

SydneyStrataReport

property strata inspections

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STRATA REPORT

Client	Yulong He
Address of property	Unit 601/2a Charles Street, Canterbury, NSW.
Lot	122
Strata Plan	SP 94402
Name of Strata Management Co.	Net Strata
Telephone Number of Strata Agent	1300 638 787
Report Date	11 August 2025

General Information

Owner's Name	Yulong He
Unit Entitlement.	55
Total Unit Entitlement.	10,000

Levy Contributions

Administration Fund contribution.	\$1,312.45
Capital Works Fund contribution.	\$52.94
Are There any Special Levies?	No on records presented.
Admin. Fund Balance Approx.	\$211,121.15 Debit.
Sinking Fund Balance.	\$186,189.95 Credit.

Insurances

Building Insurance	Yes
Sum Insured	\$147,470,000.00
Insurance Company	CHU
Due Date	30 May 2026
Fire Safety Report Issuing Body	Yes
Certificate Date.	2024
Pet Friendly?	Owners corporation permission needed.

Meetings

Annual General Meeting 18 November 2020	Administration Fund set at \$727,816.55 p.a. Capital Works Fund set at \$32,620.91 p.a.
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	Building insurance continued, Special levy of \$43,672.55 raised to address the deficit in the Administration Fund, Motion 16: Bylaw for the Absolution of Maintenance of Fittings and Fixtures passed, the list of items made the maintenance responsibility of the lot owner can be found in the Contract of Sale which has the complete set of current bylaws. All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled. Meeting closed.
Extraordinary General Meeting 6 July 2021 Annual General Meeting 16 November 2021	Resolved to engage Integrated Building Consultancy to undertake a building defect report (attached), Special levy of \$13,550.00 raised to pay for the report. Quotes for installation of solar panels to be sought, Meeting closed. Administration Fund set at \$740,808.55 p.a. Capital Works Fund set at \$35,000.00 p.a. Building insurance continued, It was recorded that once the defect report is finished it will be served on the builder, Deicorp, 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.
Extraordinary General Meeting 5 April 2022 Annual General Meeting 15 November 2022	Structural inspection to be done on the building, Special levy of \$7,270.00 raised to pay for the report, Meeting closed. Administration Fund set at \$ Capital Works Fund set at \$ Building insurance continued, Building warranty is recorded to be expiring in November 2022 (but the Owners Corporation had already lodged notice of commencement of a defect case with the government and so this date is expunged and the pursuance of warranty defects can continue indefinitely but only the defects on the report, not others that might occur at later dates. All other matters were meeting formalities and general

	maintenance as per the scan below, Meeting closed.
Annual General Meeting 14 November 2023	Administration Fund set at \$791,678.00 p.a. Capital Works Fund set at \$35,000.00 p.a. Building insurance continued, Special levy of \$174,000.00 to address the deficit in the Administration Fund, due: 1 December 2023, 1 June 2024 and, 1 September 2024. All other matters were bylaws passed (see Contract of Sale for the full set), meeting formalities and general maintenance as per the scan below, Meeting closed.
Annual General Meeting 7 November 2024	Administration Fund set at \$867,735.00 p.a. Capital Works Fund set at \$35,000.00 p.a. All plus GST. Building insurance continued, The meeting includes a Statement of Completion from the builder, Deicorp that all defects have been fixed. 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.
Strata Committee Meeting 25 June 2025	General maintenance recorded only, Unit 601 is not mentioned.
Other comments.	This report is to be taken in context and in conjunction with the scans below. Certificates attached below entitled Certificate of Completion of Defects and Certificate of Cladding replacement.

Financial Period 01.08.2024 – 31.08.2025

Strata Plan SP 94402

Lot 122, 2 CHARLES STREET, CANTERBURY						
Date	Fund	Details	Debit	Credit	Balance	
13/08/2024	Administrative	Levy Notice Postage Fee	3.30		3.30	
24/08/2024	Administrative	Levy Notice Postage Fee	3.30		6.60	
01/09/2024	Administrative	Lot 122 - Standard Quarterly Levy 1/9/2024-30/11/2024	1,187.10		1,193.70	
01/09/2024	Capital Works	Lot 122 - Standard Quarterly Levy 1/9/2024-30/11/2024	52.95		1,246.65	
01/09/2024	Admin Deficit	Lot 122 - Admin Deficit Quarterly Levy 1/9/2024-30/11/2024	263.20		1,509.85	
01/09/2024	Administrative	Stationery Lot Charge - 01/09/2024	20.00		1,529.85	
25/09/2024		DEFT Bpay 0000038034		(1,529.85)	-	
22/11/2024		DEFT Bpay 0000038034		(1,365.40)	(1,365.40)	
01/12/2024	Administrative	Lot 122 - Standard Quarterly Levy 01/12/2024-28/02/2025	1,312.45		(52.95)	
01/12/2024	Capital Works	Lot 122 - Standard Quarterly Levy 01/12/2024-28/02/2025	52.94		(0.01)	
07/02/2025		DEFT Bpay 0000038034		(1,365.40)	(1,365.41)	
01/03/2025	Administrative	Lot 122 - Standard Quarterly Levy 01/03/2025-31/05/2025	1,312.45		(52.96)	
01/03/2025	Capital Works	Lot 122 - Standard Quarterly Levy 01/03/2025-31/05/2025	52.94		(0.02)	
30/04/2025		DEFT Bpay 0000038034		(1,365.40)	(1,365.42)	
01/06/2025	Administrative	Lot 122 - Standard Quarterly Levy 01/06/2025-31/08/2025	1,312.45		(52.97)	
01/06/2025	Capital Works	Lot 122 - Standard Quarterly Levy 01/06/2025-31/08/2025	52.94		(0.03)	
25/06/2025		DEFT Chq 0000038034		(1,365.40)	(1,365.43)	
		Interest Due			-	
		Total Due			(1,365.43)	

BALANCE SHEET



Financial Period 01.10.2024 - 08.08.2025

SP 94402
2 CHARLES STREET, CANTERBURY

	Administrative Fund	Capital Works Fund	Other Funds	TOTAL
ASSETS				
Cash at Bank	(268,233.52)	185,826.43	258,542.50	176,135.41
Levies Receivable	92,908.63	1,211.22	2,410.65	96,530.50
Total Assets	(175,324.89)	187,037.65	260,953.15	272,665.91
LIABILITIES				
Accounts Payable	(36,182.88)	-	-	(36,182.88)
GST Liabilities	(9,399.17)	847.70	7,951.17	(600.30)
Levies Paid in Advance	81,378.31	-	-	81,378.31
Total Liabilities	35,796.26	847.70	7,951.17	44,595.13
Net Assets	(211,121.15)	186,189.95	253,001.98	228,070.78
OWNER FUNDS				
Opening Balance	(249,758.26)	166,873.53	252,899.17	170,014.44
Surplus / Deficit	38,637.11	19,316.42	102.81	58,056.34
Closing Balance	(211,121.15)	186,189.95	253,001.98	228,070.78

INCOME & EXPENDITURE SUMMARY



Financial Period 01.10.2024 – 08.08.2025

SP 94402
2 CHARLES STREET, CANTERBURY

Administrative	Actual 01.10.24-31.08.25	Budget 01.10.24-30.09.25	Actual 01.10.23-30.09.24
INCOME			
Expense Recovery			
Debt Collection Recoveries	25,563.84	-	6,666.35
Expense Recoveries	500.00	-	1,063.64
Owner Expense Recoveries	876.36	-	24,400.57
Interest Received			
Interest On Levy Arrears	2,473.72	-	743.83
Levy Income			
Levy Income	651,123.03	867,735.00	785,121.92
Total Income	680,536.95	867,735.00	817,996.31
EXPENSES			
Accounting, Taxation & Banking			
Audit Report	1,973.64	2,000.00	1,931.82
Bank Fees	15.60	60.00	55.20
BAS & Tax Administration	1,610.30	2,400.00	2,327.43
DEFT Process Fees	298.59	600.00	570.87
Insurance			
Insurance Claims	409.09	-	-
Insurance Premium	9,509.06	2,000.00	1,343.57
Legal and Professional			
Legal Fees	11,053.94	-	11,439.19
Maintenance			
Cleaning - Carpets	2,350.00	3,500.00	-
Cleaning - General	102,860.12	110,000.00	126,771.45
Electrical Repairs	2,140.00	3,000.00	2,299.94
Fire Services	6,142.12	7,000.00	5,172.39
Garage Security Gate / Shutter	1,473.00	500.00	2,033.00
General Maintenance	7,090.00	5,000.00	3,486.37
Hot Water System Maintenance	1,307.50	1,500.00	845.00
Lift Maintenance	20,900.76	28,000.00	32,803.47

INCOME & EXPENDITURE SUMMARY



Financial Period 01.10.2024 – 08.08.2025

SP 94402

2 CHARLES STREET, CANTERBURY

Administrative	Actual 01.10.24-31.08.25	Budget 01.10.24-30.09.25	Actual 01.10.23-30.09.24
Locks & Doors	1,510.69	1,500.00	1,195.91
Pest Control - General	1,335.12	1,800.00	1,761.90
Plumbing - General	6,305.00	5,000.00	4,163.09
Routine Waste / Bin Collection	-	100.00	-
Window Cleaning	-	12,500.00	-
Resident Manager / Caretaker			
Building Manager/Caretaker	78,377.26	86,000.00	99,424.32
Strata/Building Administration			
BMC/Community Contributions	106,808.36	298,700.00	228,818.23
Debt Collection Fees	40,000.47	-	4,278.26
Electronic Communications	7,069.97	6,950.00	7,676.68
Information Storage & Data Protection	4,418.72	4,341.00	3,472.48
Land Titles & By-Law Registration	4,588.44	5,350.00	5,307.93
Legislative Compliance	5,992.09	6,600.00	6,542.61
Management Services	64,697.69	64,500.00	63,405.08
Previous Year Deficit	-	11,384.00	-
Printing, Postage & Stationery	5,302.50	5,250.00	5,051.20
Rentals	4,750.00	5,700.00	5,700.00
Strata Administration	2,542.72	9,000.00	9,899.84
Utilities			
Broadband/Internet Service	163.65	-	-
Electricity Consumption	90,051.54	100,000.00	88,318.80
Lift Phone & Phone Charges	3,377.60	2,500.00	4,306.46
Water Consumption	45,474.30	75,000.00	83,941.10
Total Expenses	641,899.84	867,735.00	814,343.59
Surplus / Deficit	38,637.11	-	3,652.72

Admin Deficit	Actual 01.10.24-31.08.25	Budget 01.10.24-30.09.25	Actual 01.10.23-30.09.24
INCOME			
Expense Recovery			

