

SydneyStrataReport

property strata inspections

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STRATA REPORT

Client	Infinity Property Group
Address of property	Unit 409/159 Frederick Street, Bexley, NSW.
Lot	68
Strata Plan	SP 90850
Name of Strata Management Co.	Net Strata
Telephone Number of Strata Agent	1300 638 787
Report Date	15 November 2023

General Information

Owner's Name	Merry hen-Lim Pty Ltd
Unit Entitlement.	10
Total Unit Entitlement.	1022

Levy Contributions

Administration Fund contribution.	\$772.30
Capital Works Fund contribution.	\$215.25
Are There any Special Levies?	No on records presented.
Admin. Fund Balance Approx.	\$75,191.39
Sinking Fund Balance.	\$255,482.19

Insurances

Building Insurance	Yes
Sum Insured	\$48,992,973.00
Insurance Company	CHU
Due Date	30 November 2023
Fire Safety Report Issuing Body	Yes
Certificate Date.	2023
Pet Friendly?	Owners corporation permission needed.

Meetings

Annual General Meeting 10 December 2019	Administration Fund set at \$288,943.60 p.a. Capital Works Fund set at \$61,970.62 p.a.
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	<p>Building insurance continued, All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled. Meeting closed.</p>
<p>Annual General Meeting 21 December 2020</p>	<p>Administration Fund set at \$304,972.20 p.a. Capital Works Fund set at \$61,970.62 p.a. Building insurance continued, All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled. Strata Committee Meeting: Maintenance recorded was general in nature as per the scan of this meeting below. Meeting closed.</p>
<p>Annual General Meeting 20 December 2021</p>	<p>Administration Fund set at \$294,206.71 p.a. Capital Works Fund set at \$88,000.00 p.a. Building insurance continued, Motion 5: The 6 year warranty period ends in September 2022. All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled. Meeting closed.</p>
<p>Annual General Meeting 20 December 2022</p>	<p>Administration Fund set at \$315,727.89 p.a. Capital Works Fund set at \$88,000.00 p.a. Building insurance continued, All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled. Meeting closed.</p>
<p>Strata Committee Meeting 21 June 2023</p> <p>Strata Committee Meeting 11 October 2023</p>	<p>General maintenance recorded only as per the attachment below.</p> <p>General maintenance recorded only as per the attachment below.</p>
<p>Other comments.</p>	<p>This report is to be taken in context and in conjunction with the scans below.</p>

Strata Plan 90850
Lot 68, 294 FOREST ROAD BEXLEY

Date	Fund	Details	Debit	Credit	Balance
24/01/23	Administrative	BPay Payment: DEFT Bpay 0000038372		772.30	772.30
24/01/23	Capital Works	BPay Payment: DEFT Bpay 0000038372		215.25	987.55
01/02/23	Capital Works	Levy 1/1/2023-31/3/2023	215.25		772.30
01/02/23	Administrative	Levy 1/1/2023-31/3/2023	772.30		0.00
24/03/23	Administrative	BPay Payment: DEFT Bpay 0000038372		772.30	772.30
24/03/23	Capital Works	BPay Payment: DEFT Bpay 0000038372		215.25	987.55
01/04/23	Capital Works	Levy 1/4/2023-30/6/2023	215.25		772.30
01/04/23	Administrative	Levy 1/4/2023-30/6/2023	772.30		0.00
16/06/23	Administrative	Cheque - CHQ: DEFT Chq 0000038372		772.30	772.30
16/06/23	Capital Works	Cheque - CHQ: DEFT Chq 0000038372		215.25	987.55
01/07/23	Capital Works	Levy 1/7/2023-30/9/2023	215.25		772.30
01/07/23	Administrative	Levy 1/7/2023-30/9/2023	772.30		0.00
22/09/23	Administrative	BPay Payment: DEFT Bpay 0000038372		772.30	772.30
22/09/23	Capital Works	BPay Payment: DEFT Bpay 0000038372		215.25	987.55
01/10/23	Capital Works	Levy 1/10/2023-31/12/2023	215.25		772.30
01/10/23	Administrative	Levy 1/10/2023-31/12/2023	772.30		0.00
			3,950.20	3,950.20	0.00
				Interest Due:	\$0.00
				Total Due:	\$0.00

Strata Plan 90850
294 FOREST ROAD BEXLEY

	Administrative Fund	Capital Works Fund	TOTAL
ASSETS			
Cash at Bank	92,954.09	4,695.21	97,649.30
Investment A/c Strata Plan 90850 Inv 1	0.00	115,000.00	115,000.00
Investment A/c Strata Plan 90850 Inv 2	0.00	145,000.00	145,000.00
Levies Receivable	12,007.40	3,066.50	15,073.90
Total Assets	104,961.49	267,761.71	372,723.20
LIABILITIES			
Levies Paid in Advance	181.92	0.00	181.92
GST Liabilities	(1,655.06)	511.52	(1,143.54)
Accounts Payable	31,243.24	11,768.00	43,011.24
Total Liabilities	29,770.10	12,279.52	42,049.62
Net Assets	75,191.39	255,482.19	330,673.58
OWNERS FUNDS			
Opening Balance	97,150.61	262,506.69	359,657.30
Surplus / Deficit for the period	(21,959.22)	(7,024.50)	(28,983.72)
Closing Balance	75,191.39	255,482.19	330,673.58
Total Owners Funds	75,191.39	255,482.19	330,673.58

Strata Plan 90850
294 FOREST ROAD BEXLEY
Administrative Fund

	Actual	Budget	Actual	Budget
	01/11/23 - 14/11/23	01/11/23 - 31/10/24	01/11/22 - 31/10/23	01/11/22 - 31/10/23
Income				
Debt Collection Recoveries				
Debt Collection Recoveries-Reversal	\$0.00	\$0.00	(\$1,546.83)	\$0.00
Debt Collection Recoveries	\$560.00	\$0.00	\$2,901.89	\$0.00
Expenses Recoveries				
Owner Expense Recoveries	\$0.00	\$0.00	\$421.81	\$0.00
Expense Recoveries (GST)	\$0.00	\$0.00	\$342.72	\$0.00
Expense Recoveries	\$0.00	\$0.00	\$150.00	\$0.00
Interest				
Interest On Levy Arrears	\$23.27	\$0.00	\$483.96	\$0.00
Levy Income				
Contributions - General	\$3.00	\$0.00	\$287,403.04	\$287,851.72
Contributions - General (Insurance Premium Renewal Fund)	\$0.00	\$95,116.44	\$0.00	\$0.00
Total Income	\$586.27	\$95,116.44	\$290,156.59	\$287,851.72
Expenses				
Accounting, Taxation & Banking				
Bank Fees	\$0.00	\$0.00	\$52.20	\$90.00
DEFT Process Fees	\$0.00	\$0.00	\$255.35	\$230.00
Audit Report	\$0.00	\$0.00	\$1,307.27	\$1,210.00
BAS & Tax Administration	\$377.07	\$0.00	\$2,251.99	\$2,500.00
Building General				
General Maintenance	\$660.00	\$0.00	\$9,080.20	\$6,000.00
Garage Security Gate / Shutter	\$0.00	\$0.00	\$795.45	\$1,000.00
Locks & Doors	\$128.46	\$0.00	\$6,538.46	\$2,000.00
Cleaning				
Cleaning - General	\$350.00	\$0.00	\$28,740.00	\$30,000.00
Cleaning - Carpets	\$0.00	\$0.00	\$1,800.00	\$0.00
Electrical				
Electrical Repairs	\$0.00	\$0.00	\$5,087.59	\$3,000.00
Electricity				
Electricity Consumption	\$3,712.20	\$0.00	\$34,688.38	\$30,000.00
Fire Control				
Fire Services	\$584.77	\$0.00	\$18,929.00	\$15,000.00
Garden & Grounds				
Gardening	\$0.00	\$0.00	\$8,920.00	\$8,000.00
Lawn Mowing & Gardening	\$0.00	\$0.00	\$517.00	\$0.00
Gas				
Gas Consumption	\$0.00	\$0.00	\$1,900.36	\$11,000.00

Strata Plan 90850
294 FOREST ROAD BEXLEY
Administrative Fund

	Actual	Budget	Actual	Budget
	01/11/23 - 14/11/23	01/11/23 - 31/10/24	01/11/22 - 31/10/23	01/11/22 - 31/10/23
Insurance				
Insurance Premium	\$0.00	\$0.00	\$73,687.19	\$76,000.00
Insurance Claims	\$0.00	\$0.00	\$3,209.00	\$0.00
Insurance Valuation Report	\$0.00	\$0.00	\$300.00	\$500.00
Insurance Premium (Insurance Premium Renewal Fund)	\$0.00	\$95,116.44	\$0.00	\$0.00
Legal & Professional Services				
Legal Fees	\$0.00	\$0.00	(\$18,857.27)	\$0.00
W.H.& S. Report	\$0.00	\$0.00	\$1,407.27	\$1,000.00
Lift Repairs				
Lift Maintenance	\$0.00	\$0.00	\$22,874.19	\$28,000.00
Pest Control				
Pest Control - General	\$0.00	\$0.00	\$1,070.00	\$1,500.00
Plumbing				
Plumbing - General	\$0.00	\$0.00	\$9,664.61	\$4,000.00
Detention Pit & Pump Maintenance	\$0.00	\$0.00	\$495.00	\$1,000.00
Roofing & Gutters	\$0.00	\$0.00	\$0.00	\$2,000.00
Pool Area, Gym & General Amenities Contract				
Pool Service	\$0.00	\$0.00	\$8,199.77	\$7,200.00
Rubbish Removal				
Routine Waste / Bin Collection	\$0.00	\$0.00	\$2,128.00	\$0.00
Waste Removal	\$0.00	\$0.00	\$3,188.00	\$4,000.00
Security & Intercom				
Intercom Repairs / Replacement	\$0.00	\$0.00	\$1,360.00	\$0.00
Security Services	\$3,060.00	\$0.00	\$290.00	\$0.00
Strata/Building Administration				
Debt Collection Fees	\$720.00	\$0.00	\$2,731.01	\$0.00
Inspection Fees	\$0.00	\$0.00	\$300.00	\$0.00
Land Titles & By-Law Registration	\$0.00	\$0.00	\$3,478.14	\$2,400.00
Management Services	\$6,730.40	\$0.00	\$26,752.15	\$26,921.72
Owner Refund	\$0.00	\$0.00	\$100.00	\$0.00
Printing, Postage & Stationery	\$1,135.39	\$0.00	\$6,078.95	\$5,000.00
Strata Administration	\$4,691.56	\$0.00	\$3,933.08	\$3,000.00
Legislative Compliance	\$270.72	\$0.00	\$3,222.79	\$3,900.00
Telephone				
Lift Phone & Phone Charges	\$124.92	\$0.00	\$841.37	\$2,400.00
Water				
Water Consumption	\$0.00	\$0.00	\$8,854.20	\$9,000.00
Total Expenses	\$22,545.49	\$95,116.44	\$286,170.70	\$287,851.72
Surplus / Deficit	(\$21,959.22)	\$0.00	\$3,985.89	\$0.00

Strata Plan 90850
294 FOREST ROAD BEXLEY
Capital Works Fund

	Actual	Budget	Actual	Budget
	01/11/23 - 14/11/23	01/11/23 - 31/10/24	01/11/22 - 31/10/23	01/11/22 - 31/10/23
Income				
Interest				
Interest On Levy Arrears	\$5.50	\$0.00	\$165.11	\$0.00
Levy Income				
Contributions - Capital Works Fund	\$0.00	\$0.00	\$80,000.12	\$80,000.00
Total Income	\$5.50	\$0.00	\$80,165.23	\$80,000.00
Expenses				
Building General				
General Maintenance	\$0.00	\$0.00	\$4,180.00	\$0.00
Garage Security Gate / Shutter	\$0.00	\$0.00	\$3,668.18	\$0.00
Capital Works Fund Maintenance	\$0.00	\$0.00	\$0.00	\$80,000.00
Electrical				
Electrical Repairs	\$0.00	\$0.00	\$5,740.24	\$0.00
Fire Control				
Fire Services	\$0.00	\$0.00	\$9,999.00	\$0.00
Plumbing				
Plumbing - General	\$0.00	\$0.00	\$2,173.00	\$0.00
Detention Pit & Pump Maintenance	\$0.00	\$0.00	\$2,330.00	\$0.00
Hot Water System Maintenance	\$7,030.00	\$0.00	\$0.00	\$0.00
Security & Intercom				
Intercom Repairs / Replacement	\$0.00	\$0.00	\$2,570.00	\$0.00
Telephone				
Lift Phone & Phone Charges	\$0.00	\$0.00	\$4,998.00	\$0.00
Total Expenses	\$7,030.00	\$0.00	\$35,658.42	\$80,000.00
Surplus / Deficit	(\$7,024.50)	\$0.00	\$44,506.81	\$0.00

Strata Plan 90850
294 FOREST ROAD BEXLEY

ADMINISTRATIVE FUND OTHER INCOME

Date	Ref.	Payee	Details	Amt.	Bal.
Contributions - General					
12/11/23	lot 91		lot 91-Levy Notice Postage Fee	\$3.00	\$3.00
			Total Contributions - General	\$3.00	
Debt Collection Recoveries					
12/11/23	lot 31		lot 31-Arrears Notice Fee - Levy Notice on	\$40.00	\$40.00
12/11/23	lot 1		lot 1-Arrears Notice Fee - Levy Notice on	\$40.00	\$80.00
12/11/23	lot 2		lot 2-Arrears Notice Fee - Levy Notice on	\$40.00	\$120.00
12/11/23	lot 7		lot 7-Arrears Notice Fee - Levy Notice on	\$40.00	\$160.00
12/11/23	lot 12		lot 12-Arrears Notice Fee - Levy Notice on	\$40.00	\$200.00
12/11/23	lot 17		lot 17-Arrears Notice Fee - Levy Notice on	\$40.00	\$240.00
12/11/23	lot 20		lot 20-Arrears Notice Fee - Levy Notice on	\$40.00	\$280.00
12/11/23	lot 41		lot 41-Arrears Notice Fee - Levy Notice on	\$40.00	\$320.00
12/11/23	lot 43		lot 43-Arrears Notice Fee - Levy Notice on	\$40.00	\$360.00
12/11/23	lot 44		lot 44-Arrears Notice Fee - Levy Notice on	\$40.00	\$400.00
12/11/23	lot 62		lot 62-Arrears Notice Fee - Levy Notice on	\$40.00	\$440.00
12/11/23	lot 63		lot 63-Arrears Notice Fee - Levy Notice on	\$40.00	\$480.00
12/11/23	lot 90		lot 90-Arrears Notice Fee - Levy Notice on	\$40.00	\$520.00
12/11/23	lot 91		lot 91-Arrears Notice Fee - Levy Notice on	\$40.00	\$560.00
			Total Debt Collection Recoveries	\$560.00	
Interest On Levy Arrears					
03/11/23	lot 69		lot 69-BPay Payment: DEFT Bpay 0000038373	\$23.27	\$23.27
			Total Interest On Levy Arrears	\$23.27	
			Total Administrative Other Income	\$586.27	

ADMINISTRATIVE FUND EXPENSES

Date	Ref.	Payee	Details	Amt.	Bal.
BAS & Tax Administration					
01/11/23	985243	NETSTRATA	BAS Administration 01/08/23 - 31/10/23	\$377.07	\$377.07
			Total BAS & Tax Administration	\$377.07	
Cleaning - General					
09/11/23	988598	IMPACT PROPERTY SOLUTIONS	Pressure Cleaning - 01/11/23	\$350.00	\$350.00
			Total Cleaning - General	\$350.00	
Debt Collection Fees					

Strata Plan 90850
294 FOREST ROAD BEXLEY

01/11/23	985243	NETSTRATA	Levy Notice on 10/10/2023*	\$720.00	\$720.00
			Total Debt Collection Fees	\$720.00	

Electricity Consumption

13/11/23	989365	ENERGY TRADE	Electricity Consumption - 01/10/23 - 31/10/23	\$3,712.20	\$3,712.20
			Total Electricity Consumption	\$3,712.20	

Fire Services

01/11/23	985243	NETSTRATA	Fire Compliance - 01/08/23 - 31/10/23	\$584.77	\$584.77
			Total Fire Services	\$584.77	

General Maintenance

07/11/23	988067	RESOLUTE MAINTENANCE	Repair Mens Toilet Door Lock - 06/11/23	\$300.00	\$300.00
13/11/23	989536	MR HANDYFIX	Patch & Repair Wall In Lv1 - 30/10/23	\$360.00	\$660.00
			Total General Maintenance	\$660.00	

Legislative Compliance

01/11/23	985243	NETSTRATA	Lift registration	\$121.27	\$121.27
01/11/23	985243	NETSTRATA	Lift registration	\$149.45	\$270.72
			Total Legislative Compliance	\$270.72	

Lift Phone & Phone Charges

01/11/23	985243	NETSTRATA	Phone Charges - 01/08/23 - 31/10/23*	\$124.92	\$124.92
			Total Lift Phone & Phone Charges	\$124.92	

Locks & Doors

09/11/23	988614	ST GEORGE LOCKSMITHS	Check & Adjust Door Latching - 08/11/23	\$128.46	\$128.46
			Total Locks & Doors	\$128.46	

Management Services

01/11/23	985243	NETSTRATA	Management Services - 01/11/23 - 31/01/24	\$6,730.40	\$6,730.40
			Total Management Services	\$6,730.40	

Printing, Postage & Stationery

01/11/23	985243	NETSTRATA	Printing & Postage - 01/08/23 - 31/10/23*	\$1,135.39	\$1,135.39
			Total Printing, Postage & Stationery	\$1,135.39	

Security Services

08/11/23	988415	LEAD SECURITY NETWORKING	Security Services - 21/09/23	\$3,060.00	\$3,060.00
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Strata Plan 90850
294 FOREST ROAD BEXLEY

			Total Security Services	\$3,060.00	
Strata Administration					
01/11/23	984144	PRIME STRATA SUPPORT	Annual check of licenses, Insurances and Qualifications - October 2023	\$1,697.85	\$1,697.85
01/11/23	985243	NETSTRATA	L78 Section 183 Preparation Fee	\$136.36	\$1,834.21
01/11/23	985243	NETSTRATA	After Hours Call Out L18 No Hot Water to Building - 25/09/23	\$90.00	\$1,924.21
01/11/23	985243	NETSTRATA	After Hours Call Out L50 No Hot Water to Building- 25/09/23	\$90.00	\$2,014.21
01/11/23	985243	NETSTRATA	After Hours Call Out L62 No Hot Water to Building -25/09/23	\$90.00	\$2,104.21
01/11/23	985243	NETSTRATA	After Hours Call Out L79 No Water to Building - 2/10/23	\$90.00	\$2,194.21
01/11/23	985243	NETSTRATA	After Hours Call Out L69 No Power to Building - 7/10/23	\$90.00	\$2,284.21
01/11/23	985243	NETSTRATA	After Hours Call Out L9 No Power to Building - 7/10/23	\$90.00	\$2,374.21
01/11/23	985243	NETSTRATA	Strata Administration	\$2,317.35	\$4,691.56
			Total Strata Administration	\$4,691.56	
			Total Administrative Expenses	\$22,545.49	

CAPITAL WORKS FUND OTHER INCOME

Date	Ref.	Payee	Details	Amt.	Bal.
Interest On Levy Arrears					
03/11/23	lot 69		lot 69-BPay Payment: DEFT Bpay 0000038373	\$5.50	\$5.50
			Total Interest On Levy Arrears	\$5.50	
			Total Capital Works Other Income	\$5.50	

CAPITAL WORKS FUND EXPENSES

Date	Ref.	Payee	Details	Amt.	Bal.
Hot Water System Maintenance					
09/11/23	988536	CHROME PLUMBING & GAS	Hot Water Replacement - 09/11/23	\$7,030.00	\$7,030.00
			Total Hot Water System Maintenance	\$7,030.00	
			Total Capital Works Expenses	\$7,030.00	



Level 33, 101 Miller Street
North Sydney NSW 2060

PO BOX 500, North Sydney NSW 2059

Certificate of Currency

CHU Residential Strata Insurance Plan

Policy No	HU0006095734
Policy Wording	CHU RESIDENTIAL STRATA INSURANCE PLAN
Period of Insurance	30/11/2022 to 30/11/2023 at 4:00pm
The Insured	THE OWNERS - STRATA PLAN 90850
Situation	294 FOREST ROAD BEXLEY NSW 2207

Policies Selected

Policy 1 – Insured Property

Building: \$48,992,973
Common Area Contents: \$489,930
Loss of Rent & Temporary Accommodation (total payable): \$7,348,945

Policy 2 – Liability to Others

Sum Insured: \$30,000,000

Policy 3 – Voluntary Workers

Death: \$200,000
Total Disablement: \$2,000 per week

Policy 4 – Workers Compensation

Not Available

Policy 5 – Fidelity Guarantee

Sum Insured: \$250,000

Policy 6 – Office Bearers' Legal Liability

Sum Insured: \$5,000,000

Policy 7 – Machinery Breakdown

Sum Insured: \$100,000

Policy 8 – Catastrophe Insurance

Sum Insured: \$7,348,945
Extended Cover - Loss of Rent & Temporary Accommodation: \$1,102,341
Escalation in Cost of Temporary Accommodation: \$367,447
Cost of Removal, Storage and Evacuation: \$367,447



Policy 9 – Government Audit Costs and Legal Expenses

Government Audit Costs: \$25,000

Appeal expenses – common property health & safety breaches: \$100,000

Legal Defence Expenses: \$50,000

Policy 10 – Lot owners' fixtures and improvements (per lot)

Sum Insured: \$250,000

Flood Cover is included.

Date Printed

08/11/2022

This certificate confirms this policy is in force for the Period of Insurance shown, subject to the policy terms, conditions and exclusions. It is a summary of cover only (for full details refer to the current policy wording and schedule). It does not alter, amend or extend the policy. This information is current only at the date of printing.

Fire Safety Statement

Part 12 of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021



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 (Street No., Street Name, Suburb and Postcode)

159-165 FREDERICK STREET, BEXLEY NSW 2207

Lot No. (if known) DP/SP (if known) Building name (if applicable)

SP 90850

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

5 LEVEL RESIDENTIAL AND COMMERCIAL CONCRETE AND BRICK CONSTRUCTION
2 LEVEL BELOW GROUND

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

Full Name (Given Name/s and Family Name) *

The Owners Corporation of SP 90850

* Where the owner is not a person/s but an entity including a company or trust insert the full name of that entity.

Address (Street No., Street Name, Suburb and Postcode)

C/- Netstrata PO BOX 265 Hurstville BC 1481

Section 4: Fire safety measures

Fire safety measure	Minimum standard of performance	Date(s) assessed	APFS *
AUTOMATIC FAIL-SAFE DEVICES (EXIT DOORS)	BCA 2014 CLAUSE D2.19, D2.21, AS 1670.1-2004 & BCA 2005 CL. D2.21 (D). FIRE ENGINEERING REPORT NO. 114459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016: 1. ENTRY TO THE BLOCK C LOBBY VIA DOOR GL76 IS TO BE AVAILABLE BY A LATCH THAT USES A SINGLE HAND DOWNWARD ACTION OR PUSHING ACTION ON A SINGLE DEVICE THAT IS LOCATED BETWEEN 900-1 100MM ABOVE THE EXTERNAL PATHWAY. IF LOCKED FROM THE OUTSIDE, DOOR GL-76 IS TO BE FITTED WITH A FILE-SAFE DEVICE THAT AUTOMATICALLY UNLOCKED THE DOOR ON ACTIVATION OF A FIRE ALARM OR IN SITUATION OF POWER FAILURE TO THE DOOR.	21/09/2023	F047655A

Fire Safety Statement

Part 15 of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021



AUTOMATIC FIRE DETECTION AND ALARM SYSTEMS	<p>BCA 2014 SPEC. E2.2A, AS 1670.1-2004, AS 37861993.</p> <p>FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016:</p> <p>1. EACH RESIDENTIAL SUITE ON GROUND FLOOR TO LEVEL 5 IS TO BE PROVIDED WITH A THERMAL DETECTOR LOCATED WITHIN THE APARTMENT.</p> <p>2. THE THERMAL DETECTOR SHALL HAVE AN ACTIVATION TEMPERATURE OF 570 TO 700, BE INSTALLED IN ACCORDANCE WITH AS 1670.1-2004 AND ACTIVATE THE BUILDING OCCUPANTS WARNING SYSTEM.</p> <p>THE DETECTORS SHALL BE LOCATED WITHIN 1.5M OF THE APARTMENT ENTRY DOOR.</p>	21/09/2023	F047655A
AUTOMATIC FIRE SUPPRESSION SYSTEM (SPRINKLERS) BASEMENT LEVELS 1 AND 2	<p>BCA 2014 CLAUSES EL .5, E2.2, SPEC. EL .5, SPEC. E22, AS 21 18.1-1999. FIRE ENGINEERING REPORT NO. 114459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016:</p> <p>1) FAST RESPONSE SPRINKLERS HEADS WITH AN RTI OF NO GREATER THAN 50(MS)^{1/2} ARE TO BE PROVIDED</p> <p>2) SPRINKLER HEADS ARE NOT TO BE CONCEALED OR FULLY RECESSED. WHERE SEMIRECESSED SPRINKLER HEADS ARE USED THE ENTIRE BULB MUST BE LOCATED BELOW THE FINISHED CEILING LEVEL.</p> <p>3) FAST RESPONSE SPRINKLERS ARE TO COMPLY WITH BCA SPECIFICATION EL .5, CLAUSE 5.</p> <p>IF STORAGE CAGES ARE PROVIDED WITHIN THE STORAGE ROOM AND/OR CAR PARK, A MESH CEILING IS TO BE PROVIDED WITHIN EACH CAGE AT A HEIGHT OF NOT LESS THAN 500MM BELOW SPRINKLER HEADS. THE MESH CEILING IS TO COMPLY WITH THE REQUIREMENTS OF AS 21 18.1-1999 AND NOT INHIBIT THE SPRINKLER SYSTEM.</p>	21/09/2023	F047655A
EMERGENCY EVACUATION LIGHTING	BCA 2014 CLAUSE E4.2 & E4.4, AS/NZS 2293.12005 & BCA 2006 A E4.2	21/09/2023	F047655A
EXIT SIGNS, AND DIRECTIONAL EXIT SIGNS	<p>AS/NZS 2293.1-2005 & BCA 2006 CL E4.5, E4.6 & OR E4.7 (NOTE: E4.7 ONLY APPLICABLE FOR CERTAIN CLASS 2 & 3 BUILDINGS & CLASS 4 PARTS) BCA 2014 CLAUSE E4.4, E4.5 (NSW E4.6) & E4.8, AS 2293.1-2005.</p> <p>FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016:</p> <p>1. AN EXIT SIGN TO BE PROVIDED ON THE EXTERNAL SIDE OF DOOR GL-76</p>	21/09/2023	F047655A

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FIRE SEALS [COMPONENTS PROTECTING OPENINGS IN FIRE RESISTING COMPONENTS OF THE BUILDING]	BCA 2014 CLAUSE 3.15, BCA SPEC. 03.15 & AS 4072.1-2005. MANUFACTURER'S SPECIFICATIONS. FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016: 1. THE GAS PIPEWORK SERVICING THE RESIDENTIAL APARTMENTS IS NOT COMPRISED ENTIRELY OF METAL, BUT A COMBINATION OF PLASTIC AND METAL PIPES.	21/09/2023	F047655A
FIRE DAMPERS	BCA 2014 CLAUSE E2.2, AS 1682.2-1990 & AS/NZS 1668.1-1998	21/09/2023	F047655A
FIRE DOORS	BCA 2014 CLAUSE C2.12, C2.13, C3.8, C3.1 1, SPEC. C3.4 & AS/NZS 1905.1-2005	21/09/2023	F047655A
FIRE HYDRANT SYSTEM	AS2419.1-2005 & BCA 2006 CLAUSE E1.3	21/09/2023	F047655A
FIRE HOSE REEL SYSTEM	BCA 2014 CLAUSE E1.4, AS2441-2005	21/09/2023	F047655A
MECHANICAL VENTILATION SYSTEM-CAR PARK ONLY	BCA 2014 CLAUSE E2.2, TABLE E2.2A, AS/NZS1668.1-1998, AS 1668.22012 (CLAUSE 5.5 CAR PARK EXHAUST OPERATION)	21/09/2023	F047655A
OPENINGS IN FIREISOLATED LIFT SHAFTS	BCA 2014, CLAUSE C3.10, AS 1735.11-1986	21/09/2023	F047655A
EMERGENCY WARNING AND INTERCOMMUNICATION SYSTEMS	BCA 2014 CLAUSE E2.2, SPEC. E2.2A (CLAUSE 6), AS 1670.1-2004. FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016: 1.IN RESIDENTIAL SOUS PROVIDED WITH SMOKE SEALS, SOUND PRESSURE LEVELS OF 75DB(A) ARE TO BE ACHIEVED AT THE BED HEAD OF EACH SOU WITH THE ENTRY DOORS (COMPLETE WITH SMOKE SEALS) AND DOORS WITHIN THE UNIT CLOSED. NOTE: THIS ALSO INCLUDE BED HEADS ON LEVEL 6 WHERE THESE BEDROOMS ARE ON THE UPPER FLOOR OF UNITS WITH ENTRY AT LEVEL 5. IF SPEAKERS ARE PROVIDED WITHIN THE SOU, THE CABLING TO THESE SPEAKERS TO BE FIRE RATED.	21/09/2023	F047655A
PORTABLE FIRE EXTINGUISHERS	BCA 2014 CLAUSE EL .6, AS 2444-2001	21/09/2023	F047655A
SMOKE DOORS	BCA 2014 CLAUSE C2.14, SPEC. C3.4. FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016.	21/09/2023	F047655A

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WARNING AND OPERATIONAL SIGNS	<p>BCA 2014 CLAUSE D2.23, D3.6, E3.3, CLAUSE 183 OF THE ENVIRONMENTAL PLANNING AND ASSESSMENT REGULATION.</p> <p>FIRE ENGINEERING REPORT NO. 114459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016: SIGNAGE IS TO BE PROVIDED TO THE ENTRY DOOR D07 TO THE BASEMENT LEVEL 1</p> <p>PUMP ROOM STATING:</p> <p>'WARNING-LOW CEILING HEIGHT'. THE SIGN IS TO BE PERMANENTLY AND SECURELY MOUNTED AND OF APPROPRIATE CONSTRUCTION TO BE SUITABLE FOR THE ENVIRONMENT IN WHICH IT IS LOCATED. A LAMINATED SIGN IS NOT ACCEPTABLE. THE LETTERING IS TO BE IN CAPITALS, NO LESS THAN 20MM IN HEIGHT AND IN COLOUR CONTRASTING WITH THE BACKGROUND.</p> <p>THE LEADING EDGES OF THE BEAM CAUSING THE LOWERED CLEAR HEAD HEIGHT IN THE PUMP ROOM ON BASEMENT LEVEL 1 ARE TO BE PAINTED IN A COLOUR THAT CONTRASTED WITH THE BEAM. ALTERNATIVELY, THE LEADING EDGES MAY BE TAPED WITH HAZARD WARNING ADHESIVE TAPE WITH YELLOW AND BLACK ON TRASHING STRIPES.</p> <p>SIGNAGE IS TO BE LOCATED WITHIN THE LOBBIES AND RESIDENTIAL CORRIDORS ON LEVEL 1 TO LEVEL 5, STATING:</p> <p>'FURNITURE AND STORAGE NOT PERMITTED IN THIS CORRIDOR'. A SIGN IS TO BE PROVIDED IN THE BLOCK A AND BLOCK C LOBBIES ON GROUND TO LEVEL 4 AND EACH SIDE OF THE BLOCK A LOBBY ON LEVEL 5. ALL SIGNS ARE TO BE PERMANENTLY AND SECURELY MOUNTED AND OF APPROPRIATE CONSTRUCTION TO BE SUITABLE FOR THE ENVIRONMENT IN WHICH IT IS LOCATED. A LAMINATED SIGN IS NOT ACCEPTABLE. THE LETTERING IS TO BE IN CAPITALS, NO LESS THAN 20MM IN HEIGHT AND IN COLOUR CONTRASTING WITH THE BACKGROUND.</p> <p>A PERMANENT NOTICE IS TO BE PROVIDED ADJACENT TO THE ANNUAL FIRE SAFETY STATEMENT, ADVISING THAT THE BUILDING IS SUBJECT TO A PERFORMANCE BASED ALTERNATIVE SOLUTION DESIGN. THE SIGN IS TO BE PRINTED ON AT LEAST A4 SIZE, AND BE SECURELY MOUNTED. NOTE THAT THIS SIGN IS NOT TO BE MOUNTED TO A FIRE OR SMOKE PROOF ELEMENT IN A</p>	21/09/2023	F047655A
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FIRE ENGINEERING REPORT	<p>FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016:</p> <p>1. THE GROUND FLOOR COMMERCIAL/RETAIL AREA IS PROPOSED TO BE FIRE SEPARATED FROM THE REMAINDER OF THE BUILDING WITH FIRE RATED CONSTRUCTION ACHIEVING AN FRL OF NOT LESS THAN (1 20)/120/120.</p> <p>THE VERTICAL SEPARATION OF OPENINGS IN EXTERNAL WALLS AT THE NORTH END OF THE BLOCK A PUBLIC CORRIDORS DOES NOT COMPLY WITH THE REQUIREMENTS OF BCA CLAUSE C2.6(A)(I). THIS IS BECAUSE THE GLASS BLOCK IN THE OPENING ACHIEVE AN FRL OF /60/- (EG. NO INSULATION RATING AND THE PROJECTION AFFORDED BY THE GLASS BLOCKS DOES NOT EXTEND EITHER THE MINIMUM OF 900MM BETWEEN OPENING OF THE 600MM ABOVE THE UPPER SURFACE OF THE INTERVENING SLAB.</p> <p>3. THE BALCONIES OF BLOCK A UNITS 101, 201, 301, 401 AND 501 AT THE REAR OF THE BUILDING WHICH PROVIDES HORIZONTAL SPANDREL SEPARATION OF OPENINGS IN EXTERNAL WALL PROJECT 1M FROM THE EXTERNAL WALL, IN LIEU OF THE MINIMUM 1.1M</p> <p>4. THE BALCONIES ON THE FOREST ROAD ELEVATION WHICH PROVIDES HORIZONTAL SPANDREL SEPARATION OF OPENINGS IN THE EXTERNAL WALL DO NOT EXTEND ALONG THE WALL FOR THE MINIMUM 450MM BEYOND THE OPENINGS AS REQUIRED</p>	21/09/2023	F047655A
PROTECTION OF OPENINGS	<p>BCA 2014 CLAUSE 03.2, 03.4 AND AS 21 18.2-2010.</p> <p>FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016:</p> <p>1. WINDOWS GL-08 AND GL-12 OF APT G05 ARE TO BE FIRE SEPARATED FROM THE ADJACENT PEDESTRIAN PATH BY A WALL ACHIEVING A MINIMUM FRL OF 60/60/60 AND A MINIMUM HEIGHT OF 1 - 8M ABOVE THE FOOTPATH. THE WALL IS TO BE EXTENDED NORTH-EAST FOR 5.3M FROM THE GL12 OPENING SO THAT NO EXPOSURE TO PATH OF TRAVEL WITHIN 6M.</p>	21/09/2023	F047655A

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SMOKE SEALS	<p>FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016:</p> <p>. SMOKE SEALS SUITABLE FOR AMBIENT, MEDIUM AND HOT TEMPERATURE ARE TO BE INSTALLED ON THE TOP, BOTTOM (NOTE: REFER TO ITEM 2) AND SIDES OF THE DOOR LEAF OR THE DOOR FRAME TO ALL SOU ENTRY DOORS ON GROUND FLOOR TO LEVEL 5, AND ANY OTHER DOOR OPENING TO THE RESIDENTIAL PUBLIC CORRIDORS THAT IS REQUIRED TO BE A FIRE RATED DOOR SET BY THE BCA DEEMED-TO-SATISFY PROVISIONS, WITH THE EXCEPTION OF THOSE OPENING TO THE FIRE ISOLATED STAIRWAYS AND THE LIFT DOORS.</p> <p>2. NOTE THAT HOT SMOKE SEALS ARE NOT REQUIRED ON THE BOTTOM OF THE DOOR LEAF.</p> <p>3. THE AMBIENT AND MEDIUM TEMPERATURE SEALS ARE TO HAVE BEEN TESTED TO AS/NZS 1530.7-1998, OR EQUIVALENT, FOR AMBIENT (25+150) AND MEDIUM (200+200) TEMPERATURE SMOKE.</p> <p>4. THE HOT (INTUMESCENT) SMOKE SEALS ARE TO HAVE BEEN TESTED TO AS 1530.4-2005, FOR >200°C TEMPERATURE SMOKE.</p> <p>HOT SMOKE SEALS ARE TO BE EITHER A SEPARATE SEAL TO THE AMBIENT AND MEDIUM TEMPERATURE SEAL OR A COMBINED AMBIENT/MEDIUM/HOT TEMPERATURE SEAL</p>	21/09/2023	F047655A
SMOKE-PROOF WALLS	<p>BCA 2014 CLAUSE C2.14, SPEC. C2.5. FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016.</p>	21/09/2023	F047655A

* See notes on page 4 about how to correctly identify an accredited practitioner (fire safety) (APFS). Also, new rows can be added if required.

Section 5: Inspection of fire exits and paths of travel to fire exits (Part 15)

Part of the building inspected	Date(s) inspected	APFS *
WHOLE BUILDING	21/09/2023	F047655A

* See notes on page 4 about how to correctly identify an accredited practitioner (fire safety) (APFS). Also, new rows can be added if required.

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

Full name (Given Name/s and Family Name)	Address	Phone	APFS*	Signature
ALEX DE BRITO	2/199 ROCKY POINT ROAD, RAMSGATE	0411855811	F047655A	

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

Fire Safety Statement



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Section 7: Details of the person making the declaration in section 8 or 9

Full name (Given Name/s and Family Name)

Lana Trkulja

Organisation (if applicable)

Netstrata

Title/Position (if applicable)

Fire safety coordinator

Address (Street No, Street Name, Suburb and Postcode)

C/- Netstrata PO BOX 265 Hurstville BC 1481

Phone

8567 6456

Email

Firecompliance@netstrata.com.au

The person making the declaration in section 8 or 9 must not be an APFS listed in section 6 or their employer/employee or direct associate.

