, Phoenix Fire Protection was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Fire Safety and Building Certification) Regulations 2017. Vote: All in favour

Motion 5.**Building Defects and Rectification****RESOLVED**

That the Owners Corporation considered building defects and rectification and decided to engage a suitably qualified expert to undertake a routine major building defect inspection of the building. It was resolved to proceed with the tender as submitted by Core Engineering for \$14,880.00 + GST, to inspect the common areas of the scheme. This report will be paid for using the funds available in the Capital Works Fund.

It was further noted that there have been window leaks reported by approximately 12 lot owners, these items will be included in the said building defect inspection.

Vote: All in favour

Motion 6.**The Strata Insurances****RESOLVED**

that the Owners Corporation's insurances as presented were confirmed.

Vote: All in favour

Motion 7.**10 Year Capital Works Plan****DEFEATED.**

The Owners Corporation WILL NOT adopt the recommendation of the Capital Works fund plan at this time.

Vote: All against

Notes: The Strata Manager recommended proceeding with the recommendations as noted in the Capital Works Fund Report.

Motion 8.**The Proposed Budget & Strata Levies****RESOLVED**

that the proposed budget as presented be amended as Administration fund \$1,085,000.00 + GST (\$1,186,490.00 including GST) and Capital Works fund \$155,000.00 + GST (\$170,500.00 including GST) for the year commencing 1 May 2021 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 07/08/21, 01/10/21, 01/01/22 & 01/04/22.

Vote: All in favour

Notes: It was decided to utilise \$86,435.00 + GST from the surplus in the Administrative Fund (see attached amended budget line item - 'AGM Budget Adjustment'), towards the 2021-22 financial year budget.

Motion 9.**Removal of Expenditure Limit (Large Schemes)****RESOLVED**

that pursuant to section 102(3) of the Strata Schemes Management Act 2015, the Owners Corporation shall remove the limitation on spending.

Vote: All in favour

Motion 10.**Levy Interest Suspension****DEFEATED.**

The Owners Corporation decided NOT to temporarily suspend levy interest at this time. Levy interest will continue to be charged at 10% per annum, pursuant to Section 85 of the Strata Schemes Management Act 2015.

Vote: All against

Motion 11.**Overdue Levies & Payment Plans****RESOLVED**

that the Owners Corporation shall accept payment plans as per the provisions of the Strata Schemes Management Act 2015.

Vote: All in favour

**Motion 12.
Payment Plan By-Law**

RESOLVED that the Owners Corporation decided by Special Resolution pursuant to sections 136 & 141 of the Strata Schemes Management Act 2015 to pass 'Special By-Law - Payment Plans' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at the NSW Land Registry Services.

Vote: 100% in favour

**Motion 13.
Fire Inspection
Access &
Administration By-Law**

RESOLVED the Owners Corporation decided by Special Resolution pursuant to sections 136 & 141 of the Strata Schemes Management Act 2015 to pass 'Special By-Law - Fire Inspection Access & Administration By-Law' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at NSW Land Registry Services.

Vote: 100% in favour

**Motion 14.
Communication &
Dispute Resolution
By-Law**

RESOLVED that the Owners Corporation decided by Special Resolution pursuant to sections 136 & 141 of the Strata Schemes Management Act 2015 to pass Special By-Law - 'Communication & Dispute Resolution' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at NSW Land Registry Services.

Vote: 100% in favour

**Motion 15.
Call for Nominations
to Strata Committee
and Election**

RESOLVED that the number of members be set at 6 and that the following persons be elected to the Strata Committee from the date of this meeting until the next annual general meeting:

1. Jiayi Chen (Lot 41)
2. Shijian Zhang (Lot 43)
3. Sheng Ying Qiu (Lot 127)
4. Xuejun Wen (Lot 155)
5. Sarah Maxwell (Lot 292)
6. Robert Allen (Lot 331)

Vote: All in favour

Notes: It was disclosed that Robert Allen is a connected person as defined in Sections 7 & 32 of the Strata Schemes Management Act 2015.

**Motion 16.
Restricted Matters**

RESOLVED that at this stage there be no changes to the matters that should only be determined by the Owners Corporation in general meeting.

Vote: All in favour

**Motion 17.
Strata Managers
Report**

RESOLVED that the Owners Corporation reviewed and confirmed the Strata Managers report into Training Services and 3rd Party Commissions in accordance with Sections 55 & 60 of the Strata Schemes Management Act 2015.

Vote: All in favour

**Motion 18.
Management
Agreement**

RESOLVED to enter into a new Managing Agency Agreement with Network Strata Services Pty Ltd, trading as 'Netstrata' for a period of 3 Years as presented to the Owners Corporation dated **29/06/2021**, and that an instrument in writing in the term of this resolution be executed under the seal of the Owners Corporation delegating to the agent all of its functions including those of Chairperson, Secretary, Treasurer and Strata Committee of the Owners Corporation.

FURTHER RESOLVED that Sheng Ying Qiu of Lot 127 and Robert Allen of Lot 331 be authorised to sign the agreement on behalf of the Owners Corporation.

NOTE:

* Original copies of the agreement were served on the authorised signatories following the meeting, via Docusign.

* In accordance with Section 50(6) of the Strata Schemes Management Act 2015, the Strata Manager provides written notice that the agency agreement must be renewed by the Owners Corporation by no later than **29/06/2024 (being 3 years after the commencement of the term)**.

Vote: All in favour

**Motion 19.
Appointment of
Representative to
Building
Management
Committee**

RESOLVED by Special Resolution pursuant to Schedule 4 Clause 3(4) of the Strata Schemes Development Act 2015 and in accordance with Clause 7.4 of the Strata Management Statement of SP93238 that the Owners Corporation appoint the following persons to represent the scheme as a member of the Building Management Committee:

- Robert Allen of Lot 331 (Main Representative)
- Sheng Ying Qiu of Lot 127 (Substitute Representative)

Vote: 100% in favour

**Motion 20.
Appointment of
Representative to
Community
Association**

RESOLVED pursuant to section 29 of the Community Land Management Act 1989 that Strata Scheme 93238 nominates the following candidate for the election of the executive committee of community association DP270778:

Robert Allen of Lot 331

Vote: All in favour

**Motion 21.
Appointment of
Proxy to Community
Association**

RESOLVED pursuant to clause 8(2a) Schedule 6 of the Community Land Management Act 1989 and By-Law 2.1(c) that the following member of Strata Plan 93238 be elected as proxy for general meetings of the community association DP270778:

Robert Allen of Lot 331

Vote: All in favour

**Motion 22.
Building
Management
Contract Option
Renewal**

RESOLVED that the Owners Corporation acknowledged Structure Building Management's 'Notice of Exercise of Option' documentation and shall execute the Building Management Agreement renewal contract as included within the meeting notice. The strata manager was authorised to complete the documentation on behalf of the Owners Corporation.

Vote: All in favour

**Motion 23.
Lift Contract**

RESOLVED That the Owners Corporation decided to enter into a new Lift Maintenance Contract with one (1) of the following service providers:

- a) Kone Elevators; or
- b) ThyssenKrupp Elevator Company.

The Strata Manager was instructed to further negotiate with the above listed companies, seeking a 3-year term and a more competitive price. Once negotiations have concluded, the Strata Committee were instructed to decide on which tender to accept.

Vote: All in favour

Notes: Once the Strata Committee have chosen a tender, the Strata Manager will execute the relevant lift maintenance agreement.

**Motion 24.
Pet Approval
Request - Motion
Submitted by the
Owners of Lot 292**

RESOLVED That the Owners Corporation decided pursuant to By-Law 25 (Animals) to approve the owners of Lot 292 (203/1 Park Street) to keep a dog, notably a Greyhound, within the Lot.

Vote: All in favour

**Motion 25.
Regatta Community
Room By-Law**

RESOLVED that the Owners Corporation decided by Special Resolution pursuant to sections 136 & 141 of the Strata Schemes Management Act 2015 to pass Special By-Law - 'Regatta Community Room' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at NSW Land Registry Services.

Vote: All in favour

Closure:

The meeting closed at 07:35 PM



Andrew Tunks
Chairperson

Proposed date for next Annual General Meeting: June 2022



771-777 New Canterbury Rd
Dulwich Hill NSW 2203
www.khourybros.com.au

ABN: 81 548 158 606
Tel: (02) 9558 1033
Fax: (02) 9558 5362

INDEPENDENT AUDITORS' REPORT TO THE OWNERS OF STRATA PLAN 93238

Scope

We have audited the attached special purpose financial report comprising the Balance Sheet, Income and Expenditure Statements and accompanying notes to the financial statements of Strata Plan 93238 as at 30 April 2021.

The owners corporation is responsible for the preparation and fair presentation of the financial report, and has determined that the accounting policies described in Notes to the financial report is appropriate to meet the requirements of sections 92 and 93 of the Strata Schemes Management Act 2015, and the needs of the owners. This includes the responsibility of maintaining internal controls necessary to enable the preparation of financial reports that are free from material misstatement, whether due to fraud or error.

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

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

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

Audit Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of Strata Plan 93238 as at 30 April 2021 and its financial performance for the period then ended in accordance with the accounting policies described in note 1 to the financial statements. The financial report has been prepared to assist the strata plan to meet the requirements of sections 92 and 93 of the Strata Schemes Management Act 2015. As a result, the financial report may not be suitable for another purpose.

KHOURY BROS & CO

Accountants, Auditors, Advisors

Joseph Peter Khoury

FIPA, CTA, RCA

Dated: 19 May 2021



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STRATA PLAN 93238

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE PERIOD ENDED 30 April 2021

NOTE 1: Statement of Accounting Policies

This is not a general purpose financial report. It is a special purpose report prepared for the owners of the plan specifically to enable compliance with and in accordance with section 92 and 93 of the Strata Schemes Management Act 2015.

As the plan is not a reporting entity, there are no requirements to prepare accounts in accordance with any applicable Australian Accounting Standards, Australian Accounting Interpretations, or any other pronouncements of the Australian Accounting Standards Board.

The accounts are prepared in accordance with conventional historical costs principals, together with the basic concepts of a going concern. They do not take into account changes in monetary values or current valuations of non-current assets, except where otherwise stated.