INCOME & EXPENDITURE SUMMARY



Financial Period 01.10.2024 – 08.08.2025

SP 94402

2 CHARLES STREET, CANTERBURY

Admin Deficit	Actual 01.10.24-31.08.25	Budget 01.10.24-30.09.25	Actual 01.10.23-30.09.24
Debt Collection Recoveries	-	-	(18.18)
Interest Received			
Interest On Levy Arrears	97.92	-	182.76
Special Levy Income			
Special Levy Income	-	-	174,003.00
Total Income	97.92	-	174,167.58
EXPENSES			
Legal and Professional			
Legal Fees	-	-	925.00
Total Expenses	-	-	925.00
Surplus / Deficit	97.92	-	173,242.58

Capital Works	Actual 01.10.24-31.08.25	Budget 01.10.24-30.09.25	Actual 01.10.23-30.09.24
INCOME			
Interest Received			
Interest On Levy Arrears	34.74	-	11.24
Levy Income			
Levy Income	26,251.68	35,000.00	35,003.96
Total Income	26,286.42	35,000.00	35,015.20
EXPENSES			
Maintenance			
Capital Works Fund Maintenance	-	35,000.00	-
Electrical Repairs	6,970.00	-	2,727.28
General Maintenance	-	-	904.55
Total Expenses	6,970.00	35,000.00	3,631.83
Surplus / Deficit	19,316.42	-	31,383.37

INCOME & EXPENDITURE SUMMARY



Financial Period 01.10.2024 – 08.08.2025

SP 94402
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CCTV	Actual 01.10.24-31.08.25	Budget 01.10.24-30.09.25	Actual 01.10.23-30.09.24
INCOME			
Interest Received			
Interest On Levy Arrears	4.89	-	49.50
Total Income	4.89	-	49.50
Surplus / Deficit	4.89	-	49.50

INCOME & EXPENDITURE



Financial Period 01.10.2024 – 08.08.2025

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2 CHARLES STREET, CANTERBURY

Administration Expense				
Date	Ref	Payee	Details	Amount
AUDIT REPORT				
01/11/24	AP000200444	NETSTRATA	Audit Preparation	453.64
21/03/25	AP000255008	KHOURY BROS. & CO.	Audit Report - 30/09/24	1,520.00
Total Audit Report				1,973.64
BANK FEES				
31/10/24	CT000058939		Service Charge Fee	4.00
29/11/24	CT000062062		Service Charge Fee	2.20
31/12/24	CT000065147		Service Charge Fee	4.80
31/01/25	CT000068142		Service Charge Fee	4.60
Total Bank Fees				15.60
BAS & TAX ADMINISTRATION				
01/11/24	AP000200444	NETSTRATA	BAS Administration 01/08/2024 - 31/10/2024	395.45
01/02/25	AP000234255	NETSTRATA	BAS Administration 01/11/2024 - 31/01/2025	404.95
01/05/25	AP000267270	NETSTRATA	BAS Administration 01/02/2025 - 30/04/2025	404.95
01/08/25	AP000306086	NETSTRATA	BAS Administration 01/05/2025 - 31/07/2025	404.95
Total BAS & Tax Administration				1,610.30
BMC/COMMUNITY CONTRIBUTIONS				
08/11/24	AP000205085	DEFT Payments System	Special Levy - Deficit & Upcoming Projects	97,717.45
23/05/25	AP000279089	BMC 1198999	BMC/Community Contributions - Shortfall for Insurance Premium Instalment	9,090.91
Total BMC/Community Contributions				106,808.36
BROADBAND/INTERNET SERVICE				
20/02/25	AP000242445	OCCOM	Internet Service - March 2025	54.55
19/04/25	AP000263910	OCCOM	Building Manager Internet - May 2025	54.55
20/06/25	AP000288368	OCCOM	Internet Charges - July 2025	54.55
Total Broadband/Internet Service				163.65

INCOME & EXPENDITURE CONTINUED



Financial Period 01.10.2024 – 08.08.2025

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BUILDING MANAGER/CARETAKER				
03/10/24	AP000187537	DELUX BUILDING	Building Management - September 2024	7,041.67
04/11/24	AP000202363	DELUX BUILDING	Building Management - October 2024	7,041.67
09/12/24	AP000218613	DELUX BUILDING	Building Management - November 2024	7,041.67
06/01/25	AP000225795	DELUX BUILDING	Building Management - December 2024	7,393.75
10/02/25	AP000238202	DELUX BUILDING	Building Management - January 2025	7,393.75
06/03/25	AP000249155	DELUX BUILDING	Building Management - February 2025	7,393.75
07/04/25	AP000260544	DELUX BUILDING	Building Management - March 2025	7,393.75
14/04/25	AP000262880	BUILDINGLINK ASIA PACIFIC PTY LTD	BuildingLink Subscription - 16/06/25 - 15/06/26	5,496.00
09/05/25	AP000273045	DELUX BUILDING	Building Management - April 2025	7,393.75
10/06/25	AP000284521	DELUX BUILDING	Building Management - May 2025	7,393.75
08/07/25	AP000296692	DELUX BUILDING	Building Management - June 2025	7,393.75
Total Building Manager/Caretaker				78,377.26

CLEANING - CARPETS				
24/07/25	AP000301660	TIMELESS COMMERCIAL	Carpet Cleaning - 22/07/25 & 23/07/25	2,350.00
Total Cleaning - Carpets				2,350.00

CLEANING - GENERAL				
30/10/24	AP000201521	TIMELESS COMMERCIAL	Cleaning - October 2024	8,966.10
30/10/24	AP000201521	TIMELESS COMMERCIAL	Cleaning Consumables - October 2024	90.00
30/11/24	AP000213933	TIMELESS COMMERCIAL	Cleaning - November 2024	8,966.10
30/11/24	AP000213933	TIMELESS COMMERCIAL	Cleaning Consumables - November 2024	90.00
30/12/24	AP000223310	TIMELESS COMMERCIAL	Cleaning - December 2024	8,966.10
30/12/24	AP000223310	TIMELESS COMMERCIAL	Cleaning Consumables - December 2024	90.00
30/01/25	AP000232648	TIMELESS COMMERCIAL	Cleaning - January 2025	9,190.26
28/02/25	AP000245976	TIMELESS COMMERCIAL	Cleaning - February 2025	9,190.26
28/02/25	AP000245976	TIMELESS COMMERCIAL	Cleaning Consumables - February 2025	90.00
03/03/25	AP000276582	MAGITEK	Window Cleaning - 03/03/25	11,000.00
30/03/25	AP000256558	TIMELESS COMMERCIAL	Cleaning - March 2025	9,190.26
30/03/25	AP000256558	TIMELESS COMMERCIAL	Cleaning Consumables - March 2025	90.00
29/04/25	AP000266573	TIMELESS COMMERCIAL	Cleaning - April 2025	9,190.26
29/04/25	AP000266573	TIMELESS COMMERCIAL	Cleaning Consumables - April 2025	90.00
30/05/25	AP000280188	TIMELESS COMMERCIAL	Cleaning - May 2025	9,190.26
30/05/25	AP000280188	TIMELESS COMMERCIAL	Cleaning Consumables - May 2025	90.00

INCOME & EXPENDITURE CONTINUED



Financial Period 01.10.2024 – 08.08.2025

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30/06/25	AP000292171	TIMELESS COMMERCIAL	Cleaning - June 2025	9,190.26
30/07/25	AP000303295	TIMELESS COMMERCIAL	Cleaning - July 2025	9,190.26
Total Cleaning - General				102,860.12

DEBT COLLECTION FEES				
20/11/24	AP000209823	MOIRS LAW	L185 Debt Recovery - 20/11/24	3,383.76
16/12/24	AP000221796	MOIRS LAW	Debt Recovery - Lot 93	792.27
30/01/25	AP000232589	MOIRS LAW	L93 Debt Recovery - 30/01/25	325.00
01/02/25	AP000234255	NETSTRATA	10x Arrears Notice Fee 01/08/2024 - 31/10/2024	400.00
01/02/25	AP000234255	NETSTRATA	61x Arrears Notice Fee 01/11/2024-31/01/2025	2,440.00
21/03/25	AP000254283	MOIRS LAW	Lot112 Debt Recovery - 21/03/25	200.00
31/03/25	AP000258404	MOIRS LAW	Debt Recovery - Lot 185 - 31/03/25	7,706.33
29/04/25	AP000268522	MOIRS LAW	Debt Recovery - Lot 185 - 30/04/25	10,557.71
01/05/25	AP000267270	NETSTRATA	12 x Arrears Notice Fee	(528.00)
01/05/25	AP000267270	NETSTRATA	57 x Arrears Notice Fee	2,280.00
02/06/25	AP000282782	MOIRS LAW	L93 Debt Recovery - 02/06/25	2,950.00
30/06/25	AP000293553	MOIRS LAW	Lot185 Debt Recovery - 30/06/25	1,315.00
30/06/25	AP000296482	MOIRS LAW	Lot 93 Debt Collection Fees - 30/06/25	1,365.00
23/07/25	AP000301530	MOIRS LAW	Lot 93 Debt Collection Fees - 23/07/25	547.00
24/07/25	AP000301546	MOIRS LAW	Lot 187 Debt Collection Fees - 24/07/25	503.20
28/07/25	AP000302634	MOIRS LAW	Lot97 Debt Recovery - 28/07/25	503.20
31/07/25	AP000307639	MOIRS LAW	Lot 93 Debt Collection Fees - 31/07/25	2,879.09
01/08/25	AP000306086	NETSTRATA	2 x Arrears Initiation Fee \$185	336.36
01/08/25	AP000306086	NETSTRATA	50 x Arrears Notice Fee	2,000.00
01/08/25	AP000306086	NETSTRATA	L97 & 187 - Follow Up Outstanding Levy Payments	44.55
Total Debt Collection Fees				40,000.47

DEFT PROCESS FEES				
31/10/24	CT000058940		DEFT Process Fee	14.32
29/11/24	CT000062063		DEFT Process Fee	92.91
31/12/24	CT000065148		DEFT Process Fee	44.45
31/01/25	CT000068143		DEFT Process Fee	39.59
28/02/25	CT000070645		DEFT Process Fee	69.41
31/03/25	CT000072304		DEFT Process Fee	37.91

INCOME & EXPENDITURE CONTINUED



Financial Period 01.10.2024 – 08.08.2025

SP 94402

2 CHARLES STREET, CANTERBURY

Total DEFT Process Fees				298.59
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ELECTRICAL REPAIRS				
11/11/24	AP000204155	OPTIMUM BUILDING	Install 3x LED Carpark Lights - 11/11/24	890.00
02/02/25	AP000236010	OPTIMUM BUILDING	Install New Light - 02/02/25	450.00
23/04/25	AP000264884	OPTIMUM BUILDING	Install 3x LED Car Park Lights - 24/04/25	600.00
06/07/25	AP000296014	OPTIMUM BUILDING	L8 Install 2x Lights - 06/07/25	200.00
Total Electrical Repairs				2,140.00