Section 8: Annual fire safety statement declaration

I, Lana Trkulja on behalf of SP (insert full name) being the: ☐ owner ☒ owner's agent
declare that: 90850

- a) each essential fire safety measure specified in this statement has been assessed by an accredited practitioner (fire safety) as capable of performing:
- for an essential fire safety measure specified in the fire safety schedule, to a standard no less than that specified in the schedule, or
 - for an essential fire safety measure applicable to the building but not specified in the 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 accredited practitioner (fire safety) and was found, when it was inspected, to be in a condition that did not disclose grounds for a prosecution under Part 15 of the Regulation.

Owner/Agent Signature

Trkulja

Date issued

6/11/2023

Section 9: Supplementary fire safety statement declaration

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

declare that each critical fire safety measure specified in this statement has been assessed by an accredited practitioner (fire safety) as capable of performing to at least the standard required by the current fire safety schedule for the building.

Owner/Agent Signature

Date issued

Note:

- A fire safety statement for a building must not be issued unless the statement is accompanied by a fire safety schedule for the building in accordance with the Regulation.
- The building owner(s) are also responsible for ensuring that essential fire safety measures are maintained in accordance with section 81 of the Regulation. An agent cannot be made responsible for this requirement.

Fire Safety Measure	Minimum Standard of Performance	Date(s) assessed	APFS *
Automatic fail safe devices (Exit Doors)	<p>BCA 2014 Cl D2.19, D2.21, AS1670.1-2004 & BCA 2005 Cl. D2.21(d). and Fire Engineering Report No. 114459, Version E, prepared by Holmes Fire, dated 14 September 2016:</p> <ol style="list-style-type: none"> 1. Entry to Block C Lobby via door GL-76 is to be available by a latch that uses a single hand downward action or pushing action on a single device that is located between 900-1100mm above the external pathway. 2. If locked from outside, 		

	door GL-76 is to be fitted with a fail-safe device that automatically unlock the doors-on activation of a fire alarm or in situation of power failure to the door.		
Automatic Fire Detection and Alarm Systems	<p>BCA 2014 Spec. E2.2a, AS1670.1-2004, AS3786-1993 and Fire Engineering Report No. 114459, Version E, prepared by Holmes Fire, dated 14 September 2016: Each residential SOU on Ground Floor to Level 5 is to be provided with a thermal detector located within the apartment.</p> <p>3. The thermal detector shall have an activation temperature of 570 to 700, be installed in accordance with AS1670.1-2004 and activate the Building Occupant Warning System.</p> <p>4. The detectors shall be located within 1.5m of the apartment entry door.</p>		
Automatic Fire Suppression System (Sprinklers) Basement Levels 1 and 2	<p>BCA 2014 CI E1.5, E2.2, Spec. E1.5, Spec. E2.2, AS2118.1-1999 and Fire Engineering Report No. 114459, Version E, prepared by Holmes Fire, dated 14 September 2016: Fast response sprinkler heads with an RTI of no greater than 50(ms)^{1/2} are to be provided Sprinkler heads are not to be concealed or fully recessed. Where semi-recessed sprinkler heads are used, the entire bulb must be located below the finished ceiling level.</p> <p>5. Fast response sprinklers are to comply with BCA Spec E1.5, C 5.</p> <p>6. If storage cages are provided within the storage room and/or car park, mesh ceiling is to be provided within each cage at a height of not less than 500mm below sprinkler heads. The mesh ceiling is to comply with the requirements of AS2118.1-1999 and not inhibit the sprinkler system.</p>		
Emergency Evacuation Lighting	BCA 2014 CI E4.2, E4.4, AS2293.1-2005 & BCA 2006 CI E4.2		
Openings in Fire-Isolated Lift Shafts	BCA 2014, CI C3.10 & AS1735.11-1986		

Emergency Warning and Intercommunication Systems	<p>BCA 2014 CI E2.2, Spec. E2.2a (CI 6), AS1670.1-2004 and Fire Engineering Report No. 114459, Version E, prepared by Holmes Fire, dated 14 September 2016:</p> <ol style="list-style-type: none"> 1. In residential SOUs provided with smoke seals, sound pressure levels of 75dB(A) are to be achieved at the bed head of each SOU with the entry doors (complete with smoke seals) and doors within the unit closed. Note: this also include bed heads on Level 6 where bedrooms are on the upper floor of units with entry at Level 5. 2. If speakers are provided within the SOU, the cabling to these speakers to be fire rated. 		
Exit Signs, and Directional Exit Signs	<p>BCA 2006 & 2014 CI E4.5, E4.6, E4.8, AS2293.1-2005 and Fire Engineering Report No.114459, Version E, prepared by Holmes Fire, dated 14 September 2016: An exit sign to be provided on the external side of door GL-76</p>		
Fire Dampers	<p>BCA 2014 CI E2.2, AS1682.2-1990 & AS1668.1-1998</p>		
Fire Doors	<p>BCA 2014 CI C2.12, C2.13, C3.8, C3.11, Spec C3.4 & AS1905.1-2005</p>		
Fire Hydrant Systems	<p>AS2419.1-2005 & BCA 2006 CI E1.3</p>		
Fire Seals Protecting Openings in Fire Resisting Components of the Building	<p>BCA 2014 CI 3.15, Spec C3.15, AS4072.1-2005, Manufacturer's Specs and Fire Engineering Report No. 114459, Version E, prepared by Holmes Fire, dated 14 September 2016:</p> <ol style="list-style-type: none"> 1. Gas pipework servicing residential apartments is not comprised entirely of metal, but a combination of plastic and metal pipes. 		
Fire Hose Reel Systems	<p>BCA 2014 CI E1.4 & AS2441-2005</p>		
Mechanical Ventilation System – Car Park Only	<p>BCA 2014 CI E2.2, Table E2.2a, AS1668.1-1998, AS1668.2-2012 (CI 5.5)</p>		

Portable Fire Extinguishers	BCA 2014 CI E1.6 & AS2444-2001		
Smoke Doors	BCA 2014 CI C2.14, Spec C3.4 and Fire Engineering Report No. 114459, Version E, prepared by Holmes Fire, dated 14 September 2016.		
Warning and Operational Signs	<p>BCA 2014 CI D2.23, D3.6, E3.3, CI 183 of the EP&A Reg. and Fire Engineering Report No. 114459, Version E, prepared by Holmes Fire, dated 14 September 2016:</p> <ul style="list-style-type: none"> ▪ Signage is to be provided to entry door D07 to the Basement Level 1 Pump Room stating: 'WARNING-LOW CEILING HEIGHT'. The sign is to be permanently and securely mounted and of appropriate construction to be suitable for the environment in which it is located. A laminated sign is not acceptable. The lettering is to be in capitals, no less than 20mm in height and in colour contrasting with the background. ▪ The leading edges of the beam causing the lowered clear head height in the Pump Room on Basement Level 1 are to be painted in a colour that contrasted with the beam. Alternatively, the leading edges may be taped with hazard warning adhesive tape with yellow and black on trashing stripes. ▪ Signage is to be located within the lobbies and residential corridors on Level 1 to Level 5, stating: 'FURNITURE AND STORAGE NOT PERMITTED IN THIS CORRIDOR'. A sign is to be provided in the Block A and Block C lobbies on Ground to Level 4 and each side of the Block A lobby on Level 5. All signs are to be permanently and securely mounted and of appropriate construction to be suitable for the environment in which it is located. A laminated sign is not acceptable. The lettering is to be in capitals, no less than 20mm in height and in colour contrasting with the background. 		

	<ul style="list-style-type: none"> A permanent notice is to be provided adjacent to the Annual Fire Safety Statement, advising that the building is subject to a performance based alternative solution design. The sign is to be printed on at least A4 size, and be securely mounted. Note that this sign is not to be mounted to a fire or smoke proof element in a manner which may compromise that element. 		
Protection of Openings	<p>BCA 2014 CI C3.2, C3.4, AS2118.2-2010 and Fire Engineering Report No. 114459, Version E, prepared by Holmes Fire, dated 14 September 2016:</p> <ol style="list-style-type: none"> Windows GL-08 and GL-12 of APT G05 are to be fire separated from the adjacent pedestrian path by a wall achieving a minimum FRL of 60/60/60 and a minimum height of 1.8m above the footpath. The wall is to be extended north-east for 5.3m from the GL-12 opening so that no exposure to path of travel within 6m. 		
Smoke Seals	<p>Fire Engineering Report No. 114459, Version E, prepared by Holmes Fire, dated 14 September 2016:</p> <p>Smoke seals suitable for ambient, medium and hot temperature are to be installed on the top, bottom (note: refer to Item 2) and sides of the door leaf or the door frame to all SOU entry doors on Ground Floor to Level 5, and any other door opening to the residential public corridors that is required to be a fire-rated door set by the BCA Deemed-to-Satisfy Provisions, with the exception of those opening to the fire-isolated stairways and the lift doors.</p> <ol style="list-style-type: none"> Note that hot smoke seals are not required on the bottom of the door leaf. The ambient and medium temperature seals are to have been tested to AS/NZS 1530.7-1998, or equivalent, for ambient (25+150) and medium (200+200) temperature smoke. The hot (intumescent) smoke seals are to have been tested to AS 1530.4-2005, for >200 C temperature smoke. Hot smoke seals are to be 		

	either a separate seal to the ambient and medium temperature seal or a combined ambient/medium/hot temperature seal.		
Smoke-Proof Walls	BCA 2014 CI C2.14, Spec. C2.5 and Fire Engineering Report No. 114459, Version E, prepared by Holmes Fire, dated 14 September 2016.		
Fire Engineering Report	<p>Fire Engineering Report No. 114459, Version E, prepared by Holmes Fire, dated 14 September 2016:</p> <p>The Ground Floor commercial/retail area is proposed to be fire separated from the remainder of the building with fire rated construction achieving an FRL of not less than (120)/120/120.</p> <ol style="list-style-type: none"> 1. The vertical separation of openings in external walls at the north end of the Block A public corridors does not comply with the requirements of BCA Clause C2.6(a)(i). This is because the glass block in the opening achieve an FRL of -/60/- (eg. No insulation rating and the projection afforded by the glass blocks does not extend either the minimum of 900mm between opening of the 600mm above the upper surface of the intervening slab. 2. The balconies of Block A Units 101, 201, 301, 401 and 501 at the rear of the building which provides horizontal spandrel separation of openings in external wall project 1m from the external wall, in lieu of the minimum 1.1m 3. The balconies on the Forest road elevation which provides horizontal spandrel separation of openings in the external wall do not extend along the wall for the minimum 450mm beyond the openings as required. 		

* See notes about how to correctly identify an accredited practitioner (fire safety) (APFS). Also, new rows can be added if required
<https://www.planning.nsw.gov.au/-/media/Files/DPE/Guidelines/Policy-and-legislation/Buildings/Fire-safety-statement-template-form---version-4.docx?la=en>

13 December 2019

To All Owners, Strata Plan 90850
294 FOREST ROAD
BEXLEY NSW 2207

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING
AT 294 FOREST ROAD, BEXLEY NSW 2207**

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



Marcus McPherson | Direct Line: (02) 02 8567 6417 | Email: marcus.mcpherson@netstrata.com.au
Senior Strata Manager

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:	90850 - FOREST ROAD 294, BEXLEY THE CHANDLER
Meeting date:	Tuesday, 10 December 2019
Commenced:	06:00 PM
Apologies:	Nil
Pre Meeting Voting:	Lot 21, Lot 54, Lot 55, Lot 70
Present:	Lot 26, Lot 76, Lot 86
Proxies:	Appointing the Chairperson Lot 16, Appointing Samer Khraiche of Lot 24 Lot 24, Appointing the Chairperson Lot 60, Appointing the Chairperson Lot 61, Appointing the Chairperson Lot 68
Corporate Authorisation:	Nil
In attendance:	Marcus McPherson of Network Strata Services T/A Netstrata
Quorum:	12 of 79 lot owners were present, A quorum was declared in accordance with Schedule 1, Clause 17 (4b) of the Strata Schemes management Act 2015. Note: 15 owners were unfinancial
Chairperson:	Marcus McPherson
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: 11 in favour, 1 against
Motion 4. Strata Managers Report	<u>RESOLVED</u> to confirm the Strata Managers report into Training Services and 3rd Party Commissions. Vote: All in favour

**Motion 5.
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 **10/12/19**, 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 **Maria Mastroianni** of lot **26** and **Luca Barba** of lot **76** 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 **10/12/22**.

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

Vote: All in favour

**Motion 6.
Annual Fire Safety
Statement**

RESOLVED 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, ADB Fire 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 7.
Building Defects and
Rectification**

RESOLVED that the Owners Corporation will request confirmation from the builder for the reported repairs to leaking windows and doors.

Vote: 11 in favour, 1 against

**Motion 8.
Council Clean Up**

RESOLVED that the Bi-Annual Council clean-ups will be undertaken on the following dates: January/February 2020 and July August 2020.

Vote: All in favour

**Motion 9.
The Strata
Insurances**

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

Vote: All in favour

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

RESOLVED that the Owners Corporation shall adopt the recommendation of the Capital Works fund plan in their annual budget.

Vote: All in favour

Motion 11.**The Proposed Budget & Strata Levies**

RESOLVED that the proposed budget as presented be accepted as Administration fund \$288,943.60 Incl. GST and Capital Works fund \$61,970.62 Incl. GST for the year commencing 1 November 2019 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 20/01/20, 01/04/20, 01/07/20 & 01/10/20.

Vote: All in favour

Motion 12.**Major Building Work (Major Renovations) By-Law**

RESOLVED The Owners Corporation SPECIALLY RESOLVES pursuant to sections 108, 111 and 141 of the Strata Schemes Management Act 2015 THAT an additional by-law be made, Special By-law Major Building Work (Major 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 13.**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: 11 in favour, 1 against

Motion 14.**Call for Nominations to Strata Committee and Election**

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

1. Rade Gjalevski - Lot 9
2. Maria Mastroianni - Lot 26
3. Luca Barba - Lot 76
4. Julio Christian Sanhueza - Lot 83

Vote: All in favour

Motion 15.**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 16.**Recovery of Administrative Costs 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 '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 17.**Recovery of Stationery Expenses 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 '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: 83% in favour, 17% against

**Motion 18.
Non-Compliant
Window Locks**

RESOLVED the Owners Corporation decided to take action to rectify any non-compliant window locks within the strata scheme. This will include the initiation of mediation and N.C.A.T. proceedings (where required) against any owner or tenant that fails to comply with the requirements of the Child Window Safety Devices Regulation. Action will also be taken against residents that have removed window locks since they have been installed or residents that refuse access in order for the locks to be installed initially.

Vote: All in favour

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

RESOLVED that the Owners Corporation shall 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.

Vote: 11 in favour, 1 against

**Motion 20.
NBN Lift Phone
Lines**

RESOLVED the Owners Corporations 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: 92% in favour, 8% against

**Motion 21.
Installation of
Security camera**

DEFEATED. That the Owners Corporation shall not undertake the installation of a security camera facing the car wash bay at this time.

Vote: 2 in favour, 3 against

**Motion 22.
Installation of
Barrier Car
Wash Bay**

DEFEATED. That the Owners Corporation shall not undertake the installation of a barrier to the car wash bay at this time.

Vote: 2 in favour, 3 against

Closure:

The meeting closed at 07:55 PM



Marcus McPherson
Chairperson

Proposed date for next Annual General Meeting: December 2020

General Discussion:

By general agreement of the owners present at the meeting, the visitors parking signage is to be removed from the car wash bay.

The Strata Manager was advised that the handrail in one of the lifts has been damaged, KONE are to be requested to repair.

The Strata Manager was advised that the main entry door off Frederik Street is sticking and requires repair. A work order will be issued for repair.

22 December 2020

To All Owners, Strata Plan 90850
294 FOREST ROAD
BEXLEY NSW 2207

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING
AT 294 FOREST ROAD, BEXLEY NSW 2207**

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



Marcus McPherson | Direct Line: (02) 02 8567 6417 | Email: marcus.mcperson@netstrata.com.au
Senior Strata Manager - Licence No. 1628082

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:	90850 - FOREST ROAD 294, BEXLEY THE CHANDLER
Meeting date:	Monday, 21 December 2020
Commenced:	06:08 PM
Apologies:	Nil
Pre Meeting Voting:	Lot 42
Present:	Lot 25, Lot 65, Lot 66, Lot 69, Lot 71, Lot 75, Lot 83, Lot 94
Proxies:	Appointing the Chairperson Lot 26, Appointing the Chairperson Lot 54, Appointing the Chairperson Lot 55, Appointing the Chairperson Lot 60
Corporate Authorisation:	Nil
In attendance:	Marcus McPherson of Network Strata Services T/A Netstrata
Quorum:	13 of 86 lot owners were present, a quorum was not formed. Note: 8 owners were unfinancial
Chairperson:	Marcus McPherson

Motion 1.
Confirmation of Previous General Meeting Minutes

RESOLVED 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

RESOLVED that the Financial Statements as presented were adopted.

Vote: 1 in favour of deferral, 12 in favour

Motion 3.
Appointment of an Auditor

RESOLVED that an auditor will be appointed for the coming year.

Vote: 1 in favour of deferral, 12 in favour

Motion 4.
Annual Fire Safety Statement

RESOLVED 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, Alex De Brito Fire 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**

the Owners Corporation decided that the 6 year major warranty period is still applicable and that the following items will be referred to the builder under the warranty:

- Balcony leak above Unit 414
- Visitor car space leak opposite 507

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

Motion 8.**Schedule of Programmed Maintenance****RESOLVED**

the Owners Corporation authorised Netstrata to proceed with the schedule of programmed maintenance as included in the Annual General Meeting (AGM) notice.

Vote:

All in favour

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

that the proposed budget as presented be accepted as Administration fund \$304,972.20 Incl. GST and Capital Works fund \$61,970.62 Incl. GST for the year commencing 1 November 2020 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 10/02/21, 01/04/21, 01/07/21 & 01/10/21.

Vote:

1 in favour of deferral, 12 in favour

Motion 10.**Levy Interest Suspension****RESOLVED**

that the Owners Corporation shall temporarily suspend levy interest for all lots within the strata scheme for a period of 6 months, or until the COVID-19 pandemic concludes.

Vote:

1 in favour of deferral, 11 in favour

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

that the Owners Corporation WILL accept payment plans at this time for a period of 6 months.

Vote:

All in favour

Motion 12.**Payment Plan 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 - '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 for registration at NSW Land Registry Services.

Vote:

9% in favour of deferral, 91% in favour

Motion 13.**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 14.**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. Maria Mastroianni of Lot 26
2. Badr Yousef of Lot 75
3. Julio Christian Sanhueza of Lot 83
4. Luis Eugenio Sanhueza of Lot 70
5. Peter Tzannes of Lot 25
6. Natalia Gina Stefani of Lot 71

Vote:

1 in favour of deferral, 12 in favour

Motion 15.**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:

1 in favour of deferral, 12 in favour

Motion 16.**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:

1 in favour of deferral, 12 in favour

Motion 17.**Appoint Agent****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 **21/12/20**, 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 **Julio Christian Sanhueza** of lot **83** and **Natalia Gina Stefani** of lot **71** 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 **21/12/23**.

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

Vote:

1 in favour of deferral, 12 in favour

**Motion 18.
Non-Compliant
Window Locks**

RESOLVED the Owners Corporation decided to take action to rectify any non-compliant window locks within the strata scheme. This will include the initiation of mediation and N.C.A.T. proceedings (where required) against any owner or tenant that fails to comply with the requirements of the Child Window Safety Devices Regulation. Action will also be taken against residents that have removed window locks since they have been installed or residents that refuse access in order for the locks to be installed initially.

Vote: All in favour

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

RESOLVED that the Owners Corporation shall 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.

Vote: 1 in favour of deferral, 12 in favour

Closure:

The meeting closed at 08:26 PM



.....
Marcus McPherson

Chairperson

Proposed date for next Annual General Meeting: December 2021

General Discussion: The strata managing agent will send a letter to all residents/occupants regarding the fire pane and that any false alarms attributed to a resident/occupant at the scheme shall be billed to the owner of the lot.

22 December 2021

To All Owners, Strata Plan No. 90850
294 FOREST ROAD, BEXLEY

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING | STRATA PLAN NO. 90850 AT
294 FOREST ROAD, BEXLEY**

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. The payment options for your levies are detailed on the back of the levy payment notice. 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, 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

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

3. BY-LAWS

You will note from the minutes that several new By-laws may have been passed for your strata scheme. The details of each of these new By-laws are specified in the minutes of the meeting and it is important that you read these By-laws so you are fully aware of how they affect your lot. All other By-Laws that were registered with the strata scheme remain unchanged. Should you have any questions regarding the By-Laws please don't hesitate to contact our office.

4. INSTALLATION OF SECURITY DEVICES

The security of the strata scheme and individual apartments is of paramount importance for all owners and residents at the scheme.

NSW legislation permits all owners 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 apartments, villas or townhouses. However, please note, any additional locking devices must adhere to current fire safety regulations – a licensed locksmith will be able to advise such regulations.

To further assist we have developed an information guide - 'Securing your Strata Title or Community Title Property'. This guide has been prepared in conjunction with our office and the NSW Police and provides owners with several useful tips surrounding communal security. For a copy go to the news and information pages at our website www.netstrata.com.au

5. WANT TO FIND OUT MORE...?

To assist owners with the increasing complexity of strata scheme living, we offer a variety of newsletters explaining your rights and obligations of owning a strata property, including;

- Building Security
- Maintenance Responsibilities
- Cleaning & Gardening Specifications
- Strata Building Insurance – How am I Covered?
- Strata Definitions
- Frequently Asked Questions

6. 24HR TRADE EMERGENCY SERVICES

Our office provides all owners with access to 24 hour Emergency Trade Services, simply call 1300 663 760 to access;

- Plumbing, Gas and Hot Water
- Glazing
- Automated Garage Doors and Security Gates
- Electrical
- Locksmiths
- Lift Breakdowns

We hope this information about your strata scheme proves helpful and look forward to working with you and all owners for the common amenity of the property.

Should you have any questions or require further information regarding these or any other matters of your strata scheme please do not hesitate to contact our office.

Sincerely,
NETSTRATA

Marcus Mcpherson

Marcus Mcpherson | Direct Line: 02 8567 6417 | Email: marcus.mcpherson@netstrata.com.au

MINUTES OF ANNUAL GENERAL MEETING



Strata Plan	90850 - 294 FOREST ROAD, BEXLEY
Meeting date	20/12/2021
Commenced	6:00 PM
Apologies	Nil
Pre Meeting Voting	Lot 26
Owners in Attendance	Lot 23, Lot 25, Lot 41, Lot 51, Lot 65, Lot 75, Lot 83
Proxies	Lot 55 appointing the Chairperson, Lot 60 appointing the Chairperson, Lot 70 appointing Lot 83
Corporate Authorisation	Nil
Guests	Nil
Quorum	A quorum was declared after 30 minutes Pursuant to Schedule 1, Clause 17 (4)(b) of the Strata Schemes Management Act 2015
Chairperson	Marcus Mcpherson

NETWORK STRATA SERVICES PTY LTD | A.C.N. 064 030 324 | All correspondence: PO Box 265, Hurstville BC NSW 1481

HEAD OFFICE
298 Railway Parade
Carlton NSW 2218

SYDNEY CBD SALES OFFICE
Level 26, 44 Market St
Sydney NSW 2000

WOLLONGONG OFFICE
Suite 3.03, 3 Rawson Street
Wollongong NSW 2500

P 1300 638 787
E admin@netstrata.com.au
W admin@netstrata.com.au

Liability limited by a scheme approved under Professional Standards Legislation

MOTION 1. Confirm Previous Minutes	RESOLVED	that the minutes of the last general meeting were confirmed as a true and accurate account of the proceedings of that meeting. Vote: 9 Resolve, 0 Abstain, 0 Defeat
MOTION 2. Confirm Financials	RESOLVED	that the Financial Statements as presented were adopted. Vote: 9 Resolve, 0 Abstain, 0 Defeat
MOTION 3. Appoint an Auditor	RESOLVED	that an auditor will be appointed for the coming year. Vote: 9 Resolve, 0 Abstain, 0 Defeat
MOTION 4. To confirm the A.F.S.S.	RESOLVED	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, Alex De Brito Fire was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Fire Safety and Building Certification) Regulations 2017. Vote: 9 Resolve, 0 Abstain, 0 Defeat
MOTION 5. Consider Building Defects	RESOLVED	the Owners Corporation discussed the statutory warranty periods which apply to the strata scheme and noted that the 6 year major warranty period is due to expire on or around 22/9/2022. It was decided that the Owners Corporation will not engage an expert to undertake a building inspection at this time. Vote: 9 Resolve, 0 Abstain, 0 Defeat
MOTION 6. Confirm Insurances	RESOLVED	that the Owners Corporation's insurances as presented were confirmed. Vote: 9 Resolve, 0 Abstain, 0 Defeat

MOTION 7. Approve Maintenance	RESOLVED	the Owners Corporation authorised Netstrata to proceed with the schedule of programmed maintenance as included in the Annual General Meeting (AGM) notice. Vote: 9 Resolve, 0 Abstain, 0 Defeat
MOTION 8. Adopt Capital Works Report	DEFEATED	The Owners Corporation WILL NOT adopt the recommendation of the Capital Works fund plan at this time. Vote: 1 Resolve, 0 Abstain, 8 Defeat
MOTION 9. Confirm the Annual Budget	RESOLVED	that the proposed budget as presented be accepted as Administration fund \$294,206.71 Incl. GST and Capital Works fund \$88,000.00 Incl. GST for the year commencing 01/11/2021 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 01/02/22, 01/04/22, 01/07/22 & 01/10/22. Vote: 9 Resolve, 0 Abstain, 0 Defeat
MOTION 10. To Suspend Levy Interest	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 Resolve, 0 Abstain, 8 Defeat
MOTION 11. Allow Payment Plans	RESOLVED	that the Owners Corporation shall accept payment plans as per the provisions of the Strata Schemes Management Act 2015. Vote: 9 Resolve, 0 Abstain, 0 Defeat
MOTION 12. Pass Fire Services By-Law	RESOLVED BY SPECIAL RESOLUTION	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 the for registration at NSW Land Registry Services. Vote: 100 % in favour

MOTION 13. Allow Committee Vote	RESOLVED	<p>that the number of members be set at 5 members and that the following persons be elected to the Strata Committee from the date of this meeting until the next annual general meeting:</p> <ol style="list-style-type: none"> 1. Kendall Smith - Lot 23 2. Peter Tzannes - Lot 25 3. Andrew Mikhall - Lot 65 4. Badr Yousif - Lot 75 5. Christian Sanhueza - Lot 83 <p>Vote: 9 Resolve, 0 Abstain, 0 Defeat</p>
MOTION 14. Restrict Committee	RESOLVED	<p>that at this stage there be no changes to the matters that should only be determined by the Owners Corporation in general meeting.</p> <p>Vote: 9 Resolve, 0 Abstain, 0 Defeat</p>
MOTION 15. Confirm Manager Report	RESOLVED	<p>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.</p> <p>Vote: 9 Resolve, 0 Abstain, 0 Defeat</p>
MOTION 16. Pass Communication By- Law	RESOLVED BY SPECIAL RESOLUTION	<p>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 the for registration at NSW Land Registry Services.</p> <p>Vote: 100 % in favour</p>
MOTION 17. Safety Inspection	RESOLVED	<p>that the Owners Corporation shall engage Solutions In Engineering to undertake a routine safety inspection of the common areas of the Strata Scheme.</p> <p>Vote: 9 Resolve, 0 Abstain, 0 Defeat</p>

MOTION 18. Tenant Participation	DEFEATED	<p>The Owners Corporation will not decide what matters tenants may be present for at the meeting at this stage.</p> <p>Vote: 0 Resolve, 0 Abstain, 9 Defeat</p>
MOTION 19. Action Window Locks	RESOLVED	<p>the Owners Corporation decided to take action to rectify any non-compliant window locks within the strata scheme. This will include the initiation of mediation and N.C.A.T. proceedings (where required) against any owner or tenant that fails to comply with the requirements of the Child Window Safety Devices Regulation. Action will also be taken against residents that have removed window locks since they have been installed or residents that refuse access in order for the locks to be installed initially.</p> <p>Vote: 9 Resolve, 0 Abstain, 0 Defeat</p>
MOTION 20. Pass Absolution By-Law	DEFEATED BY SPECIAL RESOLUTION	<p>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 pass the 'Absolution of Maintenance Lot Fixtures & Fittings' By-law at this time.</p> <p>Vote: 100 % against</p>
MOTION 21. Embedded Network	RESOLVED BY SPECIAL RESOLUTION	<p>by Special Resolution that the Owners Corporation enter in to the service agreement with Energy Trade for the provision of services for supplying and selling electricity with the community energy network as per the agreement tabled at the meeting.</p> <p>Vote: 100 % in favour</p>

CLOSURE:

The meeting closed at

8:08 PM

Marcus Mcpherson

Chairperson

PROPOSED DATE FOR NEXT MEETING:

December 2022

21 December 2022

To All Owners
294 FOREST ROAD, BEXLEY

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING | STRATA PLAN NO. 90850 AT
294 FOREST ROAD, BEXLEY**

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. The payment options for your levies are detailed on the back of the levy payment notice. 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, 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.

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

2. YOUR OWNER PORTAL

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

3. BY-LAWS

You will note from the minutes that several new By-laws may have been passed for your strata scheme. The details of each of these new By-laws are specified in the minutes of the meeting and it is important that you read these By-laws so you are fully aware of how they affect your lot. All other By-Laws that were registered with the strata scheme remain unchanged. Should you have any questions regarding the By-Laws please don't hesitate to contact our office.

4. INSTALLATION OF SECURITY DEVICES

The security of the strata scheme and individual apartments is of paramount importance for all owners and residents at the scheme.

NSW legislation permits all owners 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 apartments, villas or townhouses. However, please note, any additional locking devices must adhere to current fire safety regulations – a licensed locksmith will be able to advise such regulations.

To further assist, we have developed an information guide called **Securing your Strata Title or Community Title Property**. This guide has been prepared in conjunction with our office and the NSW Police and provides owners with several useful tips surrounding communal security. For a copy of the guide, go to our website www.netstrata.com.au and search for “Securing your Strata Title or Community Title Property”.

5. WANT TO FIND OUT MORE...?

To assist owners with the increasing complexity of strata scheme living, we offer a variety of newsletters explaining your rights and obligations of owning a strata property, including

- Building Security
- Maintenance Responsibilities
- Cleaning & Gardening Specifications
- Strata Building Insurance – How am I Covered?
- Strata Definitions
- Frequently Asked Questions

6. 24HR TRADE EMERGENCY SERVICES

Our office provides all owners with access to 24 hour Emergency Trade Services, simply call 1300 663 760 to access;

- Plumbing, Gas and Hot Water
- Glazing
- Automated Garage Doors and Security Gates
- Electrical
- Locksmiths
- Lift Breakdowns

We hope this information about your strata scheme proves helpful and look forward to working with you and all owners for the common amenity of the property.

Should you have any questions or require further information regarding these or any other matters of your strata scheme please do not hesitate to contact our office.

Sincerely,
NETSTRATA
Marcus Mcpherson

Marcus Mcpherson | Direct Line: **02 8567 6417** | Email: marcus.mcpherson@netstrata.com.au

MINUTES OF Annual General Meeting



Strata Plan	90850 - 294 FOREST ROAD, BEXLEY
Meeting date	20/12/2022
Commenced	6:00 PM
Apologies	Nil
Pre Meeting Voting	Lot 26, Lot 55, Lot 42, Lot 34, Lot 70, Lot 83
In Attendance	Lot 23, Lot 25, Lot 35, Lot 52, Lot 65, Lot 71, Lot 75, Lot 8
Proxies	Lot 54 appointing the Chairperson, Lot 58 appointing Lot 23, Lot 60 appointing the Chairperson, Lot 9 appointing Lot 23
Corporate Authorisation	Nil
Guests	Nil
Quorum	A quorum was declared after 30 minutes Pursuant to Schedule 1, Clause 17 (4)(b) of the Strata Schemes Management Act 2015
Chairperson	Marcus Mcpherson

NETWORK STRATA SERVICES PTY LTD | A.C.N. 064 030 324 | All correspondence: PO Box 265, Hurstville BC NSW 1481

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298 Railway Parade
Carlton NSW 2218

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MOTION 1. Confirm Previous Minutes	RESOLVED	that the minutes of the last general meeting were confirmed as a true and accurate account of the proceedings of that meeting. Vote: 17 Resolve, 1 Abstain, 0 Defeat
MOTION 2. Tenant Participation	RESOLVED	that there is no tenant representative appointed. Vote: 14 Resolve, 2 Abstain, 2 Defeat
MOTION 3. Confirm Financials	RESOLVED	that the Financial Statements as presented were adopted. Vote: 17 Resolve, 1 Abstain, 0 Defeat
MOTION 4. Appoint an Auditor	RESOLVED	that an auditor will be appointed for the coming year. Vote: 15 Resolve, 1 Abstain, 2 Defeat
MOTION 5. To confirm the A.F.S.S.	RESOLVED	that the owners considered the Annual Fire Safety Statement and that the Strata Managing Agent shall continue to co-ordinate the inspection process, erection of signage and necessary administrative processes to obtain the statement for the coming year. It was further resolved that the current fire safety contractor, ADB Fire was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Fire Safety and Building Certification) Regulations 2017. Vote: 18 Resolve, 0 Abstain, 0 Defeat
MOTION 6. Consider Building Defects	RESOLVED	the Owners Corporation discussed the statutory warranty periods and noted that there were no statutory warranties applicable at the time of the meeting. Vote: 16 Resolve, 1 Abstain, 1 Defeat
MOTION 7. Confirm Insurances	RESOLVED	that the Owners Corporation's insurances as presented were confirmed. Vote: 17 Resolve, 1 Abstain, 0 Defeat

MOTION 8. Approve Maintenance	RESOLVED	<p>the Owners Corporation authorised Netstrata to proceed with the schedule of programmed maintenance as included in the Annual General Meeting (AGM) notice.</p> <p>Vote: 17 Resolve, 1 Abstain, 0 Defeat</p>
MOTION 9. Adopt Capital Works Plan	DEFEATED	<p>The Owners Corporation WILL NOT adopt the recommendation of the Capital Works fund plan at this time.</p> <p>Vote: 5 Resolve, 1 Abstain, 12 Defeat</p>
MOTION 10. Confirm the Annual Budget	RESOLVED	<p>that the proposed budget as presented be accepted as Administration fund \$315,727.89 Incl. GST and Capital Works fund \$88,000.00 Incl. GST for the year commencing 01/11/2022 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 01/02/23, 01/04/23, 01/07/23 & 01/10/23.</p> <p>Vote: 17 Resolve, 1 Abstain, 0 Defeat</p>
MOTION 11. To Suspend Levy Interest	DEFEATED	<p>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.</p> <p>Vote: 4 Resolve, 1 Abstain, 13 Defeat</p>
MOTION 12. Allow Payment Plans	RESOLVED	<p>that the Owners Corporation shall accept payment plans as per the provisions of the Strata Schemes Management Act 2015.</p> <p>Vote: 17 Resolve, 1 Abstain, 0 Defeat</p>

<p>MOTION 13. Allow Committee Vote</p>	<p>RESOLVED</p>	<p>that the number of members be set at 8 members and that the following persons be elected to the Strata Committee from the date of this meeting until the next annual general meeting:</p> <ol style="list-style-type: none"> 1. Gregory Barber - Lot 8 2. Kendall Smith - Lot 23 3. Peter Tzannes - lot 25 4. Maria Mastroianni - Lot 26 5. Iryani Teo - Lot 52 6. Julio Christian Sanhueza - Lot 70 7. Natalia Stefani - Lot 71 8. Badr Yousif - Lot 75 <p>Vote: 15 Resolve, 3 Abstain, 0 Defeat</p>
<p>MOTION 14. Restrict Committee</p>	<p>RESOLVED</p>	<p>that at this stage there be no changes to the matters that should only be determined by the Owners Corporation in general meeting.</p> <p>Vote: 16 Resolve, 2 Abstain, 0 Defeat</p>
<p>MOTION 15. Approve Netstrata to Submit Strata Hub Information Annually</p>	<p>RESOLVED</p>	<p>that the Owners Corporation authorised Netstrata to submit the required information onto the NSW Government portal (Strata Hub) to comply with the Strata Schemes Management Amendment (Information Regulation 2021), and shall provide the strata manager's contact details as the representative for the Strata Committee, Office Bearers and emergency contact for the scheme.</p> <p>Vote: 17 Resolve, 1 Abstain, 0 Defeat</p>
<p>MOTION 16. Confirm Manager Report</p>	<p>RESOLVED</p>	<p>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.</p> <p>Vote: 14 Resolve, 4 Abstain, 0 Defeat</p>

<p>MOTION 17. Appoint Agent</p>	<p>RESOLVED</p>	<p>to enter into a new Managing Agency Agreement with Network Strata Services Pty Ltd, trading as 'Netstrata' for a period of 1 Year as presented to the Owners Corporation dated 20/12/22, 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.</p> <p>FURTHER RESOLVED that Greg Barber of lot 8 and that Peter Tzannes of lot 25 be authorised to sign the agreement on behalf of the Owners Corporation.</p> <p>NOTE:</p> <p>* Original copies of the agreement were served on the authorised signatories immediately following the meeting.</p> <p>* 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 20/12/25 (being 3 years after the commencement of the term).</p> <p>* The chairperson abstained from voting on the motion.</p> <p>Vote: 15 Resolve, 3 Abstain, 0 Defeat</p>
<p>MOTION 18. Obtain Safety Inspection</p>	<p>RESOLVED</p>	<p>that the Owners Corporation shall engage Solutions In Engineering to undertake a routine safety inspection of the common areas of the Strata Scheme.</p> <p>Vote: 16 Resolve, 1 Abstain, 1 Defeat</p>
<p>MOTION 19. Action Window Locks</p>	<p>RESOLVED</p>	<p>the Owners Corporation decided to take action to rectify any non-compliant window locks within the strata scheme. This will include the initiation of mediation and N.C.A.T. proceedings (where required) against any owner or tenant that fails to comply with the requirements of the Child Window Safety Devices Regulation. Action will also be taken against residents that have removed window locks since they have been installed or residents that refuse access in order for the locks to be installed initially.</p> <p>Vote: 17 Resolve, 0 Abstain, 1 Defeat</p>

<p>MOTION 20. Pass Keeping of Animals By-Law</p>	<p>RESOLVED BY SPECIAL RESOLUTION</p>	<p>that the Owners Corporation decided by Special Resolution pursuant to sections 136 & 141 of the Strata Schemes Management Act 2015 to repeal the existing 'Keeping of Animals' By-Law and replace with Special By-Law - 'Keeping of Animals' 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.</p> <p>Vote: 100 % in favour</p>
<p>MOTION 21. To pass the Moving and Delivering of Goods By-law</p>	<p>RESOLVED BY SPECIAL RESOLUTION</p>	<p>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 - 'Moving and Delivering of Goods' 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.</p> <p>Vote: 100 % in favour</p>
<p>MOTION 22. Pass Absolution By-Law</p>	<p>DEFEATED BY SPECIAL RESOLUTION</p>	<p>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 pass the 'Absolution of Maintenance Lot Fixtures & Fittings' By-law at this time.</p> <p>Vote: 83 % against</p>
<p>MOTION 23. Undertake Common Property Works</p>	<p>RESOLVED</p>	<p>That the Owners Corporation shall undertake the installation of a bin in the grass area behind the pool plant room and the BBQ Area</p> <p>Quotations are to be sourced for the installation of two bench seats in each of the pool shaded areas and the Installation of concrete/metal table and bench seat in the BBQ Area</p> <p>Badr Yousif shall inspect the existing cameras for the CCTV system at the scheme and will advise if any cameras require repairs. A contractor is to also meet with Badr to discuss the installation of additional cameras/relocation of existing cameras at the scheme.</p> <p>Noticeboards will be installed in the lifts and rear area to advise residents of their requirements under the Keeping of Animal By-law.</p> <p>Vote: 17 Resolve, 0 Abstain, 1 Defeat</p>

CLOSURE:

The meeting closed at

8:43 PM

Marcus Mcpherson

Chairperson

PROPOSED DATE FOR NEXT MEETING:

December 2023

HEAD OFFICE

298 Railway Parade
Carlton NSW 2218

SYDNEY CBD SALES OFFICE

Level 26, 44 Market St
Sydney NSW 2000

WOLLONGONG OFFICE

Suite 3.03, 3 Rawson Street
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P 1300 638 787

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Independent Auditors' Report To the Owners of Strata Plan 90850

Report on the Financial Report

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 90850 as at 31 October 2022.