NOTE 2: Accounting for Income & Expenses

The accrual basis of accounting has been applied to all levies receivable. 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: Levies in Arrears/Advance

The items shown as levies in Arrears/Advance in the balance sheet represent the position of all levies in arrears or advance at the balance date plus any other charges incurred during this period.

NOTE 4: Insurance Premiums

The amount of commission received (if applicable) by the managing agents is reflected on each successful quote.

NOTE 5: Creditors

The amount, if any, shown in the Balance Sheet under "creditors" represents expenditure that has been accounted for in the Income & Expenditure Statements, but not yet paid at balance date.

NOTE 6: Income Tax

Assessable income such as interest and other income derived by the plan from the investment of funds or derived from other personal property as defined in taxation ruling TR 2015/3, is taxable at the current company tax rate. Assessable income received by the plan in respect of common property is taxable in the hands of individual owners as determined by taxation ruling TR 2015/3.



Accepted Budget

Financial Period

01/05/2021 - 30/04/2022

Strata Plan 93238

2 BURROWAY ROAD WENTWORTH POINT

Administrative Fund

	Accepted Budget	Actual	Accepted Budget	Variance
	01/05/21 - 30/04/22	01/05/20 - 30/04/21	01/05/20 - 30/04/21	01/05/20 - 30/04/21
Income				
Debt Collection Recoveries				
Debt Collection Recoveries-Reversal	\$0.00	(\$677.30)	\$0.00	\$677.30
Debt Collection Recoveries	\$0.00	\$10,641.36	\$0.00	(\$10,641.36)
Expenses Recoveries				
Owner Expense Recoveries	\$0.00	\$140.00	\$0.00	(\$140.00)
Owner Refund	\$0.00	\$30.00	\$0.00	(\$30.00)
Interest				
Interest On Levy Arrears	\$0.00	\$3,927.90	\$0.00	(\$3,927.90)
Levy Income				
Contributions - General	\$1,085,000.00	\$1,077,221.40	\$1,085,000.00	\$7,778.60
Total Income	\$1,085,000.00	\$1,091,283.36	\$1,085,000.00	
Expenses				
Accounting, Taxation & Banking				
Bank Fees	\$100.00	\$60.20	\$550.00	\$489.80
DEFT Process Fees	\$850.00	\$831.08	\$850.00	\$18.92
Audit Report	\$2,500.00	\$2,487.50	\$2,500.00	\$12.50
BAS & Tax Administration	\$2,500.00	\$2,326.23	\$2,500.00	\$173.77
Income Tax	\$0.00	\$255.90	\$0.00	(\$255.90)
Building General				
General Maintenance	\$7,000.00	\$13,330.63	\$7,000.00	(\$6,330.63)
Locks & Doors	\$4,500.00	\$4,162.50	\$5,000.00	\$837.50
Window Cleaning	\$18,000.00	\$17,900.00	\$18,000.00	\$100.00
Cleaning				
Cleaning - General	\$128,000.00	\$125,610.00	\$128,000.00	\$2,390.00
Electrical				
Electrical Repairs	\$4,000.00	\$1,558.10	\$5,000.00	\$3,441.90
Fire Control				
Fire Services	\$2,400.00	\$2,367.12	\$2,000.00	(\$367.12)
Garden & Grounds				
Lawn Mowing & Gardening	\$17,500.00	\$16,037.58	\$17,500.00	\$1,462.42
Insurance				
Insurance Premium	\$3,700.00	\$3,837.46	\$3,820.00	(\$17.46)
Lift Repairs				
Lift Maintenance	\$23,000.00	\$10,637.64	\$22,500.00	\$11,862.36
Pest Control				
Pest Control - General	\$1,000.00	\$855.00	\$1,000.00	\$145.00
Plumbing				
Plumbing - General	\$6,500.00	\$6,603.14	\$6,500.00	(\$103.14)
Hot Water System Maintenance	\$6,500.00	\$8,882.08	\$6,500.00	(\$2,382.08)
Resident Manager / Caretaker				
Building Manager/Caretaker	\$111,000.00	\$111,920.56	\$98,000.00	(\$13,920.56)

Report Date: 30th June 2021



Accepted Budget

Financial Period

01/05/2021 - 30/04/2022

Strata Plan 93238

2 BURROWAY ROAD WENTWORTH POINT

Administrative Fund

	Accepted Budget 01/05/21 - 30/04/22	Actual 01/05/20 - 30/04/21	Accepted Budget 01/05/20 - 30/04/21	Variance 01/05/20 - 30/04/21
Rubbish Removal				
Routine Waste / Bin Collection	\$2,000.00	\$850.00	\$4,800.00	\$3,950.00
Security & Intercom				
Intercom Repairs / Replacement	\$0.00	\$789.00	\$0.00	(\$789.00)
Security Services	\$0.00	\$1,294.00	\$0.00	(\$1,294.00)
Strata/Building Administration				
Debt Collection Fees	\$0.00	\$12,205.12	\$0.00	(\$12,205.12)
Land Titles & By-Law Registration	\$4,400.00	\$4,811.13	\$4,200.00	(\$611.13)
Management Services	\$96,250.00	\$90,938.14	\$91,550.00	\$611.86
Printing, Postage & Stationery	\$18,400.00	\$18,376.27	\$18,000.00	(\$376.27)
Strata Administration	\$7,500.00	\$7,377.24	\$7,000.00	(\$377.24)
BMC/Community Contributions	\$625,500.00	\$575,794.34	\$588,500.00	\$12,705.66
Legislative Compliance	\$4,995.00	\$4,966.94	\$4,600.00	(\$366.94)
AGM Budget Adjustment	(\$86,435.00)	\$0.00	(\$48,370.00)	(\$48,370.00)
Telephone				
Lift Phone & Phone Charges	\$3,340.00	\$3,382.60	\$2,500.00	(\$882.60)
Water				
Water Consumption	\$70,000.00	\$13,535.66	\$85,000.00	\$71,464.34
Total Expenses	\$1,085,000.00	\$1,063,983.16	\$1,085,000.00	
GST	\$101,490.00		\$99,945.00	
Surplus / Deficit	\$0.00	\$27,300.20	\$0.00	



Accepted Budget

Financial Period

01/05/2021 - 30/04/2022

Strata Plan 93238

2 BURROWAY ROAD WENTWORTH POINT

Capital Works Fund

	Accepted Budget 01/05/21 - 30/04/22	Actual 01/05/20 - 30/04/21	Accepted Budget 01/05/20 - 30/04/21	Variance 01/05/20 - 30/04/21
Income				
Interest				
Interest On Levy Arrears	\$0.00	\$95.97	\$0.00	(\$95.97)
Interest On Bank Deposits (Investment Fund)	\$0.00	\$477.05	\$0.00	(\$477.05)
Interest On Bank Deposits (Investment 2 Fund)	\$0.00	\$865.66	\$0.00	(\$865.66)
Levy Income				
Contributions - Capital Works Fund	\$155,000.00	\$155,010.80	\$155,000.00	(\$10.80)
Total Income	\$155,000.00	\$156,449.48	\$155,000.00	
Expenses				
Building General				
General Maintenance	\$0.00	\$8,746.36	\$0.00	(\$8,746.36)
Capital Works Fund Maintenance	\$155,000.00	\$8,180.00	\$155,000.00	\$146,820.00
Total Expenses	\$155,000.00	\$16,926.36	\$155,000.00	
GST	\$15,500.00		\$15,500.00	
Surplus / Deficit	\$0.00	\$139,523.12	\$0.00	

General Building Defect Report (Non-Litigation)

SP93238B

2 Burroway Road, Wentworth Point, NSW 2127

CORE PROJECT
CONSULTING

Report details

Address

2 Burroway Road, Wentworth Point, NSW 2127

Client

The Owners of SP93238B
C\ Netstrata
Attn: Andrew Tunks

Job Reference #

AS4604

Revision History

REVISION	DATE	AUTHOR	REVIEWED
1	29 September 2021	Milivoj (Mish) Vojvodic Senior Project Engineer	Wytse Teerling Senior Project Engineer / Projects Team Leader

This Report has been prepared for Netstrata on behalf of The Owners of SP93238B. Core Project Consulting will not accept responsibility for any use of, or reliance on its contents by any third party.

The comments and recommendations provided in this report are based on our visual observations and our experience with similar issues in the past. Unless noted otherwise, no destructive investigations were undertaken.

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1 Executive Summary

Core Project Consulting engineers have completed inspections of the common areas at the property located at 2 Burroway Road, Wentworth Point, NSW 2127.

The building defects identified at the property of 2 Burroway Road, Wentworth Point, NSW 2127 are extensive and widespread throughout the building complex. A defect-by-defect remediation is not recommended.

Recurring and systemic "major" defects as identified at this property include:

1. Rooftop waterproofing
2. Inadequate falls to waste outlet in the rooftop area
3. Concrete Issues
4. Cracks to load-bearing building members
5. Defective Planter-box

We have considered the appropriate rectification procedures to ensure that general performance provisions of the National Construction Code (NCC) are achieved.

Engineering specifications are required for each item to ensure the correct methods and materials are used in the staged remediation.

2 Introduction

2.1 Brief

Core Project Consulting has been engaged by Netstrata on behalf of The Owners of SP93238B to conduct an engineering assessment of the property located at 2 Burroway Road, Wentworth Point, NSW 2127 and provide an independent General Building Defect Report (non-litigation format).

The scope of our engagement has been to assess the as built condition of the common areas of the complex and identify building defects not complying with Section 18(b) of the Home Building Act, Nation Construction Code, Australian Standards and/or Guide to Standards and Tolerances.

The assessment was visual in nature, aided by testing equipment at our disposal and no invasive or destructive testing has been completed.

Detail of the assessment as follow:

Site inspection of safely accessible areas of the building noting general building defects. Observation of the following:

- Standard of works
- Standard of applications
- General works to each level
- Assessment of defects

It is our understanding that the intent of the General Building Defect Report is to engage the builder and find a mutually agreed scope of works to repair the defects. Repairs are to be undertaken by the builder, under supervision of a third party.