ELECTRICITY CONSUMPTION				
01/10/24	AP000186093	ORIGIN ENERGY	Electricity Consumption - 01/09/24 - 30/09/24	8,029.99
01/11/24	AP000201403	ORIGIN ENERGY	Electricity Consumption - 01/10/24 - 31/10/24	8,286.90
01/12/24	AP000214064	ORIGIN ENERGY	Electricity Consumption - 01/11/24 - 30/11/24	8,447.07
13/01/25	AP000227985	ORIGIN ENERGY	Electricity Consumption - 01/12/24 - 31/12/24	8,592.25
01/02/25	AP000235102	ORIGIN ENERGY	Electricity Consumption - 01/01/25 - 31/01/25	8,582.68
26/03/25	AP000255431	ORIGIN ENERGY	Electricity Consumption - 01/02/25 - 28/02/25	8,857.24
01/04/25	AP000258194	ORIGIN ENERGY	Electricity Consumption - 01/03/25 - 31/03/25	9,554.31
01/05/25	AP000269114	ORIGIN ENERGY	Electricity Consumption - 01/04/25 - 30/04/25	8,447.99
01/06/25	AP000281222	ORIGIN ENERGY	Electricity Consumption - 01/05/25 - 31/05/25	6,975.00
01/07/25	AP000293704	ORIGIN ENERGY	Electricity Consumption - 01/06/25 - 30/06/25	6,754.62
01/08/25	AP000306489	ORIGIN ENERGY	Electricity Consumption - 01/07/25 - 31/07/25	7,523.49
Total Electricity Consumption				90,051.54

ELECTRONIC COMMUNICATIONS				
01/11/24	AP000200444	NETSTRATA	Electronic Communications 01/11/2024 - 31/01/2025	1,736.24
01/02/25	AP000234255	NETSTRATA	Electronic Communications 01/02/2025 - 30/04/2025	1,777.91
01/05/25	AP000267270	NETSTRATA	Electronic Communications 01/05/2025 - 31/07/2025	1,777.91
01/08/25	AP000306086	NETSTRATA	Electronic Communications 01/08/2025 - 31/10/2025	1,777.91
Total Electronic Communications				7,069.97

FIRE SERVICES				
01/11/24	AP000200444	NETSTRATA	Authorise AFSS	2,386.36

INCOME & EXPENDITURE CONTINUED



Financial Period 01.10.2024 – 08.08.2025

SP 94402

2 CHARLES STREET, CANTERBURY

01/11/24	AP000200444	NETSTRATA	Fire Compliance 01/08/2024 - 31/10/2024	905.59
25/01/25	Lot 62		Smoke Detector Inspection Certificate	(50.00)
01/02/25	AP000234255	NETSTRATA	Fire Compliance 01/11/2024 - 31/01/2025	927.33
01/02/25	AP000234255	NETSTRATA	Smoke Alarm Certificate fee x 1 lot	50.00
01/05/25	AP000267270	NETSTRATA	Fire Compliance 01/02/2025 - 30/04/2025	927.33
01/08/25	AP000306086	NETSTRATA	Fire Compliance 01/05/2025 - 31/07/2025	927.33
01/08/25	AP000306086	NETSTRATA	Smoke Alarm Certificate x 1 lot	68.18
Total Fire Services				6,142.12

GARAGE SECURITY GATE / SHUTTER				
01/11/24	AP000201059	ALLGATE AUTOMATION	Repair Residential Section Door - 01/11/24	1,473.00
Total Garage Security Gate / Shutter				1,473.00

GENERAL MAINTENANCE				
30/04/24	AP000260373	OPTIMUM BUILDING	Repair Wall Crack - 01/05/25	400.00
22/10/24	AP000194933	OPTIMUM BUILDING	Repair Damage Wall - 22/10/24	400.00
30/11/24	AP000263013	OPTIMUM BUILDING	Replace Water Damage Ceiling Tiles - 01/12/24	350.00
09/02/25	AP000238278	OPTIMUM BUILDING	Replace 3x Lights & Sealing Windows - 09/02/25	850.00
28/02/25	AP000276628	MAGITEK	Anchor Point Testing & Recertification - 28/02/25	1,800.00
26/03/25	AP000268583	MAGIC GLASS	Emergency AH Callout For Block Entrance Door - 27/03/25	1,180.00
26/03/25	AP000268639	MAGIC GLASS	Replace Glass Entry Door - 27/03/25	980.00
22/04/25	AP000264111	OPTIMUM BUILDING	U301 Install Gyprock - 23/04/25	760.00
28/07/25	AP000303534	OPTIMUM BUILDING	Install Fastening Metal - 28/07/25	280.00
30/07/25	AP000303295	TIMELESS COMMERCIAL	Supply 7x Insect Spray Refills -	90.00
Total General Maintenance				7,090.00

HOT WATER SYSTEM MAINTENANCE				
29/11/24	AP000213588	RHEEM AUSTRALIA	Install Valve Water PRV - 28/11/24	845.00
10/06/25	AP000285096	LINNEGAR PLUMBING	Investigate No HW & Low Pressure - 10/06/25	258.50
19/06/25	AP000287834	LINNEGAR PLUMBING	Hot Water System - 18/06/25	204.00
Total Hot Water System Maintenance				1,307.50

INFORMATION STORAGE & DATA PROTECTION				
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INCOME & EXPENDITURE CONTINUED



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01/11/24	AP000200444	NETSTRATA	Information, Storage & Data Protection 01/11/2024 - 31/01/2025	1,085.15
01/02/25	AP000234255	NETSTRATA	Information, Storage & Data Protection 01/02/2025 - 30/04/2025	1,111.19
01/05/25	AP000267270	NETSTRATA	Information, Storage & Data Protection 01/05/2025 - 31/07/2025	1,111.19
01/08/25	AP000306086	NETSTRATA	Information, Storage & Data Protection 01/08/2025 - 31/10/2025	1,111.19
Total Information Storage & Data Protection				4,418.72

INSURANCE CLAIMS				
01/08/25	AP000306086	NETSTRATA	Arrange for Insurance Premium Funding and Placement due to O'Connors Strata not acting, arranging for cash flow and assurance the building will be covered.	409.09
Total Insurance Claims				409.09

INSURANCE PREMIUM				
10/12/24	AP000218723	STRATA INSURANCE SERVICES	Insurance Premium - 30/11/24 - 30/05/25	651.73
10/12/24	AP000218723	STRATA INSURANCE SERVICES	Stamp Duty on Insurance Premium	49.68
05/06/25	AP000283484	STRATA INSURANCE SERVICES	Insurance Premium - 30/05/25 - 30/05/26	8,059.28
05/06/25	AP000283484	STRATA INSURANCE SERVICES	Stamp Duty On Insurance Premium	748.37
Total Insurance Premium				9,509.06

LAND TITLES & BY-LAW REGISTRATION				
20/01/25	AP000229701	MOIRS LAW	Lodgement of Consolidation - 20/01/25	120.00
20/01/25	AP000229701	MOIRS LAW	LRS Lodgement - 20/01/25	156.09
20/01/25	AP000229701	MOIRS LAW	PEXA Service - 20/01/25	46.90
01/02/25	AP000234255	NETSTRATA	2 X By-Law Preparation and Lodgement	4,180.00
01/08/25	AP000306086	NETSTRATA	2 x Title Search/Dealing	85.45
Total Land Titles & By-Law Registration				4,588.44

LEGAL FEES				
26/11/24	AP000211087	JS MUELLER & CO	NCAT Order For Access To Unit B810 - 26/11/24	237.50
26/05/25	DA000002480	JS MUELLER & CO	NCAT Order For Access - Refund	(1,223.56)
28/05/25	AP000281252	NICOLA BAILEY	Professional Fees - 28/05/25	2,000.00
09/06/25	AP000309194	NICOLA BAILEY	Legal Fees - 26/05/2025	10,040.00

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2 CHARLES STREET, CANTERBURY

Total Legal Fees				11,053.94
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LEGISLATIVE COMPLIANCE				
01/11/24	AP000200444	NETSTRATA	Pre-AGM Survey & Preparation	3,631.82
21/11/24	AP000209015	DEPARTMENT OF CUSTOMER SERVICE	Lift Renewal	92.00
21/11/24	AP000209016	DEPARTMENT OF CUSTOMER SERVICE	Lift Renewal	86.00
21/11/24	AP000209017	DEPARTMENT OF CUSTOMER SERVICE	Lift Renewal	78.18
21/11/24	AP000209018	DEPARTMENT OF CUSTOMER SERVICE	Lift Renewal	86.00
21/11/24	AP000209019	DEPARTMENT OF CUSTOMER SERVICE	Lift Renewal	86.00
21/11/24	AP000209020	DEPARTMENT OF CUSTOMER SERVICE	Lift Renewal	86.00
23/12/24	AP000222704	DEPARTMENT OF CUSTOMER SERVICE	Strata Hub Admin Fee	687.00
01/02/25	AP000234255	NETSTRATA	9 x Safe Work Reimbursement	613.64
01/02/25	AP000234255	NETSTRATA	Strata Hub 2024 Annual Report	545.45
Total Legislative Compliance				5,992.09

LIFT MAINTENANCE				
16/10/24	AP000298654	SCHINDLER LIFTS	Exit Button On Lvl 6 Down Not Responding - 16/10/24	655.00
30/11/24	AP000215636	SCHINDLER LIFTS	Lift Maintenance - 01/01/25 - 31/03/25	6,031.36
14/01/25	AP000228721	SCHINDLER LIFTS	Callout To Inspect Lift Stuck On Lev B3 - 14/01/25	1,080.00
26/02/25	AP000247340	SCHINDLER LIFTS	L4 Repair Door & Replace Buttons - 26/02/25	1,071.68
28/02/25	AP000244970	SCHINDLER LIFTS	Lift Maintenance - 01/04/25 - 30/06/25	6,031.36
31/05/25	AP000282348	SCHINDLER LIFTS	Lift Maintenance - 01/07/25 - 30/09/25	6,031.36
Total Lift Maintenance				20,900.76

LIFT PHONE & PHONE CHARGES				
01/10/24	AP000186433	STRATA ESSENTIAL SERVICES	Lift Line Phone Charges - 1/10/24 - 31/12/24	528.00
20/10/24	AP000194751	OCCOM	Internet Charges - November 2024	54.55
01/11/24	AP000200444	NETSTRATA	Telephony Charges 01/11/2024 - 31/01/2025	217.03
20/11/24	AP000208854	OCCOM	Internet Services - December 2024	54.55
20/12/24	AP000222564	OCCOM	Phone Charges - January 2025	54.55