Management's Responsibility for the Financial Report

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 are 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.

Auditor's Responsibility

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 audit opinion.

Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of Strata Plan 90850 as at 31 October 2022 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, RTA

Dated: 15 November 2022



Strata Plan 90850

NOTES TO AND FORMING PART OF THE ACCOUNTS **FOR THE PERIOD ENDED 31 October 2022**

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.

MINUTES OF

Strata Committee Meeting

Strata Plan	90850 - 294 FOREST ROAD, BEXLEY
Meeting date	21/06/2023
Commenced	6:02 PM
Apologies	Lot 8
Pre Meeting Voting	Lot 52, Lot 26
In Attendance	Lot 23, Lot 25, Lot 70, Lot 75
Proxies	Nil
Corporate Authorisation	Nil
Guests	Nil
Quorum	More than 50% of members present, a quorum was formed
Chairperson	Callum Docherty

MOTION 1. Confirm Previous Minutes	RESOLVED	that the minutes of the last Strata Committee meeting be confirmed. Vote: 6 Resolve, 0 Abstain, 0 Defeat
MOTION 2. Confirm Financials	RESOLVED	That the financial reports as presented at the Strata Committee meeting were adopted. Vote: 6 Resolve, 0 Abstain, 0 Defeat

MOTION 3.
Outstanding Works

RESOLVED

The Strata Committee discussed the common areas, noting the following maintenance items which will be arranged by the strata manager:

1. External Facade Cleaning/Window Cleaning - It was discussed and agreed by the members present that a further quotation be obtained for the potential facade/window cleaning works. It was further agreed that this item be tabled at the 2023 AGM for all Owners to decide upon as part of the routine maintenance schedule.

2. Signage Installation - It was agreed by all members that a sign be installed within the lift requesting all residents only take their dogs to the back right lawn area on-site. This is to be clearly displayed within the A4 signage frames to be installed in each lift.

3. Fence Installation - Pool Area - It was agreed by the members present that at this stage no additional fencing be explored for this area, instead the Strata Manager and Committee will work on communicating and subsequently fining any residents for misuse of these areas.

4. Bin Installation (Courtyard Area) - It was agreed by all members that a bin be installed within the rear courtyard once approved at the 2023 AGM (as it is an addition to common property). It was noted that the bin will have a plastic bag roll for dog feces.

5. Gardening Works - It was agreed by the members present that further mulching of the gardens is to occur via the routine gardener. It was also noted that an annual trim of larger trees around the site will be undertaken by an arborist on a date TBD.

6. WH&S Works - The WH&S report was tabled and it was acknowledged that all necessary actions will be taken to remove or deal with any risks flagged within the report.

7. Cleaning Services - It was agreed by the members present that the Strata Managing Agent undertakes a tender of the current cleaning services due to some concerns with the current service on-site.

The results of the tender will be shared with the Strata Committee

		<p>prior to the next Strata Committee Meeting where a further decision will be made. It was noted that the current cleaner undertakes additional tasks on-site which must be factored in when considering the quotes.</p> <p>8. False Alarm Charges - It was agreed by the members present that the Strata Manager will complete a review of past false alarm charges (where a single lot is to blame) and confirm any costs that will be charged back to those lots.</p> <p>9. CCTV Update - An update was provided by Badr regarding the recent CCTV upgrades. It was noted that all works to date have been completed, with further quotes to come in stages for the remaining camera upgrades required on-site. These will be shared with the Strata Committee in due course.</p> <p>Vote: 6 Resolve, 0 Abstain, 0 Defeat</p>
MOTION 4. Confirm Next Meeting	RESOLVED	<p>The next Strata Committee meeting will be held on:</p> <p>Date: 27th of September</p> <p>Time: 6:00pm</p> <p>Location: Zoom</p> <p>Vote: 6 Resolve, 0 Abstain, 0 Defeat</p>

CLOSURE:

The meeting closed at

6:53 PM

Callum Docherty

Chairperson

PROPOSED DATE FOR NEXT MEETING:

September 2024

HEAD OFFICE

298 Railway Parade
Carlton NSW 2218

SYDNEY CBD SALES OFFICE

Level 26, 44 Market St
Sydney NSW 2000

WOLLONGONG OFFICE

Suite 3.03, 3 Rawson Street
Wollongong NSW 2500

P 1300 638 787

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MINUTES OF

Strata Committee Meeting



Strata Plan	90850 - 294 FOREST ROAD, BEXLEY
Meeting date	11/10/2023
Commenced	6:05 PM
Apologies	Lot 71
Pre Meeting Voting	Lot 52
In Attendance	Lot 8, Lot 23, Lot 25, Lot 26, Lot 70, Lot 75
Proxies	Nil
Corporate Authorisation	Nil
Guests	Nil
Quorum	More than 50% of members present, a quorum was formed
Chairperson	Callum Docherty

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MOTION 1. Confirm Previous Minutes	RESOLVED	that the minutes of the last Strata Committee meeting be confirmed. Vote: 7 Resolve, 0 Abstain, 0 Defeat
MOTION 2. Confirm Financials	RESOLVED	That the financial reports as presented at the Strata Committee meeting were adopted. It was FURTHER RESOLVED that the Strata Managing Agent will obtain an official proposal from Macquarie Bank to enter into a short-term deposit which will be presented to the Strata Committee for approval. Vote: 7 Resolve, 0 Abstain, 0 Defeat

MOTION 3.
Outstanding Works

RESOLVED

The Strata Committee discussed the common areas, noting the following maintenance items which will be arranged by the strata manager:

1. Hot Water System Upgrades - It was agreed by the members present that the Linnegar Plumbing quotation (valued at \$9,735.00) will be approved subject to the final two comparative quotations being received. This will be confirmed with the Strata Committee by email.

2. CCTV Upgrades - It was agreed an independent security contractor will attend site to quote the next stage of upgrades to the CCTV system on-site. Quotes will then be considered and approved by the Strata Committee.

3. Cleaning Services - The members present advised that the current cleaning standards have improved following the last meeting. At this stage, there are to be no changes to the cleaning services however the Strata Manager is to continue to monitor the standard moving forward.

4. Fire Services - The Strata Manager advised that the A.F.S.S process is underway and we expect sign-off to occur well before the due date of 06/11/2023. Some areas of concern were flagged including basement doors being left ajar and emergency lights that are not working, the Strata Manager will flag this with ADB Fire.

5. Recent damage to the garage door on-site - A general update was provided in relation to this incident, specifically that the responsible party has been identified and will be paying for all associated invoices.

6. Upcoming works - The following maintenance items will be carried out:

- Pressure Cleaning of backyard areas.
- Damaged drain repairs (back area pathway) - previous works to be reviewed before works occur.
- Lock/Door latch audit throughout the site.

		<p>7. Pool area upgrades/Management of Pets on common property - This item was discussed in great detail with the following conclusions reached:</p> <ul style="list-style-type: none"> - Further communication to be issued by the Strata Manager to all residents advising of reasoning behind the request and updated "pet free" area. - Signage to be installed within lifts displayed relevant areas and also a no pets sign on pool entry gate/fence. - Fence installation to be proposed at the AGM. - Pet by-law to be reviewed by the Strata Manager prior to the AGM. - Gardener to be requested to improve the grassed areas on-site to reduce bindies and improve overall condition. <p>Vote: 7 Resolve, 0 Abstain, 0 Defeat</p>
MOTION 4. Confirm Next Meeting	RESOLVED	<p>The date for the next Strata Committee meeting will be decided following the 2023 AGM which is scheduled for Wednesday the 29th of November.</p> <p>Vote: 7 Resolve, 0 Abstain, 0 Defeat</p>

CLOSURE:

The meeting closed at

7:15 PM

Callum Docherty

Chairperson

PROPOSED DATE FOR NEXT MEETING:

January 2024



NETSTRATA

EST 1996

Notice of

Annual General Meeting

**THE OWNERS – STRATA PLAN 90850
AT 294 FOREST ROAD, BEXLEY**

DATE: Tuesday 20 December 2022

TIME: 6:00 PM

VENUE: **VIRTUAL MEETING ROOM**

Zoom: <https://zoom.us/j/9232548890>

Or Teleconference (02) 8015 6011

Please see the covering letter for further details
on how to join the meeting.

Marcus M. | Direct Line: 02 8567 6417 | Email: marcus.mcpherson@netstrata.com.au

UNDERSTANDING STRATA PROPERTY MAINTENANCE

One of the most confusing aspects of owning a lot within a Strata Scheme is understanding who is responsible for the maintenance of certain elements within the lot – an individual owner or Owners Corporation (Body Corporate)?

This debate has existed since strata schemes legislation was first inception in 1961 and has been further confused by the way in which owners and Owners Corporations' interpret the maintenance obligations for their strata schemes.

This confusion is further exacerbated because not every strata plan is the same and some Owners Corporations may pass specific resolutions or By-Laws changing or absolving the Owners Corporations maintenance responsibilities.

Briefly; generally each owner is responsible for the maintenance, repair and replacement of all those components of the building that are housed within the external walls of their unit/villa or townhouse or service only their lot (within the lot envelope). Section 106 of the Strata Schemes Management Act 2015 places a mandatory duty on the Owners Corporation to repair and maintain all elements outside of this envelope (the common property) or shared services that may pass through the unit.

In the diagram below, those areas that are generally considered to be common property or the Owners Corporations responsibility to maintain are highlighted in **BLUE**. This applies to strata schemes registered after 1 July 1974.

In this example, all the internal walls and doors are highlighted in **ORANGE** representing lot property. Other typical elements of Lot property include kitchen and bathroom cabinets and accessories, carpets, paintwork and appliances.

For a detailed list of typical lot property and common property maintenance responsibilities go to www.netstrata.com.au

When assessing the maintenance responsibilities for your scheme it is important that a detailed examination of your strata plan and by-laws be undertaken to determine the specific responsibilities associated with your property. Owners should also be familiar with any warranties that may be applicable to apparatus and building structure at their property and the limitations and application of these warranties.

UNDERSTANDING STRATA PROPERTY MAINTENANCE

The cubic airspace of the lot also extends to the balcony or courtyards and is usually defined by a notation on the Strata Plan.

Any shared apparatus, such as pipes or conduits that pass through a lot are still the Owners Corporations responsibility to maintain, even though they are contained within the lot.

These areas are known as 'Structural Cubic Space'.



Lot space within a strata scheme is commonly defined as;

“the cubic airspace contained within the inner surface of the boundary walls, under surface of the ceiling and upper surface of the floor”.

Once a pipe or conduit enters the lot, it becomes the 'lot owners' responsibility to maintain if it only services that lot. Common examples include, taps and drainage pipes under sinks & vanities.

MEETING AGENDA

Apologies.

Proxies & Powers of persons present.

Determination of Quorum and Validity of meeting.

The motions to be considered are as follows:

MOTION 1.

Ordinary Resolution

Previous Meeting Minutes

That the minutes of the previous general meeting be confirmed as a true and accurate account of the proceedings of that meeting.

MOTION 2.

Ordinary Resolution

Tenant Attendance at Meetings

To decide what matters tenants may be present for at the meeting.

MOTION 3.

Ordinary Resolution

Financial Statements

That the financial statements for the period ending 31/10/2022 be adopted.

For more information, please refer to page 15.

MOTION 4.

Ordinary Resolution

Appointment of an Auditor

To decide as to the continuance or appointment of an auditor.

MOTION 5.

Ordinary Resolution

Fire Safety

That the latest Annual Fire Safety Statement (A.F.S.S) be considered, the owners determine a competent fire safety contractor for the coming year and, that the Strata Managing Agent be authorised to facilitate the inspection process, erection of any necessary signage and lodgement of the next A.F.S.S.

For more information, please refer to page 32.

MOTION 6.

Ordinary Resolution

Building Warranties

That the Owners Corporation consider building defects and rectification (provided that the strata scheme is in the warranty period).

MOTION 7.

Ordinary Resolution

The Strata Insurances

That the Owners Corporation insurances as per attached schedule be confirmed, varied or extended and to consider whether Insurances as per the kind referred to in Section 165(2) of the Act be effected;

(a) Office Bearers Liability

(b) Fidelity Guarantee

For more information, please refer to page 48.

MOTION 8. Ordinary Resolution	Scheduled Maintenance To determine whether to confirm, vary or extend the schedule of programmed maintenance as detailed in the attached maintenance calendar. Note: An allowance for all Maintenance Items have been provided for in this year's budget. For more information, please refer to page 51.
MOTION 9. Ordinary Resolution	Capital Works Plan That the owners corporation review the 10-year capital works fund plan and determine whether to adopt the recommended capital works fund levy for the ensuing year. For more information, please refer to page 58.
MOTION 10. Ordinary Resolution	The Proposed Budget That the proposed budget as presented be received and that levies determined therein under sections 79 (1) & 79 (2)* be confirmed, varied or extended for the period 01/11/2022 to 31/10/2023 and that levies become due and payable on 01/02/23, 01/04/23, 01/07/23 & 01/10/23. (*Please see notes under Capital Works Fund Plan) For more information, please refer to page 52.
MOTION 11. Ordinary Resolution	Levy Interest Suspension That pursuant to Section 85(3) of the Strata Schemes Management Act 2015, the Owners Corporation decide to temporarily suspend interest on overdue levies for a period of 12 months.

<p>MOTION 12.</p> <p>Ordinary Resolution</p>	<p>Arrears and Payment Plans</p> <p>To determine how the Owners Corporation will deal with overdue levies and whether to allow payment plans to be entered into.</p>																		
<p>MOTION 13.</p> <p>Ordinary Resolution</p>	<p>The Strata Committee</p> <p>That in accordance with Regulation 9 of the Strata Schemes Management Regulation 2016, the Owners Corporation call for nominations, determine the number of members of the Strata Committee and elect the Strata Committee of the Owners Corporation until the conclusion of the next Annual General Meeting.</p> <table data-bbox="454 884 1125 1272"> <thead> <tr> <th>Nominee</th><th>Nominated by</th></tr> </thead> <tbody> <tr> <td>Peter Tzannes</td><td>Lot 25</td></tr> <tr> <td>Maria Mastroianni</td><td>Lot 26</td></tr> <tr> <td>Julio Christian Sanhueza</td><td>Lot 70</td></tr> <tr> <td>Badr Yousif</td><td>Lot 75</td></tr> <tr> <td>Gregory Barber</td><td>Lot 8</td></tr> <tr> <td>Susie Dreizi</td><td>Lot 10</td></tr> <tr> <td>Danijel Milakovic</td><td>Lot 41</td></tr> <tr> <td>Iryani Shar Lin Teo</td><td>Lot 52</td></tr> </tbody> </table> <p>Note: Owners may nominate a representative for the Committee at the meeting. Nominees should be aware of the responsibilities, liabilities and obligations of the committee imposed by the Act and other legislation such as the Workplace, Health and Safety Act.</p>	Nominee	Nominated by	Peter Tzannes	Lot 25	Maria Mastroianni	Lot 26	Julio Christian Sanhueza	Lot 70	Badr Yousif	Lot 75	Gregory Barber	Lot 8	Susie Dreizi	Lot 10	Danijel Milakovic	Lot 41	Iryani Shar Lin Teo	Lot 52
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Iryani Shar Lin Teo	Lot 52																		
<p>MOTION 14.</p> <p>Ordinary Resolution</p>	<p>Restricted Matters</p> <p>That no additional restrictions be placed on Strata Committee other than those currently imposed by Section 36 (3b) of the Act.</p>																		

MEETING AGENDA

MOTION 15.

Ordinary Resolution

Strata Hub

To authorise Netstrata to submit the required information onto the NSW Government portal (Strata Hub) to comply with the Strata Schemes Management Amendment (Information Regulation 2021), and to provide the strata manager's contact details as the representative for the Strata Committee, Office Bearers and emergency contact for the scheme.

MOTION 16.

Ordinary Resolution

Strata Managers Report

That the Owners Corporation consider the Strata Managers Report on Commissions and Third-Party Training.

For more information, please refer to page 60.

MOTION 17.

Ordinary Resolution

Management Agreement

That the Owners Corporation enter into a new managing agency agreement with Network Strata Services Pty Ltd T/A Netstrata as per the terms and conditions of the agency agreement attached to the notice of this meeting and that the Owners Corporation delegate to the agent the functions of the Owners Corporation as outlined in the agreement.

Should the motion be passed, that two owners be authorised to execute the agreement on behalf of the Owners Corporation.

For more information, please refer to page 61.

MOTION 18.

Ordinary Resolution

Safety Inspection

To decide whether the Owners Corporation should engage a suitably qualified expert to undertake a routine safety inspection of the common areas of the strata scheme.

MOTION 19. Ordinary Resolution	Non-Compliant Window Locks To decide whether the Owners Corporation should initiate mediation, and should mediation fail, N.C.A.T. proceedings against any owner or tenant that fails to comply with the requirements of the Child Window Safety Devices Regulation, this includes residents that have removed window locks since they have been installed or residents that refuse access in order for the locks to be installed initially.
MOTION 20. Special Resolution	Keeping of Animals That the Owners Corporation decide by Special Resolution* pursuant to sections 136 and 141 of the Strata Schemes Management Act 2015 to repeal the existing 'Keeping of Animals' By-Law and replace with 'Special By-Law – Keeping of Animals', in the terms set out as attached to the notice of this meeting (see annexure), and to lodge notification of the by-law and a consolidated set of all existing by-laws for registration at NSW Land Registry Services. For more information, please refer to page 67.
MOTION 21. Special Resolution	Delivery of Goods By-Law That the Owners Corporation decide by Special Resolution* pursuant to sections 136 and 141 of the Strata Schemes Management Act 2015 to pass 'Special By-Law – Moving and Delivering of Goods', in the terms set out as attached to the notice of this meeting (see annexure), and to lodge notification of the by-law and a consolidated set of all existing by-laws for registration at NSW Land Registry Services. For more information, please refer to page 69.

MOTION 22.**Special Resolution****Absolution of Maintenance Lot Fixtures & Fittings By-Law**

That the Owners Corporation decide by Special Resolution* pursuant to sections 136 and 141 of the Strata Schemes Management Act 2015 to pass 'Special By-Law – Absolution of Maintenance Lot Fixtures & Fittings', in the terms set out as attached to the notice of this meeting (see annexure), and to lodge notification of the by-law and a consolidated set of all existing by-laws for registration at NSW Land Registry Services.

For more information, please refer to page 70.

MOTION 23.**Ordinary Resolution****Common Property Works**

That the Owners Corporation review the requests from owner to undertake the following works at the scheme:

Designated dog area behind the pool, including installation of a bin

Two bench seats the same as the outdoor furniture to be purchased and permanently installed in each of the pool shaded areas

Redesign of the main lawn area

Bin Installed in the BBQ Area

Installation of concrete and metal table and bench seat in the BBQ Area

Installation of additional CCTV Camera to Main Foyer

Dated this Monday, December 5, 2022

Netstrata

EXPLANATION OF AGENDA ITEMS

Motion 1. Previous Meeting Minutes

The minutes of your last general meeting will need to be confirmed. A copy of the previous minutes were issued to all owners shortly after the last general meeting, if you have not received a copy of these minutes please contact our office, alternatively you may view a copy of all minutes and meeting notices for your scheme via your owner portal at www.netstrata.com.au. If you have forgotten your username and/or password please email admin@netstrata.com.au.

Motion 2. Tenant Attendance at Meetings

The Strata Schemes Management Act 2015 makes provision in Schedule 1 Part 2 (21) for tenant participation. The meeting must resolve whether the tenant or the tenant representative can address the meeting as well as what matters they may be present for in the meeting.

A tenant is not entitled to address a meeting unless authorised to do so by a resolution of the Owners Corporation. The Owners Corporation may, at any meeting or for the purpose of all meetings, determine that tenants (other than tenants who hold duly appointed proxies) are not entitled to be present when financial matters are being discussed. Tenants at meetings are not entitled to vote at a meeting unless the tenant is the holder of a duly appointed proxy.

Motion 3. Financial Statements

The financial statements presented and annexed to the notice of this meeting will need to be confirmed. To save time at the meeting, please direct any inquiries regarding the accounts to your strata manager prior to the meeting. A copy of the full financial statements for your scheme can be found at your owner portal on our website.

Motion 4. Appointment of an Auditor

A decision must be made as to the appointment of an auditor. The auditor's role is to provide an independent professional assessment that the financial records of the Owners Corporation are true and accurate.

Note: For Strata Schemes with an Annual Budget of \$250,000+ or those considered to be large strata schemes (more than 100 lots), the appointment of an Auditor is compulsory.

Motion 5. Fire Safety

If your scheme is required to submit an Annual Fire Safety Statement (A.F.S.S.) to the Local Council, the owners must consider the most recent A.F.S.S. prepared, determine how the statement will be maintained next year and assess the competency of the Fire Contractor performing the work in accordance with the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.

Note: Winfire Pty Limited is a fully owned subsidiary of Netstrata and are recognised as a Competent Fire Safety Practitioner by Fire Protection Association Australia. The Owners Corporation is at liberty to choose any recognised Fire Safety Practitioner to service their scheme, however administrative discounts will apply should the owners select Winfire to service the fire safety equipment at your property.

Motion 6. Building Warranties

In the event your scheme is under the Statutory Warranty provisions as provided by the Home Building Act 1989, the owners must consider any outstanding Building Defect items and how they will be addressed. A six-year statutory warranty applies for major defects and two years for other defects. These time limits are calculated from the completion of the building works, which is usually determined by the Occupation Certificate date (or Interim Occupation Certificate Date, whichever is the earlier). A seven-year warranty applies to all defects for schemes where the building contract was entered into PRIOR to 1 February 2012.

For schemes where the building contract was entered into AFTER 1 January 2018, the Owners Corporation may also consider remedies that are available to them via Part 11 of the Act. All schemes are at liberty to pursue the rectification of any outstanding defects via the provisions of the Design, Building, and Practitioners Act 2020, as well as the Office of Fair Trading and the Office of Building Commissioner.

It should be noted that any reported defects or outstanding maintenance items must also be reported to the Owners Corporations insurers in accordance with the duty of disclosure provisions of the insurance policy, and despite whatever warranties may apply, the Owners Corporation has obligations to repair and maintain common property under Section 106 of the Act.

EXPLANATION OF AGENDA ITEMS

Motion 7. The Strata Insurances

Insurances already in effect are detailed in the enclosed schedule of insurances, these need to be confirmed, varied or extended. We recommend that a professional valuation of the property be renewed annually. It is a small cost to assure that your asset remains adequately insured.

Apart from the insurances already in place, each year the Owners Corporation is also asked to consider whether they wish to effect insurances known as Office Bearers Liability Insurance (which protects members of the strata committee for negligence or liability whilst they fulfil these positions) and Fidelity Guarantee Insurance (which protects all owners in the event any member of the strata committee misappropriates the Owners Corporations' funds or property). These insurances are contemplated by section 165(2) of the Act.

Motion 8. Scheduled Maintenance

Preventative maintenance is important to ensure that the assets within the strata scheme are preserved, not only for warranty purposes but for the longevity of the apparatus. Netstrata have prepared a detailed programmed maintenance calendar (attached in this meeting notice), which seeks to inform each lot owner of the maintenance required for the coming year.

This motion has been placed on the AGM agenda in order for the Owners Corporation to be aware of the upcoming works and to have the opportunity to amend or add to the maintenance schedule. All items detailed in the maintenance schedule have been budgeted for, including any additional administration costs.

Motion 9. Capital Works Plan

Every Owners Corporation has a statutory requirement to review their Capital Works Fund plan at each Annual General Meeting. The purpose of the plan is to ensure that the Owners Corporation is budgeting adequately for the long-term maintenance of the scheme. Here it should be noted that the Owners Corporation must report any shortfall in the plan to prospective purchasers to the scheme via a section 184 Certificate, further, section 80(7) of the Strata Schemes Management Act 2015 requires an Owners Corporation to implement the recommendations of any Capital Works Fund plan so far as practicable.

When reviewing a Capital Works Fund plan it is important that owners consider the closing balance

for the fund (for the past financial year) and the recommended contribution for the ensuing year, ensuring that adequate monies are being raised.

We strongly advise that the Owners Corporation raise the recommended amount as noted in the report, also taking into account the annual opening and closing balance recommendations.

You will note that an extract of the Capital Works Fund Report has been included in this meeting notice, should you wish to obtain a full copy of the report, please contact your strata manager.

Motion 10. The Proposed Budget

We enclose copies of our suggested budget and levies for the coming year, which we believe provides sufficient funding for the strata scheme, subject to consideration and further input by the owners. It should also be noted that under the Strata Schemes Management Act 2015 any shortfall in the administration fund must be made up in the next budget.

You will note that there is a surplus in the Administration Fund for the past period. Accompanied with a surplus from the previous year there is now a combined surplus of \$93,164.72 (see Financial Statement). The Administration Fund is intended to provide adequate monies for the day to day running of the strata scheme and should have a zero balance at the end of each financial period. This surplus is due to the fund collected over the past year for the Building Insurance renewal which fell due on the 1/11/22.

It would thus appear the current budget provisions are reasonably accurate. As such, the budget that we have prepared for the coming year has simply been adjusted in accordance with any expected expenditure items. The proposed budget will be discussed in further detail at the meeting.

Motion 11. Levy Interest Suspension

In accordance with Section 85 of the Strata Schemes Management Act 2015, Owners Corporations are permitted to charge 10% per annum interest on overdue levies. Due to the COVID-19 (Coronavirus) pandemic, many lot owners are in uncertain financial positions, meaning they are unable to pay their regular household bills.

EXPLANATION OF AGENDA ITEMS

This motion has been proposed in order for the Owners Corporation to decide, pursuant to Section 85(3) of the Strata Schemes Management Act 2015, whether to temporarily suspend any interest payable on debts for a period of 12 months.

Motion 12. Arrears and Payment Plans

The Owners Corporation must consider how it will deal with owners that fall into arrears with their strata levies. This includes items such as when (if at all) to initiate debt recovery proceedings or whether the Owners Corporation will offer payment plans to owners that fall into arrears. It should be noted that Payment Plans will attract additional administrative fees for your scheme that CANNOT be recouped from owners that fall into arrears.

Motion 13. The Strata Committee

The Strata Committee of an Owners Corporation acts in a similar manner to the board of directors of a company, being involved in the day to day administration of the strata scheme. However, when a managing agent is appointed many of these duties (such as those of the secretary, treasurer and chairperson) are delegated to the agent. In these circumstances the Strata Committee assumes more of a liaison role through whom contact with the owners and the strata scheme is maintained. Decisions can relate to items such as;

- By-law and Conflict Resolution (including attendance at Mediation and the NCAT)
- Granting permission or refusal to keep animals
- Approving Maintenance Requests
- Authorising/Supervising major maintenance works

The Strata Schemes Management Act 2015 allows between 1 to 9 Strata Committee members, who are elected at each Annual General Meeting. In the event no nominations for the Committee are received the scheme may be administered by our office pursuant to Section 29(4) of the Act.

The Strata Schemes Management Amendment (Information Regulation 2021) requires that certain information pertinent to your scheme be placed onto the NSW Government portal called the 'Strata Hub'. Part of the information required to be reported on this portal are the personal contact details of the office bearers. Netstrata can include the strata manager's details as the appointed representative of the Owners Corporation and its Office Bearers to alleviate any concerns with regard to the privacy of

contact information. This will be discussed at the meeting.

Motion 14. Restricted Matters

Strata legislation provides various restrictions to the powers of the Strata Committee. For example, the committee may not raise levies or pass By-laws, these matters may only be determined at a general meeting of the Owners Corporation. The intent of this motion is for the owners to determine whether the current restrictions should be retained as provided current in the legislation or extended further. Unless there is a great need for change, we would recommend the existing restrictions be retained.

Motion 15. Strata Hub

The Strata Schemes Management Amendment (Information Regulation 2021) requires that certain information pertinent to your scheme be placed onto the NSW Government portal called the 'Strata Hub'. Some of the information required includes the following items:

1. Basic information for the scheme (address, strata plan number, number of lots, date of registration)
2. 1st Annual General Meeting (1st AGM) date
3. Annual General Meeting (AGM) date
4. If the scheme is part of an association
5. Nabers rating details (energy rating scheme)
6. Date of issuance of the Occupation Certificate
7. Annual Fire Safety Statement (AFSS) due date and particulars
8. Insurance details including the valuation amount and replacement cost of the building
9. Emergency contact details and the details of the office bearers
10. Details of the strata managing agent and building manager
11. Balance of funds within the Capital Works Fund

This motion has been placed on the agenda in order for the Owners Corporation to authorise Netstrata to submit the required information onto the portal for your scheme and to decide whether to provide the strata managing agent's contact details as representative of the Strata Committee, Office Bearers and emergency contact for the scheme. The process of supplying the required information onto the 'Strata Hub' portal is expected to take approximately 1-3 hours to administer and as such an additional administration fee will apply.

EXPLANATION OF AGENDA ITEMS

Motion 16. Strata Managers Report

Section 55 of the Strata Schemes Management Act 2015 obligates a Strata Managing agent to provide a report to the Owners Corporation each year detailing the minute of delegated of authority (i.e. the functions performed by the agent) during the previous 12-month period.

Additionally, section 60 of the Act obligates an agent to provide a report to the Owners Corporation outlining any 3rd party commissions received by the agent during the year or any training services provided to the agent during the year. The purpose of this motion is for the Owners Corporation to consider the report provided.

Motion 17. Management Agreement

Attached is an updated management agreement between our office and your Owners Corporation for your consideration. The agreement has been updated to provide greater transparency of the services that we provide, and explanation of our fees and charges. The agreement affords owners and tenants with greater privacy protection surrounding personal information and provides the ability for the Owners Corporation to redeem some of their administrative expenses via our office. Should you have any questions regarding the proposed we would urge that you contact our office prior to the meeting.

Motion 18. Safety Inspection

This motion has been proposed in order for all Strata Schemes to consider engaging a suitably qualified expert to undertake a routine safety inspection of the common areas in order to identify any areas of concern that may require attention. The Workplace Health & Safety Act places certain obligations on the owners and controllers of premises to ensure that they are providing a safe work environment for employees or contractors that may enter their place of business. The purpose of the proposed inspection is to ensure the common areas of your scheme are compliant with the legislation.

Within this meeting notice is a schedule of rates from suppliers that are able to undertake the said safety inspections. Should the Owners Corporation elect to undertake the inspection, an allowance will need to be added to the annual budget to accommodate the expense. Further, owners should also be aware that should they choose Solutions In Engineering as the contractor to undertake the report, Netstrata may receive a 7.5% referral fee for organising the work.

Motion 19. Non-Compliant Window Locks

In 2013 the NSW Government passed the Strata Schemes Management Amendment (Child Window Safety Devices) Regulation. This regulation obligated Owners Corporations to have child proof locks installed on all windows in the scheme that had a fall of greater than 2 meters. The legislation placed a deadline of March 2018 for Owners Corporations to be compliant.

Whilst most owners and residents have been compliant, a number of residents have refused access in order for the locks to be installed and in some cases, locks have been removed since they have been installed. The Owners Corporation bares the responsibility to ensure the scheme is compliant and faces a significant liability should a lot be non-compliant and ultimately an injury or worse death should occur due to a window being non-compliant. This includes an obligation to advise the Strata Insurance of any deficiency in compliance.

The purpose of the motion is to decide whether to initiate action against any resident that has failed to accede to the requirements of the legislation.

Motion 20. Keeping of Animals

On the 24th August 2021, the Strata Schemes Management Amendment (Sustainability Infrastructure) Act 2021 commenced, marking changes for the keeping of animals within Strata Schemes. This amendment introduces section 137B into the Strata Schemes Management Act 2015 which states that a strata scheme can no longer unreasonably prohibit the keeping of a pet within a lot. Further, the Strata Schemes Management Amendment (Pets) Regulation 2021 commenced alongside the Amendment Act, setting out various circumstances which constitute how an animal may unreasonably interfere with another occupant's use and enjoyment of their lot or common property (Clause 36A).

Importantly, your Owners Corporation will need to carefully consider the current 'Keeping of Animals' and consider updating it to reflect the new laws. For this reason, we have proposed a new 'Keeping of Animals' By-Law which may serve as a reasonable replacement to the existing. The new proposed By-Law details the rights and responsibility conferred upon pet owners.

For the By-Law to be passed a Special Resolution is required. This means that 75% of owners that vote at the meeting, taken on a count of Units of Entitlement, must be in favour of the motion.

EXPLANATION OF AGENDA ITEMS

Motion 21. Delivery of Goods By-Law

It is important that when an owner or occupier of a lot moves in/out or has deliveries made to the building, that care is taken not to damage common property. This By-Law is being proposed in order to better manage the process for moving items through common property; advocating a notification process and optional bond to be held to mitigate any damage(s) which may be caused in the process.

The terms within this By-law are relatively self-explanatory and for it to be passed a Special Resolution is required. This means that 75% of owners that vote at the meeting, taken on a count of Units of Entitlement, must be in favour of the motion.

Motion 22. Absolution of Maintenance Lot Fixtures & Fittings By-Law

In November 2011 the Land and Property Information (Now Land Registry Services - LRS) office released memorandum AG600000. The intent of the memorandum was to provide Owners Corporations with a comprehensive listing of the maintenance responsibilities affecting lot property within a scheme in an attempt to clarify and confusion or grey areas surrounding maintenance.

The proposed By-law 'Absolution of Lot Fixtures & Fittings' has been drafted from using the LRS

Memorandum as a guide. Whilst the By-law is extensive, its intent is simple; any fixture, fitting or appliance that only services one lot shall be the maintenance responsibility of the owner of the lot.

The terms and conditions of the By-law are detailed in the meeting notice and are largely self-explanatory. It should be noted that in order for the By-law to be passed, a Special Resolution is required.

This means that 75% of owners that vote at the meeting must be in favour of the By-law. Owners should also be aware that should the By-law be passed, it will need to be registered on the Certificate of Title held by the Land Registry Services and administrative fees for the preparation and lodgement of the By-law will apply.

Motion 23. Common Property Works

This motion has been requested to be added to the agenda for the meeting.

The intention of this motion is for the Owners Corporation to review this request and should the majority of owners be in agreement, a further General Meeting will be required to be convened for the Owners Corporation to pass Special By-Laws authorising for these works and to confirm how the works will be funded.