The report is to include recommended remediation requirements for the observed defects.

The overall condition of the property was considered good, however defects still exist and should be rectified by the builder.

2.2 Assumptions

Where applicable, any assumptions which have been made in the identification, assessment and reporting of defects as outlined in this report are detailed in the relevant section of this report.

2.3 Assessment of Building Defects

Identification and assessment of building defects is assessed on the requirements of the following codes, standards and guides

- Home Building Act 1989
- Building Code of Australia Volume 1 Class 2-9 2014
- Australian Standards
- Office of Fair Trading – Guide to Standards and Tolerances 2017

2.4 Building Description and Classification

The building complex comprises of four (4) residential buildings (varying number of levels), 332 lots, with the ground level to the north facing buildings comprising of commercial and retail lots. The buildings surround a central common courtyard area and share a six-level carpark, situated (combination of) underneath the complex and alongside residential units.

The building complex was completed in 2016 (i.e. final Occupation Certificate No. 16/122627-7 issued on 29 July 2016) and is constructed of concrete slabs and columns with load and non-load bearing walls (i.e. concrete/masonry elements externally and plasterboard linings internally). All 4 buildings generally consist of a mix of concrete and glass façade with flat concrete roofs.

The ground surface of the site has a moderate gradient downwards from the south towards the north, which is generally consistent with the natural topography of the surrounding area.

The building is classified in accordance with Section A1.3 of the Building Code of Australia as follows:

Class 1a - a single dwelling being a detached house

- Class 2: a building containing 2 or more sole-occupancy units each being a separate dwelling.
- Class 6: a shop or other building for the sale of goods by retail or the supply of services direct to the public
- Class 7a - a carpark



Photograph 1: Aerial view of the property of 2 Burroway Rd Road, Wentworth Point

2.5 Site Inspection

A site inspection at the property of 2 Burroway Road, Wentworth Point, NSW 2127 was performed by Core Project Consulting Engineers on 03 August 2021. The weather can be described as clear during this period.

All the accessible common areas including the common lobbies, courtyards, façade (from ground level), basement carpark and rooftops were inspected as well.

Visual inspection and measurement were performed only.

No destructive or intrusive testing was undertaken.

2.6 Assistance

I have prepared this report with the assistance of Zoran Markovski and Puru Thapa of Core Project Consulting, working under my supervision. They have assisted me with inspections, research, calculations and administrative tasks to enable me to form the opinions set out in this report.

3 General Defect Non-Conformance

All defects identified in this report and detailed in the Table of Building Defects create a breach one or more of the below statutory warranties.

3.1 Home Building Act 1989

The following warranties by the holder of a contractor license, or a person required to hold a contractor license before entering into a contract, are implied in every contract to do residential building work

Part 2C Section 18B:

- a) a warranty that the work will be performed in a proper and workmanlike manner and in accordance with the plans and specifications set out in the contract,
- b) a warranty that all materials supplied by the holder or person will be good and suitable for the purpose for which they are used and that, unless otherwise stated in the contract, those materials will be new
- c) a warranty that the work will be done in accordance with and will comply with, this or any other law.
- d) a warranty that the work will be done with due diligence and within the time stipulated in the contract, or if no time is stipulated, within a reasonable time,
- e) a warranty that, if the work consists of the construction of a dwelling, the making of alterations or additions to a dwelling or the repairing, renovation, decoration or protective treatment of a dwelling, the work will result, to the extent of the work conducted, in a dwelling that is reasonably fit for occupation as a dwelling,
- f) a warranty that the work and any materials used in doing the work will be reasonably fit for the specified purpose or result, if the person for whom the work is done expressly makes known to the holder of the contractor license or person required to hold a contractor license, or another person with express or apparent authority to enter into or vary contractual arrangements on behalf of the holder or person, the particular purpose for which the work is required or the result that the owner desires the work to achieve, so as to show that the owner relies on the holder's or person's skill and judgment

All water penetration and ingress of water defects identified in this report and detailed in the

3.2 Standards and Codes

The relevant Development Consent required compliance with the National Construction Code (NCC). The NCC requires compliance with the relevant Australian Standards as referenced throughout.

Based on the Occupation certificate provided, the first construction certificate was issued in 2014. The following codes, Australian standards and guides are relevant as they were applicable on the date of the construction certificate and have been referenced throughout the report.

- i. AS 3600 – 2009 Concrete structures
- ii. AS 4654.1 – 2012 Waterproofing Membranes for External Above-Ground Use
- iii. AS 4654.2 – 2012 Waterproofing Membranes for external above-Ground Use

Other Australian Standards as relevant are referenced in this report and are itemised in the relevant section.

4 Assessment of defects

The defects outlined in Section 4 were each observed throughout the property and areas inspected. Given the number of similar defects observed and recorded, these should be classified as recurring defects.

4.1 Rooftop waterproofing

4.1.1 Description

During the inspection, a liquid applied membrane was noted on the rooftops of the buildings at the property. The waterproofing installation to the various rooftops was observed to be deficient indicating not compliance with the relevant Australian standards, Guides and Codes in a number of ways.

The waterproofing membrane was observed to be deteriorating, primarily in the form of flaking, delaminating and cracking, at exposed sections of the roof surface (i.e. plinths, other exposed concrete surfaces, etc) which indicates that the membrane is not suitable for external use or it hasn't been applied correctly.

The membrane in the aforementioned areas is not sufficient, which can lead to moisture being permitted to the underlying substrate, eventually leading to water ingress into the building envelope. If left untreated, the damaged waterproofing will lead to premature deterioration of building materials and moisture entering building envelopes.

Individual occurrences of these defects have been recorded in the Table of Defects in Section 5 of this report.

4.1.2 Photographs



Photograph 2: Delaminated waterproofing membrane on the concrete plinth edges (10 Burroway Rd.)

4.1.3 Cause

The waterproofing membrane to the roofs was installed in a manner lacking due care and skill or consideration for the requirements under the Australian Standards, or without understanding of how membranes typically performs (e.g. membrane not suitable for external use). A prudent builder would understand the requirements for the membrane to be UV stable and adequately terminate around the service plinths.

Inadequacy in the waterproofing membrane to the roof can lead to water ingress in the building envelope and cause an inability to inhabit the building and damage the building.

4.1.4 Breach

Building Code of Australia (BCA) 2014

Volume One – Class 2 to Class 9 Buildings

Part F1 Damp and Weatherproofing

F01 - The Objective of this Part is to-

- (a) safeguard occupants from illness or injury and protect the building from damage caused by –
 - (i) surface water; and
 - (ii) external moisture entering a building; and
 - (iii) the accumulation of internal moisture in a building.

FF1.3 - A building is to be constructed to avoid the likelihood of-

- (a) the creation of unhealthy or dangerous conditions
- (b) damage to building elements caused by dampness or water overflowing from bathrooms, laundries and the like.

AS4654.1 - 2012 Waterproofing membranes for external above-ground use - Materials

2.7 Resistance to Ultraviolet Light

Membranes that are left exposed to direct sunlight shall have adequate ultraviolet resistance to remain serviceable over their design life.

AS 4654.2 - 2012 AS4654.1:2012 Waterproofing membranes for external above-ground use – Design and Installation

1.2 Nominative references

1.3.6 Membrane

An impervious barrier to liquid or water, which can be sheet or liquid applied.

2.4 Membranes

2.4.2 Service conditions

The design and installation of exposed and protected membrane systems, as determined in accordance with AS 4654.1, shall resist the following service conditions or any combination thereof:

- (a) Ultraviolet light (where exposed).
- (b) Heat ageing.
- (c) Membrane temperature within the range of its operating temperatures.

NOTES:

1 Membranes used in Australia may experience variations in temperature from -15°C to $+85^{\circ}\text{C}$. The actual range depends on local environmental conditions. Low temperatures may result in significant loss of elongation and high temperatures may result in softening and significant increase in elongation of the membrane. Extended exposure at high temperatures may result in a hardening of the membrane resulting in loss of elasticity.

2 Where thermal insulation is in direct contact with the membrane, consideration should be given to its effect on the temperature range to which the membrane is subject.

(d) Bioresistance.

(e) Water immersion.

(f) Chemical resistance.

NOTE: Cooling tower and swimming pool chemicals can adversely affect waterproofing membranes and service conditions. Such circumstances may require specific design.

The observed defects as described above have been identified to breach the following acts, standards or codes:

Home Building Act 1989

The following warranties by the holder of a contractor licence, or a person required to hold a contractor licence before entering into a contract, are implied in every contract to do residential building work

Part 2C Section 18B:

- a) *a warranty that the work will be done with due care and skill and in accordance with the plans and specifications set out in the contract,*
- b) *a warranty that all materials supplied by the holder or person will be good and suitable for the purpose for which they are used and that, unless otherwise stated in the contract, those materials will be new;*
- c) *a warranty that the work will be done in accordance with and will comply with, this or any other law.*

4.1.5 Discussion and Analysis

The requirements of the BCA and relevant standards for waterproofing membranes in external areas ensures that water does not penetrate the building envelope. The waterproofing in its current state would further degrade and allow water ingress into the building envelope. If left unattended will cause ongoing moisture problems including, but not limited to:

- Moisture ingress into the building envelope – Moisture migration through the concrete slab will allow water ingress into the building envelope and hidden areas. This has the potential to cause water staining, mould and slip hazards when the floor becomes wet.
- Spalling / Concrete Cancer – Moisture migration through the concrete slab can lead to corrosion of the reinforcement bars within the concrete. The expanding of the reinforcement bars can cause spalling, dislodging sections of the concrete slab or render.
- Efflorescence to other areas – Efflorescence will occur on the bottom of the soffit, potentially creating aesthetically displeasing stalactites.

Failure of the waterproofing membrane is a breach of the relevant standards and BCA which reduces the service life of the building elements leading to premature loss of amenity for the Owner and also creates an unsafe amenity for occupants.