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01/01/25	AP000223787	STRATA ESSENTIAL SERVICES	Lift Phone Charges - 01/01/25 - 31/03/25	528.00
20/01/25	AP000230316	OCCOM	Phone Charges - February 2025	54.55
01/02/25	AP000234255	NETSTRATA	Telephony Charges 01/02/2025 - 30/04/2025	222.24
20/03/25	AP000257799	OCCOM	Mobile SIM Plan - April 2025	54.55
01/04/25	AP000257446	STRATA ESSENTIAL SERVICES	Lift Gateway Dual SIM - April - June 2025	528.00
01/05/25	AP000267270	NETSTRATA	Telephony Charges 01/05/2025 - 31/07/2025	222.24
20/05/25	AP000275767	OCCOM	Phone Charges - June 2025	54.55
01/07/25	AP000293322	STRATA ESSENTIAL SERVICES	Lift Phone Charges - 01/07/25- 30/09/25	528.00
20/07/25	AP000300278	OCCOM	Lift Line Phone Charges - August 2025	54.55
01/08/25	AP000306086	NETSTRATA	Telephony Charges 01/08/2025 - 31/10/2025	222.24
Total Lift Phone & Phone Charges				3,377.60

LOCKS & DOORS				
02/12/24	AP000236065	APEX LOCKSMITHS	Supply Restricted Key 2x - 02/12/24	63.64
30/12/24	AP000262759	APEX LOCKSMITHS	Supply Restricted Key - 31/12/24	40.91
30/12/24	AP000262841	APEX LOCKSMITHS	Supply Restricted Key - 31/12/24	40.91
30/12/24	AP000263015	APEX LOCKSMITHS	Supply Key For Fire Stairs - 31/12/24	40.91
30/12/24	AP000263277	APEX LOCKSMITHS	Supply Restricted Key - 31/12/24	40.91
20/01/25	AP000229999	EXPERIENCE LOCKSMITHS	Supply 7x Keys - 20/01/25	255.00
04/02/25	AP000274064	EXPERIENCE LOCKSMITHS	Repair Fire Stair Door Lock & Handles - 04/02/25	200.00
06/02/25	AP000237197	EXPERIENCE LOCKSMITHS	UB611 Supply 7x Restricted Keys - 06/02/25	75.00
12/02/25	AP000274035	EXPERIENCE LOCKSMITHS	Repair & Service Door - 12/02/25	262.50
25/03/25	AP000265990	APEX LOCKSMITHS	Supply Restricted Key - 26/03/25	40.91
31/03/25	AP000263752	EXPERIENCE LOCKSMITHS	Supply Keys - 01/04/25	50.00
01/04/25	AP000263627	EXPERIENCE LOCKSMITHS	Supply Restricted Key - 02/04/25	50.00
14/05/25	AP000274038	EXPERIENCE LOCKSMITHS	Supply Key - 14/05/25	50.00
12/06/25	AP000285898	EXPERIENCE LOCKSMITHS	Supply Restricted Key - 12/06/25	50.00
20/07/25	AP000300428	OPTIMUM BUILDING	Re-install Door Base Plate & Door Closer - 20/07/25	250.00
Total Locks & Doors				1,510.69

MANAGEMENT SERVICES				
01/11/24	AP000200444	NETSTRATA	Management Services 01/11/2024 - 31/01/2025	15,888.44
01/02/25	AP000234255	NETSTRATA	Management Services 01/02/2025 - 30/04/2025	16,269.75
01/05/25	AP000267270	NETSTRATA	Management Services 01/05/2025 - 31/07/2025	16,269.75

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01/08/25	AP000306086	NETSTRATA	Management Services 01/08/2025 - 31/10/2025	16,269.75
Total Management Services				64,697.69

PEST CONTROL - GENERAL				
25/11/24	AP000298586	PESTECO	Pest Control Treatment - 25/11/24	1,005.12
17/12/24	AP000268657	BUGS-BE-GONE	Pest Control Treatment - 18/12/24	150.00
30/01/25	AP000232648	TIMELESS COMMERCIAL	Supply 7x Insect Spray Refills - 30/01/25	90.00
30/06/25	AP000292171	TIMELESS COMMERCIAL	Supply 7x Insect Spray Refills - June 2025	90.00
Total Pest Control - General				1,335.12

PLUMBING - GENERAL				
18/10/24	AP000192423	LINNEGAR PLUMBING	U523 Investigate Water Leak - 18/10/24	873.00
31/10/24	AP000200924	LINNEGAR PLUMBING	U108/2B Investigate Balcony Drain - 31/10/24	1,092.00
14/03/25	AP000254233	LINNEGAR PLUMBING	Investigate Stains On Ceiling - 14/03/25	313.00
22/03/25	AP000254681	SPE PLUMBING	U301 Afterhours Issue For Leak Through Ceiling - 22/03/25	850.00
28/03/25	AP000257664	LINNEGAR PLUMBING	UA205 Repair Ceiling Leak - 28/03/25	971.00
31/07/25	AP000308050	LINNEGAR PLUMBING	Repair Hot Water Stack Leak - 31/07/25	2,206.00
Total Plumbing - General				6,305.00

PRINTING, POSTAGE & STATIONERY				
01/11/24	AP000200444	NETSTRATA	Delivery Of Information 01/11/2024 - 31/01/2025	1,302.18
01/02/25	AP000234255	NETSTRATA	Delivery Of Information 01/02/2025 - 30/04/2025	1,333.44
01/05/25	AP000267270	NETSTRATA	Delivery Of Information 01/05/2025 - 31/07/2025	1,333.44
01/08/25	AP000306086	NETSTRATA	Delivery Of Information 01/08/2025 - 31/10/2025	1,333.44
Total Printing, Postage & Stationery				5,302.50

RENTALS				
17/10/24	AP000191299	CALM PROPERTY SERVICES	Aroma & Odour Control System - October 2024	475.00
17/11/24	AP000207049	CALM PROPERTY SERVICES	Aroma & Odour Control System - November 2024	475.00
17/12/24	AP000221736	CALM PROPERTY SERVICES	Aroma & Odour Control System - December 2024	475.00

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17/01/25	AP000228971	CALM PROPERTY SERVICES	Aroma & Odour Control System - January 2025	475.00
17/02/25	AP000240829	CALM PROPERTY SERVICES	Aroma & Odour Control System - February 2025	475.00
17/03/25	AP000252105	CALM PROPERTY SERVICES	Aroma & Odour Control System - March 2025	475.00
16/04/25	AP000263737	CALM PROPERTY SERVICES	Aroma & Odour Control System - April 2025	475.00
17/05/25	AP000275135	CALM PROPERTY SERVICES	Aroma & Odour Control System - May 2025	475.00
17/06/25	AP000287086	CALM PROPERTY SERVICES	Aroma & Odour Control System - June 2025	475.00
17/07/25	AP000299604	CALM PROPERTY SERVICES	Aroma & Odour Control System For Garbage Room - July 2025	475.00
Total Rentals				4,750.00

STRATA ADMINISTRATION				
01/02/25	AP000234255	NETSTRATA	2024 Strata Committee Training	227.27
01/02/25	AP000234255	NETSTRATA	Additional Meetings time as per 7.8(b) of MAA	290.91
01/02/25	AP000234255	NETSTRATA	Attending meetings for the BMC and assisting with financials and reviewing of levy proposals	345.45
30/06/25	AP000291418	NETSTRATA	22 x Trade Compliance	770.00
01/08/25	AP000306086	NETSTRATA	5 x NSS Section 183 Preparation	681.82
01/08/25	AP000306086	NETSTRATA	Dispute Letter drafted for the BMC in provision with enacting the dispute clause.	227.27
Total Strata Administration				2,542.72

WATER CONSUMPTION				
07/11/24	AP000206618	SYDNEY WATER	Water Consumption - 08/06/24 - 31/08/24	132.36
19/12/24	AP000226368	SYDNEY WATER	Water Consumption - 01/09/24 - 12/12/24	20,911.44
19/03/25	AP000262602	SYDNEY WATER	Water Consumption - 13/12/24 - 13/03/25	10,287.51
14/07/25	AP000301190	SYDNEY WATER	Water Consumption - 14/03/25 - 16/06/25	14,142.99
Total Water Consumption				45,474.30
Total Administration Expense				641,899.84

Administration Income				
Date	Ref	Payee	Details	Amount
DEBT COLLECTION RECOVERIES				
25/10/24	Lot 93		Overdue Levy Fee	40.00
25/10/24	Lot 112		Overdue Levy Fee	40.00

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25/10/24	Lot 157	Overdue Levy Fee	40.00
25/10/24	Lot 179	Overdue Levy Fee	40.00
25/10/24	Lot 185	Overdue Levy Fee	40.00
25/10/24	Lot 189	Overdue Levy Fee	40.00
25/10/24	Lot 212	Overdue Levy Fee	40.00
10/11/24	Lot 27	Overdue Levy Fee	40.00
10/11/24	Lot 93	Overdue Levy Fee	40.00
10/11/24	Lot 106	Overdue Levy Fee	40.00
10/11/24	Lot 112	Overdue Levy Fee	40.00
10/11/24	Lot 116	Overdue Levy Fee	40.00
10/11/24	Lot 165	Overdue Levy Fee	40.00
10/11/24	Lot 179	Overdue Levy Fee	40.00
10/11/24	Lot 185	Overdue Levy Fee	40.00
10/11/24	Lot 229	Overdue Levy Fee	40.00
25/11/24	Lot 27	Overdue Levy Fee	40.00
25/11/24	Lot 93	Overdue Levy Fee	40.00
25/11/24	Lot 112	Overdue Levy Fee	40.00
25/11/24	Lot 165	Overdue Levy Fee	40.00
25/11/24	Lot 179	Overdue Levy Fee	40.00
25/11/24	Lot 185	Overdue Levy Fee	40.00
16/12/24	Lot 27	Overdue Levy Fee	40.00
16/12/24	Lot 93	Overdue Levy Fee	40.00
16/12/24	Lot 112	Overdue Levy Fee	40.00
16/12/24	Lot 185	Overdue Levy Fee	40.00
30/12/24	Lot 93	Overdue Levy Fee	40.00
30/12/24	Lot 112	Overdue Levy Fee	40.00
30/12/24	Lot 185	Overdue Levy Fee	40.00
10/01/25	Lot 1	Overdue Levy Fee	40.00
10/01/25	Lot 5	Overdue Levy Fee	40.00

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10/01/25	Lot 20	Overdue Levy Fee	40.00
10/01/25	Lot 36	Overdue Levy Fee	40.00
10/01/25	Lot 43	Overdue Levy Fee	40.00
10/01/25	Lot 70	Overdue Levy Fee	40.00
10/01/25	Lot 93	Overdue Levy Fee	40.00
10/01/25	Lot 112	Overdue Levy Fee	40.00
10/01/25	Lot 157	Overdue Levy Fee	40.00
10/01/25	Lot 177	Overdue Levy Fee	40.00
10/01/25	Lot 179	Overdue Levy Fee	40.00
10/01/25	Lot 185	Overdue Levy Fee	40.00
10/01/25	Lot 187	Overdue Levy Fee	40.00
10/01/25	Lot 209	Overdue Levy Fee	40.00
10/01/25	Lot 212	Overdue Levy Fee	40.00
25/01/25	Lot 1	Overdue Levy Fee	40.00
25/01/25	Lot 70	Overdue Levy Fee	40.00
25/01/25	Lot 93	Legal Debt Recoveries - Inv#1908	792.27
25/01/25	Lot 93	Overdue Levy Fee	40.00
25/01/25	Lot 112	Overdue Levy Fee	40.00
25/01/25	Lot 157	Overdue Levy Fee	40.00
25/01/25	Lot 177	Overdue Levy Fee	40.00
25/01/25	Lot 179	Overdue Levy Fee	40.00
25/01/25	Lot 185	Overdue Levy Fee	40.00
25/01/25	Lot 187	Overdue Levy Fee	40.00
25/01/25	Lot 209	Overdue Levy Fee	40.00
25/01/25	Lot 212	Overdue Levy Fee	40.00
30/01/25	Lot 93	Legal Debt Recoveries - Inv#2107	325.00
10/02/25	Lot 1	Overdue Levy Fee	40.00
10/02/25	Lot 70	Overdue Levy Fee	40.00
10/02/25	Lot 93	Overdue Levy Fee	40.00