BALANCE SHEET

FINANCIAL PERIOD 01/11/2021 - 31/10/2022

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

	Administrative Fund	Capital Works Fund	TOTAL
ASSETS			
Cash at Bank	85,332.26	217,246.12	302,578.38
Levies Receivable	13,060.99	3,767.05	16,828.04
Total Assets	98,393.25	221,013.17	319,406.42
LIABILITIES			
Levies Paid in Advance	1,207.63	0.00	1,207.63
GST Liabilities	4,020.90	3,013.29	7,034.19
Total Liabilities	5,228.53	3,013.29	8,241.82
Net Assets	93,164.72	217,999.88	311,164.60
OWNERS FUNDS			
Opening Balance	74,070.37	163,194.62	237,264.99
Surplus / Deficit for the period	19,094.35	54,805.26	73,899.61
Closing Balance	93,164.72	217,999.88	311,164.60
Total Owners Funds	93,164.72	217,999.88	311,164.60

INCOME & EXPENDITURE SUMMARY



FINANCIAL PERIOD 01/11/2021 - 31/10/2022

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

Administrative Fund

	Actual 01/11/21 - 31/10/22	Budget 01/11/21 - 31/10/22	Actual 01/11/20 - 31/10/21	Budget 01/11/20 - 31/10/21
Income				
Debt Collection Recoveries				
Debt Collection Recoveries-Reversal	(\$1,125.70)	\$0.00	(\$254.56)	\$0.00
Debt Collection Recoveries	\$3,391.05	\$0.00	\$2,418.32	\$0.00
Expenses Recoveries				
Expense Recoveries (GST)	\$241.82	\$0.00	\$52.73	\$0.00
Owner Expense Recoveries	\$403.64	\$0.00	\$0.00	\$0.00
Insurance Claim Income				
Insurance Claim Income	\$0.00	\$0.00	\$7,909.09	\$0.00
Insurance Claim Income	\$13,221.81	\$0.00	\$8,622.86	\$0.00
Interest				
Interest On Levy Arrears	\$878.32	\$0.00	\$559.33	\$0.00
Levy Income				
Levy Income	\$0.00	\$0.00	(\$4.83)	\$0.00
Contributions - General	\$267,667.44	\$268,559.74	\$276,055.96	\$277,247.46
Total Income	\$284,678.38	\$268,559.74	\$295,358.90	\$277,247.46
Expenses				
Accounting, Taxation & Banking				
Bank Fees	\$49.60	\$90.00	\$49.55	\$90.00
DEFT Process Fees	\$250.09	\$230.00	\$232.92	\$230.00
Audit Report	\$1,307.27	\$1,100.00	\$359.09	\$1,100.00
BAS & Tax Administration	\$2,251.99	\$2,500.00	\$2,251.99	\$2,500.00
Building General				
General Maintenance	\$8,957.78	\$6,000.00	\$9,808.22	\$6,000.00
Garage Security Gate / Shutter	\$2,140.91	\$1,000.00	\$268.18	\$1,656.00
Locks & Doors	\$1,437.50	\$2,000.00	\$1,083.95	\$2,000.00
Cleaning				
Cleaning - General	\$32,750.00	\$25,000.00	\$21,844.00	\$25,000.00
Electrical				
Electrical Repairs	\$2,226.70	\$3,000.00	\$1,967.00	\$3,000.00
Electricity				
Electricity Consumption	\$26,888.73	\$30,000.00	\$30,523.29	\$40,000.00
Fire Control				
Fire Services	\$31,042.31	\$15,000.00	\$15,640.86	\$15,000.00
Garden & Grounds				
Gardening	\$2,640.00	\$8,000.00	\$4,488.00	\$8,000.00
Lawn Mowing & Gardening	\$0.00	\$0.00	\$440.00	\$0.00
Gas				
Gas Consumption	(\$8,772.13)	\$26,000.00	\$24,414.45	\$29,000.00
Insurance				
Insurance Premium	\$46,730.13	\$51,000.00	\$42,411.79	\$46,352.66
Insurance Claims	\$13,396.36	\$0.00	\$24,429.36	\$0.00
Insurance Valuation Report	\$270.00	\$500.00	\$270.00	\$500.00
Legal & Professional Services				
Legal Fees	\$3,685.00	\$0.00	\$0.00	\$0.00
W.H. & S. Report	\$0.00	\$1,000.00	\$0.00	\$0.00

INCOME & EXPENDITURE SUMMARY



FINANCIAL PERIOD 01/11/2021 - 31/10/2022

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

Administrative Fund

	Actual 01/11/21 - 31/10/22	Budget 01/11/21 - 31/10/22	Actual 01/11/20 - 31/10/21	Budget 01/11/20 - 31/10/21
Lift Repairs				
Lift Maintenance	\$26,722.11	\$26,000.00	\$17,732.56	\$26,000.00
Pest Control				
Pest Control - General	\$990.00	\$1,500.00	\$990.00	\$1,500.00
Plumbing				
Plumbing - General	\$5,146.00	\$4,000.00	\$6,377.81	\$4,000.00
Detention Pit & Pump Maintenance	\$1,270.00	\$1,000.00	\$940.00	\$500.00
Roofing & Gutters	\$0.00	\$2,000.00	\$1,833.60	\$2,000.00
Pool Area, Gym & General Amenities				
Contract				
Pool Service	\$6,174.50	\$7,200.00	\$5,194.50	\$7,200.00
Rubbish Removal				
Waste Removal	\$0.00	\$4,000.00	\$4,081.00	\$4,000.00
Routine Waste / Bin Collection	\$4,004.00	\$0.00	\$0.00	\$0.00
Security & Intercom				
Security Services	\$1,060.00	\$0.00	\$1,705.00	\$0.00
Strata/Building Administration				
Debt Collection Fees	\$3,804.71	\$0.00	\$1,813.74	\$0.00
Inspection Fees	\$0.00	\$0.00	\$150.00	\$0.00
Land Titles & By-Law Registration	\$637.20	\$2,400.00	\$2,033.27	\$2,200.00
Management Services	\$25,334.49	\$25,639.74	\$24,299.10	\$24,418.80
Printing, Postage & Stationery	\$5,243.03	\$5,000.00	\$5,467.44	\$6,000.00
Strata Administration	\$2,711.59	\$3,000.00	\$2,424.80	\$4,000.00
Legislative Compliance	\$4,257.19	\$0.00	\$3,037.14	\$0.00
Telephone				
Lift Phone & Phone Charges	\$2,152.23	\$2,400.00	\$2,673.02	\$2,000.00
Water				
Water Consumption	\$8,824.74	\$12,000.00	\$10,328.85	\$13,000.00
Total Expenses	\$265,584.03	\$268,559.74	\$271,564.48	\$277,247.46
Surplus / Deficit	\$19,094.35	\$0.00	\$23,794.42	\$0.00

INCOME & EXPENDITURE SUMMARY



FINANCIAL PERIOD 01/11/2021 - 31/10/2022

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

Capital Works Fund

	Actual 01/11/21 - 31/10/22	Budget 01/11/21 - 31/10/22	Actual 01/11/20 - 31/10/21	Budget 01/11/20 - 31/10/21
Income				
Interest				
Interest On Levy Arrears	\$193.14	\$0.00	\$83.20	\$0.00
Levy Income				
Contributions - Capital Works Fund	\$80,000.12	\$80,000.00	\$56,338.60	\$56,336.93
Total Income	\$80,193.26	\$80,000.00	\$56,421.80	\$56,336.93
Expenses				
Building General				
General Maintenance	\$3,279.00	\$0.00	\$3,178.00	\$0.00
Capital Works Fund Maintenance	\$0.00	\$80,000.00	\$1,120.00	\$56,336.93
Garage Security Gate / Shutter	\$16,400.00	\$0.00	\$0.00	\$0.00
Fire Control				
Fire Services	\$5,709.00	\$0.00	\$0.00	\$0.00
Pool Area, Gym & General Amenities				
Contract				
Pool Service	\$0.00	\$0.00	\$8,503.00	\$0.00
Total Expenses	\$25,388.00	\$80,000.00	\$12,801.00	\$56,336.93
Surplus / Deficit	\$54,805.26	\$0.00	\$43,620.80	\$0.00

INCOME & EXPENDITURE

FINANCIAL PERIOD 01/11/2021 - 31/10/2022

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

ADMINISTRATIVE FUND OTHER INCOME

Date	Ref.	Payee	Details	Amt.	Bal.
Contributions - General					
11/03/22	lot 9		lot 9-Levy Notice Postage Fee	\$3.00	\$3.00
11/03/22	lot 91		lot 91-Levy Notice Postage Fee	\$3.00	\$6.00
25/03/22	lot 9		lot 9-Levy Notice Postage Fee	\$3.00	\$9.00
25/03/22	lot 91		lot 91-Levy Notice Postage Fee	\$3.00	\$12.00
10/04/22	lot 3		lot 3-Levy Notice Postage Fee	\$3.00	\$15.00
10/04/22	lot 12		lot 12-Levy Notice Postage Fee	\$3.00	\$18.00
10/04/22	lot 34		lot 34-Levy Notice Postage Fee	\$3.00	\$21.00
10/04/22	lot 92		lot 92-Levy Notice Postage Fee	\$3.00	\$24.00
10/04/22	lot 93		lot 93-Levy Notice Postage Fee	\$3.00	\$27.00
10/04/22	lot 91		lot 91-Levy Notice Postage Fee	\$3.00	\$30.00
10/04/22	lot 9		lot 9-Levy Notice Postage Fee	\$3.00	\$33.00
25/04/22	lot 3		lot 3-Levy Notice Postage Fee	\$3.00	\$36.00
25/04/22	lot 34		lot 34-Levy Notice Postage Fee	\$3.00	\$39.00
25/04/22	lot 91		lot 91-Levy Notice Postage Fee	\$3.00	\$42.00
25/04/22	lot 92		lot 92-Levy Notice Postage Fee	\$3.00	\$45.00
25/04/22	lot 93		lot 93-Levy Notice Postage Fee	\$3.00	\$48.00
25/04/22	lot 9		lot 9-Levy Notice Postage Fee	\$3.00	\$51.00
26/05/22	lot 3		lot 3-Levy Notice Postage Fee	\$3.00	\$54.00
26/05/22	lot 9		lot 9-Levy Notice Postage Fee	\$3.00	\$57.00
26/05/22	lot 12		lot 12-Levy Notice Postage Fee	\$3.00	\$60.00
26/05/22	lot 13		lot 13-Levy Notice Postage Fee	\$3.00	\$63.00
26/05/22	lot 23		lot 23-Levy Notice Postage Fee	\$3.00	\$66.00
26/05/22	lot 24		lot 24-Levy Notice Postage Fee	\$3.00	\$69.00
26/05/22	lot 33		lot 33-Levy Notice Postage Fee	\$3.00	\$72.00
26/05/22	lot 34		lot 34-Levy Notice Postage Fee	\$3.00	\$75.00
26/05/22	lot 45		lot 45-Levy Notice Postage Fee	\$3.00	\$78.00
26/05/22	lot 65		lot 65-Levy Notice Postage Fee	\$3.00	\$81.00
26/05/22	lot 66		lot 66-Levy Notice Postage Fee	\$3.00	\$84.00
26/05/22	lot 77		lot 77-Levy Notice Postage Fee	\$3.00	\$87.00
26/05/22	lot 78		lot 78-Levy Notice Postage Fee	\$3.00	\$90.00
26/05/22	lot 81		lot 81-Levy Notice Postage Fee	\$3.00	\$93.00
26/05/22	lot 91		lot 91-Levy Notice Postage Fee	\$3.00	\$96.00
26/05/22	lot 92		lot 92-Levy Notice Postage Fee	\$3.00	\$99.00
26/05/22	lot 93		lot 93-Levy Notice Postage Fee	\$3.00	\$102.00
03/06/22	lot 69		lot 69-Levy Notice Postage Fee	\$3.00	\$105.00
10/07/22	lot 9		lot 9-Levy Notice Postage Fee	\$3.00	\$108.00
10/07/22	lot 13		lot 13-Levy Notice Postage Fee	\$3.00	\$111.00
10/07/22	lot 34		lot 34-Levy Notice Postage Fee	\$3.00	\$114.00
10/07/22	lot 77		lot 77-Levy Notice Postage Fee	\$3.00	\$117.00
10/07/22	lot 69		lot 69-Levy Notice Postage Fee	\$3.00	\$120.00
26/07/22	lot 9		lot 9-Levy Notice Postage Fee	\$3.00	\$123.00
26/07/22	lot 10		lot 10-Levy Notice Postage Fee	\$3.00	\$126.00
26/07/22	lot 13		lot 13-Levy Notice Postage Fee	\$3.00	\$129.00
26/07/22	lot 34		lot 34-Levy Notice Postage Fee	\$3.00	\$132.00
26/07/22	lot 69		lot 69-Levy Notice Postage Fee	\$3.00	\$135.00
26/07/22	lot 77		lot 77-Levy Notice Postage Fee	\$3.00	\$138.00
10/08/22	lot 9		lot 9-Levy Notice Postage Fee	\$3.00	\$141.00
10/08/22	lot 69		lot 69-Levy Notice Postage Fee	\$3.00	\$144.00
10/08/22	lot 77		lot 77-Levy Notice Postage Fee	\$3.00	\$147.00
28/08/22	lot 3		lot 3-Levy Notice Postage Fee	\$3.00	\$150.00
28/08/22	lot 9		lot 9-Levy Notice Postage Fee	\$3.00	\$153.00

INCOME & EXPENDITURE

FINANCIAL PERIOD 01/11/2021 - 31/10/2022

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

28/08/22 lot 10	lot 10-Levy Notice Postage Fee	\$3.00	\$156.00
28/08/22 lot 13	lot 13-Levy Notice Postage Fee	\$3.00	\$159.00
28/08/22 lot 23	lot 23-Levy Notice Postage Fee	\$3.00	\$162.00
28/08/22 lot 24	lot 24-Levy Notice Postage Fee	\$3.00	\$165.00
28/08/22 lot 33	lot 33-Levy Notice Postage Fee	\$3.00	\$168.00
28/08/22 lot 34	lot 34-Levy Notice Postage Fee	\$3.00	\$171.00
28/08/22 lot 45	lot 45-Levy Notice Postage Fee	\$3.00	\$174.00
28/08/22 lot 65	lot 65-Levy Notice Postage Fee	\$3.00	\$177.00
28/08/22 lot 66	lot 66-Levy Notice Postage Fee	\$3.00	\$180.00
28/08/22 lot 69	lot 69-Levy Notice Postage Fee	\$3.00	\$183.00
28/08/22 lot 77	lot 77-Levy Notice Postage Fee	\$3.00	\$186.00
28/08/22 lot 78	lot 78-Levy Notice Postage Fee	\$3.00	\$189.00
28/08/22 lot 81	lot 81-Levy Notice Postage Fee	\$3.00	\$192.00
10/10/22 lot 34	lot 34-Levy Notice Postage Fee	\$3.00	\$195.00
10/10/22 lot 3	lot 3-Levy Notice Postage Fee	\$3.00	\$198.00
10/10/22 lot 10	lot 10-Levy Notice Postage Fee	\$3.00	\$201.00
10/10/22 lot 13	lot 13-Levy Notice Postage Fee	\$3.00	\$204.00
10/10/22 lot 69	lot 69-Levy Notice Postage Fee	\$3.00	\$207.00
Total Contributions - General		\$207.00	

Debt Collection Recoveries

10/11/21 lot 1	lot 1-Arrears Notice Fee - Levy Notice on	\$31.82	\$31.82
10/11/21 lot 2	lot 2-Arrears Notice Fee - Levy Notice on	\$31.82	\$63.64
10/11/21 lot 10	lot 10-Arrears Notice Fee - Levy Notice on	\$31.82	\$95.46
10/11/21 lot 14	lot 14-Arrears Notice Fee - Levy Notice on	\$31.82	\$127.28
10/11/21 lot 41	lot 41-Arrears Notice Fee - Levy Notice on	\$31.82	\$159.10
10/11/21 lot 69	lot 69-Arrears Notice Fee - Levy Notice on	\$31.82	\$190.92
10/11/21 lot 6	lot 6-Arrears Notice Fee - Levy Notice on	\$31.82	\$222.74
10/11/21 lot 12	lot 12-Arrears Notice Fee - Levy Notice on	\$31.82	\$254.56
10/11/21 lot 33	lot 33-Arrears Notice Fee - Levy Notice on	\$31.82	\$286.38
10/11/21 lot 34	lot 34-Arrears Notice Fee - Levy Notice on	\$31.82	\$318.20
10/11/21 lot 51	lot 51-Arrears Notice Fee - Levy Notice on	\$31.82	\$350.02
10/11/21 lot 84	lot 84-Arrears Notice Fee - Levy Notice on	\$31.82	\$381.84
10/11/21 lot 91	lot 91-Arrears Notice Fee - Levy Notice on	\$31.82	\$413.66
25/11/21 lot 6	lot 6-Arrears Notice Fee - Levy Notice on	\$31.82	\$445.48
25/11/21 lot 41	lot 41-Arrears Notice Fee - Levy Notice on	\$31.82	\$477.30
25/11/21 lot 51	lot 51-Arrears Notice Fee - Levy Notice on	\$31.82	\$509.12
25/11/21 lot 84	lot 84-Arrears Notice Fee - Levy Notice on	\$31.82	\$540.94
25/11/21 lot 1	lot 1-Arrears Notice Fee - Levy Notice on	\$31.82	\$572.76
25/11/21 lot 2	lot 2-Arrears Notice Fee - Levy Notice on	\$31.82	\$604.58
25/11/21 lot 10	lot 10-Arrears Notice Fee - Levy Notice on	\$31.82	\$636.40
25/11/21 lot 69	lot 69-Arrears Notice Fee - Levy Notice on	\$31.82	\$668.22
25/11/21 lot 12	lot 12-Arrears Notice Fee - Levy Notice on	\$31.82	\$700.04
25/11/21 lot 91	lot 91-Arrears Notice Fee - Levy Notice on	\$31.82	\$731.86
10/01/22 lot 41	lot 41-Arrears Notice Fee - Levy Notice on	\$31.82	\$763.68
10/01/22 lot 69	lot 69-Arrears Notice Fee - Levy Notice on	\$31.82	\$795.50
10/01/22 lot 51	lot 51-Arrears Notice Fee - Levy Notice on	\$31.82	\$827.32
10/01/22 lot 84	lot 84-Arrears Notice Fee - Levy Notice on	\$31.82	\$859.14
25/02/22 lot 84	lot 84-Arrears Notice Fee - Levy Notice on	\$31.82	\$890.96
25/02/22 lot 69	lot 69-Arrears Notice Fee - Levy Notice on	\$31.82	\$922.78
11/03/22 lot 10	lot 10-Arrears Notice Fee - Levy Notice on	\$31.82	\$954.60
11/03/22 lot 41	lot 41-Arrears Notice Fee - Levy Notice on	\$31.82	\$986.42
11/03/22 lot 69	lot 69-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,018.24
11/03/22 lot 84	lot 84-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,050.06
11/03/22 lot 90	lot 90-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,081.88
11/03/22 lot 5	lot 5-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,113.70
11/03/22 lot 9	lot 9-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,145.52

INCOME & EXPENDITURE

FINANCIAL PERIOD 01/11/2021 - 31/10/2022

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

11/03/22 lot 91	lot 91-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,177.34
25/03/22 lot 10	lot 10-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,209.16
25/03/22 lot 41	lot 41-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,240.98
25/03/22 lot 90	lot 90-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,272.80
25/03/22 lot 84	lot 84-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,304.62
25/03/22 lot 5	lot 5-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,336.44
25/03/22 lot 9	lot 9-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,368.26
25/03/22 lot 91	lot 91-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,400.08
10/05/22 lot 10	lot 10-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,431.90
10/05/22 lot 41	lot 41-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,463.72
10/05/22 lot 84	lot 84-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,495.54
10/05/22 lot 1	lot 1-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,527.36
10/05/22 lot 2	lot 2-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,559.18
10/05/22 lot 20	lot 20-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,591.00
10/05/22 lot 69	lot 69-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,622.82
10/05/22 lot 90	lot 90-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,654.64
25/05/22 lot 10	lot 10-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,686.46
25/05/22 lot 20	lot 20-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,718.28
25/05/22 lot 41	lot 41-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,750.10
25/05/22 lot 69	lot 69-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,781.92
25/05/22 lot 84	lot 84-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,813.74
25/05/22 lot 90	lot 90-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,845.56
25/06/22 lot 10	lot 10-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,877.38
10/07/22 lot 10	lot 10-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,909.20
10/07/22 lot 41	lot 41-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,941.02
10/07/22 lot 84	lot 84-Arrears Notice Fee - Levy Notice on	\$31.82	\$1,972.84
26/07/22 lot 10	lot 10-Arrears Initiation Fee Recoveries -	\$168.18	\$2,141.02
26/07/22 lot 10	lot 10-Legal Debt Recoveries - Follow Up O	\$40.91	\$2,181.93
29/07/22 lot 10	lot 10-Legal Debt Recoveries - Inv#0888	\$700.00	\$2,881.93
10/08/22 lot 1	lot 1-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,913.75
10/08/22 lot 2	lot 2-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,945.57
10/08/22 lot 7	lot 7-Arrears Notice Fee - Levy Notice on	\$31.82	\$2,977.39
10/08/22 lot 41	lot 41-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,009.21
10/08/22 lot 43	lot 43-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,041.03
10/08/22 lot 62	lot 62-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,072.85
10/08/22 lot 63	lot 63-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,104.67
10/08/22 lot 76	lot 76-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,136.49
10/08/22 lot 84	lot 84-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,168.31
10/08/22 lot 9	lot 9-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,200.13
10/08/22 lot 69	lot 69-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,231.95
10/08/22 lot 77	lot 77-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,263.77
28/08/22 lot 41	lot 41-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,295.59
28/08/22 lot 84	lot 84-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,327.41
28/08/22 lot 1	lot 1-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,359.23
28/08/22 lot 2	lot 2-Arrears Notice Fee - Levy Notice on	\$31.82	\$3,391.05
Total Debt Collection Recoveries			\$3,391.05

Debt Collection Recoveries-Reversal

08/12/21	Arrears notice reversal	(\$31.82)	(\$31.82)
08/12/21	Arrears notice reversal	(\$31.82)	(\$63.64)
10/12/21	Arrears notice reversal	(\$31.82)	(\$95.46)
10/12/21	Arrears notice reversal	(\$31.82)	(\$127.28)
10/12/21	Arrears notice reversal	(\$31.82)	(\$159.10)
10/12/21	Arrears notice reversal	(\$31.82)	(\$190.92)
10/12/21	Arrears notice reversal	(\$31.82)	(\$222.74)
10/12/21	Arrears notice reversal	(\$31.82)	(\$254.56)
10/12/21	Arrears notice reversal	(\$31.82)	(\$286.38)

INCOME & EXPENDITURE

FINANCIAL PERIOD 01/11/2021 - 31/10/2022

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

10/12/21	Arrears notice reversal	(\$31.82)	(\$318.20)
10/12/21	Arrears notice reversal	(\$31.82)	(\$350.02)
10/12/21	Arrears notice reversal	(\$31.82)	(\$381.84)
21/02/22	Arrears notice reversal	(\$31.82)	(\$413.66)
21/02/22	Arrears notice reversal	(\$31.82)	(\$445.48)
21/02/22	Arrears notice reversal	(\$31.82)	(\$477.30)
21/02/22	Arrears notice reversal	(\$31.82)	(\$509.12)
09/03/22	Arrears notice reversal	(\$31.82)	(\$540.94)
09/03/22	Arrears notice reversal	(\$31.82)	(\$572.76)
09/03/22	Arrears notice reversal	(\$31.82)	(\$604.58)
09/03/22	Arrears notice reversal	(\$31.82)	(\$636.40)
03/06/22	arrears notice fee reversal	(\$31.82)	(\$668.22)
03/06/22	arrears notice fee reversal	(\$31.82)	(\$700.04)
08/06/22	write off	(\$3.00)	(\$703.04)
08/06/22	write off	(\$3.00)	(\$706.04)
06/09/22	write off	(\$3.00)	(\$709.04)
06/09/22	write off	(\$3.00)	(\$712.04)
07/09/22	Arrears notice reversal	(\$31.82)	(\$743.86)
07/09/22	Arrears notice reversal	(\$31.82)	(\$775.68)
07/09/22	Arrears notice reversal	(\$31.82)	(\$807.50)
07/09/22	Arrears notice reversal	(\$31.82)	(\$839.32)
07/09/22	Arrears notice reversal	(\$31.82)	(\$871.14)
07/09/22	Arrears notice reversal	(\$31.82)	(\$902.96)
07/09/22	Arrears notice reversal	(\$31.82)	(\$934.78)
07/09/22	Arrears notice reversal	(\$31.82)	(\$966.60)
11/10/22	Arrears notice reversal	(\$31.82)	(\$998.42)
11/10/22	Arrears notice reversal	(\$31.82)	(\$1,030.24)
11/10/22	Arrears notice reversal	(\$31.82)	(\$1,062.06)
11/10/22	Arrears notice reversal	(\$31.82)	(\$1,093.88)
11/10/22	Arrears notice reversal	(\$31.82)	(\$1,125.70)
Total Debt Collection Recoveries-Reversal		(\$1,125.70)	

Expense Recoveries (GST)

01/04/22 lot 21	lot 21-Purchase Key/Swipe Tag - Purchased	\$52.73	\$52.73
01/06/22 lot 46	lot 46-Purchase Key/Swipe Tag - Purchase o	\$52.73	\$105.46
01/07/22 lot 3	lot 3-Purchase Key/Swipe Tag - Purchase o	\$87.27	\$192.73
01/10/22 lot 3	lot 3-Purchase Key/Swipe Tag - Purchase o	\$49.09	\$241.82
Total Expense Recoveries (GST)		\$241.82	

Insurance Claim Income

17/06/22	garage door impact DOL 28 02 22	\$6,608.18	\$6,608.18
31/08/22	Main Garage Door_DOL_04 04 2022	\$6,613.63	\$13,221.81
Total Insurance Claim Income		\$13,221.81	

Interest On Levy Arrears

10/11/21 lot 33	lot 33-DEFT I/CCd: DEFT I/Tfr 0000038337	\$8.61	\$8.61
12/11/21 lot 14	lot 14-BPay Payment: DEFT Bpay 0000038318	\$24.54	\$33.15
12/11/21 lot 14	lot 14-BPay Payment: DEFT Bpay 0000038318	\$7.69	\$40.84
02/12/21 lot 1	lot 1-BPay Payment: DEFT Bpay 0000038305	\$12.62	\$53.46
02/12/21 lot 2	lot 2-BPay Payment: DEFT Bpay 0000038306	\$12.62	\$66.08
07/01/22 lot 6	lot 6-DEFT I/CCd: DEFT I/Tfr 0000038310	\$50.27	\$116.35
07/01/22 lot 6	lot 6-DEFT I/CCd: DEFT I/Tfr 0000038310	\$25.93	\$142.28
07/01/22 lot 12	lot 12-BPay Payment: DEFT Bpay 0000038316	\$10.07	\$152.35

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07/01/22 lot 91	lot 91-DEFT I/Tfr: DEFT I/CCd VD 000003839	\$17.95	\$170.30
19/01/22 lot 41	lot 41-BPay Payment: DEFT Bpay 0000038345	\$52.41	\$222.71
19/01/22 lot 41	lot 41-BPay Payment: DEFT Bpay 0000038345	\$31.34	\$254.05
24/01/22 lot 51	lot 51-BPay Payment: DEFT Bpay 0000038355	\$33.52	\$287.57
24/01/22 lot 51	lot 51-BPay Payment: DEFT Bpay 0000038355	\$21.06	\$308.63
31/01/22 lot 12	lot 12-BPay Payment: DEFT Bpay 0000038316	\$2.02	\$310.65
22/03/22 lot 84	lot 84-BPay Payment: DEFT Bpay 0000038388	\$75.22	\$385.87
22/03/22 lot 84	lot 84-BPay Payment: DEFT Bpay 0000038388	\$49.01	\$434.88
24/03/22 lot 69	lot 69-BPay Payment: DEFT Bpay 0000038373	\$10.06	\$444.94
30/03/22 lot 9	lot 9-Cash - CSH: DEFT Csh 0000038313	\$9.92	\$454.86
13/04/22 lot 11	lot 11-BPay Payment: DEFT Bpay 0000038315	\$51.60	\$506.46
13/04/22 lot 11	lot 11-BPay Payment: DEFT Bpay 0000038315	\$35.53	\$541.99
13/04/22 lot 11	lot 11-BPay Payment: DEFT Bpay 0000038315	\$12.60	\$554.59
02/05/22 lot 91	lot 91-BPay Payment: DEFT Bpay 0000038395	\$15.97	\$570.56
03/05/22 lot 90	lot 90-Cheque - CHQ: DEFT Chq 0000038394	\$12.56	\$583.12
02/06/22 lot 90	lot 90-Cheque - CHQ: DEFT Chq 0000038394	\$8.56	\$591.68
21/06/22 lot 84	lot 84-BPay Payment: DEFT Bpay 0000038388	\$13.53	\$605.21
30/06/22 lot 20	lot 20-BPay Payment: DEFT Bpay 0000038324	\$12.22	\$617.43
04/07/22 lot 69	lot 69-DEFT I/Tfr: DEFT I/CCd VD 000003837	\$14.05	\$631.48
15/07/22 lot 1	lot 1-BPay Payment: DEFT Bpay 0000038305	\$9.27	\$640.75
15/07/22 lot 2	lot 2-BPay Payment: DEFT Bpay 0000038306	\$9.27	\$650.02
19/07/22 lot 20	lot 20-BPay Payment: DEFT Bpay 0000038324	\$3.75	\$653.77
12/08/22 lot 77	lot 77-BPay Payment: DEFT Bpay 0000038381	\$14.91	\$668.68
17/08/22 lot 69	lot 69-BPay Payment: DEFT Bpay 0000038373	\$4.48	\$673.16
17/08/22 lot 69	lot 69-BPay Payment: DEFT Bpay 0000038373	\$9.27	\$682.43
18/08/22 lot 9	lot 9-Cash - CSH: DEFT Csh 0000038313	\$8.52	\$690.95
07/09/22	write off	(\$10.99)	\$679.96
07/09/22 lot 10	lot 10-write off	\$10.99	\$690.95
12/09/22 lot 41	lot 41-BPay Payment: DEFT Bpay 0000038345	\$29.81	\$720.76
23/09/22 lot 41	lot 41-DEFT I/Tfr: DEFT I/CCd MD 000003834	\$38.71	\$759.47
23/09/22 lot 41	lot 41-DEFT I/Tfr: DEFT I/CCd MD 000003834	\$23.19	\$782.66
26/09/22 lot 84	lot 84-BPay Payment: DEFT Bpay 0000038388	\$19.67	\$802.33
12/10/22 lot 1	lot 1-BPay Payment: DEFT Bpay 0000038305	\$8.87	\$811.20
12/10/22 lot 2	lot 2-BPay Payment: DEFT Bpay 0000038306	\$8.87	\$820.07
12/10/22 lot 7	lot 7-BPay Payment: DEFT Bpay 0000038311	\$12.42	\$832.49
12/10/22 lot 43	lot 43-BPay Payment: DEFT Bpay 0000038347	\$12.42	\$844.91
12/10/22 lot 62	lot 62-BPay Payment: DEFT Bpay 0000038366	\$8.87	\$853.78
12/10/22 lot 63	lot 63-BPay Payment: DEFT Bpay 0000038367	\$8.87	\$862.65
13/10/22 lot 76	lot 76-BPay Payment: DEFT Bpay 0000038380	\$15.67	\$878.32
Total Interest On Levy Arrears		\$878.32	

Owner Expense Recoveries

04/03/22 lot 11	lot 11-Recovery from Owners - Payment Pla	\$90.91	\$90.91
04/03/22 lot 14	lot 14-Recovery from Owners - Payment Pla	\$90.91	\$181.82
04/04/22 lot 11	lot 11-Recovery from Owners - Payment Pla	\$90.91	\$272.73
04/04/22 lot 14	lot 14-Recovery from Owners - Payment Pla	\$90.91	\$363.64
26/07/22 lot 10	lot 10-Title Search - Land Title Search	\$40.00	\$403.64
Total Owner Expense Recoveries		\$403.64	

Total Administrative Other Income \$17,217.94

ADMINISTRATIVE FUND EXPENSES

Date	Ref.	Payee	Details	Amt.	Bal.
Audit Report					

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01/02/22 783775	Netstrata	Audit Preparation	\$377.27	\$377.27
17/10/22 862979	KHOURY BROS. & CO.	Audit Report - 31/10/21	\$930.00	\$1,307.27
Total Audit Report			\$1,307.27	

Bank Fees

30/11/21		Service Charge: Service Charge Fee	\$4.80	\$4.80
31/12/21		Service Charge: Service Charge Fee	\$3.80	\$8.60
31/01/22		Service Charge: Service Charge Fee	\$3.60	\$12.20
28/02/22		Service Charge: Service Charge Fee	\$4.00	\$16.20
31/03/22		Service Charge: Service Charge Fee	\$4.20	\$20.40
29/04/22		Service Charge: Service Charge Fee	\$3.80	\$24.20
31/05/22		Service Charge: Service Charge Fee	\$6.00	\$30.20
30/06/22		Service Charge: Service Charge Fee	\$3.20	\$33.40
29/07/22		Service Charge: Service Charge Fee	\$4.80	\$38.20
31/08/22		Service Charge: Service Charge Fee	\$5.00	\$43.20
30/09/22		Service Charge: Service Charge Fee	\$3.00	\$46.20
31/10/22		Service Charge: Service Charge Fee	\$3.40	\$49.60
Total Bank Fees			\$49.60	

BAS & Tax Administration

01/11/21 757988	Netstrata	BAS Administration - 01/08/21 - 31/10/21	\$377.07	\$377.07
01/02/22 783775	Netstrata	BAS Administration - 01/11/21 - 31/01/22	\$377.07	\$754.14
01/05/22 810546	Netstrata	BAS Administration - 01/02/22 - 30/04/22	\$377.07	\$1,131.21
01/08/22 839676	Netstrata	Tax Administration*	\$1,120.78	\$2,251.99
Total BAS & Tax Administration			\$2,251.99	

Cleaning - General

06/12/21 769597	IMPACT PROPERTY SERVICES	Property Maintenance - Oct 2021	\$2,650.00	\$2,650.00
15/12/21 772203	IMPACT PROPERTY SERVICES	Cleaning - November 2021	\$2,120.00	\$4,770.00
17/12/21 772900	IMPACT PROPERTY SERVICES	Cleaning - December 2021	\$2,650.00	\$7,420.00
11/01/22 777473	KLEANWELL	COVID Deep Cleaning - January 2022	\$2,160.00	\$9,580.00
01/02/22 782632	IMPACT PROPERTY SERVICES	Cleaning - January 2022	\$2,120.00	\$11,700.00
23/02/22 790584	IMPACT PROPERTY SERVICES	Cleaning - February 2022	\$2,200.00	\$13,900.00
04/04/22 803127	IMPACT PROPERTY SERVICES	Property Maintenance - March 2022	\$2,200.00	\$16,100.00
05/04/22 803333	KNIGHTS WINDOW	Cleaning Windows - March 2022	\$1,800.00	\$17,900.00
09/05/22 814483	IMPACT PROPERTY SERVICES	Cleaning - April 2022	\$2,750.00	\$20,650.00
31/05/22 820848	IMPACT PROPERTY SERVICES	Cleaning - May 2022	\$2,200.00	\$22,850.00
05/07/22 831398	IMPACT PROPERTY SERVICES	Cleaning - June 2022	\$2,200.00	\$25,050.00
02/08/22 843092	IMPACT PROPERTY SERVICES	Property Maintenance - July 2022	\$2,750.00	\$27,800.00
05/09/22 851078	IMPACT PROPERTY SERVICES	Cleaning - August 2022	\$2,200.00	\$30,000.00
04/10/22 859170	IMPACT PROPERTY SERVICES	Property Maintenance - September 2022	\$2,750.00	\$32,750.00
Total Cleaning - General			\$32,750.00	

Debt Collection Fees

01/11/21 757988	Netstrata	Levy Notice on 25/10/2021*	\$922.78	\$922.78
01/02/22 783775	Netstrata	Levy Notice on 31/01/2022*	\$859.14	\$1,781.92
01/05/22 810546	Netstrata	Levy Notice on 31/05/2022*	\$540.94	\$2,322.86
27/07/22 837368	STRATEGIC COLLECTION	Debt Collection Fees	\$700.00	\$3,022.86
01/08/22 839676	Netstrata	Follow Up Outstanding Levy Payment Lot 10*	\$781.85	\$3,804.71
Total Debt Collection Fees			\$3,804.71	

DEFT Process Fees

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30/11/21	DEFT Process Fee	\$5.82	\$5.82
31/12/21	DEFT Process Fee	\$4.09	\$9.91
31/01/22	DEFT Process Fee	\$36.27	\$46.18
28/02/22	DEFT Process Fee	\$24.14	\$70.32
31/03/22	DEFT Process Fee	\$34.50	\$104.82
29/04/22	DEFT Process Fee	\$22.50	\$127.32
31/05/22	DEFT Process Fee	\$10.86	\$138.18
30/06/22	DEFT Process Fee	\$33.77	\$171.95
29/07/22	DEFT Process Fee	\$15.00	\$186.95
31/08/22	DEFT Process Fee	\$10.23	\$197.18
30/09/22	DEFT Process Fee	\$32.23	\$229.41
31/10/22	DEFT Process Fee	\$20.68	\$250.09
Total DEFT Process Fees		\$250.09	

Detention Pit & Pump Maintenance

28/01/22	781918	ALINE SERVICE	Preventative Maintenance - 05/01/22	\$320.00	\$320.00
06/07/22	832056	ALINE SERVICE	AH Callout To Get SW Operational - 03/07/22	\$600.00	\$920.00
25/07/22	836421	RESOLUTE MAINTENANCE	Pit & Pump Servicing - 01/07/2022 - 31/12/2022	\$350.00	\$1,270.00
Total Detention Pit & Pump Maintenance				\$1,270.00	

Electrical Repairs

02/12/21	769395	ABLE ELECTRICAL SERVICES	Restore Power - 19/10/21	\$440.00	\$440.00
14/03/22	797470	WINFIRE	Common Area Lighting Repairs	\$1,786.70	\$2,226.70
Total Electrical Repairs				\$2,226.70	

Electricity Consumption

11/11/21	762134	ENERGY TRADE	Electricity Consumption - 01/10/21 - 31/10/21	\$2,079.32	\$2,079.32
04/01/22	774315	ENERGY TRADE	Electricity Consumption - 01/11/21 - 30/11/21	\$1,949.89	\$4,029.21
11/02/22	787240	ENERGY TRADE	Electricity Consumption - 01/12/21 - 31/01/22	\$5,078.37	\$9,107.58
11/03/22	796604	ENERGY TRADE	Electricity Consumption - 01/02/22 - 28/02/22	\$1,998.27	\$11,105.85
19/04/22	806884	ENERGY TRADE	Electricity Consumption - 01/03/22 - 31/03/22	\$2,061.38	\$13,167.23
10/05/22	814199	ENERGY TRADE	Electricity Consumption - 01/04/22 - 30/04/22	\$1,997.04	\$15,164.27
09/06/22	824463	ENERGY TRADE	Electricity Consumption - 01/05/22 - 31/05/22	\$2,080.06	\$17,244.33
13/07/22	833864	ENERGY TRADE	Electricity Consumption - 01/06/22 - 30/06/22	\$2,072.13	\$19,316.46
19/09/22	855146	ENERGY TRADE	Electricity Consumption - 01/07/22 - 31/08/22	\$4,924.26	\$24,240.72
12/10/22	861903	ENERGY TRADE	Electricity Consumption - 01/09/22 - 30/09/22	\$2,648.01	\$26,888.73
Total Electricity Consumption				\$26,888.73	

Fire Services

01/11/21	757988	Netstrata	Fire Compliance - 01/08/21 - 31/10/21	\$515.10	\$515.10
07/01/22	776354	ROMTECK GRID	False Alarm FRNSW - 05/01/22	\$1,600.00	\$2,115.10
07/01/22	776354	ROMTECK GRID	False Alarm Admin Fee - 05/01/22	\$160.00	\$2,275.10
07/01/22	776373	ROMTECK GRID	Flase Alarm FRNSW - 05/01/22	\$1,600.00	\$3,875.10
07/01/22	776373	ROMTECK GRID	False Alarm Admin Fee - 05/01/22	\$160.00	\$4,035.10
07/01/22	776621	ROMTECK GRID	False Alarm - 05/01/22	\$1,600.00	\$5,635.10
07/01/22	776621	ROMTECK GRID	False Alarm Admin Fee - 05/01/22	\$160.00	\$5,795.10
01/02/22	783775	Netstrata	Fire Compliance - 01/11/21 - 31/01/22*	\$1,148.01	\$6,943.11
10/02/22	787155	ALEX DE BRITO FIRE	Common Area Defects Completed - 09/02/22	\$7,930.00	\$14,873.11
10/02/22	787159	ALEX DE BRITO FIRE	Fire Equipment Services - 09/02/22	\$3,090.91	\$17,964.02
01/03/22	lot 13		lot 13-Smoke Detector Inspection Certifica	(\$50.00)	\$17,914.02
01/04/22	lot 28		lot 28-Smoke Detector Inspection Certifica	(\$50.00)	\$17,864.02