4.1.6 Recommended rectification

It is recommended to undertake the following works to rectify the issues with inadequate / poor / damaged waterproofing:

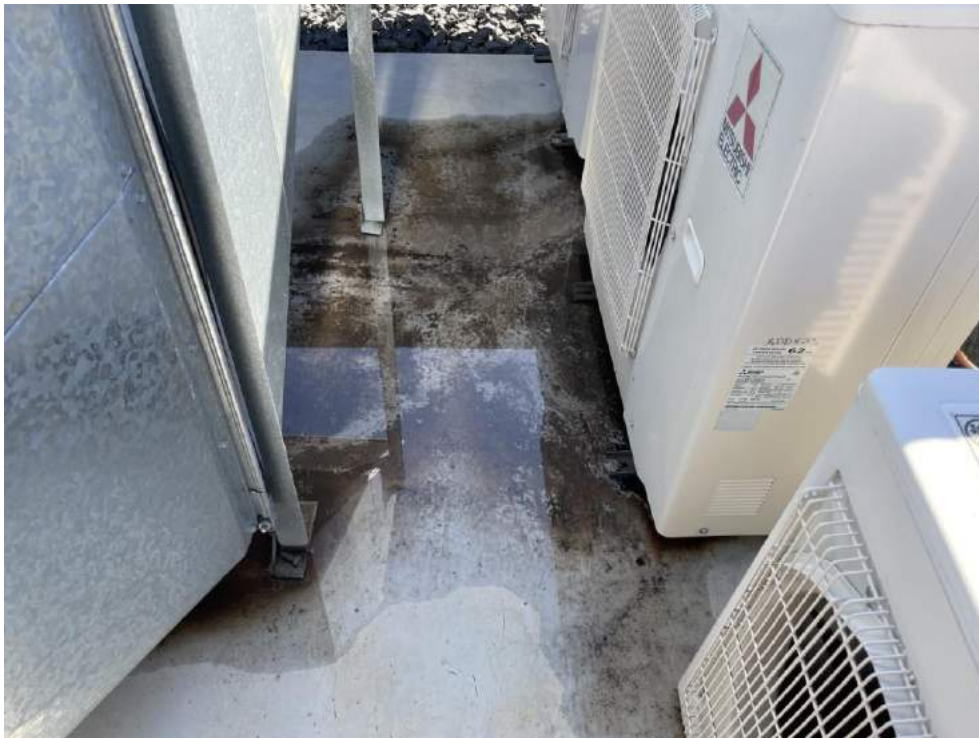
1. Remove any surfaces, equipment, fixings and/or fixtures (e.g. ballast, tiles, paint, coating, AC units, etc), as required.
2. Mechanically grind back waterproofing membrane to bare concrete in its entirety. Note, remove and reinstate any fixings and fixtures within the affected area.
3. Ensure surface is clear of any dust or debris.
4. Apply a waterproofing membrane suitable for UV exposed external areas to the affected area as per the BCA and AS4654:
 - a. Minimum 1:100 falls to be installed (re-level surfaces as required)
 - b. Ensure a bead of neutral cure silicone or sand cement fillet is provided at any change in substrate direction i.e. horizontal to vertical.
 - c. Ensure waterproofing is turned down into waste outlet and turned up walls in line with the requirements.
 - d. Supply and install or reinstall previously removed surfaces, equipment, fixings and/or fixtures.

4.2 Inadequate falls to waste outlet in the rooftop area

4.2.1 Description

During the inspections, it was observed that a significant number of exposed (i.e. areas not covered with ballast) rooftop areas had ponding water and/or evidence of moisture staining indicating water ponding on the surface of the roofs. This indicates the roof surfaces have insufficient falls to the waste outlets with regards to the requirements of the NCC and relevant Australian Standard.

4.2.2 Photographs



Photograph 3: Water ponding on the roof surface (10 Burroway Rd.)

4.2.3 Cause

The inadequate falls observed are due to the works being undertaken in a manner lacking due care and skill and are not in line with construction requirements and Australian Standards.

The water ponding on the roof top surface is due to inadequate falls in the concrete surfaces towards the waste outlets, which then results in water accumulating / ponding on the roof surfaces.

Water pooling and ponding will decrease service life of the waterproofing system. If waterproofing system fails, it will result in water ingress in the building envelope and cause an inability to inhabit the building for its intended purpose and damage the building.

4.2.4 Breach

This issues with the falls to the floor finishes in external wet areas is a breach of one or more of the following:

AS4654:2012 Waterproofing membranes for external above-ground use

Section 2.5.2 Falls

Falls in finishes shall ensure water drains to the drainage outlet. Water shall not be retained on the finished surface with the exception of residual water remaining due to surface tension.

The fall shall be in the structural substrate, or formed by a screed over the structural substrate.

NOTE: Falls for surface drainage should be no flatter than 1 in 100.

National Construction Code 2014 – Volume One

Part F1 Damp and Weatherproofing

FP1.3

A drainage system for the disposal of surface water resulting from a storm having an average recurrence interval of—

- a) 20 years must—
 - i. convey surface water to an appropriate outfall; and
 - ii. avoid surface water damaging the building; and
- b) 100 years must avoid the entry of surface water into a building.

FP1.4

A roof and external wall (including openings around windows and doors) must prevent the penetration of water that could cause—

- a) unhealthy or dangerous conditions, or loss of amenity for occupants; and
- b) undue dampness or deterioration of building elements

The breaches of the above Standards, Codes and/or guides constitutes a breach of the following sections of the **Home Building Act 1989**.

Part 2C Section 18B:

- a) *a warranty that the work will be done with due care and skill and in accordance with the plans and specifications set out in the contract,*
- c) *a warranty that the work will be done in accordance with and will comply with, this or any other law.*

Guide to Standards and Tolerances 2017

Section 14.7 Ponding of waterproof decks and balconies

Waterproof decks and balconies are defective if water ponds (with the exception of residual water remaining due to surface tension) or does not drain to the outer edge or a stormwater inlet.

Decks and balconies that are required to be waterproofed are defective if they are not provided with adequate drainage and provision for overflow.

4.2.5 Discussion and Analysis

The ponding of water on the rooftop surface is caused by lack of falls to the waste outlets. The requirements for falls in the relevant standards and the NCC ensure that both surface and sub-surface water is directed to an appropriate floor waste, spitter pipe or other suitable drainage point.

The waterproofing will further degrade and allow water ingress into the building envelope. If left unattended will cause ongoing moisture problems including, but not limited to:

- Moisture ingress into the building envelope – Moisture migration through the concrete slab will allow water ingress into the building envelope and hidden areas. This has the potential to cause water staining, mould and slip hazards when the floor becomes wet.

- Spalling / Concrete Cancer – Moisture migration through the concrete slab can lead to corrosion of the reinforcement bars within the concrete. The expanding of the reinforcement bars can cause spalling, dislodging sections of the concrete slab or render.
- Efflorescence to other areas – Efflorescence will occur on the bottom of the soffit, potentially creating aesthetically displeasing stalactites.

The lack of falls in the finished surface is a technical breach of the relevant standards and BCA which reduces the service life of the elements leading to premature loss of amenity for the Owner and also creates an unsafe amenity for occupants.

4.2.6 Recommended rectification

It is recommended to undertake the following works to rectify the issues with inadequate roof falls:

1. Remove any surfaces, equipment, fixings and/or fixtures (e.g. ballast, tiles, paint, coating, AC units, etc), as required.
2. Mechanically grind back waterproofing membrane to bare concrete in its entirety. Note, remove and reinstate any fixings and fixtures within the affected area.
3. Install a levelling compound to ensure adequate falls towards the drainage outlets
 - a. Minimum 1:100 falls towards waste outlets to be installed
4. Ensure surface is clear of any dust or debris.
5. Apply a waterproofing membrane suitable for UV exposed external areas to the affected area as per the BCA and AS4654:
 - e. Minimum 1:100 falls to be installed
 - f. Ensure a bead of neutral cure silicone or sand cement fillet is provided at any change in substrate direction i.e. horizontal to vertical.
 - g. Ensure waterproofing is turned down into waste outlet and turned up walls in line with the requirements.
 - h. Supply and install or reinstate previously removed surfaces, equipment, fixings and/or fixtures.

4.3 Concrete Issues

4.3.1 Description

During the inspections several issues were observed across the concrete structures in the carpark and fire exist stairwells of the property which include:

- Concrete honeycombing
- Cracks to structural concrete elements
- Leftover formwork

4.3.2 Photographs



Photograph 4: Leftover formwork in the concrete slab in the carpark



Photograph 5: Concrete honeycombing on the carpark slab soffit around the column

4.3.3 Cause

During construction stage (i.e. placement / pouring of concrete) the concrete mix has not been vibrated correctly in several locations. This resulted in formation of the air bubbles in the mix and subsequently poor cover over the reinforcement bars in the concrete elements of the carpark and fire exit stairwells. It is also likely that the reinforcement has been placed poorly prior to the pouring of concrete and hence prevented the flow of concrete through the areas crowded with reinforcement bars. Adequate concrete cover is expected to ensure adequate protection of the steel. Leftover formwork and inadequately protected reinforcement generally cause reduction in concrete strength and concrete spalling if left exposed for a prolonged period of time.

This is the result of the works being completed with a lack of due care and skill. A prudent builder would be aware of the requirements to protect steel reinforcement with sufficient cover of sound concrete to prevent potential concrete spalling and reduction in concrete strength.

4.3.4 Breach

The observed defects as described above have been identified to breach the following acts, standards or codes:

AS3600:2009 Concrete Structures

4.10.2 Cover for corrosion protection

General

For corrosion protection, the cover shall be not less than the appropriate value given in Clauses 4.10.3.2 to 4.10.3.7.

TABLE 4.10.3.2 REQUIRED COVER WHERE STANDARD FORMWORK AND COMPACTION ARE USED					
Exposure classification	Required cover, mm				
	Characteristic strength (f'_c)				
	20 MPa	25 MPa	32 MPa	40 MPa	≥ 50 MPa
A1	20	20	20	20	20
A2	(50)	30	25	20	20
B1	—	(60)	40	30	25
B2	—	—	(65)	45	35
C1	—	—	—	(70)	50
C2	—	—	—	—	65

NOTE: Bracketed figures are the appropriate covers when the concession given in Clause 4.3.2, relating to the strength grade permitted for a particular exposure classification, is applied.