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10/02/25	Lot 112	Overdue Levy Fee	40.00
10/02/25	Lot 157	Overdue Levy Fee	40.00
10/02/25	Lot 179	Overdue Levy Fee	40.00
10/02/25	Lot 185	Overdue Levy Fee	40.00
10/02/25	Lot 187	Overdue Levy Fee	40.00
10/02/25	Lot 209	Overdue Levy Fee	40.00
10/02/25	Lot 212	Overdue Levy Fee	40.00
25/02/25	Lot 93	Overdue Levy Fee	40.00
25/02/25	Lot 112	Overdue Levy Fee	40.00
25/02/25	Lot 157	Overdue Levy Fee	40.00
25/02/25	Lot 179	Overdue Levy Fee	40.00
25/02/25	Lot 185	Overdue Levy Fee	40.00
25/02/25	Lot 209	Overdue Levy Fee	40.00
25/02/25	Lot 212	Overdue Levy Fee	40.00
10/03/25	Lot 93	Overdue Levy Fee	40.00
10/03/25	Lot 157	Overdue Levy Fee	40.00
10/03/25	Lot 179	Overdue Levy Fee	40.00
10/03/25	Lot 185	Overdue Levy Fee	40.00
25/03/25	Lot 93	Overdue Levy Fee	40.00
25/03/25	Lot 112	Legal Debt Recoveries - Inv#2417	200.00
25/03/25	Lot 157	Overdue Levy Fee	40.00
25/03/25	Lot 185	Overdue Levy Fee	40.00
11/04/25	Lot 1	Overdue Levy Fee	40.00
11/04/25	Lot 20	Overdue Levy Fee	40.00
11/04/25	Lot 27	Overdue Levy Fee	40.00
11/04/25	Lot 66	Overdue Levy Fee	40.00
11/04/25	Lot 93	Overdue Levy Fee	40.00
11/04/25	Lot 97	Overdue Levy Fee	40.00
11/04/25	Lot 101	Overdue Levy Fee	40.00

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11/04/25	Lot 154	Overdue Levy Fee	40.00
11/04/25	Lot 157	Overdue Levy Fee	40.00
11/04/25	Lot 179	Overdue Levy Fee	40.00
11/04/25	Lot 181	Overdue Levy Fee	40.00
11/04/25	Lot 185	Overdue Levy Fee	40.00
11/04/25	Lot 187	Overdue Levy Fee	40.00
11/04/25	Lot 198	Overdue Levy Fee	40.00
11/04/25	Lot 212	Overdue Levy Fee	40.00
11/04/25	Lot 217	Overdue Levy Fee	40.00
25/04/25	Lot 1	Overdue Levy Fee	40.00
25/04/25	Lot 27	Overdue Levy Fee	40.00
25/04/25	Lot 93	Overdue Levy Fee	40.00
25/04/25	Lot 97	Overdue Levy Fee	40.00
25/04/25	Lot 154	Overdue Levy Fee	40.00
25/04/25	Lot 157	Overdue Levy Fee	40.00
25/04/25	Lot 179	Overdue Levy Fee	40.00
25/04/25	Lot 181	Overdue Levy Fee	40.00
25/04/25	Lot 185	Overdue Levy Fee	40.00
25/04/25	Lot 187	Overdue Levy Fee	40.00
25/04/25	Lot 212	Overdue Levy Fee	40.00
02/05/25	Lot 185	Legal Debt Recoveries - Inv#2812	10,557.71
10/05/25	Lot 1	Overdue Levy Fee	40.00
10/05/25	Lot 27	Overdue Levy Fee	40.00
10/05/25	Lot 93	Overdue Levy Fee	40.00
10/05/25	Lot 97	Overdue Levy Fee	40.00
10/05/25	Lot 154	Overdue Levy Fee	40.00
10/05/25	Lot 181	Overdue Levy Fee	40.00
10/05/25	Lot 185	Overdue Levy Fee	40.00
10/05/25	Lot 187	Overdue Levy Fee	40.00

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10/05/25	Lot 212	Overdue Levy Fee	40.00
25/05/25	Lot 1	Overdue Levy Fee	40.00
25/05/25	Lot 93	Overdue Levy Fee	40.00
25/05/25	Lot 97	Overdue Levy Fee	40.00
25/05/25	Lot 154	Overdue Levy Fee	40.00
25/05/25	Lot 181	Overdue Levy Fee	40.00
25/05/25	Lot 185	Overdue Levy Fee	40.00
25/05/25	Lot 187	Overdue Levy Fee	40.00
25/05/25	Lot 212	Overdue Levy Fee	40.00
10/06/25	Lot 93	Overdue Levy Fee	40.00
10/06/25	Lot 97	Overdue Levy Fee	40.00
10/06/25	Lot 154	Overdue Levy Fee	40.00
10/06/25	Lot 181	Overdue Levy Fee	40.00
10/06/25	Lot 185	Overdue Levy Fee	40.00
10/06/25	Lot 187	Overdue Levy Fee	40.00
25/06/25	Lot 93	Legal Debt Recoveries - Invoice #2980	2,950.00
25/06/25	Lot 93	Overdue Levy Fee	40.00
25/06/25	Lot 97	Overdue Levy Fee	40.00
25/06/25	Lot 154	Overdue Levy Fee	40.00
25/06/25	Lot 181	Overdue Levy Fee	40.00
25/06/25	Lot 185	Overdue Levy Fee	40.00
25/06/25	Lot 187	Overdue Levy Fee	40.00
09/07/25	Lot 93	Legal Debt Recoveries - Inv#3059	1,365.00
09/07/25	Lot 185	Legal Debt Recoveries - Inv#3073	1,315.00
10/07/25	Lot 93	Overdue Levy Fee	40.00
10/07/25	Lot 97	Overdue Levy Fee	40.00
10/07/25	Lot 140	Overdue Levy Fee	40.00
10/07/25	Lot 185	Overdue Levy Fee	40.00
10/07/25	Lot 187	Overdue Levy Fee	40.00

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

24/07/25	Lot 97	Arrears Initiation Fee Recovery	168.18
24/07/25	Lot 97	Follow Up Outstanding Levy Payments	44.55
24/07/25	Lot 187	Arrears Initiation Fee Recovery	168.18
24/07/25	Lot 187	Follow Up Outstanding Levy Payments	44.55
25/07/25	Lot 1	Overdue Levy Fee	40.00
25/07/25	Lot 20	Overdue Levy Fee	40.00
25/07/25	Lot 27	Overdue Levy Fee	40.00
25/07/25	Lot 93	Legal Debt Recoveries - Inv#3116	547.00
25/07/25	Lot 93	Overdue Levy Fee	40.00
25/07/25	Lot 97	Overdue Levy Fee	40.00
25/07/25	Lot 101	Overdue Levy Fee	40.00
25/07/25	Lot 154	Overdue Levy Fee	40.00
25/07/25	Lot 177	Overdue Levy Fee	40.00
25/07/25	Lot 181	Overdue Levy Fee	40.00
25/07/25	Lot 185	Overdue Levy Fee	40.00
25/07/25	Lot 187	Legal Debt Recoveries - Inv#3120	503.20
25/07/25	Lot 212	Overdue Levy Fee	40.00
25/07/25	Lot 217	Overdue Levy Fee	40.00
29/07/25	Lot 97	Legal Debt Recoveries - Inv#3131	503.20
Total Debt Collection Recoveries			25,563.84

EXPENSE RECOVERIES			
25/01/25	Lot 83	Purchase 2x Swipe Tags	200.00
01/06/25	Lot 131	Purchase of 1x Swipe	100.00
01/06/25	Lot 211	Purchase of 1x Swipe	100.00
08/07/25	Lot 176	Purchase Key/Swipe Tag	100.00
Total Expense Recoveries			500.00

INTEREST ON LEVY ARREARS			
25/10/24	Lot 93	Invoice AR000314330	1.04

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

25/10/24	Lot 93	Invoice AR000314366	7.63
25/10/24	Lot 93	Invoice AR000473572	7.63
25/10/24	Lot 93	Invoice AR000565923	11.44
25/10/24	Lot 112	Invoice AR000008757	5.12
25/10/24	Lot 112	Invoice AR000314756	6.57
25/10/24	Lot 112	Invoice AR000314785	6.57
25/10/24	Lot 112	Invoice AR000473735	6.57
25/10/24	Lot 112	Invoice AR000566077	9.84
25/10/24	Lot 157	Invoice AR000566442	11.71
25/10/24	Lot 179	Invoice AR000566618	10.11
25/10/24	Lot 185	Invoice AR000011554	7.06
25/10/24	Lot 185	Invoice AR000011569	7.06
25/10/24	Lot 185	Invoice AR000011596	7.06
25/10/24	Lot 185	Invoice AR000011607	0.03
25/10/24	Lot 185	Invoice AR000011610	0.03
25/10/24	Lot 185	Invoice AR000011621	0.03
25/10/24	Lot 185	Invoice AR000011631	0.05
25/10/24	Lot 185	Invoice AR000011635	0.03
25/10/24	Lot 185	Invoice AR000011646	7.06
25/10/24	Lot 185	Invoice AR000011650	0.03
25/10/24	Lot 185	Invoice AR000316430	0.03
25/10/24	Lot 185	Invoice AR000316432	0.03
25/10/24	Lot 185	Invoice AR000316441	7.98
25/10/24	Lot 185	Invoice AR000316448	0.03
25/10/24	Lot 185	Invoice AR000316458	7.98
25/10/24	Lot 185	Invoice AR000474364	7.98
25/10/24	Lot 185	Invoice AR000566667	11.98
25/10/24	Lot 189	Invoice AR000566700	12.50
25/10/24	Lot 212	Invoice AR000566883	12.24