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01/05/22	810546	Netstrata	Fire Compliance - 01/02/22 - 30/04/22*	\$615.10	\$18,479.12
09/05/22	814358	WINFIRE	U316 Install Security Gem Lock - 09/05/22	\$210.00	\$18,689.12
07/07/22	832163	ROMTECK GRID	False Alarm Callout FRNSW - 06/07/22	\$1,600.00	\$20,289.12
07/07/22	832163	ROMTECK GRID	False Alarm Admin Fee - 06/07/22	\$160.00	\$20,449.12
07/07/22	832433	ROMTECK GRID	False Alarm Callout FRNSW - 06/07/22	\$1,600.00	\$22,049.12
07/07/22	832433	ROMTECK GRID	Administration Fee - 06/07/22	\$160.00	\$22,209.12
01/08/22	839676	Netstrata	Fire Compliance - 01/05/22 - 31/07/22	\$548.57	\$22,757.69
11/08/22	843601	ROMTECK GRID	False Alarm Callout FRNSW - 10/08/22	\$1,600.00	\$24,357.69
11/08/22	843601	ROMTECK GRID	Administration Fee - 10/08/22	\$160.00	\$24,517.69
11/08/22	843603	ROMTECK GRID	False Alarm Callout FRNSW - 10/08/22	\$1,600.00	\$26,117.69
11/08/22	843603	ROMTECK GRID	Administration Fee - 10/08/22	\$160.00	\$26,277.69
21/09/22	856255	ROMTECK GRID	Annual Fire Monitoring - 19/10/22 - 18/10/23	\$1,673.71	\$27,951.40
12/10/22	862018	ALEX DE BRITO FIRE	Fire Equipment Services - 11/10/22	\$3,090.91	\$31,042.31
Total Fire Services				\$31,042.31	

Garage Security Gate / Shutter

05/04/22	803731	DOMINATOR DOOR	Make Safe Door - 04/04/22	\$631.82	\$631.82
23/05/22	817734	DOMINATOR DOOR	Assess Shutter - 20/05/22	\$268.18	\$900.00
02/06/22	821619	AUTO-LIFT GARAGE	Investigate Motor - For Replacement - 01/06/22	\$263.64	\$1,163.64
07/10/22	861069	DOMINATOR DOOR	Periodic Service Door & Motor - 06/10/22	\$168.18	\$1,331.82
17/10/22	863483	DOMINATOR DOOR	Supply & Code 10x Remotes - 14/10/22	\$809.09	\$2,140.91
Total Garage Security Gate / Shutter				\$2,140.91	

Gardening

06/12/21	769597	IMPACT PROPERTY SERVICES	Gardening - October 2021	\$220.00	\$220.00
15/12/21	772203	IMPACT PROPERTY SERVICES	Gardening - November 2021	\$220.00	\$440.00
17/12/21	772900	IMPACT PROPERTY SERVICES	Gardening - December 2021	\$220.00	\$660.00
01/02/22	782632	IMPACT PROPERTY SERVICES	Gardening - January 2022	\$220.00	\$880.00
23/02/22	790584	IMPACT PROPERTY SERVICES	Gardening - February 2022	\$220.00	\$1,100.00
04/04/22	803127	IMPACT PROPERTY SERVICES	Gardening - March 2022	\$220.00	\$1,320.00
09/05/22	814483	IMPACT PROPERTY SERVICES	Gardening - April 2022	\$220.00	\$1,540.00
31/05/22	820848	IMPACT PROPERTY SERVICES	Gardening - May 2022	\$220.00	\$1,760.00
05/07/22	831398	IMPACT PROPERTY SERVICES	Gardening - June 2022	\$220.00	\$1,980.00
02/08/22	843092	IMPACT PROPERTY SERVICES	Gardening - July 2022	\$220.00	\$2,200.00
05/09/22	851078	IMPACT PROPERTY SERVICES	Gardening - August 2022	\$220.00	\$2,420.00
04/10/22	859170	IMPACT PROPERTY SERVICES	Lawn Service - September 2022	\$220.00	\$2,640.00
Total Gardening				\$2,640.00	

Gas Consumption

20/04/22	MB270422		Reimb Energy Australia	(\$10,109.25)	(\$10,109.25)
20/05/22	817522	ENERGY/TRU ENERGY	Gas Consumption - 17/02/22 - 19/05/22	\$517.63	(\$9,591.62)
22/08/22	846404	ENERGY/TRU ENERGY	Gas Consumption - 20/05/22 - 19/08/22	\$819.49	(\$8,772.13)
Total Gas Consumption				(\$8,772.13)	

General Maintenance

10/11/21	761766	ESP PROJECT GROUP	U315 Inspect Bathroom Wall Gaps - 09/11/21	\$252.00	\$252.00
17/12/21	773189	ESP PROJECT GROUP	U316 Window & Ceiling Leak - 17/12/21	\$475.00	\$727.00
11/01/22	777305	MAGIC GLASS	Maintenance - 01/01/22	\$720.00	\$1,447.00
21/02/22	789956	ESP PROJECT GROUP	U502 Inspect Balcony Door - 18/02/22	\$265.00	\$1,712.00
23/03/22	799491	MAGIC GLASS	Emergency Call Out Broken Glass - 16/03/22	\$920.00	\$2,632.00

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25/03/22	800484	ESP PROJECT GROUP	U101 Water Ingress During Storm Event - 23/03/22	\$320.00	\$2,952.00
20/04/22	807188	ESP PROJECT GROUP	U304 Sliding Balcony Repairs - 20/04/22	\$692.60	\$3,644.60
09/05/22	813782	MAGIC GLASS	U311 Sliding Door Maintenance - 22/03/22	\$520.00	\$4,164.60
09/05/22	813786	PREMIER MAINTENANCE	U415 Front entry Door Jamming - 06/05/22	\$220.00	\$4,384.60
27/06/22	828840	ESP PROJECT GROUP	U108 Inspect Leak - 27/06/22	\$800.00	\$5,184.60
11/07/22	832841	LEAD SECURITY NETWORKING	Lift Handrail Repairs - 26/10/21	\$180.00	\$5,364.60
25/07/22	836811	PREMIER MAINTENANCE	U111 Install Custom Manufactured - 21/07/22	\$200.00	\$5,564.60
26/07/22	837079	PREMIER MAINTENANCE	File Striker Plater - 16/07/22	\$140.00	\$5,704.60
01/08/22	838797	PREMIER MAINTENANCE	Re-glue Loose Tile - 26/07/22	\$120.00	\$5,824.60
17/08/22	845093	ESP PROJECT GROUP	U116 Water Leak - 16/08/22	\$330.00	\$6,154.60
18/08/22	845564	ESP PROJECT GROUP	U116 Water Ingress - 25/05/22	\$2,003.18	\$8,157.78
25/08/22	847611	PREMIER MAINTENANCE	Install Bracket - 22/08/22	\$360.00	\$8,517.78
14/09/22	854068	EXPRESS GLASS 24 HOUR	Install Heavy Duty Wheels - 13/09/22	\$440.00	\$8,957.78
Total General Maintenance				\$8,957.78	

Insurance Claims

08/12/21	770341	MAGIC GLASS	Broken Balustrade - 02/12/21	\$1,750.00	\$1,750.00
01/03/22	792749	DOMINATOR DOOR	Curtain Beyond Repair - 28/02/22	\$286.36	\$2,036.36
02/03/22	793363	AUTO-LIFT GARAGE	Service Roller Shutter - 01/03/22	\$440.00	\$2,476.36
04/03/22	794435	DOMINATOR DOOR	Insurance Claims	\$268.18	\$2,744.54
06/04/22	804315	MAGIC GLASS	U416 Remove & Dispose Broken Glass - 23/02/22	\$690.00	\$3,434.54
06/04/22	804579	MAGIC GLASS	Replace Balustrade Glass - 25/02/22	\$980.00	\$4,414.54
20/04/22	807116	DOMINATOR DOOR	Replaced Impact Damage Curtain - 19/04/22	\$7,613.64	\$12,028.18
01/05/22	810546	Netstrata	Lodge Insurance Claim, provide additional supporting documents	\$118.18	\$12,146.36
02/08/22	840229	MAGIC GLASS	Replace Glass - 29/07/22	\$1,250.00	\$13,396.36
Total Insurance Claims				\$13,396.36	

Insurance Premium

17/11/21	763403	STRATA INSURANCE SERVICES	Insurance Premium 30/11/21 to 30/11/22	\$43,541.67	\$43,541.67
17/11/21	763403	STRATA INSURANCE SERVICES	Stamp Duty on Insurance Premium	\$3,188.46	\$46,730.13
Total Insurance Premium				\$46,730.13	

Insurance Valuation Report

15/08/22	844373	ARCHI-QS	Replacement Cost Assessment - 12/08/22	\$270.00	\$270.00
Total Insurance Valuation Report				\$270.00	

Land Titles & By-Law Registration

29/03/22	801438	ADVOCATUS LAWYERS & CONSULTANTS	Land Titles & By-Law Registration Special By Law 8,9	\$50.00	\$50.00
29/03/22	801438	ADVOCATUS LAWYERS & CONSULTANTS	NSWLRS Fee	\$134.27	\$184.27
29/03/22	801438	ADVOCATUS LAWYERS & CONSULTANTS	PEXA Fee	\$40.20	\$224.47
01/05/22	810546	Netstrata	Payment Plan Fee lot 14*	\$372.73	\$597.20
01/08/22	839676	Netstrata	Land Title Search	\$40.00	\$637.20
Total Land Titles & By-Law Registration				\$637.20	

Legal Fees

INCOME & EXPENDITURE

FINANCIAL PERIOD 01/11/2021 - 31/10/2022

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18/11/21	763669	JS MUELLER & CO	Legal Fees - Crane Access - 27/07/21	\$440.00	\$440.00
18/11/21	763671	JS MUELLER & CO	Legal Fees - Crane Access - 06/07/21	\$2,750.00	\$3,190.00
18/11/21	763801	JS MUELLER & CO	Professional Fees - 19/08/21	\$495.00	\$3,685.00
Total Legal Fees				\$3,685.00	

Legislative Compliance

01/11/21	757988	Netstrata	Lift Registration*	\$2,158.55	\$2,158.55
01/02/22	783775	Netstrata	Pre-AGM Survey & Preparation*	\$1,894.09	\$4,052.64
01/05/22	810546	Netstrata	Section 258 Compliance - Tenant Update Lot 3*	\$163.64	\$4,216.28
01/08/22	839676	Netstrata	Section 258 Compliance - Tenant Update Lot 69	\$40.91	\$4,257.19
Total Legislative Compliance				\$4,257.19	

Lift Maintenance

29/11/21	766342	KONE ELEVATORS	Lift Maintenance - 01/10/21 - 31/12/21	\$5,280.00	\$5,280.00
29/11/21	766469	KONE ELEVATORS	Lift Maintenance - 01/01/22 - 31/03/22	\$5,280.00	\$10,560.00
24/02/22	791137	KONE ELEVATORS	Lift Maintenance - 01/04/22 - 30/06/22	\$5,280.00	\$15,840.00
24/05/22	818311	KONE ELEVATORS	Lift Maintenance - 01/07/22 - 30/09/22	\$5,393.16	\$21,233.16
26/08/22	847963	KONE ELEVATORS	Lift Maintenance - 01/10/22 - 31/12/22	\$5,488.95	\$26,722.11
Total Lift Maintenance				\$26,722.11	

Lift Phone & Phone Charges

01/11/21	757988	Netstrata	Phone Charges - 01/08/21 - 31/10/21*	\$170.70	\$170.70
05/11/21	760336	VONEX	Phone Charges - 19/10/21 - 18/11/21	\$212.40	\$383.10
06/12/21	769273	VONEX	Phone Charges - 19/11/21 - 18/12/21	\$215.60	\$598.70
07/01/22	776171	VONEX	Phone Charges - 19/12/21 - 18/01/22	\$222.00	\$820.70
01/02/22	783775	Netstrata	Phone Charges - 01/11/21 - 31/01/22	\$50.19	\$870.89
10/03/22	796121	VONEX	Phone Charges - 19/02/22 - 18/03/22	\$208.80	\$1,079.69
16/03/22	798083	VONEX	Phone Charges - 19/01/22 - 18/02/22	\$205.20	\$1,284.89
14/04/22	805981	VONEX	Phone Charges - 19/03/22 - 18/04/22	\$218.00	\$1,502.89
01/05/22	810546	Netstrata	Phone Charges - 01/02/22 - 30/04/22*	\$83.88	\$1,586.77
05/05/22	813570	VONEX	Phone Charges - 19/04/22 - 18/05/22	\$229.60	\$1,816.37
07/06/22	823168	VONEX	Phone Charges - 19/05/22 - 18/06/22	\$220.80	\$2,037.17
01/08/22	839676	Netstrata	Phone Charges - 01/05/22 - 31/07/22*	\$115.06	\$2,152.23
Total Lift Phone & Phone Charges				\$2,152.23	

Locks & Doors

02/03/22	793142	MAGIC GLASS	U118 Door Maintenance - 28/02/22	\$480.00	\$480.00
09/05/22	814656	MAGIC GLASS	U311 Replace Roller To Sliding Door - 22/03/22	\$780.00	\$1,260.00
19/08/22	845721	RESOLUTE MAINTENANCE	Repair Lock On Fire Panel - 05/08/22	\$177.50	\$1,437.50
Total Locks & Doors				\$1,437.50	

Management Services

01/11/21	757988	Netstrata	Management Services - 01/11/2021 - 31/01/21	\$6,104.70	\$6,104.70
01/02/22	783775	Netstrata	Management Services - 01/02/22 - 30/04/22	\$6,409.93	\$12,514.63
01/05/22	810546	Netstrata	Management Services - 01/5/22 - 31/07/22	\$6,409.93	\$18,924.56
01/08/22	839676	Netstrata	Management Services - 01/08/22 - 31/10/22	\$6,409.93	\$25,334.49
Total Management Services				\$25,334.49	

Pest Control - General

INCOME & EXPENDITURE

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20/04/22	806778	PESTIGE SOLUTIONS	Pest Control - 14/04/22	\$990.00	\$990.00
Total Pest Control - General				\$990.00	

Plumbing - General

24/11/21	765663	PJ MARTIN PLUMBING	Clear Blocked Drains - 18/11/21	\$800.00	\$800.00
03/02/22	784967	PJ MARTIN PLUMBING	Service To Investigate Leak - 02/02/22	\$300.00	\$1,100.00
10/02/22	787121	MR WASHER PLUMBING	Service Hot Water - 23/01/22	\$882.00	\$1,982.00
21/03/22	798854	PJ MARTIN PLUMBING	U501 Service Leak In Bedroom Duct - 01/03/22	\$300.00	\$2,282.00
10/05/22	814332	PJ MARTIN PLUMBING	Water Leak In Commercial Bin Room - 05/05/22	\$360.00	\$2,642.00
08/07/22	833470	PJ MARTIN PLUMBING	U305 Investigate Water Leak - 06/07/22	\$440.00	\$3,082.00
11/08/22	843656	PJ MARTIN PLUMBING	Inspect Suspected Gas Leak - 05/07/22	\$985.00	\$4,067.00
06/10/22	860524	MR WASHER PLUMBING	Inspect Overflowing Pool - 26/09/22	\$374.00	\$4,441.00
27/10/22	866124	MR WASHER PLUMBING	Install New Tap Timer - 20/10/22	\$705.00	\$5,146.00
Total Plumbing - General				\$5,146.00	

Pool Service

29/11/21	766885	NETWORK POOL & SPA	Pool Service - 25/11/21	\$682.00	\$682.00
07/01/22	776435	NETWORK POOL & SPA	Pool Service - 31/12/21	\$776.00	\$1,458.00
27/01/22	781451	NETWORK POOL & SPA	Pool Service & Chemicals - 25/01/22	\$677.50	\$2,135.50
25/02/22	791667	NETWORK POOL & SPA	Pool Service - February 2022	\$693.30	\$2,828.80
31/03/22	801908	NETWORK POOL & SPA	Pool Service	\$826.80	\$3,655.60
02/05/22	811144	NETWORK POOL & SPA	Pool Service & Chemicals - April 2022	\$582.00	\$4,237.60
30/05/22	820071	NETWORK POOL & SPA	Pool Service & Chemicals - 30/05/22	\$286.30	\$4,523.90
01/07/22	830690	NETWORK POOL & SPA	Pool Service & Chemicals - June 2022	\$466.80	\$4,990.70
28/07/22	837821	NETWORK POOL & SPA	Pool Service & Chemicals - 27/07/22	\$461.00	\$5,451.70
30/08/22	848718	NETWORK POOL & SPA	Pool Service & Chemicals - 29/08/22	\$311.00	\$5,762.70
28/09/22	857972	NETWORK POOL & SPA	Pool Service & Chemicals - September 2022	\$411.80	\$6,174.50
Total Pool Service				\$6,174.50	

Printing, Postage & Stationery

01/11/21	757988	Netstrata	Printing & Postage - 01/08/21 - 31/10/21*	\$1,747.76	\$1,747.76
01/02/22	783775	Netstrata	Printing & Postage - 01/11/21 - 31/01/22*	\$1,587.86	\$3,335.62
01/05/22	810546	Netstrata	Printing & Postage - 01/02/22 - 30/04/22*	\$1,105.67	\$4,441.29
01/08/22	839676	Netstrata	Printing & Postage - 01/05/22 - 31/07/22*	\$801.74	\$5,243.03
Total Printing, Postage & Stationery				\$5,243.03	

Routine Waste / Bin Collection

06/12/21	769597	IMPACT PROPERTY SERVICES	Bin Service - October 2021	\$308.00	\$308.00
15/12/21	772203	IMPACT PROPERTY SERVICES	Bin Services - November 2021	\$308.00	\$616.00
17/12/21	772900	IMPACT PROPERTY SERVICES	Bin Services - December 2021	\$385.00	\$1,001.00
01/02/22	782632	IMPACT PROPERTY SERVICES	Bin Service - January 2022	\$308.00	\$1,309.00
23/02/22	790584	IMPACT PROPERTY SERVICES	Bin Services - February 2022	\$308.00	\$1,617.00
04/04/22	803127	IMPACT PROPERTY SERVICES	Bin Service - March 2022	\$385.00	\$2,002.00
09/05/22	814483	IMPACT PROPERTY SERVICES	Bin Service - April 2022	\$308.00	\$2,310.00
31/05/22	820848	IMPACT PROPERTY SERVICES	Bin Services - May 2022	\$308.00	\$2,618.00
05/07/22	831398	IMPACT PROPERTY SERVICES	Bin Services - June 2022	\$385.00	\$3,003.00
02/08/22	843092	IMPACT PROPERTY SERVICES	Routine Waste / Bin Collection - July 2022	\$308.00	\$3,311.00
05/09/22	851078	IMPACT PROPERTY SERVICES	Bin Services - August 2022	\$308.00	\$3,619.00
04/10/22	859170	IMPACT PROPERTY SERVICES	Bin Services - September 2022	\$385.00	\$4,004.00
Total Routine Waste / Bin Collection				\$4,004.00	

Security Services

INCOME & EXPENDITURE



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20/12/21	773621	PROTECOM	programmed Mifare Tokens - 19/12/21	\$905.00	\$905.00
21/02/22	790045	PROTECOM	Lev3 Reprogrammed Token - 20/02/22	\$155.00	\$1,060.00
Total Security Services				\$1,060.00	

Strata Administration

01/11/21	757988	Netstrata	Annual Strata Administration*	\$1,537.04	\$1,537.04
05/11/21	760626	PRIME STRATA SUPPORT	Annual Check Of Licenses, Insurances & Qualifications Of 30 Suppliers - October 2021	\$954.55	\$2,491.59
01/02/22	783775	Netstrata	Arrange Common Property Safety Report	\$130.00	\$2,621.59
01/05/22	810546	Netstrata	After Hours Call Out L12 Garage Door broken - 27/02/22	\$90.00	\$2,711.59
Total Strata Administration				\$2,711.59	

Water Consumption

17/01/22	778782	SYDNEY WATER	Water Consumption - 08/09/21 - 09/12/21	\$1,937.32	\$1,937.32
20/04/22	806909	SYDNEY WATER	Water Consumption - 10/12/21 - 14/03/22	\$1,815.94	\$3,753.26
19/07/22	835462	SYDNEY WATER	Water Consumption - 15/03/22 - 14/06/22	\$2,215.78	\$5,969.04
30/09/22	858708	SYDNEY WATER	Water Consumption - 15/06/22 - 07/09/22	\$2,855.70	\$8,824.74
Total Water Consumption				\$8,824.74	

Total Administrative Expenses \$265,584.03

CAPITAL WORKS FUND OTHER INCOME

Date	Ref.	Payee	Details	Amt.	Bal.
Interest On Levy Arrears					
02/12/21	lot 1		lot 1-BPay Payment: DEFT Bpay 0000038305	\$2.58	\$2.58
02/12/21	lot 2		lot 2-BPay Payment: DEFT Bpay 0000038306	\$2.58	\$5.16
07/01/22	lot 6		lot 6-DEFT I/CCd: DEFT I/Tfr 0000038310	\$10.26	\$15.42
07/01/22	lot 6		lot 6-DEFT I/CCd: DEFT I/Tfr 0000038310	\$5.29	\$20.71
19/01/22	lot 41		lot 41-BPay Payment: DEFT Bpay 0000038345	\$11.75	\$32.46
19/01/22	lot 41		lot 41-BPay Payment: DEFT Bpay 0000038345	\$6.40	\$38.86
22/03/22	lot 84		lot 84-BPay Payment: DEFT Bpay 0000038388	\$15.35	\$54.21
22/03/22	lot 84		lot 84-BPay Payment: DEFT Bpay 0000038388	\$10.00	\$64.21
24/03/22	lot 69		lot 69-BPay Payment: DEFT Bpay 0000038373	\$7.23	\$71.44
24/03/22	lot 69		lot 69-BPay Payment: DEFT Bpay 0000038373	\$3.01	\$74.45
30/03/22	lot 9		lot 9-Cash - CSH: DEFT Csh 0000038313	\$3.03	\$77.48
13/04/22	lot 11		lot 11-BPay Payment: DEFT Bpay 0000038315	\$3.77	\$81.25
02/05/22	lot 91		lot 91-BPay Payment: DEFT Bpay 0000038395	\$4.78	\$86.03
03/05/22	lot 90		lot 90-Cheque - CHQ: DEFT Chq 0000038394	\$3.76	\$89.79
02/06/22	lot 90		lot 90-Cheque - CHQ: DEFT Chq 0000038394	\$2.56	\$92.35
21/06/22	lot 84		lot 84-BPay Payment: DEFT Bpay 0000038388	\$11.32	\$103.67
15/07/22	lot 1		lot 1-BPay Payment: DEFT Bpay 0000038305	\$2.77	\$106.44
15/07/22	lot 2		lot 2-BPay Payment: DEFT Bpay 0000038306	\$2.77	\$109.21
19/07/22	lot 20		lot 20-BPay Payment: DEFT Bpay 0000038324	\$4.78	\$113.99
12/08/22	lot 77		lot 77-BPay Payment: DEFT Bpay 0000038381	\$4.46	\$118.45
17/08/22	lot 69		lot 69-BPay Payment: DEFT Bpay 0000038373	\$5.54	\$123.99
17/08/22	lot 69		lot 69-BPay Payment: DEFT Bpay 0000038373	\$2.77	\$126.76
18/08/22	lot 9		lot 9-Cash - CSH: DEFT Csh 0000038313	\$2.55	\$129.31
12/09/22	lot 41		lot 41-BPay Payment: DEFT Bpay 0000038345	\$5.88	\$135.19
23/09/22	lot 41		lot 41-DEFT I/Tfr: DEFT I/CCd MD 000003834	\$14.45	\$149.64

INCOME & EXPENDITURE

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23/09/22	lot 41	lot 41-DEFT I/Tfr: DEFT I/CCd MD 000003834	\$6.94	\$156.58
26/09/22	lot 84	lot 84-BPay Payment: DEFT Bpay 0000038388	\$14.70	\$171.28
12/10/22	lot 1	lot 1-BPay Payment: DEFT Bpay 0000038305	\$2.21	\$173.49
12/10/22	lot 2	lot 2-BPay Payment: DEFT Bpay 0000038306	\$2.22	\$175.71
12/10/22	lot 7	lot 7-BPay Payment: DEFT Bpay 0000038311	\$3.72	\$179.43
12/10/22	lot 43	lot 43-BPay Payment: DEFT Bpay 0000038347	\$3.72	\$183.15
12/10/22	lot 62	lot 62-BPay Payment: DEFT Bpay 0000038366	\$2.65	\$185.80
12/10/22	lot 63	lot 63-BPay Payment: DEFT Bpay 0000038367	\$2.65	\$188.45
13/10/22	lot 76	lot 76-BPay Payment: DEFT Bpay 0000038380	\$4.69	\$193.14
Total Interest On Levy Arrears			\$193.14	
Total Capital Works Other Income			\$193.14	

CAPITAL WORKS FUND EXPENSES

Date	Ref.	Payee	Details	Amt.	Bal.
Fire Services					
17/12/21	773202	WINFIRE	Audit Of Common Area Lighting - 17/12/21	\$3,525.00	\$3,525.00
20/06/22	826762	WINFIRE	Inspect Issue With Lighting - 17/06/22	\$2,184.00	\$5,709.00
Total Fire Services				\$5,709.00	
Garage Security Gate / Shutter					
09/05/22	814128	AUTO-LIFT GARAGE	Replace Roller Shutter - 11/03/22	\$6,970.00	\$6,970.00
06/07/22	832161	AUTO-LIFT GARAGE	Install Motor & Gearbox - 05/07/22	\$7,280.00	\$14,250.00
15/07/22	834612	AUTO-LIFT GARAGE	Replace Brake - 15/07/22	\$2,150.00	\$16,400.00
Total Garage Security Gate / Shutter				\$16,400.00	
General Maintenance					
17/12/21	773188	ESP PROJECT GROUP	U316 Water Leak Repairs - 17/12/21	\$1,629.00	\$1,629.00
13/09/22	853927	ESP PROJECT GROUP	U101 Internal Plaster Repairs - 12/09/22	\$1,650.00	\$3,279.00
Total General Maintenance				\$3,279.00	
Total Capital Works Expenses				\$25,388.00	

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

159-165 FREDERICK STREET, BEXLEY NSW 2207

Lot No. (if known)	DP/SP (if known)	Building name (if applicable)
	SP 90850	

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

5 LEVEL RESIDENTIAL AND COMMERCIAL CONCRETE AND BRICK CONSTRUCTION
2 LEVEL BELOW GROUND

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

Name

The Owners Corporation of SP 90850

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 *
AUTOMATIC FAIL-SAFE DEVICES (EXIT DOORS)	BCA 2014 CLAUSE D2.19, D2.21, AS 1670.1-2004 & BCA 2005 CL. D2.21 (D). FIRE ENGINEERING REPORT NO. 114459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016: 1. ENTRY TO THE BLOCK C LOBBY VIA DOOR GL76 IS TO BE AVAILABLE BY A LATCH THAT USES A SINGLE HAND DOWNWARD ACTION OR PUSHING ACTION ON A SINGLE DEVICE THAT IS LOCATED BETWEEN 900-1 100MM ABOVE THE EXTERNAL PATHWAY. IF LOCKED FROM THE OUTSIDE, DOOR GL-76 IS TO BE FITTED WITH A FILE-SAFE DEVICE THAT AUTOMATICALLY UNLOCKED THE DOORSON ACTIVATION OF A FIRE ALARM OR IN SITUATION OF POWER FAILURE TO THE DOOR.	30/08/2021 31/08/2021	F047655A

Fire Safety Statement

Part 9 of the Environmental Planning and Assessment Regulation 2000



AUTOMATIC FIRE DETECTION AND ALARM SYSTEMS	<p>BCA 2014 SPEC. E2.2A, AS 1670.1-2004, AS 37861993.</p> <p>FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016:</p> <p>1. EACH RESIDENTIAL SOU ON GROUND FLOOR TO LEVEL 5 IS TO BE PROVIDED WITH A THERMAL DETECTOR LOCATED WITHIN THE APARTMENT.</p> <p>2.THE THERMAL DETECTOR SHALL HAVE AN ACTIVATION TEMPERATURE OF 570 TO 700, BE INSTALLED IN ACCORDANCE WITH AS 1670.1-2004 AND ACTIVATE THE BUILDING OCCUPANTS WARNING SYSTEM.</p> <p>THE DETECTORS SHALL BE LOCATED WITHIN 1 .5M OF THE APARTMENT ENTRY DOOR.</p>	30/08/2021 31/08/2021	F047655A
AUTOMATIC FIRE SUPPRESSION SYSTEM (SPRINKLERS) BASEMENT LEVELS 1 AND 2	<p>BCA 2014 CLAUSES EL .5, E2.2, SPEC. EL .5, SPEC. E22, AS 21 18.1-1999. FIRE ENGINEERING REPORT NO. 114459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016:</p> <p>1) FAST RESPONSE SPRINKLERS HEADS WITH AN RTI OF NO GREATER THAN 50(MS)1/2 ARE TO BE PROVIDED</p> <p>2) SPRINKLER HEADS ARE NOT TO BE CONCEALED OR FULLY RECESSED. WHERE SEMIRECESSED SPRINKLER HEADS ARE USED THE ENTIRE BULB MUST BE LOCATED BELOW THE FINISHED CEILING LEVEL.</p> <p>3) FAST RESPONSE SPRINKLERS ARE TO COMPLY WITH BCA SPECIFICATION EL .5, CLAUSE 5.</p> <p>IF STORAGE CAGES ARE PROVIDED WITHIN THE STORAGE ROOM AND/OR CAR PARK, A MESH CEILING IS TO BE PROVIDED WITHIN EACH CAGE AT A HEIGHT OF NOT LESS THAN 500MM BELOW SPRINKLER HEADS. THE MESH CEILING IS TO COMPLY WITH THE REQUIREMENTS OF AS 21 18.1-1999 AND NOT INHIBIT THE SPRINKLER SYSTEM.</p>	30/08/2021 31/08/2021	F047655A
EMERGENCY EVACUATION LIGHTING	BCA 2014 CLAUSE E4.2 & E4.4, AS/NZS 2293.12005 & BCA 2006 A E4.2	30/08/2021 31/08/2021	F047655A

Fire Safety Statement

Part 9 of the Environmental Planning and Assessment Regulation 2000



EXIT SIGNS, AND DIRECTIONAL EXIT SIGNS	AS/NZS 2293.1-2005 & BCA 2006 CL E4.5, E4.6 & OR E4.7 (NOTE: E4.7 ONLY APPLICABLE FOR CERTAIN CLASS 2 & 3 BUILDINGS & CLASS 4 PARTS) BCA 2014 CLAUSE E4.4, E4.5 (NSW E4.6) & E4.8, AS 2293.1-2005. FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016: 1. AN EXIT SIGN TO BE PROVIDED ON THE EXTERNAL SIDE OF DOOR GL-76	30/08/2021 31/08/2021	F047655A
FIRE SEALS [COMPONENTS PROTECTING OPENINGS IN FIRE RESISTING COMPONENTS OF THE BUILDING]	BCA 2014 CLAUSE 3.15, BCA SPEC. 03.15 & AS 4072.1-2005. MANUFACTURER'S SPECIFICATIONS. FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016: 1. THE GAS PIPEWORK SERVICING THE RESIDENTIAL APARTMENTS IS NOT COMPRISED ENTIRELY OF METAL, BUT A COMBINATION OF PLASTIC AND METAL PIPES.	30/08/2021 31/08/2021	F047655A
FIRE DAMPERS	BCA 2014 CLAUSE E2.2, AS 1682.2-1990 & AS/NZS 1668.1-1998	30/08/2021 31/08/2021	F047655A
FIRE DOORS	BCA 2014 CLAUSE C2.12, C2.13, C3.8, C3.1 1, SPEC. C3.4 & AS/NZS 1905.1-2005	30/08/2021 31/08/2021	F047655A
FIRE HYDRANT SYSTEM	AS2419.1-2005 & BCA 2006 CLAUSE E1.3	30/08/2021 31/08/2021	F047655A
FIRE HOSE REEL SYSTEM	BCA 2014 CLAUSE E1.4, AS2441-2005	30/08/2021 31/08/2021	F047655A
MECHANICAL VENTILATION SYSTEM-CAR PARK ONLY	BCA 2014 CLAUSE E2.2, TABLE E2.2A, AS/NZS1668.1-1998, AS 1668.22012 (CLAUSE 5.5 CAR PARK EXHAUST OPERATION)	30/08/2021 31/08/2021	F047655A
OPENINGS IN FIREISOLATED LIFT SHAFTS	BCA 2014, CLAUSE C3.10, AS 1735.11-1986	30/08/2021 31/08/2021	F047655A

Fire Safety Statement

Part 9 of the Environmental Planning and Assessment Regulation 2000



EMERGENCY WARNING AND INTERCOMMUNICATION SYSTEMS	BCA 2014 CLAUSE E2.2, SPEC. E2.2A (CLAUSE 6), AS 1670.1-2004. FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016: 1.IN RESIDENTIAL SOUS PROVIDED WITH SMOKE SEALS, SOUND PRESSURE LEVELS OF 75DB(A) ARE TO BE ACHIEVED AT THE BED HEAD OF EACH SOU WITH THE ENTRY DOORS (COMPLETE WITH SMOKE SEALS) AND DOORS WITHIN THE UNIT CLOSED. NOTE: THIS ALSO INCLUDE BED HEADS ON LEVEL 6 WHERE THESE BEDROOMS ARE ON THE UPPER FLOOR OF UNITS WITH ENTRY AT LEVEL 5. IF SPEAKERS ARE PROVIDED WITHIN THE SOU, THE CABLING TO THESE SPEAKERS TO BE FIRE RATED.	30/08/2021 31/08/2021	F047655A
PORTABLE FIRE EXTINGUISHERS	BCA 2014 CLAUSE E1.6, AS 2444-2001	30/08/2021 31/08/2021	F047655A
SMOKE DOORS	BCA 2014 CLAUSE C2.14, SPEC. C3.4. FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016.	30/08/2021 31/08/2021	F047655A

Fire Safety Statement

Part 9 of the Environmental Planning and Assessment Regulation 2000



<p>WARNING AND OPERATIONAL SIGNS</p>	<p>BCA 2014 CLAUSE D2.23, D3.6, E3.3, CLAUSE 183 OF THE ENVIRONMENTAL PLANNING AND ASSESSMENT REGULATION.</p> <p>FIRE ENGINEERING REPORT NO. 114459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016: SIGNAGE IS TO BE PROVIDED TO THE ENTRY DOOR D07 TO THE BASEMENT LEVEL 1 PUMP ROOM STATING:</p> <p>'WARNING-LOW CEILING HEIGHT'. THE SIGN IS TO BE PERMANENTLY AND SECURELY MOUNTED AND OF APPROPRIATE CONSTRUCTION TO BE SUITABLE FOR THE ENVIRONMENT IN WHICH IT IS LOCATED. A LAMINATED SIGN IS NOT ACCEPTABLE. THE LETTERING IS TO BE IN CAPITALS, NO LESS THAN 20MM IN HEIGHT AND IN COLOUR CONTRASTING WITH THE BACKGROUND.</p> <p>THE LEADING EDGES OF THE BEAM CAUSING THE LOWERED CLEAR HEAD HEIGHT IN THE PUMP ROOM ON BASEMENT LEVEL 1 ARE TO BE PAINTED IN A COLOUR THAT CONTRASTED WITH THE BEAM. ALTERNATIVELY, THE LEADING EDGES MAY BE TAPED WITH HAZARD WARNING ADHESIVE TAPE WITH YELLOW AND BLACK ON TRASHING STRIPES.</p> <p>SIGNAGE IS TO BE LOCATED WITHIN THE LOBBIES AND RESIDENTIAL CORRIDORS ON LEVEL 1 TO LEVEL 5, STATING:</p> <p>'FURNITURE AND STORAGE NOT PERMITTED IN THIS CORRIDOR'. A SIGN IS TO BE PROVIDED IN THE BLOCK A AND BLOCK C LOBBIES ON GROUND TO LEVEL 4 AND EACH SIDE OF THE BLOCK A LOBBY ON LEVEL 5. ALL SIGNS ARE TO BE PERMANENTLY AND SECURELY MOUNTED AND OF APPROPRIATE CONSTRUCTION TO BE SUITABLE FOR THE ENVIRONMENT IN WHICH IT IS LOCATED. A LAMINATED SIGN IS NOT ACCEPTABLE. THE LETTERING IS TO BE IN CAPITALS, NO LESS THAN 20MM IN HEIGHT AND IN COLOUR CONTRASTING WITH THE BACKGROUND.</p> <p>A PERMANENT NOTICE IS TO BE PROVIDED ADJACENT TO THE ANNUAL FIRE SAFETY STATEMENT, ADVISING THAT THE BUILDING IS SUBJECT TO A PERFORMANCE BASED ALTERNATIVE SOLUTION DESIGN. THE SIGN IS TO BE PRINTED ON AT LEAST A4 SIZE, AND BE SECURELY MOUNTED. NOTE THAT THIS SIGN IS NOT TO BE MOUNTED TO A FIRE OR SMOKE PROOF ELEMENT IN A</p>	<p>30/08/2021 31/08/2021</p>	<p>F047655A</p>
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Fire Safety Statement