Figure 15 - Table 4.10.3.2 from AS3600

As this defect constitutes a breach of the above Australian Standards, Guides and Codes, it therefore constitutes a breach of the Home Building Act 1989

4.10.3.7 Embedded items cover

Embedded items, as defined in Clause 14.2, shall be protected from corrosion or deterioration. The cover to embedded items that are not corrosion resistant shall be as given in Table 4.10.3.2 and Table 4.10.3.3, as applicable.

Metals such as aluminium shall not be embedded in structural concrete unless effectively coated, covered, or treated to prevent chemical action between the metal and the concrete and electrolytic action between the metal and steel.

17.1.7.2 Hardened concrete

Hardened concrete shall be liable to rejection if—

- (a) it does not satisfy the requirements of Clause 17.1.6;
- (b) it is porous, segregated, or honeycombed, or contains surface defects outside the specified limits; or
- (c) it fails to comply with the other requirements of this Standard.

Home Building Act 1989

Part 2C Section 18B:

- (a) a warranty that the work will be done with due care and skill and in accordance with the plans and specifications set out in the contract,
- (b) a warranty that the work will be done in accordance with and will comply with, this or any other law

4.3.5 Discussion and Analysis

The requirements for adequate installation and protection of the steel reinforcement and concrete in the relevant standards and the NCC ensures that the building structure is structurally sound and will achieve the intended serviceable life. Where concrete has been installed poorly, the steel reinforcement within the concrete will not be adequately protected and will begin corroding within the concrete leading to structural damage, reduced building service life and costly repairs. This is of particular concern at the above property due to the amount of honeycombing and other concrete issues observed throughout the carpark and stairwells of the property.

The above concrete deficiencies reduce the service life of the concrete elements, which can create an unsafe amenity for occupants.

4.3.6 Recommended rectification

It is recommended to undertake the following works to rectify any exposed reinforcement, honeycombing concrete and cracking:

1. Remove the defective section of concrete from the concrete structures
 - a. Cut rectangular sections from the concrete back to sound concrete
 - b. Where concrete honeycombing is noted, remove any loose concrete, and patch the section with high strength mortar
 - c. Where cracking is identified, allow to remove any loose concrete and conduct epoxy crack injections / repair mortar repairs within the cracking.
2. Clean any visible reinforcement back to sound bright metal.
 - a. If reinforcement is beyond repair, replace the bar with adequate lapping.
 - b. Protect reinforcement bar with a suitable zinc rich primer.
3. Patch the section with a suitable cementitious patch repair mortar to ensure appropriate cover to the reinforcement bars

4.4 Cracks to load-bearing building members

4.4.1 Description

During the inspection of the property, several cracks were observed to the structural elements of the building. Structural members generally include beams, concrete slabs and columns. Cracks to these members can impact the structural capacity of the building elements.

4.4.2 Photographs



Photograph 6: Crack to the concrete beam in the carpark

4.4.3 Cause

Cracks to load bearing members can be caused by a number of factors which include inadequate design to resist building load, poor construction methods, building movements and shrinkage of the concrete.

4.4.4 Breach

AS3600:2009 Concrete Structures

2.3.3 Cracking

2.3.3.1 General

Cracking in concrete structures shall be controlled so that structural performance, durability and appearance of the structure are not compromised.

2.3.3.2 Control of cracking

The requirements for cracking set out in Clause 2.3.3.1 shall be deemed to be satisfied by designing the structure and members to conform to the following requirements:

- (a) Flexural cracking in concrete beams and slabs under service conditions shall be controlled in accordance with Clauses 8.6, 9.4.1, 9.4.2, 9.4.4 or 9.4.5, as appropriate.
- (b) Cracking caused by shrinkage and temperature in concrete slabs shall be controlled in accordance with Clause 9.4.3.
- (c) Cracking in concrete walls under service conditions shall be controlled in accordance with Clause 11.7.2.
- (d) Cracking in D-regions under service conditions shall be controlled in accordance with Clause 12.7.
- (e) Pre-hardening cracking shall be controlled by appropriate specification and construction measures so that the durability, serviceability and/or the behaviour of the structure or member is not adversely affected.

As this defect constitutes a breach of the above Australian Standards, Guides and Codes, it therefore constitutes a breach of the Home Building Act 1989

Home Building Act 1989

Part 2C Section 18B:

- (a) a warranty that the work will be done with due care and skill and in accordance with the plans and specifications set out in the contract,
- (b) a warranty that the work will be done in accordance with and will comply with, this or any other law

4.4.5 Discussion and Analysis

Generally, minor cracks to the building elements such as internal walls and ceilings can be repaired without much impact to the structural integrity of the building. However, load bearing members of the building generally provide structural support to the building. Therefore, it is crucial to assess any cracks to these members. Cracks to load bearing member can lead to decrease in the building structural capacity and reduce the service life of the building. These cracks can also be just superficial and not impacting the structural integrity of the building, however it requires an assessment from a structural engineer.

4.4.6 Recommended rectification

It is recommended to engage a structural engineer to provide a detailed assessment of the cracking issues to the load bearing members and follow the rectification works advised by the structural engineer

4.5 Defective Planter-boxes

4.5.1 Description

During the inspections, it was noted that there were several defects associated with the planter box waterproofing and provisions for drainage. It was observed that in planter boxes the waterproofing has not been continued to a height above the fill level and has not been terminated appropriately, with delamination of the membrane from the planter box walls noted in some areas. The current fill height does not allow for sufficient continuation of the membrane above this level in accordance with AS4654.2.

It was also observed that no planter boxes in the complex had clear out / inspection pipes for the drainage below. The pipe allows for access to the drainage to allow for maintenance in the case of blockage. The pipes also acts as an overflow provision, so in periods of heavy rain when water is slow to drain through the soil it can be redirected into the existing drainage provision. Without access to maintenance pipes to the planter boxes it is not possible (without removing planter box fill) to confirm if suitable drainage provisions have been provided to the planter boxes.

4.5.2 Photographs



Photograph 7: Waterproofing membrane cracking and not up and over the plant box wall in the common courtyard

4.5.3 Cause

The waterproofing to the planter boxes has not been installed in accordance with the relevant standards and codes or with due care and skill. A prudent builder would be aware of the requirements for the installation of waterproofing to a planter box and the impact on the adjacent building elements the omission of a correctly installed membrane would have.

The omission of the inspection points to the planter box also indicates that the planter box drainage system has not been installed in accordance with the relevant standards and codes or with due care and skill.

4.5.4 Breach

The observed defects as described above have been identified to breach the following acts, standards or codes:

Building Code of Australia 2014 – Volume One

F01

The Objective of this Part is to—

- (a) safeguard occupants from illness or injury and protect the building from damage caused by—
 - (i) surface water; and
 - (ii) external moisture entering a building

FP1.3

A drainage system for the disposal of surface water resulting from a storm having an average recurrence interval of—

- (a) 20 years must—
 - (i) convey surface water to an appropriate outfall; and
 - (ii) avoid surface water damaging the building; and
- (b) 100 years must avoid the entry of surface water into a building.

Building Code of Australia 2014 – Volume Three

DP2.3 Surface drainage installation

Surface drainage installations must be designed, constructed and installed in such a manner as to—

- (b) avoid the likelihood of blockages; and
- (c) avoid the likelihood of leakage and penetration by roots; and
- (d) provide adequate access for maintenance and clearing of blockages

AS4654.2-2012 - Waterproofing Membranes for External Above-Ground Use

2.13 Planter Boxes

The membrane shall be sealed to the drainage outlet. It shall extend vertically to a height of 100 mm above the soil or fill level.

Falls in the base of the planter shall be in accordance with Clause 2.5.2.

NOTES:

1. The planter box should be provided with a suitable overflow.
2. Protection boards should be provided to minimize root damage to the waterproofing membrane. The suitability of the plants to be installed should be considered, as certain rooting systems are aggressive and may penetrate the membrane.
3. Mulch should be considered when determining the soil fill level.
4. Externally exposed walls of planter boxes should be waterproofed to prevent failure of the internal planter box membrane.
5. A typical example of waterproofing inside a planter box is shown in Figure 2.17.

As this defect constitutes a breach of the above Australian Standards, Guides and Codes, it therefore constitutes a breach of the Home Building Act 1989

Home Building Act 1989

Part 2C Section 18B:

- (a) a warranty that the work will be done with due care and skill and in accordance with the plans and specifications set out in the contract,
- (b) a warranty that the work will be done in accordance with and will comply with, this or any other law

4.5.5 Discussion and Analysis

As planter boxes are designed to be regularly wetted it is of particular importance that waterproofing is conducted in accordance with the relevant codes and standards as outlined above. The lack of visible waterproofing membrane to the planter and the lack of clear out pipes can lead to a number of moisture related issues including but not limited to;

- Water ingress – without an appropriately installed membrane, water will be able to pass through the planter walls or slab to the areas adjacent or below and hence can cause water damage to the building elements adjacent or below.
- Concrete spalling – If failure of the waterproofing membrane occurs, pooling water within the planter box will be allowed to saturate the slab. This can result in water penetrating through the surrounding concrete slabs and walls, exposing the steel reinforcement to environmental conditions. This will allow for the steel to corrode, causing it to expand and cause damage and displacement to the surrounding concrete.