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

10/11/24	Lot 27	Invoice AR000565328	15.51
10/11/24	Lot 93	Invoice AR000314330	0.56
10/11/24	Lot 93	Invoice AR000314366	4.07
10/11/24	Lot 93	Invoice AR000473572	4.07
10/11/24	Lot 93	Invoice AR000565923	4.07
10/11/24	Lot 106	Invoice AR000566029	16.59
10/11/24	Lot 112	Invoice AR000008757	2.73
10/11/24	Lot 112	Invoice AR000314756	3.50
10/11/24	Lot 112	Invoice AR000314785	3.50
10/11/24	Lot 112	Invoice AR000473735	3.50
10/11/24	Lot 112	Invoice AR000566077	3.50
10/11/24	Lot 116	Invoice AR000566115	15.51
10/11/24	Lot 165	Invoice AR000566510	16.24
10/11/24	Lot 179	Invoice AR000566618	3.60
10/11/24	Lot 185	Invoice AR000011554	3.77
10/11/24	Lot 185	Invoice AR000011569	3.77
10/11/24	Lot 185	Invoice AR000011596	3.77
10/11/24	Lot 185	Invoice AR000011607	0.01
10/11/24	Lot 185	Invoice AR000011610	0.01
10/11/24	Lot 185	Invoice AR000011621	0.01
10/11/24	Lot 185	Invoice AR000011631	0.03
10/11/24	Lot 185	Invoice AR000011635	0.01
10/11/24	Lot 185	Invoice AR000011646	3.77
10/11/24	Lot 185	Invoice AR000011650	0.01
10/11/24	Lot 185	Invoice AR000316430	0.01
10/11/24	Lot 185	Invoice AR000316432	0.01
10/11/24	Lot 185	Invoice AR000316441	4.26
10/11/24	Lot 185	Invoice AR000316448	0.01
10/11/24	Lot 185	Invoice AR000316458	4.26

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

10/11/24	Lot 185	Invoice AR000474364	4.26
10/11/24	Lot 185	Invoice AR000566667	4.26
10/11/24	Lot 229	Invoice AR000567026	16.95
25/11/24	Lot 27	Invoice AR000565328	3.81
25/11/24	Lot 93	Invoice AR000314330	0.53
25/11/24	Lot 93	Invoice AR000314366	3.81
25/11/24	Lot 93	Invoice AR000473572	3.81
25/11/24	Lot 93	Invoice AR000565923	3.81
25/11/24	Lot 112	Invoice AR000008757	2.57
25/11/24	Lot 112	Invoice AR000314756	3.28
25/11/24	Lot 112	Invoice AR000314785	3.28
25/11/24	Lot 112	Invoice AR000473735	3.28
25/11/24	Lot 112	Invoice AR000566077	3.28
25/11/24	Lot 165	Invoice AR000566510	3.99
25/11/24	Lot 179	Invoice AR000566618	3.37
25/11/24	Lot 185	Invoice AR000011554	3.54
25/11/24	Lot 185	Invoice AR000011569	3.54
25/11/24	Lot 185	Invoice AR000011596	3.54
25/11/24	Lot 185	Invoice AR000011607	0.01
25/11/24	Lot 185	Invoice AR000011610	0.01
25/11/24	Lot 185	Invoice AR000011621	0.01
25/11/24	Lot 185	Invoice AR000011631	0.03
25/11/24	Lot 185	Invoice AR000011635	0.01
25/11/24	Lot 185	Invoice AR000011646	3.54
25/11/24	Lot 185	Invoice AR000011650	0.01
25/11/24	Lot 185	Invoice AR000316430	0.01
25/11/24	Lot 185	Invoice AR000316432	0.01
25/11/24	Lot 185	Invoice AR000316441	3.99
25/11/24	Lot 185	Invoice AR000316448	0.01

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

25/11/24	Lot 185	Invoice AR000316458	3.99
25/11/24	Lot 185	Invoice AR000474364	3.99
25/11/24	Lot 185	Invoice AR000566667	3.99
16/12/24	Lot 27	Invoice AR000565328	5.58
16/12/24	Lot 27	Invoice AR000565330	1.18
16/12/24	Lot 93	Invoice AR000314366	5.58
16/12/24	Lot 93	Invoice AR000314368	1.18
16/12/24	Lot 93	Invoice AR000473572	5.58
16/12/24	Lot 93	Invoice AR000473575	1.18
16/12/24	Lot 93	Invoice AR000565923	5.58
16/12/24	Lot 93	Invoice AR000565926	1.18
16/12/24	Lot 112	Invoice AR000008757	3.84
16/12/24	Lot 112	Invoice AR000314756	4.80
16/12/24	Lot 112	Invoice AR000314760	1.02
16/12/24	Lot 112	Invoice AR000314785	4.80
16/12/24	Lot 112	Invoice AR000314789	1.02
16/12/24	Lot 112	Invoice AR000473735	4.80
16/12/24	Lot 112	Invoice AR000473739	1.02
16/12/24	Lot 112	Invoice AR000566077	4.80
16/12/24	Lot 112	Invoice AR000566081	1.02
16/12/24	Lot 185	Invoice AR000011554	5.30
16/12/24	Lot 185	Invoice AR000011558	1.03
16/12/24	Lot 185	Invoice AR000011569	5.30
16/12/24	Lot 185	Invoice AR000011596	5.30
16/12/24	Lot 185	Invoice AR000011607	0.02
16/12/24	Lot 185	Invoice AR000011610	0.02
16/12/24	Lot 185	Invoice AR000011621	0.02
16/12/24	Lot 185	Invoice AR000011631	0.04
16/12/24	Lot 185	Invoice AR000011635	0.02

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

16/12/24	Lot 185	Invoice AR000011646	5.30
16/12/24	Lot 185	Invoice AR000011650	0.02
16/12/24	Lot 185	Invoice AR000316430	0.02
16/12/24	Lot 185	Invoice AR000316432	0.02
16/12/24	Lot 185	Invoice AR000316441	5.84
16/12/24	Lot 185	Invoice AR000316445	1.24
16/12/24	Lot 185	Invoice AR000316448	0.02
16/12/24	Lot 185	Invoice AR000316458	5.84
16/12/24	Lot 185	Invoice AR000316463	1.24
16/12/24	Lot 185	Invoice AR000474364	5.84
16/12/24	Lot 185	Invoice AR000474366	1.24
16/12/24	Lot 185	Invoice AR000566667	5.84
16/12/24	Lot 185	Invoice AR000566671	1.24
30/12/24	Lot 93	Invoice AR000314366	3.72
30/12/24	Lot 93	Invoice AR000314368	0.79
30/12/24	Lot 93	Invoice AR000473572	3.72
30/12/24	Lot 93	Invoice AR000473575	0.79
30/12/24	Lot 93	Invoice AR000565923	3.72
30/12/24	Lot 93	Invoice AR000565926	0.79
30/12/24	Lot 112	Invoice AR000008757	2.56
30/12/24	Lot 112	Invoice AR000314756	3.20
30/12/24	Lot 112	Invoice AR000314760	0.68
30/12/24	Lot 112	Invoice AR000314785	3.20
30/12/24	Lot 112	Invoice AR000314789	0.68
30/12/24	Lot 112	Invoice AR000473735	3.20
30/12/24	Lot 112	Invoice AR000473739	0.68
30/12/24	Lot 112	Invoice AR000566077	3.20
30/12/24	Lot 112	Invoice AR000566081	0.68
30/12/24	Lot 185	Invoice AR000011554	3.53

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

30/12/24	Lot 185	Invoice AR000011558	0.69
30/12/24	Lot 185	Invoice AR000011569	3.53
30/12/24	Lot 185	Invoice AR000011596	3.53
30/12/24	Lot 185	Invoice AR000011607	0.01
30/12/24	Lot 185	Invoice AR000011610	0.01
30/12/24	Lot 185	Invoice AR000011621	0.01
30/12/24	Lot 185	Invoice AR000011631	0.03
30/12/24	Lot 185	Invoice AR000011635	0.01
30/12/24	Lot 185	Invoice AR000011646	3.53
30/12/24	Lot 185	Invoice AR000011650	0.01
30/12/24	Lot 185	Invoice AR000316430	0.01
30/12/24	Lot 185	Invoice AR000316432	0.01
30/12/24	Lot 185	Invoice AR000316441	3.89
30/12/24	Lot 185	Invoice AR000316445	0.83
30/12/24	Lot 185	Invoice AR000316448	0.01
30/12/24	Lot 185	Invoice AR000316458	3.89
30/12/24	Lot 185	Invoice AR000316463	0.83
30/12/24	Lot 185	Invoice AR000474364	3.89
30/12/24	Lot 185	Invoice AR000474366	0.83
30/12/24	Lot 185	Invoice AR000566667	3.89
30/12/24	Lot 185	Invoice AR000566671	0.83
10/01/25	Lot 1	Invoice AR000701168	12.69
10/01/25	Lot 5	Invoice AR000701173	10.72
10/01/25	Lot 20	Invoice AR000701187	10.43
10/01/25	Lot 36	Invoice AR000701203	10.72
10/01/25	Lot 43	Invoice AR000701210	11.25
10/01/25	Lot 70	Invoice AR000701237	11.51
10/01/25	Lot 93	Invoice AR000314366	2.80
10/01/25	Lot 93	Invoice AR000473572	2.80

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2 CHARLES STREET, CANTERBURY

10/01/25	Lot 93	Invoice AR000565923	2.80
10/01/25	Lot 93	Invoice AR000701260	11.25
10/01/25	Lot 112	Invoice AR000008757	1.87
10/01/25	Lot 112	Invoice AR000314756	2.40
10/01/25	Lot 112	Invoice AR000314785	2.40
10/01/25	Lot 112	Invoice AR000473735	2.40
10/01/25	Lot 112	Invoice AR000566077	2.40
10/01/25	Lot 112	Invoice AR000701279	9.68
10/01/25	Lot 157	Invoice AR000701324	11.51
10/01/25	Lot 177	Invoice AR000701344	11.40
10/01/25	Lot 179	Invoice AR000701346	9.94
10/01/25	Lot 185	Invoice AR000011554	2.59
10/01/25	Lot 185	Invoice AR000011569	2.59
10/01/25	Lot 185	Invoice AR000011596	2.59
10/01/25	Lot 185	Invoice AR000011607	0.01
10/01/25	Lot 185	Invoice AR000011610	0.01
10/01/25	Lot 185	Invoice AR000011621	0.01
10/01/25	Lot 185	Invoice AR000011631	0.02
10/01/25	Lot 185	Invoice AR000011635	0.01
10/01/25	Lot 185	Invoice AR000011646	2.59
10/01/25	Lot 185	Invoice AR000011650	0.01
10/01/25	Lot 185	Invoice AR000316430	0.01
10/01/25	Lot 185	Invoice AR000316432	0.01
10/01/25	Lot 185	Invoice AR000316441	2.93
10/01/25	Lot 185	Invoice AR000316448	0.01
10/01/25	Lot 185	Invoice AR000316458	2.93
10/01/25	Lot 185	Invoice AR000474364	2.93
10/01/25	Lot 185	Invoice AR000566667	2.93
10/01/25	Lot 185	Invoice AR000701352	11.77