Part 9 of the Environmental Planning and Assessment Regulation 2000



	MANNER WHICH MAY COMPROMISE THAT ELEMENT.		
FIRE ENGINEERING REPORT	<p>FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016:</p> <p>1. THE GROUND FLOOR COMMERCIAL/RETAIL AREA IS PROPOSED TO BE FIRE SEPARATED FROM THE REMAINDER OF THE BUILDING WITH FIRE RATED CONSTRUCTION ACHIEVING AN FRL OF NOT LESS THAN (1 20)/120/120.</p> <p>THE VERTICAL SEPARATION OF OPENINGS IN EXTERNAL WALLS AT THE NORTH END OF THE BLOCK A PUBLIC CORRIDORS DOES NOT COMPLY WITH THE REQUIREMENTS OF BCA CLAUSE C2.6(A)(I). THIS IS BECAUSE THE GLASS BLOCK IN THE OPENING ACHIEVE AN FRL OF /60/- (EG. NO INSULATION RATING AND THE PROJECTION AFFORDED BY THE GLASS BLOCKS DOES NOT EXTEND EITHER THE MINIMUM OF 900MM BETWEEN OPENING OF THE 600MM ABOVE THE UPPER SURFACE OF THE INTERVENING SLAB.</p> <p>3. THE BALCONIES OF BLOCK A UNITS 101, 201, 301, 401 AND 501 AT THE REAR OF THE BUILDING WHICH PROVIDES HORIZONTAL SPANDREL SEPARATION OF OPENINGS IN EXTERNAL WALL PROJECT 1M FROM THE EXTERNAL WALL, IN LIEU OF THE MINIMUM 1.1M 4. THE BALCONIES ON THE FOREST ROAD ELEVATION WHICH PROVIDES HORIZONTAL SPANDREL SEPARATION OF OPENINGS IN THE EXTERNAL WALL DO NOT EXTEND ALONG THE WALL FOR THE MINIMUM 450MM BEYOND THE OPENINGS AS REQUIRED</p>	<p>30/08/2021 31/08/2021</p>	F047655A
PROTECTION OF OPENINGS	<p>BCA 2014 CLAUSE 03.2, 03.4 AND AS 21 18.2-2010.</p> <p>FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016:</p> <p>1. WINDOWS GL-08 AND GL-12 OF APT G05 ARE TO BE FIRE SEPARATED FROM THE ADJACENT PEDESTRIAN PATH BY A WALL ACHIEVING A MINIMUM FRL OF 60/60/60 AND A MINIMUM HEIGHT OF 1 - 8M ABOVE THE FOOTPATH. THE WALL IS TO BE EXTENDED NORTH-EAST FOR 5.3M FROM THE GL12 OPENING SO THAT NO EXPOSURE TO PATH OF TRAVEL WITHIN 6M.</p>	<p>30/08/2021 31/08/2021</p>	F047655A

Fire Safety Statement

Part 9 of the Environmental Planning and Assessment Regulation 2000



SMOKE SEALS	<p>FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016:</p> <p>1. SMOKE SEALS SUITABLE FOR AMBIENT, MEDIUM AND HOT TEMPERATURE ARE TO BE INSTALLED ON THE TOP, BOTTOM (NOTE: REFER TO ITEM 2) AND SIDES OF THE DOOR LEAF OR THE DOOR FRAME TO ALL SOU ENTRY DOORS ON GROUND FLOOR TO LEVEL 5, AND ANY OTHER DOOR OPENING TO THE RESIDENTIAL PUBLIC CORRIDORS THAT IS REQUIRED TO BE A FIRE RATED DOOR SET BY THE BCA DEEMED-TO-SATISFY PROVISIONS, WITH THE EXCEPTION OF THOSE OPENING TO THE FIRE ISOLATED STAIRWAYS AND THE LIFT DOORS.</p> <p>2. NOTE THAT HOT SMOKE SEALS ARE NOT REQUIRED ON THE BOTTOM OF THE DOOR LEAF.</p> <p>3. THE AMBIENT AND MEDIUM TEMPERATURE SEALS ARE TO HAVE BEEN TESTED TO AS/NZS 1530.7-1998, OR EQUIVALENT, FOR AMBIENT (25+150) AND MEDIUM (200+200) TEMPERATURE SMOKE.</p> <p>4. THE HOT (INTUMESCENT) SMOKE SEALS ARE TO HAVE BEEN TESTED TO AS 1530.4-2005, FOR >200°C TEMPERATURE SMOKE.</p> <p>HOT SMOKE SEALS ARE TO BE EITHER A SEPARATE SEAL TO THE AMBIENT AND MEDIUM TEMPERATURE SEAL OR A COMBINED AMBIENT/MEDIUM/HOT TEMPERATURE SEAL</p>	<p>30/08/2021 31/08/2021</p>	F047655A
SMOKE-PROOF WALLS	<p>BCA 2014 CLAUSE C2.14, SPEC. C2.5. FIRE ENGINEERING REPORT NO. 1 14459, VERSION E PREPARED BY HOLMESFIRE, DATED 14 SEPTEMBER 2016.</p>	<p>30/08/2021 31/08/2021</p>	F047655A

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

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

Part of the building inspected	Date(s) inspected	APFS *
WHOLE BUILDING	<p>30/08/2021 31/08/2021</p>	F047655A

* 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

Fire Safety Statement

Part 9 of the Environmental Planning and Assessment Regulation 2000



ALEX DE BRITO	0411855811	alex@adbfire.com	F047655A	

* 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)

Netstrata

Title/Position (if applicable)

Fire safety coordinator

Phone

8567 6456

Email

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 SP90850 (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:
- 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
 - 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 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

K Danielson

Date issued

6/11/2021

Section 9: Supplementary fire safety statement declaration

I, [Click here](#) (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

Note:

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

Section 5: Fire Safety Measures

1. All essential fire safety measures (including critical fire safety measures) must be listed for an annual fire safety statement

1. Only critical fire safety measures must be listed for a supplementary fire safety statement

Fire Safety Measure	Minimum Standard of Performance	CFSP*	Date Assessed
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* Insert initials of CFSP

Automatic fail safe devices (Exit Doors)	BCA 2014 Clause D2.19, D2.21, AS 1670.1-2004 & BCA 2005 Cl. D2.21 (d). Fire Engineering Report No. 114459, Version E prepared by Holmesfire, dated 14 September 2016: <ol style="list-style-type: none">1. Entry to the Block C Lobby via door GL-76 is to be available by a latch that uses a single hand downward action or pushing action on a single device that is located between 900-1100mm above the external pathway.2. If locked from the outside, door GL-76 is to be fitted with a fire-safe device that automatically unlocked the doors-on activation of a fire alarm or in situation of power failure to the door.		
Automatic Fire Detection and Alarm Systems	BCA 2014 Spec. E2.2a, AS 1670.1-2004, AS 3786-1993. Fire Engineering Report No. 114459, Version E prepared by Holmesfire, dated 14 September 2016: <ol style="list-style-type: none">1. Each residential SOU on Ground Floor to Level 5 is to be provided with a thermal detector located within the apartment.		

	<p>2. The thermal detector shall have an activation temperature of 57° to 70°, be installed in accordance with AS 1670.1-2004 and activate the building occupants warning system.</p> <p>3. The detectors shall be located within 1.5m of the apartment entry door.</p>		
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Automatic Fire Suppression System (Sprinklers) Basement Levels 1 and 2	<p>BCA 2014 Clauses E1.5, E2.2, Spec. E1.5, Spec. E2.2, AS 2118.1-1999. Fire Engineering Report No. 114459, Version E prepared by Holmesfire, dated 14 September 2016:</p> <p>1) Fast response sprinklers heads with an RTI of no greater than 50(ms)^{1/2} are to be provided</p> <p>2) Sprinkler heads are not to be concealed or fully recessed. Where semi-recessed sprinkler heads are used the entire bulb must be located below the finished ceiling level.</p> <p>3) Fast response sprinklers are to comply with BCA Specification E1.5, Clause 5.</p> <p>4) If storage cages are provided within the storage room and/or car park, a mesh ceiling is to be provided within each cage at a height of not less than 500mm below sprinkler heads. The mesh ceiling is to comply with the requirements of AS 2118.1-1999 and not inhibit the sprinkler system.</p>		
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Emergency Evacuation Lighting	BCA 2014 Clause E4.2 & E4.4, AS/NZS 2293.1-2005 & BCA 2006 CI		
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	E4.2		
Exit Signs, and Directional Exit Signs	<p>AS/NZS 2293.1-2005 & BCA 2006 Cl E4.5, E4.6 & or E4.7 (<i>Note: E4.7 only applicable for certain Class 2 & 3 buildings & class 4 parts</i>)</p> <p>BCA 2014 Clause E4.4, E4.5 (NSW E4.6) & E4.8, AS 2293.1-2005.</p> <p>Fire Engineering Report No. 114459, Version E prepared by Holmesfire, dated 14 September 2016:</p> <ol style="list-style-type: none"> 1. An exit sign to be provided on the external side of door GL-76 		
Fire Seals /Components Protecting Openings in Fire Resisting Components of the Building	<p>BCA 2014 Clause 3.15, BCA Spec. C3.15 & AS 4072.1-2005.</p> <p>Manufacturer's Specifications.</p> <p>Fire Engineering Report No. 114459, Version E prepared by Holmesfire, dated 14 September 2016:</p> <ol style="list-style-type: none"> 1. The gas pipework servicing the residential apartments is not comprised entirely of metal, but a combination of plastic and metal pipes. 		
Fire Dampers	BCA 2014 Clause E2.2, AS 1682.2-1990 & AS/NZS 1668.1-1998		
Fire Doors	BCA 2014 Clause C2.12, C2.13, C3.8, C3.11, Spec. C3.4 & AS/NZS 1905.1-2005		
Fire Hydrant Systems	AS 2419.1-2005 & BCA 2006 Clause E1.3		
Fire Hose Reel Systems	BCA 2014 Clause E1.4, AS 2441-2005		

Mechanical Ventilation System – Car Park Only	BCA 2014 Clause E2.2, Table E2.2a, AS/NZS 1668.1-1998, AS 1668.2-2012 (Clause 5.5 Car Park Exhaust Operation)		
Openings in Fire-Isolated Lift Shafts	BCA 2014, Clause C3.10, AS 1735.11-1986		
Emergency warning and intercommunication systems	BCA 2014 Clause E2.2, Spec. E2.2a (Clause 6), AS 1670.1-2004. Fire Engineering Report No. 114459, Version E prepared by Holmesfire, dated 14 September 2016: 1. In residential SOUs provided with smoke seals, sound pressure levels of 75dB(A) are to be achieved at the bed head of each SOU with the entry doors (complete with smoke seals) and doors within the unit closed. Note: this also include bed heads on Level 6 where these bedrooms are on the upper floor of units with entry at Level 5. 2. If speakers are provided within the SOU, the cabling to these speakers to be fire rated.		
Portable Fire Extinguishers	BCA 2014 Clause E1.6, AS 2444-2001		
Smoke Doors	BCA 2014 Clause C2.14, Spec. C3.4. Fire Engineering Report No. 114459, Version E prepared by Holmesfire, dated 14 September 2016.		
Warning and Operational Signs	BCA 2014 Clause D2.23, D3.6, E3.3, Clause 183 of the Environmental Planning and Assessment Regulation. Fire Engineering Report		

	<p>No. 114459, Version E prepared by Holmesfire, dated 14 September 2016:</p> <ul style="list-style-type: none"> ▪ Signage is to be provided to the entry door D07 to the Basement Level 1 Pump Room stating: 'WARNING-LOW CEILING HEIGHT'. The sign is to be permanently and securely mounted and of appropriate construction to be suitable for the environment in which it is located. A laminated sign is not acceptable. The lettering is to be in capitals, no less than 20mm in height and in colour contrasting with the background. ▪ The leading edges of the beam causing the lowered clear head height in the Pump Room on Basement Level 1 are to be painted in a colour that contrasted with the beam. Alternatively, the leading edges may be taped with hazard warning adhesive tape with yellow and black on trashing stripes. ▪ Signage is to be located within the lobbies and residential corridors on Level 1 to Level 5, stating: 'FURNITURE AND STORAGE NOT PERMITTED IN THIS CORRIDOR'. A sign is to be provided in the Block A and Block C lobbies on Ground to Level 4 and each side of the Block A lobby on Level 5. All signed are to be permanently and 		
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	<p>securely mounted and of appropriate construction to be suitable for the environment in which it is located. A laminated sign is not acceptable. The lettering is to be in capitals, no less than 20mm in height and in colour contrasting with the background.</p> <ul style="list-style-type: none"> ▪ A permanent notice is to be provided adjacent to the Annual Fire Safety Statement, advising that the building is subject to a performance based alternative solution design. The sign is to be printed on at least A4 size, and be securely mounted. Note that this sign is not to be mounted to a fire or smoke proof element in a manner which may compromise that element. 		
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Fire Engineering Report	<p>Fire Engineering Report No. 114459, Version E prepared by Holmesfire, dated 14 September 2016:</p> <ol style="list-style-type: none"> 1. The Ground Floor commercial/retail area is proposed to be fire separated from the remainder of the building with fire rated construction achieving an FRL of not less than (120)/120/120. 2. The vertical separation of openings in external walls at the north end of the Block A public corridors does not comply with the requirements of BCA Clause C2.6(a)(i). This 		
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	<p>is because the glass block in the opening achieve an FRL of - /60/- (eg. No insulation rating and the projection afforded by the glass blocks does not extend either the minimum of 900mm between opening of the 600mm above the upper surface of the intervening slab.</p> <p>3. The balconies of Block A Units 101, 201, 301, 401 and 501 at the rear of the building which provides horizontal spandrel separation of openings in external wall project 1m from the external wall, in lieu of the minimum 1.1m</p> <p>4. The balconies on the Forest road elevation which provides horizontal spandrel separation of openings in the external wall do not extend along the wall for the minimum 450mm beyond the openings as required.</p>		
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Protection of Openings	<p>BCA 2014 Clause C3.2, C3.4 and AS 2118.2-2010. Fire Engineering Report No. 114459, Version E prepared by Holmesfire, dated 14 September 2016:</p> <p>1. Windows GL-08 and GL-12 of APT G05 are to be fire separated from the adjacent pedestrian path by a wall achieving a minimum FRL of 60/60/60 and a minimum height of 1.8m above the footpath. The wall is to be extended north-east for 5.3m from the GL-12 opening so that no exposure to path of travel within 6m.</p>		
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Smoke Seals	<p>Fire Engineering Report No. 114459, Version E prepared by Holmesfire, dated 14 September 2016:</p> <ol style="list-style-type: none"> 1. Smoke seals suitable for ambient, medium and hot temperature are to be installed on the top, bottom (note: refer to Item 2) and sides of the door leaf or the door frame to all SOU entry doors on Ground Floor to Level 5, and any other door opening to the residential public corridors that is required to be a fire-rated door set by the BCA Deemed-to-Satisfy Provisions, with the exception of those opening to the fire-isolated stairways and the lift doors. 2. Note that hot smoke seals are not required on the bottom of the door leaf. 3. The ambient and medium temperature seals are to have been tested to AS/NZS 1530.7-1998, or equivalent, for ambient (25+15⁰) and medium (200+20⁰) temperature smoke. 4. The hot (intumescent) smoke seals are to have been tested to AS 1530.4-2005, for >200 C temperature smoke. 5. Hot smoke seals are to be either a separate seal to the ambient and medium temperature seal or a combined ambient/medium/hot temperature seal. 		
Smoke-Proof Walls	<p>BCA 2014 Clause C2.14, Spec. C2.5. Fire Engineering Report No. 114459, Version E prepared by Holmesfire,</p>		
	<p>dated 14 September 2016.</p>		



Level 33, 101 Miller Street
North Sydney NSW 2060

PO BOX 500, North Sydney NSW 2059

Policy Schedule

CHU Residential Strata Insurance Plan

Policy Number	HU0006095734
Policy Wording	CHU RESIDENTIAL STRATA INSURANCE PLAN
The Insured	THE OWNERS - STRATA PLAN 90850
Situation	294 FOREST ROAD BEXLEY NSW 2207
Policy Period	30/11/2022 to 30/11/2023 at 4:00pm

Policies Selected

Policy 1 – Insured Property

Building: \$48,992,973

Common Area Contents: \$489,930

Loss of Rent & Temporary Accommodation (total payable): \$7,348,945

Policy 2 – Liability to Others

Sum Insured: \$30,000,000

Policy 3 – Voluntary Workers

Death: \$200,000

Total Disablement: \$2,000 per week

Policy 4 – Workers Compensation

Not Available

Policy 5 – Fidelity Guarantee

Sum Insured: \$250,000

Policy 6 – Office Bearers' Legal Liability

Sum Insured: \$5,000,000

Policy 7 – Machinery Breakdown

Sum Insured: \$100,000

Policy 8 – Catastrophe Insurance

Sum Insured: \$7,348,945

Extended Cover - Loss of Rent & Temporary Accommodation: \$1,102,341

Escalation in Cost of Temporary Accommodation: \$367,447

Cost of Removal, Storage and Evacuation: \$367,447



Policy 9 – Government Audit Costs and Legal Expenses

Government Audit Costs: \$25,000

Appeal expenses – common property health & safety breaches: \$100,000

Legal Defence Expenses: \$50,000

Policy 10 – Lot owners' fixtures and improvements (per lot)

Sum Insured: \$250,000

Flood Cover is included.

Excesses

Policy 1 – Insured Property

Standard: \$2,500

Other excesses payable are shown in the Policy Wording.

Policy 7 – Machinery Breakdown

Standard: \$1,000

Date of Issue

08/11/2022

Refer to **Important Information** below for Excess descriptions. Please refer to your Product Disclosure Statement and Policy Wording for further terms and conditions that apply.

The contract of insurance is arranged by CHU Underwriting Agencies Pty Ltd (ABN 18 001 580 070), AFSL 243261) on behalf of the insurers: QBE insurance (Australia) Limited (ABN 78 003 191 035, AFSL 239545).

HU0006095734

Page 2 of 3

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Important Information

Excesses – explanatory notes

Whenever an Excess and amount is shown in the Schedule or Policy Wording, You must pay or contribute the stated amount for each claim You make against the Insured Event.

Water Damage Excess

The following Excess will apply to Policy 1 – Insured Property for loss or damage caused by:

- a. Damage from bursting, leaking, discharging or overflowing of tanks, apparatus or pipes
- b. Rainwater

The additional Excess payable will be shown on Your Policy Schedule.

Other excesses apply. These are listed on your Policy Schedule or described in the Policy Wording.

NOVEMBER 2022 - OCTOBER 2023

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

SCHEDULE	DATE
Action	2022
Insurance Policy Due	30 November
Hot Water Heater 1	15 December
Hot Water Heater 2	15 December
Hot Water Heater 3	15 December
Hot Water Heater 4	15 December
Hot Water Heater 5	15 December
Hot Water Heater 6	15 December
Action	2023
Pump Detention Pit 1	1 January
Pump Detention Pit 3	1 January
Levies Due	1 February
Levies Due	1 April
Pest Control 1	1 April
Levies Due	1 July
Pump Detention Pit 4	1 July
Levies Due	1 October
Garage Door 1	1 October

* This document illustrates the proposed dates for scheduled maintenance and services for your Strata scheme and its contents are subject to change.

PROPOSED BUDGET

FINANCIAL PERIOD 01/11/2022 - 31/10/2023

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

Administrative Fund

Proposed Budget

01/11/22 - 31/10/23

Actual

01/11/21 - 31/10/22

Accepted Budget

01/11/21 - 31/10/22

Variance

01/11/21 - 31/10/22

Income

Debt Collection Recoveries

Debt Collection Recoveries-Reversal	\$0.00	(\$1,125.70)	\$0.00	\$1,125.70
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Debt Collection Recoveries	\$0.00	\$3,391.05	\$0.00	(\$3,391.05)
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Expenses Recoveries

Owner Expense Recoveries	\$0.00	\$403.64	\$0.00	(\$403.64)
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Expense Recoveries (GST)	\$0.00	\$241.82	\$0.00	(\$241.82)
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Insurance Claim Income

Insurance Claim Income	\$0.00	\$13,221.81	\$0.00	(\$13,221.81)
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Interest

Interest On Levy Arrears	\$0.00	\$878.32	\$0.00	(\$878.32)
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Levy Income

Contributions - General	\$287,851.72	\$267,667.44	\$268,559.74	\$892.30
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Total Income

\$287,851.72

\$284,678.38

\$268,559.74

Expenses

Accounting, Taxation & Banking

Bank Fees	\$90.00	\$49.60	\$90.00	\$40.40
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DEFT Process Fees	\$230.00	\$250.09	\$230.00	(\$20.09)
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Audit Report	\$1,210.00	\$1,307.27	\$1,100.00	(\$207.27)
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BAS & Tax Administration	\$2,500.00	\$2,251.99	\$2,500.00	\$248.01
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Building General

General Maintenance	\$6,000.00	\$8,957.78	\$6,000.00	(\$2,957.78)
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Garage Security Gate / Shutter	\$1,000.00	\$2,140.91	\$1,000.00	(\$1,140.91)
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Locks & Doors	\$2,000.00	\$1,437.50	\$2,000.00	\$562.50
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Cleaning

Cleaning - General	\$30,000.00	\$32,750.00	\$25,000.00	(\$7,750.00)
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Electrical

Electrical Repairs	\$3,000.00	\$2,226.70	\$3,000.00	\$773.30
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Electricity

Electricity Consumption	\$30,000.00	\$26,888.73	\$30,000.00	\$3,111.27
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Fire Control

Fire Services	\$15,000.00	\$31,042.31	\$15,000.00	(\$16,042.31)
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Garden & Grounds

Gardening	\$8,000.00	\$2,640.00	\$8,000.00	\$5,360.00
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Gas

Gas Consumption	\$11,000.00	(\$8,772.13)	\$26,000.00	\$34,772.13
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Insurance

Insurance Premium	\$76,000.00	\$46,730.13	\$51,000.00	\$4,269.87
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Insurance Claims	\$0.00	\$13,396.36	\$0.00	(\$13,396.36)
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Insurance Valuation Report	\$500.00	\$270.00	\$500.00	\$230.00
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Legal & Professional Services

Legal Fees	\$0.00	\$3,685.00	\$0.00	(\$3,685.00)
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W.H.& S. Report	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00
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Lift Repairs

Lift Maintenance	\$28,000.00	\$26,722.11	\$26,000.00	(\$722.11)
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PROPOSED BUDGET

FINANCIAL PERIOD 01/11/2022 - 31/10/2023

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

Administrative Fund

Proposed Budget

01/11/22 - 31/10/23

Actual

01/11/21 - 31/10/22

Accepted Budget

01/11/21 - 31/10/22

Variance

01/11/21 - 31/10/22

Pest Control

Pest Control - General	\$1,500.00	\$990.00	\$1,500.00	\$510.00
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Plumbing

Plumbing - General	\$4,000.00	\$5,146.00	\$4,000.00	(\$1,146.00)
Detention Pit & Pump Maintenance	\$1,000.00	\$1,270.00	\$1,000.00	(\$270.00)
Roofing & Gutters	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00

Pool Area, Gym & General Amenities

Contract

Pool Service	\$7,200.00	\$6,174.50	\$7,200.00	\$1,025.50
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Rubbish Removal

Routine Waste / Bin Collection	\$0.00	\$4,004.00	\$0.00	(\$4,004.00)
Waste Removal	\$4,000.00	\$0.00	\$4,000.00	\$4,000.00

Security & Intercom

Security Services	\$0.00	\$1,060.00	\$0.00	(\$1,060.00)
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Strata/Building Administration

Debt Collection Fees	\$0.00	\$3,804.71	\$0.00	(\$3,804.71)
Land Titles & By-Law Registration	\$2,400.00	\$637.20	\$2,400.00	\$1,762.80
Management Services	\$26,921.72	\$25,334.49	\$25,639.74	\$305.25
Printing, Postage & Stationery	\$5,000.00	\$5,243.03	\$5,000.00	(\$243.03)
Strata Administration	\$3,000.00	\$2,711.59	\$3,000.00	\$288.41
Legislative Compliance	\$3,900.00	\$4,257.19	\$0.00	(\$4,257.19)

Telephone

Lift Phone & Phone Charges	\$2,400.00	\$2,152.23	\$2,400.00	\$247.77
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Water

Water Consumption	\$9,000.00	\$8,824.74	\$12,000.00	\$3,175.26
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Total Expenses

	\$287,851.72	\$265,584.03	\$268,559.74	
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GST	\$27,876.17		\$25,646.97	
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Surplus / Deficit

	\$0.00	\$19,094.35	\$0.00	
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PROPOSED BUDGET

FINANCIAL PERIOD 01/11/2022 - 31/10/2023

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

Capital Works Fund

	Proposed Budget	Actual	Accepted Budget	Variance
	01/11/22 - 31/10/23	01/11/21 - 31/10/22	01/11/21 - 31/10/22	01/11/21 - 31/10/22
Income				
Interest				
Interest On Levy Arrears	\$0.00	\$193.14	\$0.00	(\$193.14)
Levy Income				
Contributions - Capital Works Fund	\$80,000.00	\$80,000.12	\$80,000.00	(\$0.12)
Total Income	\$80,000.00	\$80,193.26	\$80,000.00	
Expenses				
Building General				
General Maintenance	\$0.00	\$3,279.00	\$0.00	(\$3,279.00)
Garage Security Gate / Shutter	\$0.00	\$16,400.00	\$0.00	(\$16,400.00)
Capital Works Fund Maintenance	\$80,000.00	\$0.00	\$80,000.00	\$80,000.00
Fire Control				
Fire Services	\$0.00	\$5,709.00	\$0.00	(\$5,709.00)
Total Expenses	\$80,000.00	\$25,388.00	\$80,000.00	
GST	\$8,000.00		\$8,000.00	
Surplus / Deficit	\$0.00	\$54,805.26	\$0.00	

CONTRIBUTION SUMMARY

FINANCIAL PERIOD 01/11/2022 - 31/10/2023

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

Lot	Unit	Owner Names	UoE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
1	G01	Cavaflex Pty Ltd	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
2	G02	Cavaflex Pty Ltd	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
3	G03	Tejal & Mehdi Tamboowala	13	\$1,283.90	\$1,283.90	\$1,283.90	\$1,283.90	\$5,135.60
4	G04	Kirsten Crowley	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
5	G05	Andrew Perumalla & Tiffany Spurway	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
6	G06	Shan Ong	13	\$1,283.90	\$1,283.90	\$1,283.90	\$1,283.90	\$5,135.60
7	G07	AAP Property Pty Ltd	14	\$1,382.65	\$1,382.65	\$1,382.65	\$1,382.65	\$5,530.60
8	101	Gregory Barber	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
9	102	Rade Gjalevski	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
10	103	Susie Dreizi	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
11	104	Jamal Hor	9 P	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
12	105	Moussa Hamka & Kathryn Brooks	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
13	106	Kusuv Bhandari	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
14	107	Jamal Hor	9 P	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
15	108	Elissa So	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
16	109	Sarah Freeman	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
17	110	Dominic Johnston	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
18	111	Jon-Paul Demos & Constantina Pilatos	13	\$1,283.90	\$1,283.90	\$1,283.90	\$1,283.90	\$5,135.60
19	112	Hayley Roberts	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
20	113	Ruth Ritchie	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
21	114	Jarrad Vella	13	\$1,283.90	\$1,283.90	\$1,283.90	\$1,283.90	\$5,135.60
22	115	Maureen Sue	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
23	116	Kendall Smith & Thiago Souza Leao	14	\$1,382.65	\$1,382.65	\$1,382.65	\$1,382.65	\$5,530.60
24	117	Samer & Mounira Khraiche	14	\$1,382.65	\$1,382.65	\$1,382.65	\$1,382.65	\$5,530.60
25	118	Peter Tzannes & Katerinne Soto	14	\$1,382.65	\$1,382.65	\$1,382.65	\$1,382.65	\$5,530.60
26	201	Robert & Maria Mastroianni	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
27	202	Adam Arruza	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
28	203	Carolyn Pieri	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
29	204	Costas Giannakos & Krystal Adamou	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
30	205	Pichaya Kimpol	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
31	206	Dexian Miao & Marco Lee	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
32	207	Jacky Kwok Sing Lee	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40

CONTRIBUTION SUMMARY

FINANCIAL PERIOD 01/11/2022 - 31/10/2023

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

Lot	Unit	Owner Names	UoE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
33	208	Nicholas Rokkas	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
34	209	David O'Driscoll	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
35	210	Mitchell Reidy	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
36	211	Silvia Lopez	14	\$1,382.65	\$1,382.65	\$1,382.65	\$1,382.65	\$5,530.60
37	212	Sharon Bennie	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
38	213	Alastair Robertson	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
39	214	Sudip KC & Sweta Singh Chhetri	14	\$1,382.65	\$1,382.65	\$1,382.65	\$1,382.65	\$5,530.60
40	215	PJE Investments Pty Ltd	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
41	216	Danijel Milakovic	14	\$1,382.60	\$1,382.60	\$1,382.60	\$1,382.60	\$5,530.40
42	217	Agus Willian	14	\$1,382.60	\$1,382.60	\$1,382.60	\$1,382.60	\$5,530.40
43	218	AAP Property Pty Ltd	14	\$1,382.60	\$1,382.60	\$1,382.60	\$1,382.60	\$5,530.40
44	301	Scott Brandley	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
45	302	Chris & Christine Hatzianestis	10	\$987.60	\$987.60	\$987.60	\$987.60	\$3,950.40
46	303	Melody Chiou	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
47	304	Fay Giannakos	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
48	305	Dimitrios & Niky Giannakos	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
49	306	Nicholas Hadjiparaskeva	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
50	307	Tristan Berrett & Xanthe Macklinshaw	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
51	308	Qiuying Lu	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
52	309	Iryani Shar Lin Teo	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
53	310/165 Frederic	Saba Payrovi	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
54	311	Edith Tsz Kan Leung	14	\$1,382.60	\$1,382.60	\$1,382.60	\$1,382.60	\$5,530.40
55	312	Simon Welsh	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
56	313	Zikri Teo	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
57	314	Phillip Ciralo & Poliina Ciralo	14	\$1,382.60	\$1,382.60	\$1,382.60	\$1,382.60	\$5,530.40
58	315	Jeffrey Gould	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
59	316	Andriathy Zachariou	14	\$1,382.60	\$1,382.60	\$1,382.60	\$1,382.60	\$5,530.40
60	317	Zoran Marjanovic	14 P	\$1,382.60	\$1,382.60	\$1,382.60	\$1,382.60	\$5,530.40
61	318	Merry Chen-Lim	14	\$1,382.60	\$1,382.60	\$1,382.60	\$1,382.60	\$5,530.40
62	401	AAP Property Pty Ltd	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
63	402	AAP Property Pty Ltd	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
64	403	Melanie Wass	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
65	404	Andrew Mikhall	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20

CONTRIBUTION SUMMARY

FINANCIAL PERIOD 01/11/2022 - 31/10/2023

SP90850 - 294 FOREST ROAD, BEXLEY (Generated: 05/12/2022)

Lot	Unit	Owner Names	UoE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
66	405	Evette Mikhail	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
67	406	Merry Chen-Lim Pty Ltd	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
68	407	Merry Chen-Lim Pty Ltd	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
69	408	Khalil Awada	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
70	409	Luis Eugenio Sanhueza	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
71	410	Natalia Gina Stefani	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
72	411	Jing Tian & Nan Ji	14	\$1,382.60	\$1,382.60	\$1,382.60	\$1,382.60	\$5,530.40
73	412	Ernest Anton Hulak	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
74	413	Rabieh Kandil	10	\$987.55	\$987.55	\$987.55	\$987.55	\$3,950.20
75	414	Badr Yousif & Maysaa Farhat	14	\$1,382.60	\$1,382.60	\$1,382.60	\$1,382.60	\$5,530.40
76	415	Luca Barba & Anastasia Papazoglou	15	\$1,481.40	\$1,481.40	\$1,481.40	\$1,481.40	\$5,925.60
77	416	Peter & Vivien Mantzoros	18	\$1,777.70	\$1,777.70	\$1,777.70	\$1,777.70	\$7,110.80
78	501	Hugo & Piero Haffar	18	\$1,777.70	\$1,777.70	\$1,777.70	\$1,777.70	\$7,110.80
79	502	Brian Rayner	18	\$1,777.70	\$1,777.70	\$1,777.70	\$1,777.70	\$7,110.80
80	503	Brian Rayner	18	\$1,777.70	\$1,777.70	\$1,777.70	\$1,777.70	\$7,110.80
81	504	Mohammad Salame	18	\$1,777.70	\$1,777.70	\$1,777.70	\$1,777.70	\$7,110.80
82	505	Ernest Anton Hulak	11	\$1,086.35	\$1,086.35	\$1,086.35	\$1,086.35	\$4,345.40
83	506	Julio Christian Sanhueza	11	\$1,086.35	\$1,086.35	\$1,086.35	\$1,086.35	\$4,345.40
84	507	Fatima Oubani	14	\$1,382.60	\$1,382.60	\$1,382.60	\$1,382.60	\$5,530.40
85	508	Ernest Anton Hulak	11	\$1,086.35	\$1,086.35	\$1,086.35	\$1,086.35	\$4,345.40
86	509	Jason Freudenreich	11	\$1,086.35	\$1,086.35	\$1,086.35	\$1,086.35	\$4,345.40
87	510	Willie & Yvonne Woo	15	\$1,481.40	\$1,481.40	\$1,481.40	\$1,481.40	\$5,925.60
88	R01	George Vlahos	7	\$691.35	\$691.35	\$691.35	\$691.35	\$2,765.40
89	R02	George Vlahos	7	\$691.35	\$691.35	\$691.35	\$691.35	\$2,765.40
90	R03	Reda Investments Group Pty Ltd	7	\$691.35	\$691.35	\$691.35	\$691.35	\$2,765.40
91	R04	Ideal Bexley Pty Ltd	9	\$888.85	\$888.85	\$888.85	\$888.85	\$3,555.40
92	Garage	Richard Gibara Pty Ltd	1	\$98.75	\$98.75	\$98.75	\$98.75	\$395.00
93	Garage	Richard Gibara Pty Ltd	1	\$98.75	\$98.75	\$98.75	\$98.75	\$395.00
94	R05	Barua Pty Ltd	11	\$1,086.35	\$1,086.35	\$1,086.35	\$1,086.35	\$4,345.40
			1022	\$100,931.95	\$100,931.95	\$100,931.95	\$100,931.95	\$403,727.80

Building Details & Report Inputs

Supplied information

Building Address	294-300 Forest Road Bexley NSW 2207
Strata Plan (SP) No	90850
Plan Type	Strata Plan
Registered Plan Date/Year of Construction	2016
Number of Unit Entitlements	1022
Number of Units	94
Estimated Starting Capital Works Fund Balance	\$22,000
Starting date of Financial Year for Report	1/11/2017
GST Status	Registered for GST
Current Capital Works Fund Levy per Lot Entitlement (Inc. GST)	\$21.53

Report assumptions & information

Assumed Interest Rate on invested funds (For funds over \$10,000)	2.25%
Company Taxation Rate	30.00%
Interest on Invested Funds - Based on Assumed Interest Rate minus Company Taxation Rate. Calculated only on capital works fund balances over \$10,000.	1.58%
Contingency Allowance - For minor and/or unforeseen expenses	10%
Assumed Rate of Inflation for Building Maintenance Costs - Based on average annual building cost increase between 2002 and 2012	3.10%
Forecast Period - Number of years the plan 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	31/10/2018	58,300.00	5,300.00	57.05	5.19	14.26	1.30
2	31/10/2019	60,107.30	5,464.30	58.81	5.35	14.70	1.34
3	31/10/2020	61,970.62	5,633.69	60.64	5.51	15.16	1.38
4	31/10/2021	63,891.71	5,808.34	62.52	5.68	15.63	1.42
5	31/10/2022	65,872.35	5,988.40	64.45	5.86	16.11	1.46
6	31/10/2023	67,914.39	6,174.04	66.45	6.04	16.61	1.51
7	31/10/2024	70,019.73	6,365.43	68.51	6.23	17.13	1.56
8	31/10/2025	72,190.34	6,562.76	70.64	6.42	17.66	1.61
9	31/10/2026	74,428.23	6,766.20	72.83	6.62	18.21	1.66
10	31/10/2027	93,035.29	8,457.75	91.03	8.28	22.76	2.07
11	31/10/2028	95,919.38	8,719.94	93.85	8.53	23.46	2.13
12	31/10/2029	98,892.88	8,990.26	96.76	8.80	24.19	2.20
13	31/10/2030	101,958.56	9,268.96	99.76	9.07	24.94	2.27
14	31/10/2031	105,119.28	9,556.30	102.86	9.35	25.72	2.34
15	31/10/2032	108,377.97	9,852.54	106.04	9.64	26.51	2.41

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

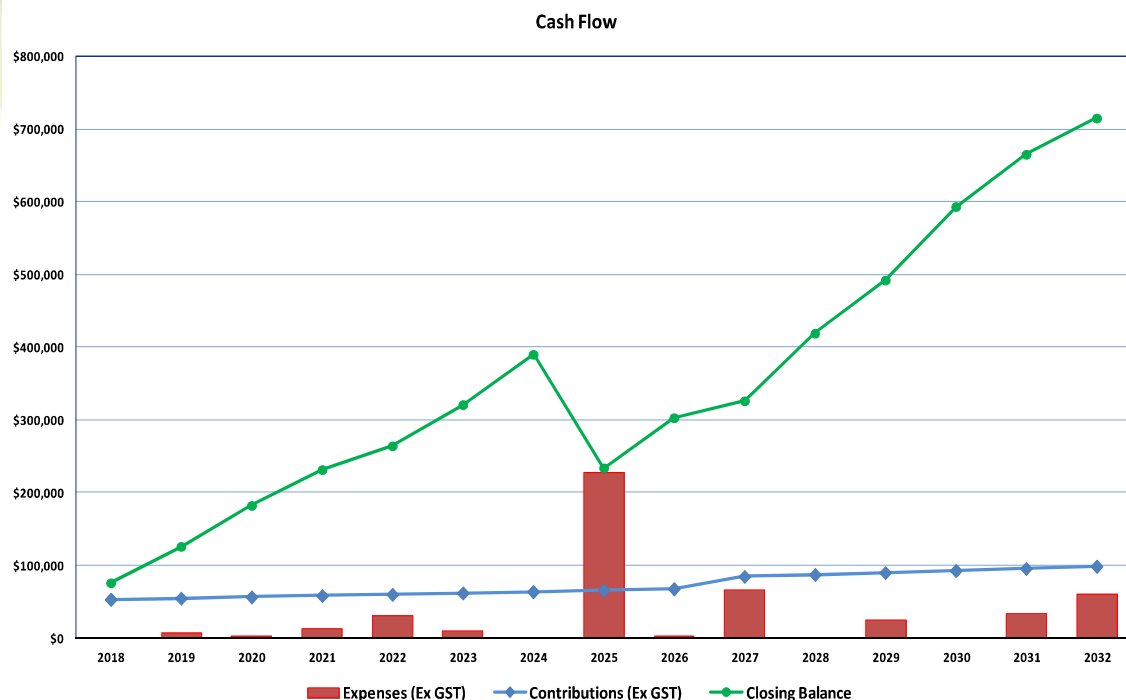
Year	Year To	Opening Balance	Total Levy Contributions	Interest	Anticipated Expenses	Closing Balance
1	31/10/2018	22,000.00	53,000.00	766.30	0.00	75,766.30
2	31/10/2019	75,766.30	54,643.00	1,580.34	6,132.73	125,856.91
3	31/10/2020	125,856.91	56,336.93	2,414.71	2,390.91	182,217.64
4	31/10/2021	182,217.64	58,083.37	3,243.10	11,999.09	231,545.02
5	31/10/2022	231,545.02	59,883.95	3,885.71	31,111.82	264,202.86
6	31/10/2023	264,202.86	61,740.35	4,586.71	9,550.00	320,979.92
7	31/10/2024	320,979.92	63,654.30	5,574.35	0.00	390,208.57
8	31/10/2025	390,208.57	65,627.58	4,892.17	226,782.73	233,945.59
9	31/10/2026	233,945.59	67,662.03	4,208.18	2,871.82	302,943.98
10	31/10/2027	302,943.98	84,577.54	4,931.31	66,249.09	326,203.74
11	31/10/2028	326,203.74	87,199.44	5,842.89	0.00	419,246.07
12	31/10/2029	419,246.07	89,902.62	7,145.41	23,912.73	492,381.37
13	31/10/2030	492,381.37	92,689.60	8,511.87	0.00	593,582.84
14	31/10/2031	593,582.84	95,562.98	9,868.23	33,585.45	665,428.60
15	31/10/2032	665,428.60	98,525.43	10,822.81	59,407.27	715,369.57

15 Year Cash Flow Graph

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

Expenses line – Total anticipated expenses in each year.