Clear out pipes provide access to the stormwater pipes to allow for maintenance in the case of blockage. It also acts as an overflow provision, so in periods of heavy rain when water is slow to drain through the soil it can be redirected into the existing drainage provision. Without access to maintenance points to the planter box it is not possible to confirm if suitable drainage provisions have been provided to the planter boxes

4.5.6 Recommended rectification



It is recommended that the following works are undertaken to rectify the observed issue:




1. Remove all soil and vegetation from the planter boxes
2. Remove the existing membrane and clean surfaces back to the bare substrate
3. Apply new waterproofing in accordance with AS4654.2
4. Install clear out point / overflow provision
5. Install appropriate protection boards, drainage mats, cells, etc as per AS4654.2
6. Reinstate soil and vegetation (with protection boards and drainage mats/cells)



5 Table of Building Defects




5.1 Table of Building Defects – Common Areas




Table of Building Defects – Common Areas




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
1.	1 Park Street North	Common lobby – level 7	Waste outlet penetration in into a fire rated building element within the gas meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
2.	1 Park Street North	Common lobby – level 6	Waste outlet penetration in into a fire rated building element within the gas meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
3.	1 Park Street North	Common lobby – level 5	Penetration into fire rated building elements within gas meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
4.	1 Park Street North	Common lobby – level 4	Visible bubbling to paint at the eastern end of the common lobby.	It is recommended that the following rectification works are undertaken: 1) Further investigation required to determine source of water ingress 2) Repair walls and re-coat the walls from architectural break to architectural break after rectification of water ingress issues	 



Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
5.	1 Park Street North	Common lobby – level 4	Large gap observed above the door frame within the waste room. Door set has been inadequately installed.	<p>It is recommended that the following rectification works are undertaken:</p> <p>1) Contractor to engage a fire engineer to inspect suitability of penetration detailing</p> <p>2) Expected recommendation: Contractor to rectify door set in accordance with AS1905.1-2005</p>	
6.	1 Park Street North	Common lobby – level 2	Waste outlet penetration in into a fire rated building element within the gas meter service cupboard.	<p>It is recommended that the following rectification works are undertaken:</p> <p>1) Contractor to engage a fire engineer to inspect suitability of penetration detailing</p>	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
7.	10 Burroway Rd Rooftop	Common lobby – level 16	Waste outlet penetration in into a fire rated building element within the gas meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	 




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
8.	10 Burroway Rd Rooftop	Common lobby – level 16	Penetration through fire rated building element.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
9.	10 Burroway Rd	Common lobby – level 15	Penetration through slab soffit within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
10.	10 Burroway Rd	Common lobby – level 15	Honey combing observed to the concrete within the electrical service cupboard.	See section 4.3.6	

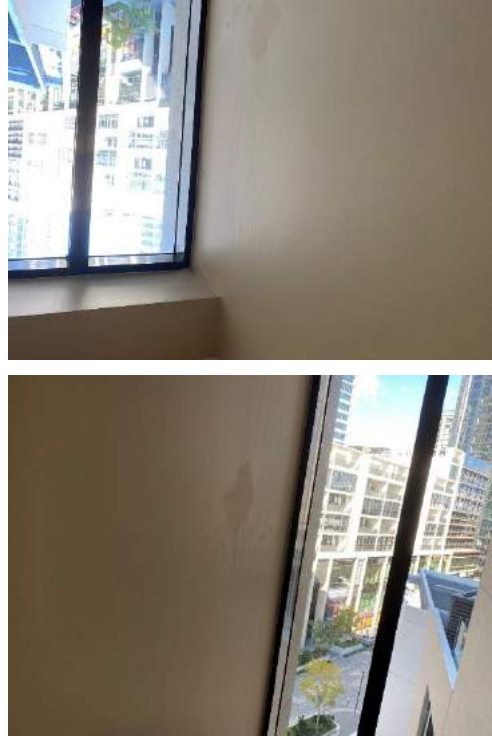

Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
11.	10 Burroway Rd	Common lobby – level 15	Waste outlet penetration in into a fire rated building element within the gas meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
12.	10 Burroway Rd	Common lobby – level 15	Poorly detailed penetrations through slab soffit within the fire stairs adjacent to the entry door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	



Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
13.	10 Burroway Rd	Common lobby – level 14	Sprinkler head does not sit flush within the plasterboard ceiling and is missing an escutcheon plate.	<p>It is recommended that the following rectification works are undertaken:</p> <p>1) Contractor to engage a fire engineer to inspect the sprinkler</p> <p>2) Likely rectification: Contractor to rectify sprinkler head ensure rectification works are in accordance with AS2118-2012</p>	 
14.	10 Burroway Rd	Common lobby – level 14	Penetration through slab soffit within the fire stairs adjacent to fire door.	<p>It is recommended that the following rectification works are undertaken:</p> <p>1) Contractor to engage a fire engineer to inspect suitability of penetration detailing</p>	



Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
15.	10 Burroway Rd	Common lobby – level 14	Concrete appears to be cracking and shows signs of spalling within the fire stairs adjacent to fire door.	See section 4.3.6	
16.	10 Burroway Rd	Common lobby – level 11	Penetration through slab soffit within the fire stairs adjacent to fire door.	<p>It is recommended that the following rectification works are undertaken:</p> <p>1) Contractor to engage a fire engineer to inspect suitability of penetration detailing</p>	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
17.	10 Burroway Rd	Common lobby – level 11	Waste outlet penetration in into a fire rated building element within the cold and hot water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
18.	10 Burroway Rd	Common lobby – level 11	Visible water staining to the ceiling within the common walkway adjacent to the exit sign.	It is recommended that the following rectification works are undertaken: 1) Further investigation required to determine source of water ingress 2) Contractor to make good of affected ceiling area after rectification of water ingress issues	
19.	10 Burroway Rd	Common lobby – level 11	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	



Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
20.	10 Burroway Rd	Common Lobby – level 9	Penetration through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
21.	10 Burroway Rd	Common Lobby – level 9	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
22.	10 Burroway Rd	Common Lobby – level 9	Visible staining and bubbling of the paint to the wall.	It is recommended that the following rectification works are undertaken: 1) Further investigation required to determine source of water ingress 2) Re-coat the walls from architectural break to architectural break after rectification of water ingress issues	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
23.	10 Burroway Rd	Common Lobby – level 9	Visible staining and bubbling of the paint to the wall.	<p>It is recommended that the following rectification works are undertaken:</p> <ol style="list-style-type: none"> 1) Further investigation required to determine source of water ingress 2) Re-coat the walls from architectural break to architectural break after rectification of water ingress issues 	
24.	10 Burroway Rd	Common Lobby – level 8	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	<p>It is recommended that the following rectification works are undertaken:</p> <ol style="list-style-type: none"> 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing 	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
25.	10 Burroway Rd	Common Lobby – level 8	Penetrations through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
26.	10 Burroway Rd	Common Lobby – level 7	Penetrations through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
27.	10 Burroway Rd	Common Lobby – level 7	Penetration through fire rated building elements within the NBN service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
28.	10 Burroway Rd	Common Lobby – level 7	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
29.	10 Burroway Rd	Common Lobby – level 7	Penetration through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
30.	10 Burroway Rd	Common Lobby – level 6	Penetration through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
31.	10 Burroway Rd	Common Lobby – level 6	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	



Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
32.	10 Burroway Rd	Common Lobby – level 6	Penetration through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
33.	10 Burroway Rd	Common Lobby – level 5	Visible signs of water leak from the ceiling into the level 6 common lobby.	It is recommended that the following rectification works are undertaken: 1) Further investigation required to determine source of water ingress 2) Repair and re-coat the walls from architectural break to architectural break after rectification of water ingress issues	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
34.	10 Burroway Rd	Common Lobby – level 5	Water ingress within NBN service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to assist in a safe method of rectification	
35.	10 Burroway Rd	Common Lobby – level 5	Penetration through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
36.	10 Burroway Rd	Common Lobby – level 4	Penetration through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
37.	10 Burroway Rd	Common Lobby – level 4	Penetration through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
38.	10 Burroway Rd	Common Lobby – level 4	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
39.	10 Burroway Rd	Common Lobby – level 4	Penetration through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
40.	10 Burroway Rd	Common Lobby – level 3	Penetration through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
41.	10 Burroway Rd	Common Lobby – level 3	Penetration through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
42.	10 Burroway Rd	Common Lobby – level 3	Visible signs of honey combing to concrete wall within fire stairs.	See section 4.3.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
43.	10 Burroway Rd	Common Lobby – level 2	Penetration through fire rated building element within CPD cupboard appears to be poorly detailed.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	 




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
44.	10 Burroway Rd	Common Lobby – level 2	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
45.	10 Burroway Rd	Common Lobby – level 2	Penetration through fire rated building elements within the fire stairs adjacent to fire door.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
46.	10 Burroway Rd	Common Lobby – level 1	Poorly detailed penetrations through fire rated building elements observed to CPD electrical service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
47.	55 Hill Road	Common lobby – level 8	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
48.	55 Hill Road	Common lobby – level 8	Visible staining and blistering of paintwork to ceiling above fire extinguisher cupboard; directly below rooftop area.	It is recommended that the following rectification works are undertaken: 1) Further investigation required to determine source of water ingress 2) Re-coat the walls from architectural break to architectural break after rectification of water ingress issues e section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
49.	55 Hill Road	Common lobby – level 8	Poor finish of concrete within fire stair shaft.	See section 4.3.6	
50.	55 Hill Road	Common lobby – level 7	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	



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51.	55 Hill Road	Common lobby – level 6	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
52.	55 Hill Road	Common lobby – level 5	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
53.	55 Hill Road	Common lobby – level 3	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	



Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
54.	55 Hill Road	Common lobby – level 2	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
55.	55 Hill Road	Common lobby – level 1	Masonry block has been removed / or not installed.	It is recommended that the following rectification works are undertaken: 1) Contractor to rectify ensuring that stair shaft is fire rated in accordance with current BCA requirements	
56.	55 Hill Road	Common lobby – level 1	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
57.	57 Hill Road	Common lobby – level 8	Diagonal cracks to load bearing concrete wall within fire stair shaft.	See section 4.4.6	
58.	57 Hill Road	Common lobby – level 6	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
59.	57 Hill Road	Common lobby – level 5	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
60.	57 Hill Road	Common lobby – level 5	Gap to wall junction observed in gas meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to investigate fire rating of the wall	
61.	57 Hill Road	Common lobby – level 4	Visible honey combing to wall within fire stair shaft.	See section 4.3.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
62.	57 Hill Road	Common lobby – level 4	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	
63.	57 Hill Road	Common lobby – level 3	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
64.	57 Hill Road	Common lobby – level 2	Visible honey combing to slab soffit within fire stair shaft.	See section 4.3.6	
65.	57 Hill Road	Common lobby – level 2	Waste outlet penetration in into a fire rated building element within the hot and cold water meter service cupboard.	It is recommended that the following rectification works are undertaken: 1) Contractor to engage a fire engineer to inspect suitability of penetration detailing	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
66.	57 Hill Road	Main Switch Room	Visible honey combing to the concrete column.	See section 4.3.6	
67.	57 Hill Road	Main Switch Room	Embedment's observed to the concrete wall.	See section 4.3.6	



Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
68.	10 Burroway Rd	Rooftop	Waterproofing membrane to the plinth/footing at the base of the louvres is deteriorated, damaged and not fit for purpose.	See section 4.1.6	 




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
69.	10 Burroway Rd	Rooftop	Waterproofing membrane to the plinth/footing at the base of the louvres is discoloured, patchy, cracked, damaged and deteriorated.	See section 4.1.6	
70.	10 Burroway Rd	Rooftop	Waterproofing membrane to the plinth/footing at the base of the louvres is discoloured, patchy, cracked, damaged and deteriorated.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
71.	10 Burroway Rd	Rooftop	Waterproofing membrane to the exposed roof section is discoloured, patchy, cracked, damaged and deteriorated.	See section 4.1.6	
72.	10 Burroway Rd	Rooftop	Waterproofing membrane to the exposed roof section is discoloured, patchy, cracked, damaged and deteriorated.	See section 4.1.6	
73.	10 Burroway Rd	Rooftop	Waterproofing membrane to the plinth/footing at the base of the louvres is discoloured, patchy, cracked, damaged and deteriorated.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
74.	10 Burroway Rd	Rooftop	Waterproofing membrane to the roof is deteriorated, damaged and not fit for purpose.	See section 4.1.6	 
75.	10 Burroway Rd	Rooftop	Waterproofing membrane at the base of the mechanical ventilation ducts is deteriorated, damaged and not fit for purpose.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
76.	10 Burroway Rd	Rooftop	Water pooling to the slab surface as a result of inadequate falls towards the waste outlet adjacent to the AC units.	See section 4.2.6	 




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
77.	10 Burroway Rd	Rooftop	Severe water pooling to the slab surface as a result of inadequate falls towards the waste outlet adjacent to the AC units.	See section 4.2.6	
78.	10 Burroway Rd	Rooftop	Discolouration and damage to the waterproofing membrane at the base of the louvers.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
79.	10 Burroway Rd	Rooftop	Waterproofing membrane is deteriorated, damaged and not fit for purpose.	See section 4.1.6	
80.	10 Burroway Rd	Rooftop	Severe water pooling to the slab surface as a result of inadequate falls towards the waste outlet, beneath the ventilation duct.	See section 4.2.6	
81.	10 Burroway Rd	Rooftop	Membrane is damaged, discoloured and not fit for purpose.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
82.	10 Burroway Rd	Rooftop	Waterproofing membrane at the top of the parapet walls is deteriorated, damaged and not fit for purpose.	See section 4.1.6	
83.	10 Burroway Rd	Rooftop	Waterproofing membrane is, deteriorating and not fit for purpose.	See section 4.1.6	
84.	10 Burroway Rd	Rooftop	Waterproofing membrane is peeling, flaking, deteriorated and not fit for purpose.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
85.	10 Burroway Rd	Rooftop	Severe water pooling to the slab surface as a result of inadequate falls towards the waste outlet.	See section 4.2.6	
86.	10 Burroway Rd	Rooftop	Waterproofing membrane observed to be peeling, flaking, rapidly deteriorated and not fit for purpose.	See section 4.1.6	
87.	10 Burroway Rd	Rooftop	Waterproofing membrane observed to be peeling, flaking, rapidly deteriorated and not fit for purpose.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
88.	10 Burroway Rd	Fire stair shaft	Honey combing observed to the concrete wall within the stair shaft.	See section 4.3.6	
89.	10 Burroway Rd	Fire stair shaft	Efflorescence and dampness in the wall due to leaks from the planter box above.	See section 4.5.6	 




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
90.	55 Hill Road	Fire stair shaft	Concrete slab soffit is in poor condition and evidence of water ingress from rooftop above.	See section 4.1.6 See section 4.3.6	
91.	55 Hill Road	Rooftop	Waterproofing membrane installed to door threshold is in poor condition, deteriorated and not fit for purpose.	See section 4.1.6	
92.	55 Hill Road	Rooftop	Waterproofing membrane at surrounding the base plate is in poor condition, deteriorated and not fit for purpose.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
93.	55 Hill Road	Rooftop	General overview of rooftop with membrane in poor condition throughout.	See section 4.1.6	 
94.	55 Hill Road	Rooftop	Waterproofing membrane beneath AC unit appears to be in poor condition, deteriorated and not fit for purpose.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
95.	55 Hill Road	Rooftop	Waterproofing membrane adjacent to baseplate is in poor condition, deteriorated and not fit for purpose.	See section 4.1.6	
96.	55 Hill Road	Rooftop	Waterproofing membrane is in poor condition, cracked/damaged, deteriorated and not fit for purpose.	See section 4.1.6	
97.	55 Hill Road	Rooftop	Waterproofing membrane is in poor condition, deteriorating and not fit for purpose.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
98.	55 Hill Road	Rooftop	Waterproofing membrane installed at door threshold is in poor condition, deteriorated and not fit for purpose.	See section 4.1.6	
99.	55 Hill Road	Rooftop	Waterproofing membrane is in poor condition, deteriorate and not fit for purpose.	See section 4.1.6	
100.	57 Hill Road	Rooftop	Waterproofing membrane is discoloured and in poor condition at the door threshold and landing.	See section 4.1.6	




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101.	57 Hill Road	Rooftop	Waterproofing membrane is in poor condition, deteriorated and not fit for purpose.	See section 4.1.6	
102.	57 Hill Road	Rooftop	Waterproofing membrane is in poor condition, deteriorated and not fit for purpose.	See section 4.1.6	
103.	57 Hill Road	Rooftop	Waterproofing membrane is in poor condition, deteriorated and not fit for purpose. Also evidence of water pooling is observed.	See section 4.1.6 See section 4.2.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					 
104.	57 Hill Road	Rooftop	Waterproofing membrane is patchy, discoloured and deteriorated in several areas of the slab.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
105.	Park Street North	Level 6 – Fire stair shaft	Severe honey combing to concrete wall within stair shaft.	See section 4.3.6	 

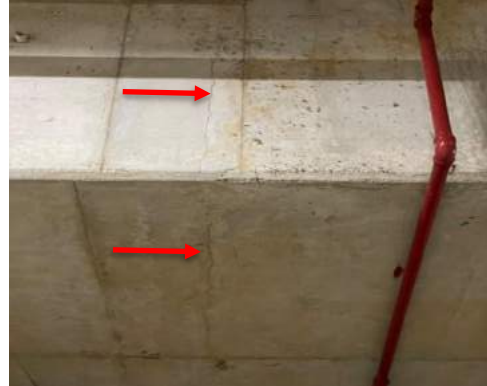

Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
106.	Park Street North -	Rooftop	Waterproofing membrane to door threshold / landing is deteriorated, damaged and not fit for purpose.	See section 4.1.6	
107.	Park Street North	Rooftop	Waterproofing membrane is discoloured, deteriorated and not fit for purpose. Severe water ponding on the roof surface is observed.	See section 4.1.6 See section 4.2.6	 


Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
108.	Park Street North	Rooftop	Water pooling observed on the roof surface.	See section 4.2.6	
109.	Park Street North	Rooftop	Waterproofing membrane is discoloured, deteriorated and not fit for purpose.	See section 4.1.6	

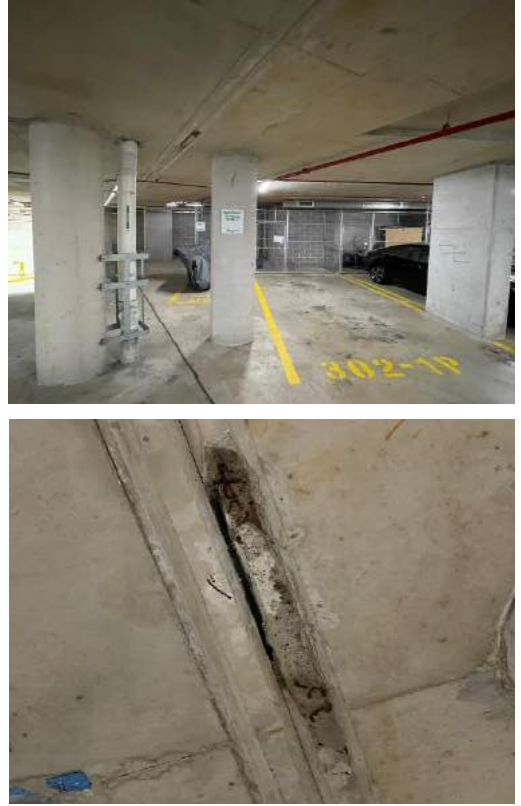
Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
110.	Park Street North	Rooftop	Waterproofing membrane is discoloured, deteriorated and not fit for purpose.	See section 4.1.6	
111.	Park Street North	Rooftop	Deterioration and inadequate application of liquid applied waterproofing membrane observed to slab edge.	See section 4.1.6	
112.	Park Street North	Rooftop	Waterproofing membrane is damaged and not fit for purpose.	See section 4.1.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
113.	Ground Floor	Adjacent to fire pump room	Vertical crack to the wall above fire door set.	See section 4.4.6	
114.	Level 1 – Level 6	Carpark	Leftover formwork embedded in the concrete slab soffit within the carpark above visitor parking spaces.	See section 4.3.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
115.	Level 1 – Level 6	Carpark	Honeycombing in the concrete beam above visitor parking.	See section 4.3.6	 




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
116.	Level 1 – Level 6	Carpark	Vertical crack in the concrete beam over 1mm wide adjacent to visitor parking / driveway.	See section 4.4.6	 