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

10/01/25	Lot 187	Invoice AR000701354	12.52
10/01/25	Lot 209	Invoice AR000701376	11.53
10/01/25	Lot 212	Invoice AR000701379	12.02
25/01/25	Lot 1	Invoice AR000701168	4.95
25/01/25	Lot 70	Invoice AR000701237	4.49
25/01/25	Lot 93	Invoice AR000314366	3.98
25/01/25	Lot 93	Invoice AR000314368	0.85
25/01/25	Lot 93	Invoice AR000473572	3.98
25/01/25	Lot 93	Invoice AR000473575	0.85
25/01/25	Lot 93	Invoice AR000565923	3.98
25/01/25	Lot 93	Invoice AR000565926	0.85
25/01/25	Lot 93	Invoice AR000701260	4.39
25/01/25	Lot 112	Invoice AR000008757	2.75
25/01/25	Lot 112	Invoice AR000314756	3.43
25/01/25	Lot 112	Invoice AR000314760	0.73
25/01/25	Lot 112	Invoice AR000314785	3.43
25/01/25	Lot 112	Invoice AR000314789	0.73
25/01/25	Lot 112	Invoice AR000473735	3.43
25/01/25	Lot 112	Invoice AR000473739	0.73
25/01/25	Lot 112	Invoice AR000566077	3.43
25/01/25	Lot 112	Invoice AR000566081	0.73
25/01/25	Lot 112	Invoice AR000701279	3.77
25/01/25	Lot 157	Invoice AR000701324	4.49
25/01/25	Lot 177	Invoice AR000701344	4.45
25/01/25	Lot 179	Invoice AR000566621	0.36
25/01/25	Lot 179	Invoice AR000701346	3.88
25/01/25	Lot 185	Invoice AR000011554	3.79
25/01/25	Lot 185	Invoice AR000011558	0.73
25/01/25	Lot 185	Invoice AR000011569	3.79

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

25/01/25	Lot 185	Invoice AR000011596	3.79
25/01/25	Lot 185	Invoice AR000011607	0.01
25/01/25	Lot 185	Invoice AR000011610	0.01
25/01/25	Lot 185	Invoice AR000011621	0.01
25/01/25	Lot 185	Invoice AR000011631	0.03
25/01/25	Lot 185	Invoice AR000011635	0.01
25/01/25	Lot 185	Invoice AR000011646	3.79
25/01/25	Lot 185	Invoice AR000011650	0.01
25/01/25	Lot 185	Invoice AR000316430	0.01
25/01/25	Lot 185	Invoice AR000316432	0.01
25/01/25	Lot 185	Invoice AR000316441	4.17
25/01/25	Lot 185	Invoice AR000316445	0.89
25/01/25	Lot 185	Invoice AR000316448	0.01
25/01/25	Lot 185	Invoice AR000316458	4.17
25/01/25	Lot 185	Invoice AR000316463	0.89
25/01/25	Lot 185	Invoice AR000474364	4.17
25/01/25	Lot 185	Invoice AR000474366	0.89
25/01/25	Lot 185	Invoice AR000566667	4.17
25/01/25	Lot 185	Invoice AR000566671	0.89
25/01/25	Lot 185	Invoice AR000701352	4.59
25/01/25	Lot 187	Invoice AR000701354	4.88
25/01/25	Lot 209	Invoice AR000701376	4.50
25/01/25	Lot 212	Invoice AR000701379	4.69
10/02/25	Lot 1	Invoice AR000701168	5.28
10/02/25	Lot 70	Invoice AR000701237	4.79
10/02/25	Lot 93	Invoice AR000314366	4.25
10/02/25	Lot 93	Invoice AR000314368	0.90
10/02/25	Lot 93	Invoice AR000473572	4.25
10/02/25	Lot 93	Invoice AR000473575	0.90

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

10/02/25	Lot 93	Invoice AR000565923	4.25
10/02/25	Lot 93	Invoice AR000565926	0.90
10/02/25	Lot 93	Invoice AR000701260	4.68
10/02/25	Lot 112	Invoice AR000008757	2.93
10/02/25	Lot 112	Invoice AR000314756	3.66
10/02/25	Lot 112	Invoice AR000314760	0.78
10/02/25	Lot 112	Invoice AR000314785	3.66
10/02/25	Lot 112	Invoice AR000314789	0.78
10/02/25	Lot 112	Invoice AR000473735	3.66
10/02/25	Lot 112	Invoice AR000473739	0.78
10/02/25	Lot 112	Invoice AR000566077	3.66
10/02/25	Lot 112	Invoice AR000566081	0.78
10/02/25	Lot 112	Invoice AR000701279	4.03
10/02/25	Lot 157	Invoice AR000701324	4.79
10/02/25	Lot 179	Invoice AR000566621	0.38
10/02/25	Lot 179	Invoice AR000701346	4.14
10/02/25	Lot 185	Invoice AR000011554	4.04
10/02/25	Lot 185	Invoice AR000011558	0.78
10/02/25	Lot 185	Invoice AR000011569	4.04
10/02/25	Lot 185	Invoice AR000011596	4.04
10/02/25	Lot 185	Invoice AR000011607	0.01
10/02/25	Lot 185	Invoice AR000011610	0.01
10/02/25	Lot 185	Invoice AR000011621	0.01
10/02/25	Lot 185	Invoice AR000011631	0.03
10/02/25	Lot 185	Invoice AR000011635	0.01
10/02/25	Lot 185	Invoice AR000011646	4.04
10/02/25	Lot 185	Invoice AR000011650	0.01
10/02/25	Lot 185	Invoice AR000316430	0.01
10/02/25	Lot 185	Invoice AR000316432	0.01

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

10/02/25	Lot 185	Invoice AR000316441	4.45
10/02/25	Lot 185	Invoice AR000316445	0.94
10/02/25	Lot 185	Invoice AR000316448	0.01
10/02/25	Lot 185	Invoice AR000316458	4.45
10/02/25	Lot 185	Invoice AR000316463	0.94
10/02/25	Lot 185	Invoice AR000474364	4.45
10/02/25	Lot 185	Invoice AR000474366	0.94
10/02/25	Lot 185	Invoice AR000566667	4.45
10/02/25	Lot 185	Invoice AR000566671	0.94
10/02/25	Lot 185	Invoice AR000701352	4.90
10/02/25	Lot 187	Invoice AR000701354	5.21
10/02/25	Lot 209	Invoice AR000701376	4.80
10/02/25	Lot 212	Invoice AR000701379	5.01
25/02/25	Lot 93	Invoice AR000314366	3.81
25/02/25	Lot 93	Invoice AR000473572	3.81
25/02/25	Lot 93	Invoice AR000565923	3.81
25/02/25	Lot 93	Invoice AR000701260	4.22
25/02/25	Lot 112	Invoice AR000008757	2.57
25/02/25	Lot 112	Invoice AR000314756	3.28
25/02/25	Lot 112	Invoice AR000314785	3.28
25/02/25	Lot 112	Invoice AR000473735	3.28
25/02/25	Lot 112	Invoice AR000566077	3.28
25/02/25	Lot 112	Invoice AR000701279	3.62
25/02/25	Lot 157	Invoice AR000701324	4.32
25/02/25	Lot 179	Invoice AR000701346	3.73
25/02/25	Lot 185	Invoice AR000011554	3.54
25/02/25	Lot 185	Invoice AR000011569	3.54
25/02/25	Lot 185	Invoice AR000011596	3.54
25/02/25	Lot 185	Invoice AR000011607	0.01

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2 CHARLES STREET, CANTERBURY

25/02/25	Lot 185	Invoice AR000011610	0.01
25/02/25	Lot 185	Invoice AR000011621	0.01
25/02/25	Lot 185	Invoice AR000011631	0.03
25/02/25	Lot 185	Invoice AR000011635	0.01
25/02/25	Lot 185	Invoice AR000011646	3.54
25/02/25	Lot 185	Invoice AR000011650	0.01
25/02/25	Lot 185	Invoice AR000316430	0.01
25/02/25	Lot 185	Invoice AR000316432	0.01
25/02/25	Lot 185	Invoice AR000316441	3.99
25/02/25	Lot 185	Invoice AR000316448	0.01
25/02/25	Lot 185	Invoice AR000316458	3.99
25/02/25	Lot 185	Invoice AR000474364	3.99
25/02/25	Lot 185	Invoice AR000566667	3.99
25/02/25	Lot 185	Invoice AR000701352	4.41
25/02/25	Lot 209	Invoice AR000701376	4.33
25/02/25	Lot 212	Invoice AR000701379	4.51
10/03/25	Lot 93	Invoice AR000314366	0.47
10/03/25	Lot 93	Invoice AR000473572	3.30
10/03/25	Lot 93	Invoice AR000565923	3.30
10/03/25	Lot 93	Invoice AR000701260	3.65
10/03/25	Lot 157	Invoice AR000701324	3.74
10/03/25	Lot 179	Invoice AR000701346	3.23
10/03/25	Lot 185	Invoice AR000011554	3.06
10/03/25	Lot 185	Invoice AR000011569	3.06
10/03/25	Lot 185	Invoice AR000011596	3.06
10/03/25	Lot 185	Invoice AR000011607	0.01
10/03/25	Lot 185	Invoice AR000011610	0.01
10/03/25	Lot 185	Invoice AR000011621	0.01
10/03/25	Lot 185	Invoice AR000011631	0.02

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2 CHARLES STREET, CANTERBURY

10/03/25	Lot 185	Invoice AR000011635	0.01
10/03/25	Lot 185	Invoice AR000011646	3.06
10/03/25	Lot 185	Invoice AR000011650	0.01
10/03/25	Lot 185	Invoice AR000316430	0.01
10/03/25	Lot 185	Invoice AR000316432	0.01
10/03/25	Lot 185	Invoice AR000316441	3.46
10/03/25	Lot 185	Invoice AR000316448	0.01
10/03/25	Lot 185	Invoice AR000316458	3.46
10/03/25	Lot 185	Invoice AR000474364	3.46
10/03/25	Lot 185	Invoice AR000566667	3.46
10/03/25	Lot 185	Invoice AR000701352	3.83
25/03/25	Lot 93	Invoice AR000314366	0.56
25/03/25	Lot 93	Invoice AR000314368	0.85
25/03/25	Lot 93	Invoice AR000473572	3.98
25/03/25	Lot 93	Invoice AR000473575	0.85
25/03/25	Lot 93	Invoice AR000565923	3.98
25/03/25	Lot 93	Invoice AR000565926	0.85
25/03/25	Lot 93	Invoice AR000701260	4.39
25/03/25	Lot 157	Invoice AR000701324	4.49
25/03/25	Lot 185	Invoice AR000011554	3.79
25/03/25	Lot 185	Invoice AR000011558	0.73
25/03/25	Lot 185	Invoice AR000011569	3.79
25/03/25	Lot 185	Invoice AR000011596	3.79
25/03/25	Lot 185	Invoice AR000011607	0.01
25/03/25	Lot 185	Invoice AR000011610	0.01
25/03/25	Lot 185	Invoice AR000011621	0.01
25/03/25	Lot 185	Invoice AR000011631	0.03
25/03/25	Lot 185	Invoice AR000011635	0.01
25/03/25	Lot 185	Invoice AR000011646	3.79