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



ANNUAL REPORT FROM STRATA MANAGER

Functions Performed Under Delegated Authority

Section 55 of the Strata Schemes Management Act 2015 obligates all strata managers to provide a report at least once a year outlining the functions performed under the delegated authority granted by the Owners Corporation to the agent. A summary of the major events for Strata Plan No: 90850 for the 12 month period ending 31-OCT is as follows;

Time Recorded: 239:28 Hours	Documents Registered: 1292	Meetings: 1
No. of Entries: 3754	Invoices Processed: 140	Insurance Work: 51
Emails: 2274	By-law Inquiries: 3	Correspondence: 3
Phone Calls: 290	Inspections: 3	Debt Recovery: 0
Work Orders: 53	Update Details: 40	184 Certificates: 7
General Admin: 93	Fire Compliance: 6	SMS's Issued: 0

Privacy of information:

Owners should be aware that all correspondence, including letters, facsimile transmissions and emails are retained on the file of the Owners Corporation. Whilst personal information such as phone numbers, addresses and email addresses will not be maintained on the Strata Roll, all correspondence must be made available during a Section 183 Inspection and may be viewed by other lot owners and prospective purchasers to the scheme.

In regards to the privacy of your information; Netstrata is required by law to protect the privacy of your personal information under the National Privacy Principles. This statement is an abbreviated version of our Privacy Statement; the complete text is published on our website www.netstrata.com.au; go to the 'Privacy' page. Alternatively you can request a copy from us by email or post. Briefly we gather and maintain personal information about you on behalf of your scheme of which we are the appointed managers. The legislation from which the National Privacy Principles have been derived largely supersedes sections of the Strata Schemes Management Act 2015 that previously permitted access to this information by third parties. Notwithstanding this, some of your personal information may be still be accessed by certain third parties in particular circumstances, for example to tradespersons during an emergency.

Other than the above, we will not disclose your personal information without your consent unless disclosure is either necessary to prevent an unreasonable threat to safety, damage to property, authorised or required by law, reasonably necessary to enforce the law or necessary to investigate a suspected unlawful activity.

Report Pursuant to Section 60

Netstrata discloses that it has commercial arrangements with suppliers that may also provide services to your scheme including Macquarie Bank, Khoury Bros. & Co Accountants and CRM Brokers. Whilst we use and recommend these providers we DO NOT receive any rebate, discount or commission for providing this recommendation.

Netstrata discloses that its Strata Managers and Administrative staff receive training services from industry bodies and suppliers that may provide services to your scheme including but not limited to Strata Community Australia, U.D.I.A., R.E.I., Grace Lawyers, Bannermans Lawyers, Mills Oakley lawyers and J.S. Mueller & Co.

The agent discloses that it has commercial arrangements with AMPAC Debt Recovery Services, Strategic Collection Services, Strata Energy Services and Prime Strata Consulting Services. Where these services are used and a referral fee is received, it will be disclosed and approved via this report.

Netstrata discloses that it is an authorised representative of CRM Brokers, Coverforce, and McCormack Harris. When insurances for your scheme are arranged through these entities our office receives a share of the brokerage charged, which last year was \$0.00. It is expected that this brokerage will be \$0.00 next year. The Brokerage received funds the administrative requirements for placing insurances and processing insurance claims on behalf of your scheme including providing 3 quotations, researching and providing a complete claims history and providing the insurer with other relevant information that is required to be disclosed as part of the renewal process. Where the brokerage is not received a fee for service will be applied.

Netstrata discloses that Strata Insurance Services Pty Ltd (A.F.S. License 457333) and WinFire Pty Ltd, Resolute Maintenance Group and PG Martin Plumbing are wholly owned subsidiaries of the agent. When insurances are placed on behalf of your scheme all brokerage charged is retained by the subsidiary, not the agent. Strata Insurance Services Pty Ltd DOES NOT receive commissions for arranging insurance cover on behalf of your Owners Corporation. In the event WinFire, Resolute or PG Martin are engaged to undertake maintenance work or inspections at your scheme, the fees and charges associated with these works are detailed in the financial reports for your Owners Corporation.

1. PARTIES

Principal	The Owners – Strata Plan 90850 at 294 Forest Road, Bexley or 'scheme' and	
Agent	Network Strata Services Pty Limited, trading as 'Netstrata'	A.C.N. 064 030 324
Street Address	298 Railway Parade, Carlton NSW 2218	Corporation Licence No: 933785
Postal Address	P.O. Box 265, Hurstville NSW BC 1484	Email Address: admin@netstrata.com.au
Memberships	Strata Community Association (S.C.A.) (NSW) Membership No: 3127	R.E.I. (NSW) Membership No: 93654

2. TERMS USED

This agreement (contract) provides for the management of strata schemes in New South Wales (N.S.W.) under the provisions of the Strata Schemes Management Act NSW 2015, Strata Schemes Management Regulations 2016 and Property and Stock Agents Act 2002

3. DEFINITIONS

- (3.1) Terms used in this agreement which are defined in the Strata Schemes Management Act 2015 have the same meaning given to them in that Act.
- (3.2) 'Agent' refers to Network Strata Services Pty Ltd - trading as 'Netstrata' and their employees
- (3.3) 'Scheme' or 'Principal' refers to the Owners Corporation (Body Corporate) identified in this agreement
- (3.4) 'Normal Business Hours' means between 9am and 5pm, Monday to Friday (excluding Public Holidays)
- (3.5) 'Strata Act' means the Strata Schemes Management Act 2015 and 'Strata Regulation' means the Strata Schemes Management Regulation 2016
- (3.6) 'R.A.B.' means Residential Apartment Buildings (Compliance & Enforcement Powers) Act 2020
- (3.6) 'E.P.A.' means the Environmental Planning and Assessment Act 1979 & Environmental Planning and Assessment Regulation 2000
- (3.7) 'H.B.A.' means the Home Building Act 1989 (3.10) 'D.B.P.' means the Design Building Practitioners Act 2020
- (3.8) 'A.F.S.S.' means Annual Fire Safety Statement (3.11) 'Development Act' means the Strata Schemes Development Act 2015 (NSW)
- (3.9) 'O.B.C.' means the Office of Building Commissioner (3.12) 'Section' means a reference to a specific section of the Strata Act
- (3.13) 'Authorised Representative' means the agent has been appointed by an Insurance Broker to assist in the placement of insurance cover
- (3.14) 'Routine Maintenance' means standard cleaning, gardening and lawnmowing services or building maintenance items including but not limited to;
- Plumbing
 - Electrical
 - Locksmith
 - Tiling
 - Handyman Services
 - Glazing Services
 - Roofing & Guttering
 - Waterproofing
 - Painting
- that are organised by the agent for the scheme during normal business hours that do not exceed \$2500.00 and are not an insurable event.
- (3.15) 'Non-Routine Maintenance' means any maintenance item not defined as routine maintenance
- (3.16) 'Emergency' means a burst water service, blocked/broken sewerage system, blocked/broken stormwater service, a roof leak causing significant resultant damage, gas leak, common property electrical fault, security breach, flooding, storm or fire damage, loss of service (i.e. water, gas, electricity), lift breakdown, major vehicular impact, any repair that threatens the immediate safety of residents or any event of a similar nature.
- (3.17) An 'Emergency Matter' as described in item 4.9 means a situation or issue that would require a resolution of the scheme at a general meeting, for example the raising of a Special Levy or the need for the scheme to determine an issue due to a time constraint, e.g. a Fire Order.
- (3.18) 'Personal Information' means phone, email, social media, street addresses and postal addresses that may be collected by the agent from owners, tenants and property managing agents within the scheme
- (3.19) 'Electronic Delivery of Information' means delivery of notices via a computer or software system such as email, SMS or other similar application
- (3.20) 'Committee' means the Strata Committee appointed by the Owners Corporation at each Annual General Meeting
- (3.21) 'Strata Committee Member' means a current member of the Strata Committee elected at the most recent Annual General Meeting
- (3.22) 'Common Property' means the property owned by the Owners Corporation as marked on the Strata Plan for the scheme
- (3.23) 'Changes to Legislation' means any change in legislation, regulation, Australian Standard or Building Code of Australia that may impact or change the administrative or statutory obligations of the scheme
- (3.24) 'Changes in Technology' means changes or improvements to technology such as the National Broadband Network (N.B.N.), Solar Panels, Charging Stations, grey water systems, 5G Mobile Network, installation of electronic notice boards or other similar installations that may occur
- (3.25) 'Bulk Tendering' means group tendering that the agent may undertake from time to time on behalf of their client schemes to gain bulk discounts from service providers. Examples include but are not limited to, utility services such as electricity, cleaning, lift servicing or other maintenance
- (3.26) 'Non-Essential Preventative Maintenance' means work that is not required to be completed by virtue of a government authority or statutory requirement, however is recommended to be completed to ensure facilities or plant & equipment at the scheme remain functional
- (3.27) 'Additional Work' means any work arising that is not described in section 8, 9 or 10 of this agreement
- (3.28) 'Opt-In' means the scheme must authorise the agent to complete the works pursuant to a resolution of the scheme or strata committee.
- (3.29) 'Opt-Out' means the agent shall perform the function unless instructed not to do so by the scheme pursuant to a resolution at a general meeting.
- (3.30) 'G.S.T.' means Goods and Services Tax, the tax system introduced via the Goods and Services Tax Act (Cth) 1999
- (3.31) 'B.A.S.' means Business Activity Statement (3.35) 'S.C.A.' means Strata Community Association
- (3.32) 'A.F.S.' means Australian Financial Services Licence (3.36) 'R.E.I.' means Real Estate Institute
- (3.33) 'A.C.N.' means Australian Company Number (3.37) 'B.C.A.' means Building Code of Australia
- (3.34) 'E.F.T.' means Electronic Funds Transfer (3.38) 'N.C.A.T.' means the N.S.W. Civil & Administrative Tribunal

4. APPOINTMENT AND DELEGATED AUTHORITY

- (4.1) The scheme acknowledges that the agent, at their discretion, may at any time perform all the functions conferred under this agreement.
- (4.2) The scheme appoints the agent pursuant to section 49 of the Strata Act.
- (4.3) The scheme delegates to the agent pursuant to sections 52(1)(a) & 54(1) of the Strata Act those functions required to enable the agent to perform the duties specified in clauses 8, 9 and 10 of this agreement as well as delegating to the agent the roles of chairperson, secretary, treasurer, the strata committee, public officer of the scheme, authorised representative and to issue By-law Breach notices pursuant to Section 146.
- (4.4) The scheme, strata committee and office bearers retain the right to exercise their functions notwithstanding this delegation.
- (4.5) The scheme warrants that it has the authority, and has resolved, to enter this agreement.
- (4.6) Where appropriate, the scheme authorises the agent to include the scheme in bulk tendering opportunities for services such as electricity supply or other utilities or services that may be applicable to the scheme.

Authority to Issue Charges to Lot Owners Pursuant to Strata By-laws;

- (4.7) Where the scheme has passed a By-law authorising the apportionment of administrative charges to lot owners, such as printing, postage and stationery fees, processing security key and remote control requests, or other fees that may be imposed upon the scheme that may be charged by the scheme to lot owners (including charges within this agreement), the agent shall be authorised to levy owners on behalf of the scheme in accordance with the terms & conditions of the By-law.
- (4.8) Where the principal has passed a By-law that allows the scheme to seek reimbursement for expenses that are related directly to an individual lot, including but not limited to the costs of processing;
- Insurance Excesses
 - Renovation Applications
 - Pet Applications
 - Access or costs associated with rectifying lot property for the submission of the A.F.S.S.
 - Where a contractor has been mistakenly been engaged to perform work on Lot Property
 - Emergency Work Performed on Lot Property
- the agent shall be authorised to levy owners on behalf of the scheme in accordance with the terms & conditions of the By-law.

Authority to Convene Meetings and Propose Motions

- (4.9) The parties agree that when necessary, the agent shall be authorised to convene meetings of the scheme and strata committee to address emergency matters or funding shortfalls.
- (4.10) The scheme authorises the agent to propose motions or By-laws of an administrative nature for consideration at general meetings of the scheme.

5. DURATION OF THE AGREEMENT

Term

- (5.1) This agreement shall commence on 20th December 2022 for a period of 36 months.
- (5.2) The parties note, that in accordance with Section 50(1)(b) of the Strata Act this agreement must be renewed within 3 years from the commencement date (the date specified in item 5.1 above) and that this clause serves the purposes of Section 50(6)(a) & (b) of the Strata Act.

Ending this Agreement

- (5.3) This agreement may be terminated at any time by the mutual consent of both parties.
- (5.4) This agreement may be terminated by the principal should the agent be declared bankrupt or cease to hold a strata managing agent's licence.
- (5.5) This agreement shall remain in force for a period beyond the term, unless;
- (a) the term expires by virtue of Section 50(1)(b) of the Strata Act (i.e. after 3 years of the date of commencement of the agreement), or
 - (b) the scheme terminates the agreement during the term or prior to the expiration period determined by Section 50(1)(b) of the Strata Act, or
 - (c) the appointment and delegation in items 4.2 & 4.3 are terminated by the compulsory appointment of a manager under Section 237 Strata Act or terminated by virtue of an Order made by N.C.A.T. pursuant to Section 72 of the Strata Act.
- (5.6) The scheme acknowledges that pursuant to section 50(3) of the Strata Act, to ensure the validity of a termination of this agreement, a termination pursuant to item 5.5(b) will not be valid unless a meeting of the Owners Corporation is convened and conducted by the agent giving 90 days written notice of the termination.
- (5.7) If this agreement is terminated by the principal prior to the expiry of the term, the Management Fee (see item 7.1), disbursements and any commissions for the remainder of the term will then become due and payable to agent on the date of receipt of a valid notice of termination.

6. GENERAL TERMS AND CONDITIONS

Record Keeping and Privacy of Information

- (6.1) The scheme acknowledges that the agent will collect private information from owners and tenants that may be required to be passed onto 3rd parties such as contractors and other suppliers to the scheme in order to effectively manage the common property. Unless authorised in writing, the agent shall not be permitted to pass this information onto other owners or tenants within the scheme (particularly where parties may be in dispute) nor will this information be made available during Section 183 inspections.
- (6.2) The principal and agent acknowledge for the purposes of adhering to the Privacy Act 1988 (Cth) and the National Privacy Principles, personal information such as email addresses and phone numbers WILL NOT be maintained by the Owners Corporation on the Strata Roll, however may be maintained by the agent on their client management system for the purpose of distributing notices and other information.
- (6.3) The scheme authorises the agent to have custody of and maintain all records of the scheme in electronic form and to convert existing records of the scheme to a lawfully acceptable electronic form. The scheme authorises the agent to dispose of any paper records, once stored securely electronically, at the agent's discretion.

Agents Licence and Professional Indemnity Insurance

- (6.4) The agent declares that it holds a current NSW Strata Managing Agent's licence, number 933785 and that this or a replacement licence as well as Professional Indemnity Insurance to a minimum limit of \$10M shall be maintained while this agreement is in force.

Work Health & Safety

- (6.5) Both parties acknowledge their responsibilities under the Work Health & Safety Act 2011 (WH&S Act) and agree that for the purposes of this Act, the scheme (and not the agent) is in control of the building and all contractors engaged to perform work at the building for either routine, non-routine or emergency work at the scheme. The agent is not and will not in any circumstances be a principal contractor for the building or work done at the building nor will the agent be responsible for the building complying with any requirements of the WH&S Act, or associated legislation.
- (6.6) The parties further acknowledge that the agent has moral and legal responsibilities to provide their staff with a safe working environment, which includes an environment free from bullying, threatening behaviour or physical or sexual harassment.
- (6.7) To comply with the requirements of the WH&S Act, the agent uses safe work method statements for their employees. When a meeting is held on-site that requires attendance by more than 1 employee of the agent, the scheme agrees to reimburse the agent for the reasonable costs of the second employee as outlined in item 7.8(b).
- (6.8) Where the strata committee or agent experience situations or receive communications from owners, residents or agents acting on behalf of owners that they deem as harassment, they shall report said incidences to the Strata Committee and the agent shall be entitled to cease any further communication with those individuals and/or issue administrative fees pursuant to the schemes By-laws and pursuant to item 4.7.

Limitations of Agents Expertise

- (6.9) The parties agree and acknowledge that the agent's expertise is limited to the administration of strata schemes in N.S.W. pursuant to the obligations of the Strata Act.

Capital Works Fund Assessment

- (6.10) The parties agree that the agent is not qualified to prepare a Capital Works Fund report for the purposes of Section 80 of the Strata Act and where the scheme elects not to engage a suitably qualified expert to prepare such a report pursuant to Section 80(6) of the Act, it will not rely on the indicative Capital Works Fund budget that may be prepared by the agent

Section 16 Documents

- (6.11) The parties agree that the agent is not qualified to scrutinise plans, warranties, certificates or other information received pursuant to section 16 of the Strata Act and will not hold the agent liable for any deficiencies with information provided to the scheme pursuant to section 16. The parties acknowledge that the scheme should rely on independent experts to verify that any section 16 documents received accord with the requirements of the Strata Act.

Property Inspections

- (6.12) The parties agree that any common area inspections conducted by the agent are 'general' in nature relating to the condition of the common areas. The agent does not purport to be an engineer, building defect consultant or construction expert that is able to provide advice to the principal surrounding the structural integrity of the scheme, compliance with the B.C.A. or Australian Standards.

Building Defects

- (6.13) The parties agree that the agent is not a qualified building defect expert and that to obtain such advice, the principal should engage suitably qualified experts to provide advice regarding building defects, including the expiration of statutory building warranties and possible legal remedies available to the principal under the H.B.A., D.B.P. and R.A.B Acts, contractually or otherwise.

Financial, Investment, Taxation & Other Advice

- (6.14) The principal acknowledges that any financial, investment, taxation or other advice provided by the agent to the principal is of a general nature only, whose preparation does not take into account the individual circumstances, objections, financial situation or needs of the principal. The principal is advised to consult with their own independent financial, investment or taxation advisor or other appropriately qualified expert.

Indemnities

- (6.15) The agent's liability is limited by the S.C.A. (NSW) Professional Standards Scheme under the Professional Standards Act 1984.
- (6.16) The agent will not be responsible for any loss or damage occasioned to or by the scheme by reason of exercise of any function or power conferred on the agent or by any alleged failure to exercise such function or power, including the identification of and rectification of building defects or maintenance items via inspections or otherwise and/or pursuit of building defect claims.
- (6.17) This indemnity does not extend to any liability to pay a fine that arises by virtue of section 57 of the Act or any fraud on behalf of the agent.
- (6.18) The scheme agrees that it will at all times indemnify the agent against all actions, suits, proceedings, costs, claims, expenses or demands which may arise in the course of or as a result of the agent's management of the scheme, including all legal expenses incurred by the agent in defence of or initiation of any legal proceedings as well as any excess payable under professional indemnity insurance, by third parties against the agent, by third parties against the agent in which the agent is incorrectly treated as the scheme or by the scheme against the agent arising before, during or after this agreement, including but not limited to the scheme's failure to make decisions, provide appropriate direction or adequate funds. The liability of the agent to the scheme arising out of the performance or non-performance of services, whether under the law of contract, tort or otherwise, is limited to the cost of rectifying or repeating the provision of the services.

Disclosure of Rebates, Discounts, Commissions, Benefits or Training Services

- (6.19) The agent discloses that it is a member of Strata Community Association (N.S.W.), the Real Estate Institute of N.S.W. and the Urban Development Institute of Australia and from time to time may sponsor events, conferences or seminars that may be held by these organisations.
- (6.20) The agent discloses that from time to time it may use suppliers to the scheme for its own business practices including Macquarie Bank, CRM Insurance Brokers and Khoury Bros. & Co. Accountants however the agent DOES NOT receive any rebate, discount or commission for recommending these suppliers to the scheme.
- (6.21) The agent discloses that from time to time it may receive training services or advice from suppliers to the scheme, including but not limited to;
- | | | |
|--------------------------------|----------------------------|---|
| • Grace Lawyers | • Madison Marcus Law | • Corporate Home Unit Underwriting Agencies |
| • Bannerman's Lawyers | • Chambers Russell Lawyers | • Strata Energy Services |
| • Holding Redlich Lawyers | • Mills Oakley Lawyers | • Winfire |
| • J.S. Mueller and Co. Lawyers | • DEA Lawyers | • Macquarie Bank |
- Where training is provided by suppliers a disclosure will be made via the Section 60 report provided to the scheme at the A.G.M.
- (6.22) The agent discloses that it has Authorised Representative agreements to provide quotations for the renewal of the Owners Corporations Insurances with;
- | | | |
|--------------------------------------|-----------------------------------|---|
| • McCormack Harris Insurance Brokers | • Honan Insurance Brokers | • Coverforce Insurance Brokers |
| • CRM Insurance Brokers | • Arthur J Gallagher & Co Brokers | • Corporate Home Unit Underwriting Agencies |
| • BCB Insurance Brokers | • BAC Insurance Brokers | • Austbrokers |
- When the agent receives a brokerage from these companies for being an authorised representative it will be disclosed to the scheme via the section 60 report provided to the scheme at the A.G.M.
- (6.23) The agent discloses that it has commercial arrangements with (including but not limited to) AMPAC Debt Recovery Services, Strata Energy Services, Solutions In Engineering, Strata Essential Services, Savant Energy, Active Utilities and Prime Strata Consulting Services. Where these services are used and a referral fee is received, it will be disclosed via the Section 60 report or financial reports provided to the scheme at the A.G.M.
- (6.24) The agent discloses that Netstrata Pty Limited, WinFire Pty Limited and Strata Insurance Services Pty Limited (S.I.S.) (A.F.S. Licence 457333) are wholly owned subsidiaries of the agent. All brokerage fees* charged by S.I.S. are retained by the subsidiary, not the agent. Where WinFire is appointed to provide services for the scheme charges will be disclosed pursuant to Section 60 and via the financial statement for the scheme.
- *Note: S.I.S. does not receive commissions from insurers for providing broking services, a fee for service model is applied.**

Appointment as Authorised Representative

- (6.25) The agent will assist the scheme's appointed insurance broker to gather the necessary information to place insurance cover on behalf of the scheme. This information includes but is not limited to arranging the annual insurance valuation, claims history, maintenance history, fire compliance, building defects and other relevant information to assess the risk application to the scheme. Where the agent or their subsidiary ARE NOT appointed as the authorised representative, the management fee listed in item 7.1 shall be adjusted by 25%. If the agent is directed not to act as the authorised representative for the scheme, this must only be done by a written direction pursuant to a resolution of a meeting of the scheme and the scheme agrees that it will indemnify and hold harmless the agent in respect of all actions, suits, proceedings, claims or demands which relate to placing and managing the insurances of the scheme, including processing insurance claims.

G.S.T. and Application of Fee and Disbursements

- (6.26) Any amounts referred to in this agreement which are payable by the scheme to the agent in respect of services provided, including reimbursement of expenses are expressed inclusive of the G.S.T. at a rate of 10%. If that rate varies, the parties agree that the rates specified will also vary
- (6.27) The fees outlined in item 7.1 are payable quarterly in advance, Items 7.2 to 7.8 are payable quarterly in arrears. Any amount owing by the scheme 3 months after the due date shall incur simple interest calculated at 10% p.a.
- (6.28) All fees have been negotiated between the parties to the agreement and will be adjusted annually on the anniversary date of the agreement by 5% or as adopted in the annual budget of the scheme, whichever is the greater. The agent's fees under this agreement include G.S.T.
- (6.29) The scheme shall be liable to reimburse the agent for all disbursements including but not limited to photocopying, stationery and printing for issuing levy notices, meeting notices and other correspondence for the scheme despite the agreed services listed in Section 8 of this agreement.
- (6.30) **Note:** A fair use policy applies to all routine services provided. Where the scheme or an office bearer requests administrative services that the agent, in their absolute discretion deems as being excessive (e.g. requesting multiple annual budgets), the agent may charge as per item 7.8(b).

Non-Compete

- (6.31) The scheme agrees that they will not engage the services of any employee, former employee, consultant, contractor, director or partner of the agent or the agents' subsidiaries for a period of 12 months, should this agreement be concluded pursuant to Section 5 of this agreement. The agent discloses that there is a reciprocal term in the employment contracts of each of its' employees and contractors and reserves the right to initiate legal proceedings either jointly or separately should there be a breach of this clause.

Transfer of Agreement

- (6.32) The Principal acknowledges that during the term of this agreement the agent may transfer its business to another agent. If this occurs, then the agent may request the Principal's consent to transfer or novate this agreement to the proposed transferee. The Principal agrees not to unreasonably withhold its consent to a transfer or novation to a transferee is that transferee is licensed, financially sound and appropriately qualified to perform the duties outlined in this agreement.

Dispute Resolution

- (6.33) If a dispute arises between the parties, the complainant must not commence any court, legal or arbitration proceedings (except where the party seeks urgent interlocutory relief) unless it has first complied with this clause;

(a) Notification

The complainant must inform the other party in writing of the following;

- The nature of the dispute;
- What clause/s of this agreement, legislation or case law (if applicable), that have been breached, and
- What outcome the complainant desires, and
- The action the complainant believes will settle this dispute.
- For the scheme, notices of a grievance under this clause should be directed to the agent via the postal or email addresses listed in Section 1
- For the agent, notices of a grievance under this clause shall be directed to ALL elected Strata Committee at the time of the grievance.

(b) Best Endeavours to Resolve Dispute

On receipt of a complaint, both parties will make every effort to resolve the dispute by mutual negotiation within 21 business days. This may include the convening of a Strata Committee or General Meeting (at no cost to the principal) to resolve the matters identified.

(c) Mediation

Any unresolved dispute or difference whatsoever arising out of or in connection with this agreement shall be submitted for mediation to NSW Fair Trading or other appropriate jurisdiction or mediation service agreed by the parties (the costs of mediation to be borne by each party).

(d) Section 72 Application

Should the dispute remain unresolved after mediation, the principal may apply for an order pursuant to section 72 of the Strata Act.

(e) Survival of this Clause

This clause shall survive the expiration or termination of this agreement

- (6.34) For the purposes of item 6.33 of this agreement, any grievance to the agent may only be submitted following a properly constituted resolution (i.e. meeting) of the Strata Committee or Owners Corporation.
- (6.35) An individual owner shall not be permitted to register a grievance pursuant to this clause, however the agent may elect to deal with any such grievance in a similar manner as outlined in item 6.33 should, at the agents discretion, the grievance warrant such a reply.

SCHEDULE AND EXPLANATION OF FEES AND CHARGES

Type	Explanation
Management Fees	Contracted Management Fees are calculated based on the size of the scheme (i.e. the number of lots) plus the complexity of the scheme as well as the facilities and apparatus that are installed at the scheme. The agent uses time recording software to assist in the preparation of Section 55 reports (included in the A.G.M. for the scheme) which also assist in reviewing the base management fees each year.
Disbursements	Disbursements are for reimbursement of the reasonable costs the secretary, treasurer or chairperson would usually incur for the day to day administration of the scheme, for example postage, printing and photocopying charges. These are charged on a 'user pays' basis, which allows the scheme to be administered without the encumbrance of an all-inclusive or restricted distribution contract. This is important in the effective and efficient management of the scheme as it allows issues to be addressed as required, rather than only at an AGM or scheduled committee meetings. Owners concerned about printing and stationery charges are urged to convert to electronic delivery methods to receive notices or adopted By-laws as noted in item 4.7 and 4.8.
Computer Administration	The scheme has strict obligations to keep and maintain the records of the Owners Corporation in accordance with the Strata Schemes Management Act 2015. Computer administration provides for the license fees of the various software packages required to provide for the management and administration of the scheme as well as to maintain the records of the scheme securely (including owner data, bank account details and other private information). It aids against data corruption, including anti-virus protection, data back-up and redundancy.
Electronic Delivery of Information	Allows the scheme to maintain records electronically as well as provide platforms for the notices and levies to be issued electronically and documents provided to owners electronically. It also allows for platforms to aid the conduct of Strata Meetings and voting via electronic means such as Video Conferencing and pre-meeting electronic voting.
Fire Compliance and Administration	These charges relate directly to the administration required pursuant to the Environmental Planning and Assessment Regulation 2000 for the maintenance of essential services at the scheme. This includes qualifying the expertise of contractors in accordance with the Competent Fire Safety Practitioners regime, arranging access to ALL lots within the scheme, including the collection of tenant data, liaising with council, signing the Annual Fire Safety Statement and lodging the statement with council and the NSW Fire Brigade on behalf of the scheme. The charge is based on the complexity of the fire apparatus at the property and liability associated for yearly compliance. The fee is charged on a sliding scale from \$5.50 to \$20.00 per lot per quarter. It does not include additional work that may be the result of corrective action work (C.A.R.) (i.e. correcting a failure with the apparatus) or a fire order issued upon the scheme. This is an Opt-Out service and the scheme is at liberty to perform the administration on their own behalf should they elect to do so, subject to item 8.36. Additional fees for C.A.R. work are outlined in item 7.8(b)
BAS & Tax Administration	Is based on the annual budget of the scheme, number of expected transactions during the year as well as whether the scheme is GST Registered. The fees are associated with compiling the data for lodgement of B.A.S. and Income Tax Returns by a registered Tax Agent. By compiling this data for the Tax Agent, it reduces the overall professional fees charged by the agent. This is an Opt-Out service that the owners are at liberty to perform on their own behalf subject to item 6.33. Fees are based on a minimum charge of \$250.00 for each tax return prepared and \$250.00 per B.A.S. Additional fees for large or complex returns are charged as per the rates outlined in item 7.5 (b)
Trade Compliance	Is associated with the time taken to verify the bonafides of any contractors performing work at your scheme, including that they hold the appropriate licenses, insurances, qualifications, registrations and safe work policies in place prior to completing the work that they are being contracted to perform. The fee is calculated based on the number of suppliers that perform work at your scheme, as well as the complexity of the licenses and qualifications that they hold. For efficiency and cost savings this is currently performed externally by Prime Strata Support Services, however can be performed by our office for a fee outlined in Item 7.3(e).
Pre-AGM Survey	Provides for the process of seeking calls for nominations to the Strata Committee prior to the conduct of the Annual General Meeting, including the nominations in the AGM Notice, as well as notifying tenants of the Annual General Meeting as required by the Strata Scheme Management Regulations 2016. See Item 7.3(c).
Council Clean Up	In the event your Owners Corporation elects to undertake regular council clean-ups for their scheme, this provides for the administrative processes associated with booking a routine council clean up and notifying residents of the scheme, including the specifications for proper disposal of goods. This is an 'Opt-In' service decided at the AGM for your scheme.
Stationery By-law	In the event your Owners Corporation has passed the Stationery By-law, which permits the Owners Corporation to charge lot owners for the costs of printing, postage and stationery, this is for the time taken to issue and collect the stationery By-law charges on lot owners (which is paid directly to the Owners Corporation) as well as administer the ongoing delivery types.

7. AGENTS FEES, DISBURSEMENTS (INCLUDING G.S.T.); THE SCHEME WILL PAY THE AGENT FEES AS FOLLOWS;

(7.1) Management Fees for Routine Duties (Per Lot, Per Qtr) \$78.76		(7.4) Strata Administration (*Charged to Lot where applicable)	
(a) Attend AGM completed prior to 7.30pm (Mon to Thurs)	Included	(a) Software/Computer Licences	\$2.00 per lot, per month
(b) Attend 6 electronic meetings during business hours;	Included	(b) Section 184 Certificates	Statutory fee, paid by applicant
(c) Arranging routine scheduled maintenance;	Included	(c) Arrange Council Clean Up	\$5.50 to \$20.00 per lot, per qtr
(d) Issue routine work orders and quotation requests;	Included	(d) Annual Strata Portal Survey	\$45.00 per Survey
(e) Issue supplier EFT and Remittance Advices;	Included	(e) Complete O.B.C. Survey	\$65.00 per 15 Minute Block
(f) Hardcopy Archiving and storage of records;	Included	(f) A/Hours Emergency Admin	\$95.00 per call*
(g) Electronic Storage of Information;	Included	(g) Process Key/Fob Request	\$45.00 per 15 Minute Block*
(h) Maintain Online Client Portal;	Included	(7.5) Financial Administration	
(i) Conduct 6 on-site inspections p.a.	Included	(a) Audit Preparation	\$45.00 per 15 minute block
(j) Maintain Electronic copy of Strata By-laws	Included	(b) Income Tax Preparation	\$250.00 to \$750.00 per return
(k) Issue Monthly Financial Statement via Online Portal	Included	(c) BAS Prep. & Lodgement	\$250.00 to \$1000.00 per return
(l) Provide Copy of Insurance Certificate via Online Portal	Included	(d) Online Invoice Approvals	\$6.60 per lot, per qtr
(7.2) Disbursements		(7.6) Arrears Processing Charged to Levy Debtor	
(a) Mobile, SMS & STD Phone Calls	At Cost +25%	(a) Issue Arrears Reminders	\$35.00 per arrears notice
(b) Postage Charges	At Cost +25%	(b) Arrange Payment Plan	\$100.00 per plan, per month
(c) Photocopying, Printing and Stationery	\$0.88 per page	(c) Perform Skip Trace	\$250.00 per trace
(d) Levy Payment Notices (including reminders)	\$2.45 per levy notice	(d) Initiate Legal Action	\$185.00 per action
(e) Electronic Delivery of Information	\$2.00 per lot, per month	(7.7) Insurance**	
(f) Out of Pocket Expenses	At Cost +25%	(a) Brokerage	If applicable pursuant to Sec.60
(7.3) Statutory Compliance (*Charged to Lot Owner)		(b) Process Insurance Claims	\$65.00 per 15 minute block
(a) Fire Compliance & Administration	\$5.50 to \$20.00 per lot, per qtr	(c) Management Fee Increase	25% to item in 7.1
(b) Sign Annual Fire Safety Statement	\$250 to \$750 per statement	**Where Agent is NOT appointed as an Authorised Representative	
(c) Issue & Collate Pre-AGM Survey	\$19.95 per lot, per survey	(7.8) Hourly Rates	
(d) Arrange & Complete Safe Work Certificate	\$45.00 per 15 Minute Block	(a) Director/Senior Executive	\$110.00 per 15 Minute Block
(e) Qualify Trade Licenses	\$45.00 per supplier, P.A.	(b) Strata Managing Agent	\$65.00 per 15 Minute Block
(f) Provide Smoke Detector Certificate	\$55.00 per certificate*	(c) Clerical/Admin Staff	\$45.00 per 15 Minute Block

Note: The Fees outlined in 7.2(e) and 7.4(a) are capped for large strata schemes (as defined in the Strata Act)

8. ROUTINE MANAGEMENT DUTIES (INC. IN THE MANAGEMENT FEE) FOR THE FEES OUTLINED IN 7.1 THE AGENT WILL

Routine Repairs and Maintenance

- (8.1) Arrange for day to day or routine maintenance, repair or replacement of the common property including cleaning, gardening & lawn mowing;
- (8.2) Arrange for routine scheduled maintenance of common property apparatus such as detention pit and pumps, garage doors and locks & doors;
- (8.3) Arrange for other routine maintenance such as carpet cleaning, pressure cleaning or re-mulching and fertilising of common garden areas;
- (8.4) Obtain service agreements for common appliances installed at the scheme, subject to item 9.37 of this agreement;
- (8.5) Obtain 3 quotations for routine maintenance items that exceed the annual budget estimates by 10%;
- (8.6) Undertake periodic inspections of the common property and make recommendations to the scheme as to repairs & maintenance;
- (8.7) If any repair, maintenance or replacement of the common property and personal property of the scheme requires skilled tradespersons or professionals to be retained or materials be purchased, the agent is authorised to engage these services as the scheme's agent.

Meetings

- (8.8) Convene and attend meetings of the Owners Corporation & Strata Committee, subject to items 9.15 to 9.19 of this agreement;
- (8.9) Attendance at meetings via Electronic Means, including, video conferencing, teleconference or other electronic communication device;
- (8.10) Provide meeting rooms at the agents premises;
- (8.11) Prepare, convene and issue notices & minutes of general meetings and meetings of the Strata Committee; subject to item 7.1(a)&(b);
- (8.12) Chair meetings of the Owners Corporation & Strata Committee, act as Secretary at those meetings and issue minutes of meetings;
- (8.13) Submit motions of an administrative nature, including proposed By-laws for inclusion in General Meetings and Strata Committee Meetings;
- (8.14) Prepare Section 55 and Section 60 Reports for inclusion in A.G.M. notice

Record Keeping & Financial Management

- (8.15) Subject to the privacy of information outlined in items 6.1 to 6.3 and items 9.32 to 9.35 of this agreement, keep and maintain all the schemes records as required by the Strata Act, including but not limited to;
 - The Strata Roll
 - Strata Interest (Section 22) Notices
 - The Minutes Book
 - Documents received pursuant to Section 16
 - Preparation of an Annual Budget & Monthly Financial Statements
 - All written communication sent and received by scheme,
 - Policies of Insurance
 - Building Defect and Maintenance Reports
- (8.16) Issue levy payment notices in accordance with the levies raised by the scheme and collect & receipt all levy contributions paid, subject to 7.2(d);
- (8.17) Review, approve and pay all invoices and accounts on behalf of the scheme as and when they become due;
- (8.18) Keep all funds of the scheme in a separate trust account held by Macquarie Bank bearing the name of the scheme and account for the expenses and income of the Administrative and Capital Works fund as required by the Strata Act;
- (8.19) Invest any surplus funds in up to 2 investments accounts held by Macquarie Bank as permitted by the Act, when directed by the scheme;
- (8.20) the agent may disburse funds of the scheme provided that such payments are in accordance with the Act and the terms of this agreement;
- (8.21) the agent shall provide a monthly Financial Statement that will be made available to all owners via the client web portal;

Insurances (Where the agent or the agent's subsidiary is appointed as an authorised representative the agent will);

- (8.22) Effect and renew insurances required by the Strata Act;
- (8.23) Obtain 3 quotations for renewal of insurances each year;
- (8.24) Arrange an annual Insurance Valuation;
- (8.25) Provide all necessary disclosures to the Strata Insurances in accordance with the terms and conditions of the renewal;
- (8.26) Supply the Certificate of Currency to owners via client online portal;
- (8.27) Supply the Product Disclosure Statement via the client online portal;
- (8.28) Process Insurance Claims including the appointment of Insurance Assessors to a maximum limit of \$2500;

Client Communication

- (8.29) Answer all day to day phone, email, postal and facsimile communication during normal business hours, subject to Items 9.32 to 9.36;
- (8.30) Maintain an online client portal and make available the minutes book, financial statements, and other pertinent records for the scheme;
- (8.31) The scheme authorises the agent to distribute notices, minutes, levy payment notices and general correspondence in accordance with the Strata Act or By-laws for the scheme utilising either Australia Post or electronic delivery of this information where applicable.