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
117.	Level 1 – Level 6	Carpark	Vertical crack in the concrete element over 1mm wide above the level 1 ramp.	See section 4.4.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
118.	Level 1 – Level 6	Carpark	Concrete spalling and corroded nails observed to slab soffit above parking lot 302-1P.	See section 4.3.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
119.	Level 1 – Level 6	Carpark	Honey combing to slab soffit adjacent to column situated next to lot 403-57H.	See section 4.3.6	 
120.	External Facade & Adjacent Areas	Courtyard Area	Planter box with no visible capping or clear out / access point pipe observed.. No waterproofing membrane behind the protection board was observed.	Section 4.5.6	




Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					 
121.	External Facade & Adjacent Areas	Courtyard Area	Planter box with no visible capping or clear out / access point pipe observed.	Section 4.5.6	


Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
122.	External Facade & Adjacent Areas	Courtyard Area	Planter box with no visible capping or clear out / access point pipe observed.	Section 4.5.6	
123.	External Facade & Adjacent Areas	Courtyard Area	Planter box with no visible capping or clear out / access point pipe observed.. No waterproofing membrane behind the protection board was observed.	See section 4.5.6	 


Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
124.	External Facade & Adjacent Areas	Adjacent to external façade	Planter box with no visible capping or clear out / access point pipe observed.. No waterproofing membrane behind the protection board was observed.	See section 4.5.6	 



Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
125.	External Facade & Adjacent Areas	Adjacent to external façade	Planter box with no visible capping or clear out / access point pipe observed.. No waterproofing membrane behind the protection board was observed.	See section 4.5.6	 


Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
126.	External Facade & Adjacent Areas	Park View North – External areas	Horizontal cracking and water egress from the planter box along the crack.	See section 4.4.6 See section 4.5.6	 
127.	External Facade & Adjacent Areas	Park View North – External areas	Planter box with no visible capping or clear out / access point pipe observed. No waterproofing membrane behind the protection board was observed.	See section 4.5.6	



Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
128.	External Facade & Adjacent Areas	10 Burroway Rd – External Areas	Planter box with no visible capping or clear out / access point pipe observed. No waterproofing membrane behind the protection board was observed.	Section 4.5.6	  

Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
129.	External Facade & Adjacent Areas	10 Burroway Rd – External Areas	Failed waterproofing, efflorescence and water staining to the planter box.	See section 4.4.6 See section 4.5.6	

Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
130.	External Facade & Adjacent Areas	10 Burroway Rd – External Areas	Failed waterproofing, efflorescence and water staining to the planter box.	See section 4.5.6	

Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
					
131.	External Facade & Adjacent Areas	10 Burroway Rd – External Areas	Planter box with no visible capping or clear out / access point pipe observed. No waterproofing membrane above the protection board was observed.	Section 4.5.6	

Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
132.	External Facade & Adjacent Areas	10 Burroway Rd – External Areas	Planter box with no visible capping or clear out / access point pipe observed.. No waterproofing membrane above the protection board was observed.	See section 4.5.6	

Item	Area	Location	Description of Defects	Recommended Remedial Works (Inclusive of making good to adjacent surfaces)	Photograph if Necessary or Applicable
133.	External Facade & Adjacent Areas	Adjacent to Water meter and valve room	Water egress from the light fitting indicating water entering the light fitting.	<p>It is recommended that the following rectification works are undertaken:</p> <ol style="list-style-type: none"> 1) Contractor to engage qualified professional to investigate the source of water ingress into the light fitting 2) Clean affected area, make good and re-paint 	 

Conditions of this Defect Report

1. This Report has been prepared in response to the instructions received by Core Project Consulting Pty Ltd by the Client.
 2. This Report and its contents are prepared for the use by the Client and may not be distributed to any third parties without the written approval of Core Project Consulting Pty Ltd. Core Project Consulting Pty Ltd provides no warranty for its contents to any third parties.
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 4. The inspection/s undertaken to complete this Report included only those safely accessible areas and areas that were within the Core Project Consulting Pty Ltd Engineer's line of sight and were close enough to enable reasonable appraisal.
 5. Note the following in relation to the preparation of this Report:
 - a. destructive testing was not undertaken
 - b. insitu materials, vegetation, fixtures or other building elements were not removed or disturbed
 - c. furniture and other chattels were not moved
 - d. enquiries to planning or other authorities were not undertaken
 - e. minor faults are not highlighted in this Report unless when taken together they constitute an area of concern to be addressed.
 6. This report does not consider the possible locations, affects, risks or otherwise general reporting of the presence of asbestos within the property.
 7. Waterproofing of buildings is a challenging task. Typically, water will penetrate the external envelope of every type of building. When water or the effects of water can be observed inside a structure it is likely that penetration has been occurring for some time often by multiple ingress mechanisms. To address all possible mechanisms is generally unnecessary and often requires destructive investigation and remediation works that is not cost-effective. It is our approach to provide practical, cost-effective solutions to waterproofing defects by identifying and addressing primary ingress mechanisms, and to then monitor the outcome of these solutions. It is possible that after a primary ingress mechanism has been rectified a secondary or tertiary mechanism is seen to be also contributing to a waterproofing defect, and may need to be addressed in the future.
 8. Core Project Consulting Pty Ltd limits its liability by producing this Report to a maximum of the value of the services it has provided for this item of work and will not be liable for any indirect or consequential loss or damages including loss of profits or loss of opportunity.
 9. Works quantities where stated are estimates only. Final quantities cannot be confirmed until appropriate access and all investigative works are complete. Contractors shall allow for quantified items as a provisional sum to be adjusted up or down depending on the final quantity required. The Contractor is responsible for final measurement and quantification of work items.
- Note the following in relation to cost estimates in this Report:
- a. Costs are estimates only based on estimated quantities and average market rates where available.
 - b. Costs above are exclusive of GST.
10. Costs are exclusive of consultancy fees for preparation of specifications, tender management and project supervision.
 - a. Access costs have not been allowed for. Grouping of project items should be conducted to allow for accurate estimates of access costs

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Building Details & Report Inputs

Supplied information

Building Name	2 Burroway Road Residential
Building Address	2 Burroway Road Wentworth Point NSW 2127
Strata Plan (SP) No	93238
Plan Type	Strata Plan
Registered Plan Date/Year of Construction	Reg. 2016
Number of Unit Entitlements	10000
Number of Units	332
Estimated Starting Sinking Fund Balance	\$63,127
Starting date of Financial Year for Report	1/05/2016
GST Status	Registered for GST
Current Sinking Fund Levy per Lot Entitlement (Inc. GST)	\$9.26

Report assumptions & information

Assumed Interest Rate on invested funds (For funds over \$10,000)	3.35%
Company Taxation Rate	30.00%
Interest on Invested Funds - Based on Assumed Interest Rate minus Company Taxation Rate. Calculated only on sinking fund balances over \$10,000.	2.35%
Contingency Allowance - For minor and/or unforeseen expenses	8%
Assumed Rate of Inflation for Building Maintenance Costs - Based on average annual building cost increase between 2002 and 2012	3.10%
Forecast Period - Number of years the forecast looks out.	15 years

15 Year Levy Table

Year	Year To dd/mm/yyyy	Total Contribution		Contribution per Unit Entitlement		Quarterly Contribution	
		Including GST	GST Component	Including GST	GST Component	Including GST	GST Component
1	30/04/2017	92,583.34	8,416.67	9.26	0.84	2.32	0.21
2	30/04/2018	170,500.00	15,500.00	17.05	1.55	4.26	0.39
3	30/04/2019	203,500.00	18,500.00	20.35	1.85	5.09	0.46
4	30/04/2020	231,000.00	21,000.00	23.10	2.10	5.78	0.53
5	30/04/2021	253,000.00	23,000.00	25.30	2.30	6.33	0.58
6	30/04/2022	260,843.00	23,713.00	26.08	2.37	6.52	0.59
7	30/04/2023	268,929.13	24,448.10	26.89	2.44	6.72	0.61
8	30/04/2024	277,265.93	25,205.99	27.73	2.52	6.93	0.63
9	30/04/2025	285,861.18	25,987.38	28.59	2.60	7.15	0.65
10	30/04/2026	294,722.88	26,792.99	29.47	2.68	7.37	0.67
11	30/04/2027	303,859.29	27,623.57	30.39	2.76	7.60	0.69
12	30/04/2028	313,278.93	28,479.90	31.33	2.85	7.83	0.71
13	30/04/2029	322,990.58	29,362.78	32.30	2.94	8.08	0.73
14	30/04/2030	333,003.29	30,273.03	33.30	3.03	8.33	0.76
15	30/04/2031	343,326.39	31,211.49	34.33	3.12	8.58	0.78

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	30/04/2017	63,127.00	84,166.68	2,472.44	0.00	149,766.12
2	30/04/2018	149,766.12	155,000.00	5,121.67	18,645.45	291,242.34
3	30/04/2019	291,242.34	185,000.00	8,929.35	7,540.00	477,631.69
4	30/04/2020	477,631.69	210,000.00	13,221.87	39,998.18	660,855.38
5	30/04/2021	660,855.38	230,000.00	18,232.60	0.00	909,087.98
6	30/04/2022	909,087.98	237,130.00	23,805.21	29,330.91	1,140,692.28
7	30/04/2023	1,140,692.28	244,481.03	23,936.01	488,758.18	920,351.14
8	30/04/2024	920,351.14	252,059.94	24,193.55	33,736.36	1,162,868.27
9	30/04/2025	1,162,868.27	259,873.80	29,399.32	83,540.91	1,368,600.48
10	30/04/2026	1,368,600.48	267,929.89	35,030.58	23,804.55	1,647,756.40
11	30/04/2027	1,647,756.40	276,235.72	32,833.80	777,382.73	1,179,443.19
12	30/04/2028	1,179,443.19	284,799.03	29,848.40	103,396.36	1,390,694.26
13	30/04/2029	1,390,694.26	293,627.80	36,131.44	0.00	1,720,453.50
14	30/04/2030	1,720,453.50	302,730.26	31,231.09	1,085,671.82	968,743.03
15	30/04/2031	968,743.03	312,114.90	18,973.38	634,845.45	664,985.86

15 Year Cash Flow Graph

The graph below tracks the 'Contributions' (the amount collected in levies), the projected 'Closing balance' of the sinking fund and the likely 'Expenses' for each year of this forecast. The three lines in the graph are:

Contributions line - Total sinking 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.