By-law Administration

- (8.32) Maintain an electronic copy of the schemes By-laws & any Development Contract, Building, Community or Strata Management Statement;
- (8.33) Answer routine inquiries regarding the schemes By-laws and issue electronic copies to owners and residents when requested
- (8.34) Monitor compliance with By-laws and issue a maximum of 3 written warnings to owners or tenants for the same By-law breach (within any 12 month period), but not including notices pursuant to section 146 of the Strata Act and subject to Section 2.7

General

- (8.35) Provide general advice and assistance regarding the operation of the Strata Act to the scheme and the Strata Committee;
- (8.36) Implement the decisions of the scheme and Strata Committee so far as they are decisions that apply to routine duties of the agent;
- (8.37) Subject to item 6.24, both parties acknowledge that the scheme is at liberty to perform any function outlined in section 8, 9 or 10 of this agreement and are at liberty to use any qualified trade or expert of their choice. If the agent is directed not to perform any function then this must only be done by a written direction pursuant to a resolution of a meeting of the scheme and the scheme agrees that it will indemnify and hold harmless the agent in respect of all actions, suits, proceedings, claims or demands which relate to that function.

9. NON-ROUTINE DUTIES (NOT INC. IN THE MANAGEMENT FEE). FOR THE FEES OUTLINED IN (7.2 & 7.8) THE AGENT WILL;

Definition (Non Routine Duties – Opt-Out services)

- (9.1) The following Non-Routine duties (opt-out services) are those elements of the administration of the strata scheme that fall outside the normal day to day activities of the Secretary, Treasurer, Chairperson or Strata Committee including, but not limited to;
 - Attending to emergency repairs
 - Work performed after normal business hours
 - Work arising from changes to legislation
 - Qualifying trade licenses and insurances
 - B.A.S. & income tax returns
 - Attending mediation on behalf of the scheme
 - Preparing for & attending N.C.A.T. proceedings
 - Initiating legal action, e.g. Debt Recovery
 - Liaising with local council or other statutory bodies such as Work Cover or Fair Trading
 - Fire compliance & signing the A.F.S.S.
 - Bulk tendering on Behalf of the Scheme
 - Engaging expert consultants (see 9.2 below) and additional work arising from same
 - Appointment of insurance assessors
- (9.2) Unless otherwise instructed the agent will offer the services listed in section 9.4 to 9.35 (for the fees indicated) to assist the scheme in complying with their statutory obligations, or to assist with the up-keep of the common property. These are considered Opt-Out Services.
- (9.3) Both parties acknowledge that the scheme may at any time either perform 'Non-Routine' duties itself or engage a third party to complete the functions on their behalf, subject to item 8.35 of this agreement and that after a request from the scheme or at the sole discretion of the agent, the agent may perform any other 'Non-Routine' duty or function that may not be detailed in Sections 9 or 10 of this agreement.

Financial

- (9.4) Maintain wage, income tax, Business Activity Statements (B.A.S.) or other records and prepare returns for lodgement by a registered Tax agent as required by law from time to time; see item 7.5(b)&(c) as well as explanation listed in the table at Section 7 of this agreement.
- (9.5) Undertake collection of levy arrears and charge cost to levy debtor, see item 7.6;

Fire Compliance

- (9.6) Arrange suitably qualified experts to inspect, test and certify all essential fire safety measures at the scheme, see item 7.3(a)&(b);
- (9.7) Arrange for the repair, replacement or maintenance of fire services at the scheme in accordance with any corrective action report, see item 7.8(b);
- (9.8) Sign and submit the Annual Fire Safety Statement as required by the local government authorities; see item 7.3(b);
- (9.9) Arrange repairs, maintenance and quotations for works required as a result of a Fire Rectification Order or upgrade, see item 7.8(b);
- (9.10) Attend to the requirements of the E.P.A. Amendment (Identification of Buildings with External Combustible Cladding) Reg. 2018, see item 7.8(b)

9. NON-ROUTINE DUTIES (NOT INC. IN THE MANAGEMENT FEE). FOR THE FEES OUTLINED IN (7.2 TO 7.8) THE AGENT WILL;

Emergency & Non-Routine Maintenance (See 7.8(b))

- (9.11) Arrange for non-routine maintenance, repair & replacements of the common property, including but not limited to;
- Emergency repairs & maintenance
 - Works required from the Capital Works Fund as defined by Section 79(2) of the Strata Act
 - Window and facade cleaning
 - Work arising from reports described in item 10.2
 - Work arising from changes in legislation
 - Pest control and pest inspections
 - Non-essential preventative maintenance
 - Work arising from changes in technology, e.g. the N.B.N., solar panels, charging stations etc.
 - Tree lopping and removal

Insurances (Where the agent is not appointed as an authorised representative);

- (9.12) Effect and renew insurances, obtain an annual valuation and quotations as required by the Act for a 'Fee for Service', see item 7.7 & 7.8;
- (9.13) Process all Insurance claims and emergency works arising from Insurance claims, see item 7.7 & 7.8
- (9.14) Arrange assessors for insurance claims, see item 7.7 & 7.8

Meetings

- (9.15) Convene, conduct, attend and minute meetings for the purposes of nominating a Tenant Representative to the Strata Committee, see item 7.8(b)
- (9.16) Pursuant to items 4.8 and 4.9 of this agreement, attend the AGM at the scheme after normal business, see item 7.8(b)
- (9.17) Attend adjourned meetings of the scheme or Strata Committee or attend any meeting with a duration of greater than 2 hours, see item 7.8(b)
- (9.18) Facilitate the Strata Committee pre-Annual General Meeting Nomination process, see item 7.3(c);
- (9.19) Arrange Off-Site Meeting Venues, including venue set-up, as well as provision for audio and visual devices; see Items 7.3(c) & 7.8(b)

Strata Administration

- (9.20) Qualify Licenses, Qualifications and Insurances of suppliers, see item 7.3(e)
- (9.21) Rectify deficiencies in records (if any) from Take Over, see Item 7.8(c)
- (9.22) Provide an electronic document management system to facilitate e-delivery of notices;
- (9.23) Prepare & register By-laws or change or answer title requisitions, see item 7.10;
- (9.24) Subject to clauses 4.7 & 4.8, any work arising under or due to the terms, conditions, or pre-conditions of a By-law, see Item 7.8(b)
- (9.25) Provide Translation Services; see item 7.8(c)
- (9.26) Arrange non-routine rubbish removal, see 7.8(c)
- (9.27) Maintain a security key/fob register, see 7.8(c)
- (9.28) Keep, attest & affix the common seal, see 7.8(c)
- (9.29) Include the scheme in bulk tendering opportunities for the supply of services, e.g. Utility Supply, Cleaning and Maintenance, see item 7.8(b)
- (9.30) Initiate, answer or represent the scheme at mediation, NCAT, legal proceedings, including consultations with legal representatives; See 7.8(b)
- (9.31) Liaise with government or other statutory authorities, including but not limited to Local Council, Work Cover, NSW Fair Trading, Department of Planning and Environment, Land and Property Registration, Office of Building Commissioner, see 7.8

Client Communication

- (9.32) Receive and maintain up to 1200 emails per annum. For amounts in excess of this, see item 7.8(b), subject to items 4.7 & 4.8
- (9.33) Manage all inquiries regarding the scheme on behalf of the Strata Committee, however any communication, other than with a Strata Committee member, such as an email, phone call or face to face meeting (other than a general meeting) that requires the agents time that extends beyond 30 minutes shall incur a fee as outlined in item 7.8 of this agreement and may be offset in accordance with the provisions of items 4.7 & 4.8
- (9.34) Read and distribute, (including but not limited to), expert reports referred to in item (6.2 and 6.3) below, contracts to be executed by the scheme, Scope of Work specifications, or the like for the rates prescribed in item 7.8;
- (9.35) Process Tenant Notices and updating of tenant information, see item 7.8(c);
- (9.36) Process Afterhours Emergency Calls, see item 7.4(f). Where a By-law permits this will be charged to the lot that initiated the call.

Compliance and Certification

- (9.37) Where applicable, engage suitably qualified experts to ensure the ongoing compliance of apparatus at the scheme, including the registration of the apparatus with the relevant authorities. Examples include but are not limited to;
- Lift Registration
 - Air-Conditioning cooling towers
 - Pool Certification
 - Anchor Point Certification
 - Back Flow Prevention

10. NON-ROUTINE DUTIES (NOT INC. IN THE MANAGEMENT FEE). FOR THE FEES OUTLINED IN (7.2 TO 7.8) THE AGENT WILL;

Definition (Non Routine Duties – Opt-In Services)

- (10.1) Opt-In services are those elements of the administration of the scheme that fall outside the normal day to day activities of the Secretary, Treasurer, Chairperson or Strata Committee, that the agent will perform once instructed to do so by the scheme, these include, but are not limited to;

Engaging Expert Consultants

- (10.2) When instructed the agent will engage suitably qualified experts to provide reports, expert opinions, or additional professional services as well as experts to complete compliance reports and inspections on behalf of the scheme, including but not limited to;
- Asbestos Reports
 - Capital Work Fund Reports
 - Dilapidation Reports
 - Workplace Health & Safety Reports
 - Engineers & Quantity Surveyors
 - Termite Inspection Reports & Treatment
 - Architects
 - Design Consultants
 - Solicitors & Barristers

Building Defect Claims

- (10.3) When instructed, arrange suitably qualified experts to prepare reports and submit building defect claims as well as attend on-site inspections, address communications with the builder to examine and attend defect repairs when instructed by the scheme;
- (10.4) Arrange for the inspection & rectification of common property defects pursuant to Part 11 of the Strata Act or building defects in general.
- (10.5) Read advice provided by legal consultants and other experts associated with the provision of Statutory Warranties, Home Building Act 1989, Part 11 of the Strata Act or the Design and Building Practitioners Act 2020.

Financial

- (10.6) Provide an online invoice approval system for a nominated committee representative, see item 7.5(d);
- (10.7) Maintain levy arrears payment plans, see item 7.6(b);
- (10.8) Provide financial statements or reports outside the standard reports provided in the Strata Act or item 4.18 of this agreement, see item 7.8
- (10.9) Open and maintain 3 or more investment accounts, see item 7.8(c)
- (10.10) Prepare of financial data for auditing purposes, see item 7.5(a)

Strata Administration

- (10.11) Process applications for minor and major renovations, payable by the lot owner making the application, see item 4.7 and 7.8(b);
- (10.12) Process applications for approval of pets pursuant to the schemes By-laws, payable by the lot owner, see item 4.7 and 7.8(b);
- (10.13) Arrange periodic periodic council clean-ups once approved by the scheme, see item 7.4(c)
- (10.14) Process applications for keys and security fobs, see item 7.4(g). Where a By-law permits, this will be charged to the lot that made the application.
- (10.15) Provide records to the scheme, following the termination of this agreement and prior to the expiration of the term, see item 7.8(b);

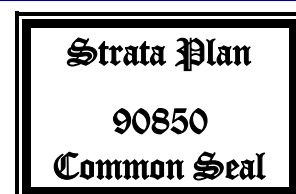
11. SIGNED AND SEALED

The common seal of Strata Plan 90850 was affixed in the presence of the undersigned being the persons authorised to attest the affixing of the seal, on this date 20th December 2022.

.....
**Name: Signed by representatives of Lot

.....
**Name: Signed by representatives of Lot

.....
Signature of the Licensed Strata Managing Agent on behalf of
Network Strata Services P/L



Keeping of Animals By-Law

The Owner or Occupier of a lot may keep an animal on a lot unless the keeping of the animal unreasonably interferes with another occupant's use and enjoyment of the occupant's lot or the common property, pursuant to Clause 3 of this By-Law.

Owners and Occupiers must register any cat or dog that you keep with the Owners Corporation and provide any details that the Owners Corporation requires, including the breed, colouring, age and name of the animal and a photograph of the animal.

1. The Keeping of Animals

The Owner or Occupier of a lot may keep:

- a) goldfish or other similar fish in a fish tank or indoor aquarium;
- b) canaries, budgerigars or similar birds kept indoors at all times;
- c) one or two domestic cats, one or two dogs or one domestic cat and one dog with the consent of the Owners Corporation which consent must not be unreasonably withheld. All cats and dogs must be microchipped and registered with the appropriate authorities. You must give evidence of such registration to the Owners Corporation before the animal is brought into the building and on request by the Owners Corporation; and
- d) provided it is microchipped and registered under the Companion Animals Act 1998 (NSW), a guide dog, hearing dog or other animal trained to assist to alleviate the effect of a disability if you or another person who lives with you needs the dog or other animal because of a visual disability, a hearing disability or any other disability. You must give evidence of such registration to the Owners Corporation before the animal is brought into the building and on request by the Owners Corporation.

2. Informing the Owners Corporation

The Owner or Occupier of a lot must register any cat or dog that you keep with the Owners Corporation and provide any details that the Owners Corporation requires, including the breed, colouring, age and name of the animal and a photograph of the animal.

3. Unreasonable Interference

The circumstances in which the keeping of an animal unreasonably interferes with another occupant's use and enjoyment of the occupant's lot or the common property are:

- a) the animal makes a noise that persistently occurs to the degree that the noise unreasonably interferes with the peace, comfort or convenience of another occupant, or
- b) the animal repeatedly runs at or chases another occupant, a visitor of another occupant or an animal kept by another occupant, or
- c) the animal attacks or otherwise menaces another occupant, a visitor of another occupant or an animal kept by another occupant, or
- d) the animal repeatedly causes damage to the common property or another lot, or
- e) the animal endangers the health of another occupant through infection or infestation, or
- f) the animal causes a persistent offensive odour that penetrates another lot or the common property, or
- g) for a cat kept on a lot—the owner of the animal fails to comply with an order that is in force under the Companion Animals Act 1998, section 31, or
- h) for a dog kept on a lot
 - i. the owner of the animal fails to comply with an order that is in force under the Companion Animals Act 1998, section 32A, or
 - ii. the animal is declared to be a menacing dog or a dangerous dog under the Companion Animals Act 1998, section 34, or
 - iii. the animal is a restricted dog within the meaning of the Companion Animals Act 1998, section 55(1).

4. Controlling Animals

If the Owner or Occupier of a lot has an animal under this by-law they must ensure that the animal does not wander onto:

- a) another Apartment; or
- b) Common Property.

The Owner or Occupier of a lot must ensure that the animal does not make any noise that causes unreasonable disturbance or interferes with the reasonable quiet enjoyment of any other Owner or Occupier, including, without limitation, intermittent or ongoing noise that is audible in another Apartment.

5. Cleanliness

An Owner or Occupier of a lot must:

- a) ensure that their pet(s) are kept in a clean and hygienic condition;
- b) ensure that dogs or cats or other pets do not defecate or urinate anywhere other than in a pet litter tray or box within the lot;
- c) keep any pet litter tray or box clean and odour free;
- d) ensure no pet related odours are at any time emitted from the lot (including any Balconies); and
- e) not allow any pet faeces, urine or hair or pet litter tray contents to enter the Building drainage system or common property.

6. Owners Corporation Right to Remedy Breach

Where the Owner or Occupier of a lot breaches this By-Law and allows an animal to unreasonably interfere with another occupant's use and enjoyment of the occupant's lot or the common property, the Owners Corporation reserve the right to apply the following administrative fees for communicating and/or remedying the breach to the offending lot owner:

- a) A fee of \$50 for notifying in writing to, or remedying a breach of this By-Law for, the Owner or Occupier of a Lot for a second time (the First notification will bear no administrative fee);
- b) A fee of \$100 for notifying in writing to, or remedying a breach of this By-Law for, the Owner or Occupier of a Lot for a third time; and
- c) A fee of \$250 for notifying the Owner or Occupier of a Lot with respect to Section 146 of the Strata Schemes Management Act 2015 by issuing a notice to comply with this By-Law.

Any administration fee charged by the Owners Corporation to a lot owner shall be applied to the lot as a debt. Where an administrative fee has been applied pursuant to this By-law, a lot owner may apply to the Owners Corporation or Strata Committee that the Administrative fee be reduced or waived. In the event the Owners Corporation rejects a request made by a lot owner, all charges imposed by this By-law shall stand.

Moving and Delivering of Goods By-Law

An Owner or Occupier must not transport or permit or cause to be transport goods on Common Property except in compliance with this By-law.

1. Conditions

- a) Prior to transporting goods on Common Property, Owners and Occupiers:
 - i) must give the Owners Corporation not less than 72 hours' notice of the date and time the goods will be transported,
 - ii) must give details to the Owners Corporation if the Owner or Occupier has engaged a removalist (name, telephone number, mobile number, address, email address and contact name),
 - iii) must give to the Owners Corporation evidence of suitable public liability or contractors all risk insurance held by the removalist for the benefit and protection of the Owners Corporation,
 - iv) must provide the Owners Corporation their contact number(s), email address and vehicle registration details.
- b) Owners and Occupiers may only transport goods on Common Property at the times and in accordance with the directions of the Owners Corporation.
- c) Owners and Occupiers may only transport goods in a lift if the lift has a lift protector or blanket.
- d) Owners and Occupiers must ensure they and their removalist comply with all rules of the Owners Corporation in connection with transporting goods on common property.
- e) Owners and Occupiers are permitted to transport goods on Common Property only between the hours of 7.00am to 9.00pm and subject to the terms of this By-law.
- f) Owners and Occupiers must ensure neither they nor their removalists:
 - i) obstruct Common Property when transporting the goods, or
 - ii) interfere with the peaceful enjoyment of Common Property by another Owner or Occupier.
- g) Owners and Occupiers must supervise their removalist in order to ensure no damage is done to the Common Property, another Lot or property vested in the Owners Corporation, by transporting goods.
- h) Owners and Occupiers must at their own expense:
 - i) immediately rectify any damages caused to Common Property, another Lot or property vested in the Owners Corporation, by transporting goods;
 - ii) must remove debris or other materials left on Common Property as a result of transporting goods; and
 - iii) must clean any part of the Common Property which requires cleaning as a consequence of transporting goods.

2. Move-in/out Security Deposit

- a) Prior to transporting goods on Common Property, if requested by the Owners Corporation, Owners and Occupiers:
 - i) must give a Move-in/out Security Deposit of \$500.00 to the Owners Corporation to be used by the Owners Corporation in accordance with the terms of this By-law; and
 - ii) must give to the Owners Corporation, if the Owners Corporation reasonably determines, a non-refundable Move-in/out Fee of \$45.00 for the administration of this process.
- b) The Owners Corporation may apply all or part of a Move-in/out Security Deposit to remedy a breach of this By-law.
- c) Such an application by the Owners Corporation is without prejudice to any other right or remedy of the Owners Corporation.
- d) If goods are being transported by an Owner or Occupier who is already in occupation of a Lot, then only one Move-in/out Security Deposit must be paid by the Owner or Occupier before transporting the goods.
- e) Provided the Owners Corporation is satisfied there has not been a breach of this By-law or if there has been a breach, that breach has been rectified, the Owners Corporation must refund the Move-in/out Security Deposit paid under this By-law (or so much of it that remains unrefunded) to the party who provided it within 7-10 business days of the Owner or Occupier completing transportation of the goods.
- f) The Move-in/out Security Deposit in respect of this is By-law is \$500.00 unless determined otherwise by the Owners Corporation, Strata Committee or Strata Managing Agent.
- g) The Move-in/out Security Deposit must be paid by the Owner or Occupier before transporting the goods.
- h) The non-refundable Move-in/out Fee in respect of this is By-law is \$45.00 unless determined otherwise by the Owners Corporation, Strata Committee or Strata Managing Agent.
- i) Any non-refundable Move-in/out Fee charged by the Owners Corporation to a lot owner shall be applied to the lot as a debt.

Absolution of Maintenance (Lot Fixtures & Fittings) Special By-Law

PART 1 - Introduction and Intent

- a. This By-law has been drafted from the NSW Land and Property Information (now NSW Land Registry Services) memorandum AG600000 dated November 2011 which attempts to provide a guide to owners in determining the maintenance responsibilities for their scheme.
- b. The intent of the By-law is to provide definition of the maintenance responsibilities of the fixtures and fittings within a lot and any appliances that only service a single lot within the strata scheme.
The intent being that any fixture or fitting contained within the lot, whether specified in this By-law or not, or any appliance that only services one lot, whether specified in this By-law or not shall be deemed to be the maintenance responsibility of the lot owner by virtue of the Owners Corporation absolving its maintenance responsibilities for same pursuant to section 106 and 107 of the Act.
- c. Any item specified in this By-law that is afforded cover for damage due to an insurable event by the Owners Corporations insurance policy shall still be protected by that insurance.
- d. At all times the Owners Corporation shall retain the maintenance responsibility for the structural elements, integrity and general safety of the building.
Waterproofing shall also remain the Owners Corporations responsibility, except where a lot owner has undertaken a renovation within their lot that affects a waterproofed area.
- e. This By-law does not confer any rights upon a lot owner to install any item listed in this By-law as a fixture or fitting of a lot.

PART 2 – Definitions

- 2.1 In this by-law, unless the context otherwise requires or permits:
 - a. **Act** means the Strata Schemes Management Act 2015 (NSW) or any amendment
 - b. **Lot** means any lot in the strata plan
 - c. **Owner** means the owner of the Lot
 - d. **Owners Corporation** means the owners corporation created by the registration of strata plan **XXXXXX**
 - e. **Internal Area** means any area within the envelope of a lot as defined by the Strata Plan
 - f. **Internal Pipe Work and Wiring** means any pipe work or wiring that only services one lot, whether located on a common property or internal wall.
- 2.2 In this by-law, unless the context otherwise requires:
 - a. the singular includes plural and vice versa;
 - b. any gender includes the other genders;
 - c. any terms in the by-law will have the same meaning as those defined in the Act; and
 - d. references to legislation include references to amending and replacing legislation.

PART 3 - Terms and Conditions

In accordance with section 106 of the Act, the Owners Corporation has deemed it inappropriate to repair, maintain, replace or renew any of the following items that are associated with the fixtures and fittings within an owners lot within the Strata Scheme;

3.1 Internal Areas

All decorative finishes within a lot, including but not limited to;

- a. All Cornices
- b. All Skirting Boards
- c. All Architraves and Internal Door Jams
- d. Wall tiles wherever located, including kitchen, bathroom and laundries
- e. Floor Tiles wherever located, including kitchen, bathroom and laundries
- f. False Ceilings
- g. Mezzanines, Stairs and Handrails
- h. All paintwork and wall paper
- i. The cleaning of mould throughout the lot where the causative factors are purely environmental

3.2 Bathroom, Ensuites and Laundry Areas

All Bathroom, Ensuite & Laundry fixtures and fittings, including but not limited to;

- a. All taps and internal pipe work
- b. Shower screens
- c. Bathtub, including internal floor waste and drainage pipes
- d. Sinks and hand basins including internal drainage pipes,
- e. Cabinets and mirrors
- f. Toilet pan, including cistern and internal waste pipes
- g. All lights, light fittings and exhaust fans that only service the lot, wherever located

3.3 Kitchen Areas

All Kitchen fixtures and fittings, including but not limited to;

- a. All taps and internal pipe work
- b. All internal waste and drainage pipes, including connection to the common stack
- c. Bench tops
- d. Sinks and insinkers
- e. Ovens, Stoves and Cook Tops
- f. All lights, light fittings, exhaust fans and rangehood's that only service the lot, wherever located, including ducting and external ventilation points

3.4 Floor Coverings

- a. All carpet within the lot
- b. All floor tiles, wherever located, including kitchen, bathroom, laundry and balcony tiles
- c. All Floor boards, whether floating or fixed
- d. All parquet, linoleum, vinyl and cork tiles wherever located

3.5 Balcony/Courtyard Areas

- a. All tiles, pavers and decking
- b. All stairs and handrails within the balcony or courtyard area
- c. All awnings, pergolas, privacy screens or louvers, whether originally or installed by the lot owner subsequent to the registration of the Strata Plan
- d. All plants and grassed areas within the balcony or courtyard
- e. The pruning, trimming or removal of a tree or trees, including damage caused by roots
- f. Fences that divide two lots
- g. All lights, switches, light fittings and wiring within the balcony or courtyard of the lot

3.6 Electrical Fittings & Appliances

- a. All lights and light fittings, including switches that service only one lot, including down lights and transformers that may be recessed in the ceiling
- b. All electrical sockets and wall plates
- c. Electrical main and sub-main that services only one lot including fuses wherever located
- d. Smoke Detectors that only service one lot
- e. Alarm Systems that only service one lot
- f. Individual Garage Door Motors
- g. Telephone, Television, cable television and internet wall plates and cabling that only services one lot, wherever located
- h. Split system and ducted Air-conditioning systems, including condenser units and all associated equipment wherever located that only service one lot;
- i. Ceiling Fans
- j. Electrical or Gas Hot Water Heaters and all associated equipment that only service one lot, wherever located.
- k. Any general appliance, such as a dishwasher, microwave oven, clothes dryer or other that is designed to only service a single lot.

3.7 Front Door, Balcony Doors, Windows and Garage Area

- a. All flyscreens and security screens/doors fitted to the windows, doors and balcony doors of the lot, whether installed originally or subsequently by the lot owner;
- b. Automatic door closers
- c. Any locking device or door furniture installed on the front and back doors, balcony doors or windows of the lot, whether installed originally or subsequently by the lot owner;
- d. Supplying or replacing swipe tags, fobs, security passes, restricted keys or remote control units that operate common entry doors and garage doors at the scheme.

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 a result of an Accidental or Malicious act. Common examples are;

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

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

HOW IS AN OWNER OF A LOT PROPERTY 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 (the Act).

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 the lot, such as;

- Internal walls
- Internal doors
- Toilets, baths & basins
- Shower screens
- Built-in wardrobes
- Kitchen sinks, cabinets and bench tops
- Appliances, such as wall and bench ovens, cook tops, range hoods, hot water heaters and bathroom & laundry exhaust fans

For example, a leaking tap washer in the kitchen or leak through a shower

WHAT'S COVERED **BY STRATA BUILDING INSURANCE**

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 the 'lot' are protected by the mandatory Building Insurance that is taken out 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 via an insurable event.

ARE MY CONTENTS COVERED?

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
- Floating floorboards
- Wallpaper
- Curtains and blinds
- Light fittings
- Paint work on walls & ceilings
- Wall tiles located on internal walls
- Any furnishing or personal contents
- Electrical appliances that are not hardwired into the building e.g. clothes dryers, dishwashers or microwaves

Owner-occupiers may extend the cover on their contents insurance to include the 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 investor owners may 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 insurance broker to ensure their contents are adequately protected by their contents policy

STATUTORY INFORMATION

QUORUM (CLAUSE 17, SCHEDULE 1)

1. A motion submitted at a meeting must not be considered, and an election must not be held at a meeting, unless there is a quorum present to consider and vote on the motion or on the election.
2. A quorum is present at a meeting only in the following circumstances:
 - (a) If not less than one-quarter of the persons entitled to vote on the motion or election are present either personally or by duly appointed proxy.
 - (b) If not less than one quarter of the aggregate unit entitlement of the strata scheme is represented by the persons who are present either personally or by duly appointed proxy and who are entitled to vote on the motion or election.
 - (c) If there are 2 persons who are present either personally or by duly appointed proxy and who are entitled to vote on the motion or election, in a case where there is more than one owner in the strata scheme and the quorum otherwise calculated under this subclause would be less than 2 persons.
3. A person who has voted, or intends to vote, on a motion or at an election at a meeting by permitted means other than a vote in person is taken to be present for the purposes of determining whether there is a quorum.
4. If no quorum is present within the next half-hour after the relevant motion or business arises for consideration at the meeting, the chairperson must:
 - (a) Adjourn the meeting for at least 7 days, or
 - (b) Declare that the persons present either personally or by duly appointed proxy and who are entitled to vote on the motion or election constitute a quorum for considering that motion or business and any subsequent motion or business at the meeting.
5. If a quorum is not present within the next half-hour after the time fixed for the adjourned meeting, the persons who are present either personally or by duly appointed proxy and who are entitled to vote on the motion or election constitute a quorum for considering that motion or business and any subsequent motion or business at the meeting.

RESOLUTIONS

Ordinary Resolution

A motion put to a meeting of the Owners Corporation is decided according to the majority in number of votes cast for and against the motion with each person having one vote for each lot in respect of which the person is entitled to vote.

Special Resolution

If a motion put to a general meeting of the Owners Corporation requires a special resolution*, the passing of a special resolution requires that a vote to be taken by units of entitlement and that not more than one quarter of the units of entitlement represented at the meeting and entitled to vote, vote against the motion.

Unanimous Resolution

If a motion put to a general meeting of the Owners Corporation requires a unanimous resolution*, the passing of a unanimous resolution requires that no vote to be cast against the motion.

*Such motions are clearly indicated in the form of motion.

STATUTORY INFORMATION

VOTING RIGHTS (PART 4, SCHEDULE 1)

You, or where this notice is addressed to a corporation, your company nominee, may vote at the meeting:

1. Either in person at the meeting or by duly appointed *proxy whose instrument of appointment is given to the secretary of the Owners Corporation before the commencement of the meeting;
2. Except in the case of a motion requiring a unanimous resolution, only if all contributions levied and payable on the above lot(s), and any other monies recoverable under the above Act by the Owners Corporation from you at the date of this notice, have been duly paid before the commencement of the meeting; and
3. In the case of an owner of a lot subject to a first mortgage shown on the strata roll (a priority vote), only if the mortgagee fails or neglects to exercise the voting power conferred on him by schedule 2 part 2 of the above Act.
4. Where this notice is addressed to a corporation, the company nominee voting at the meeting must be the company nominee/s specified on the section 22 notice and strata roll for the Owners Corporation. The nominee must also provide the chairperson with a written authorisation of their entitlement to vote at the meeting.
5. A power of attorney may only cast a vote at the meeting via a duly completed Proxy Appointment Form signed by the owner/s of the lot they are representing.

PRE-MEETING ELECTRONIC VOTING

Owners Corporations may allow for 'Pre-Meeting Electronic Voting' which is a means of casting a vote electronically, up to 24 hours before the commencement of a meeting.

Our office has implemented an electronic voting mechanism which is accessible via the Netstrata weblink portal established for your Strata Scheme. Owners who cannot attend a meeting or prefer to vote electronically may logon to the portal (website - <https://portal.netstrata.com.au/>) and cast a vote for the motions being considered at the meeting. There are however the following limitations as imposed in the Strata Schemes Management Regulation 2016 (Regulation 14):

1. The pre-meeting vote may have no effect where a motion is amended at a meeting;
2. A motion that is to be determined wholly by pre-meeting electronic voting may not be amended at the meeting for which the pre-meeting electronic voting is conducted;
3. A motion that is to be determined partly by pre-meeting electronic voting must not be amended at the meeting for which the pre-meeting electronic voting is conducted if the effect of the amendment is to change the subject matter of the original motion;
4. A pre-meeting vote may not be counted for the purposes of a Strata Committee election.

GENERAL MEETING INFORMATION

OFFICE LOCATION & ACCESS

Our Meeting Rooms are located above 'Hardcore Gym', pedestrian entry from 298 Railway Parade, Carlton. Parking is available at the rear of our premises and Carlton railway station from Railway Parade. Lift Access for disabled or less mobile persons is available via our rear entry with prior notification to your strata manager. The facilities at our office enable the meetings for your scheme to be conducted in a comfortable and business like environment and avoid potential W.H. & S. issues and other liabilities for your scheme.

ABOUT THE AGENDA

A synopsis of the motions to be determined at this meeting as well as the statutory requirements relating to the conduct of a general meeting are detailed in the meeting notice. Whilst they are largely self-explanatory, we urge you to read them so you are fully aware of your rights and obligations surrounding the matters to be determined.

MEETING DURATION

The duration of the meeting will largely depend on the number of motions to be determined. A simple proxy meeting (i.e. one conducted via proxy/postal vote) may only take a few minutes, whereas an Annual General Meeting usually last around 1 hour.

WHERE TO FIND OUT MORE

Copies of 'Strata Living', an owner's guide produced by NSW Fair Trading is available from the NSW Fair Trading website www.fairtrading.nsw.gov.au. Strata Living is a useful guide outlining all your rights, obligations and responsibilities of owning in and the administration of Strata Properties in NSW.

You can also find out more regarding the operation of your scheme, strata legislation and other useful information by visiting our website www.netstrata.com.au.

QUESTIONS?

We encourage your questions and feedback surrounding all aspects of the administration of your strata property, however to save time at the meeting we'd ask that any questions you may have regarding the agenda or attachments be directed to your strata manager prior to the meeting.

VOTING & ATTENDANCE

If you are unable to attend the meeting you may signal your voting via the Proxy/Voting form enclosed with the meeting notice or vote online via your owner portal at www.netstrata.com.au. Please note however only committee members may vote at committee meetings.

GENERAL DISCUSSIONS

If time permits there will be a general discussion period at the conclusion of the meeting so owners have an opportunity to raise other matters not on the agenda, however any decisions made will be limited to the delegated authority of the manager.

NOTES FOR THE MEETING

This page has been left blank to enable you to jot down any questions you may have regarding the motions to be discussed or any other matter concerning the scheme.

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www.netstrata.com.au

P: 1300 638 787

admin@netstrata.com.au

Emergency (after hours): 1300 663 760

Head Office

298 Railway Parade
Carlton NSW 2218

Wollongong Office

Suite 3.03, 3 Rawson St
Wollongong NSW 2500

Sydney CBD Sales Office

Level 26, 44 Market St
Sydney NSW 2000

Liability limited by a scheme approved under Professional Standards Legislation

Building Details & Report Inputs

Supplied information

Building Address	294-300 Forest Road Bexley NSW 2207
Strata Plan (SP) No	90850
Plan Type	Strata Plan
Registered Plan Date/Year of Construction	2016
Number of Unit Entitlements	1022
Number of Units	94
Estimated Starting Capital Works Fund Balance	\$22,000
Starting date of Financial Year for Report	1/11/2017
GST Status	Registered for GST
Current Capital Works Fund Levy per Lot Entitlement (Inc. GST)	\$21.53

Report assumptions & information

Assumed Interest Rate on invested funds (For funds over \$10,000)	2.25%
Company Taxation Rate	30.00%
Interest on Invested Funds - Based on Assumed Interest Rate minus Company Taxation Rate. Calculated only on capital works fund balances over \$10,000.	1.58%
Contingency Allowance - For minor and/or unforeseen expenses	10%
Assumed Rate of Inflation for Building Maintenance Costs - Based on average annual building cost increase between 2002 and 2012	3.10%
Forecast Period - Number of years the plan 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	31/10/2018	58,300.00	5,300.00	57.05	5.19	14.26	1.30
2	31/10/2019	60,107.30	5,464.30	58.81	5.35	14.70	1.34
3	31/10/2020	61,970.62	5,633.69	60.64	5.51	15.16	1.38
4	31/10/2021	63,891.71	5,808.34	62.52	5.68	15.63	1.42
5	31/10/2022	65,872.35	5,988.40	64.45	5.86	16.11	1.46
6	31/10/2023	67,914.39	6,174.04	66.45	6.04	16.61	1.51
7	31/10/2024	70,019.73	6,365.43	68.51	6.23	17.13	1.56
8	31/10/2025	72,190.34	6,562.76	70.64	6.42	17.66	1.61
9	31/10/2026	74,428.23	6,766.20	72.83	6.62	18.21	1.66
10	31/10/2027	93,035.29	8,457.75	91.03	8.28	22.76	2.07
11	31/10/2028	95,919.38	8,719.94	93.85	8.53	23.46	2.13
12	31/10/2029	98,892.88	8,990.26	96.76	8.80	24.19	2.20
13	31/10/2030	101,958.56	9,268.96	99.76	9.07	24.94	2.27
14	31/10/2031	105,119.28	9,556.30	102.86	9.35	25.72	2.34
15	31/10/2032	108,377.97	9,852.54	106.04	9.64	26.51	2.41

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	31/10/2018	22,000.00	53,000.00	766.30	0.00	75,766.30
2	31/10/2019	75,766.30	54,643.00	1,580.34	6,132.73	125,856.91
3	31/10/2020	125,856.91	56,336.93	2,414.71	2,390.91	182,217.64
4	31/10/2021	182,217.64	58,083.37	3,243.10	11,999.09	231,545.02
5	31/10/2022	231,545.02	59,883.95	3,885.71	31,111.82	264,202.86
6	31/10/2023	264,202.86	61,740.35	4,586.71	9,550.00	320,979.92
7	31/10/2024	320,979.92	63,654.30	5,574.35	0.00	390,208.57
8	31/10/2025	390,208.57	65,627.58	4,892.17	226,782.73	233,945.59
9	31/10/2026	233,945.59	67,662.03	4,208.18	2,871.82	302,943.98
10	31/10/2027	302,943.98	84,577.54	4,931.31	66,249.09	326,203.74
11	31/10/2028	326,203.74	87,199.44	5,842.89	0.00	419,246.07
12	31/10/2029	419,246.07	89,902.62	7,145.41	23,912.73	492,381.37
13	31/10/2030	492,381.37	92,689.60	8,511.87	0.00	593,582.84
14	31/10/2031	593,582.84	95,562.98	9,868.23	33,585.45	665,428.60
15	31/10/2032	665,428.60	98,525.43	10,822.81	59,407.27	715,369.57

15 Year Cash Flow Graph

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

Contributions line - Total capital works fund contributions per year.

Expenses line – Total anticipated expenses in each year.

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