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

25/03/25	Lot 185	Invoice AR000011650	0.01
25/03/25	Lot 185	Invoice AR000316430	0.01
25/03/25	Lot 185	Invoice AR000316432	0.01
25/03/25	Lot 185	Invoice AR000316441	4.17
25/03/25	Lot 185	Invoice AR000316445	0.89
25/03/25	Lot 185	Invoice AR000316448	0.01
25/03/25	Lot 185	Invoice AR000316458	4.17
25/03/25	Lot 185	Invoice AR000316463	0.89
25/03/25	Lot 185	Invoice AR000474364	4.17
25/03/25	Lot 185	Invoice AR000474366	0.89
25/03/25	Lot 185	Invoice AR000566667	4.17
25/03/25	Lot 185	Invoice AR000566671	0.89
25/03/25	Lot 185	Invoice AR000701352	4.59
11/04/25	Lot 1	Invoice AR000701397	14.22
11/04/25	Lot 20	Invoice AR000701416	11.15
11/04/25	Lot 27	Invoice AR000701423	11.99
11/04/25	Lot 66	Invoice AR000701462	11.71
11/04/25	Lot 93	Invoice AR000314366	0.64
11/04/25	Lot 93	Invoice AR000314368	0.96
11/04/25	Lot 93	Invoice AR000473572	4.52
11/04/25	Lot 93	Invoice AR000473575	0.96
11/04/25	Lot 93	Invoice AR000565923	4.52
11/04/25	Lot 93	Invoice AR000565926	0.96
11/04/25	Lot 93	Invoice AR000701260	4.97
11/04/25	Lot 93	Invoice AR000701489	11.99
11/04/25	Lot 97	Invoice AR000701493	12.55
11/04/25	Lot 101	Invoice AR000701497	11.99
11/04/25	Lot 154	Invoice AR000701550	12.27
11/04/25	Lot 157	Invoice AR000701324	5.09

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

11/04/25	Lot 157	Invoice AR000701553	12.27
11/04/25	Lot 179	Invoice AR000701575	10.60
11/04/25	Lot 181	Invoice AR000701578	12.55
11/04/25	Lot 185	Invoice AR000011554	4.29
11/04/25	Lot 185	Invoice AR000011558	0.83
11/04/25	Lot 185	Invoice AR000011569	4.29
11/04/25	Lot 185	Invoice AR000011596	4.29
11/04/25	Lot 185	Invoice AR000011607	0.02
11/04/25	Lot 185	Invoice AR000011610	0.02
11/04/25	Lot 185	Invoice AR000011621	0.02
11/04/25	Lot 185	Invoice AR000011631	0.03
11/04/25	Lot 185	Invoice AR000011635	0.02
11/04/25	Lot 185	Invoice AR000011646	4.29
11/04/25	Lot 185	Invoice AR000011650	0.02
11/04/25	Lot 185	Invoice AR0000316430	0.02
11/04/25	Lot 185	Invoice AR0000316432	0.02
11/04/25	Lot 185	Invoice AR0000316441	4.73
11/04/25	Lot 185	Invoice AR0000316445	1.00
11/04/25	Lot 185	Invoice AR0000316448	0.02
11/04/25	Lot 185	Invoice AR0000316458	4.73
11/04/25	Lot 185	Invoice AR0000316463	1.00
11/04/25	Lot 185	Invoice AR0000474364	4.73
11/04/25	Lot 185	Invoice AR0000474366	1.00
11/04/25	Lot 185	Invoice AR000566667	4.73
11/04/25	Lot 185	Invoice AR000566671	1.00
11/04/25	Lot 185	Invoice AR000701352	5.20
11/04/25	Lot 185	Invoice AR000701581	12.55
11/04/25	Lot 187	Invoice AR000701583	13.39
11/04/25	Lot 198	Invoice AR000701594	12.55

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

11/04/25	Lot 212	Invoice AR000701608	12.83
11/04/25	Lot 217	Invoice AR000701613	13.39
25/04/25	Lot 1	Invoice AR000701397	4.86
25/04/25	Lot 27	Invoice AR000701423	4.09
25/04/25	Lot 93	Invoice AR000314366	0.53
25/04/25	Lot 93	Invoice AR000314368	0.79
25/04/25	Lot 93	Invoice AR000473572	3.72
25/04/25	Lot 93	Invoice AR000473575	0.79
25/04/25	Lot 93	Invoice AR000565923	3.72
25/04/25	Lot 93	Invoice AR000565926	0.79
25/04/25	Lot 93	Invoice AR000701260	4.09
25/04/25	Lot 93	Invoice AR000701489	4.09
25/04/25	Lot 97	Invoice AR000701493	4.28
25/04/25	Lot 154	Invoice AR000701550	4.19
25/04/25	Lot 157	Invoice AR000701324	4.19
25/04/25	Lot 157	Invoice AR000701553	4.19
25/04/25	Lot 179	Invoice AR000701575	3.62
25/04/25	Lot 181	Invoice AR000701578	4.28
25/04/25	Lot 185	Invoice AR000011554	3.53
25/04/25	Lot 185	Invoice AR000011558	0.69
25/04/25	Lot 185	Invoice AR000011569	3.53
25/04/25	Lot 185	Invoice AR000011596	3.53
25/04/25	Lot 185	Invoice AR000011607	0.01
25/04/25	Lot 185	Invoice AR000011610	0.01
25/04/25	Lot 185	Invoice AR000011621	0.01
25/04/25	Lot 185	Invoice AR000011631	0.03
25/04/25	Lot 185	Invoice AR000011635	0.01
25/04/25	Lot 185	Invoice AR000011646	3.53
25/04/25	Lot 185	Invoice AR000011650	0.01

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2 CHARLES STREET, CANTERBURY

25/04/25	Lot 185	Invoice AR000316430	0.01
25/04/25	Lot 185	Invoice AR000316432	0.01
25/04/25	Lot 185	Invoice AR000316441	3.89
25/04/25	Lot 185	Invoice AR000316445	0.83
25/04/25	Lot 185	Invoice AR000316448	0.01
25/04/25	Lot 185	Invoice AR000316458	3.89
25/04/25	Lot 185	Invoice AR000316463	0.83
25/04/25	Lot 185	Invoice AR000474364	3.89
25/04/25	Lot 185	Invoice AR000474366	0.83
25/04/25	Lot 185	Invoice AR000566667	3.89
25/04/25	Lot 185	Invoice AR000566671	0.83
25/04/25	Lot 185	Invoice AR000701352	4.28
25/04/25	Lot 185	Invoice AR000701581	4.28
25/04/25	Lot 187	Invoice AR000701583	4.57
25/04/25	Lot 212	Invoice AR000701608	4.38
10/05/25	Lot 1	Invoice AR000701397	5.20
10/05/25	Lot 27	Invoice AR000701423	4.39
10/05/25	Lot 93	Invoice AR000314366	0.56
10/05/25	Lot 93	Invoice AR000314368	0.85
10/05/25	Lot 93	Invoice AR000473572	3.98
10/05/25	Lot 93	Invoice AR000473575	0.85
10/05/25	Lot 93	Invoice AR000565923	3.98
10/05/25	Lot 93	Invoice AR000565926	0.85
10/05/25	Lot 93	Invoice AR000701260	4.39
10/05/25	Lot 93	Invoice AR000701489	4.39
10/05/25	Lot 97	Invoice AR000701493	4.59
10/05/25	Lot 154	Invoice AR000701550	4.49
10/05/25	Lot 181	Invoice AR000701578	4.59
10/05/25	Lot 185	Invoice AR000011554	3.79

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

10/05/25	Lot 185	Invoice AR000011558	0.73
10/05/25	Lot 185	Invoice AR000011569	3.79
10/05/25	Lot 185	Invoice AR000011596	3.79
10/05/25	Lot 185	Invoice AR000011607	0.01
10/05/25	Lot 185	Invoice AR000011610	0.01
10/05/25	Lot 185	Invoice AR000011621	0.01
10/05/25	Lot 185	Invoice AR000011631	0.03
10/05/25	Lot 185	Invoice AR000011635	0.01
10/05/25	Lot 185	Invoice AR000011646	3.79
10/05/25	Lot 185	Invoice AR000011650	0.01
10/05/25	Lot 185	Invoice AR000316430	0.01
10/05/25	Lot 185	Invoice AR000316432	0.01
10/05/25	Lot 185	Invoice AR000316441	4.17
10/05/25	Lot 185	Invoice AR000316445	0.89
10/05/25	Lot 185	Invoice AR000316448	0.01
10/05/25	Lot 185	Invoice AR000316458	4.17
10/05/25	Lot 185	Invoice AR000316463	0.89
10/05/25	Lot 185	Invoice AR000474364	4.17
10/05/25	Lot 185	Invoice AR000474366	0.89
10/05/25	Lot 185	Invoice AR000566667	4.17
10/05/25	Lot 185	Invoice AR000566671	0.89
10/05/25	Lot 185	Invoice AR000701352	4.59
10/05/25	Lot 185	Invoice AR000701581	4.59
10/05/25	Lot 187	Invoice AR000701583	4.90
10/05/25	Lot 212	Invoice AR000701608	4.69
25/05/25	Lot 1	Invoice AR000701397	5.20
25/05/25	Lot 93	Invoice AR000314366	0.56
25/05/25	Lot 93	Invoice AR000314368	0.85
25/05/25	Lot 93	Invoice AR000473572	3.98

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2 CHARLES STREET, CANTERBURY

25/05/25	Lot 93	Invoice AR000473575	0.85
25/05/25	Lot 93	Invoice AR000565923	3.98
25/05/25	Lot 93	Invoice AR000565926	0.85
25/05/25	Lot 93	Invoice AR000701260	4.39
25/05/25	Lot 93	Invoice AR000701489	4.39
25/05/25	Lot 97	Invoice AR000701493	4.59
25/05/25	Lot 154	Invoice AR000701550	4.49
25/05/25	Lot 181	Invoice AR000701578	4.59
25/05/25	Lot 185	Invoice AR000011554	3.79
25/05/25	Lot 185	Invoice AR000011558	0.73
25/05/25	Lot 185	Invoice AR000011569	3.79
25/05/25	Lot 185	Invoice AR000011596	3.79
25/05/25	Lot 185	Invoice AR000011607	0.01
25/05/25	Lot 185	Invoice AR000011610	0.01
25/05/25	Lot 185	Invoice AR000011621	0.01
25/05/25	Lot 185	Invoice AR000011631	0.03
25/05/25	Lot 185	Invoice AR000011635	0.01
25/05/25	Lot 185	Invoice AR000011646	3.79
25/05/25	Lot 185	Invoice AR000011650	0.01
25/05/25	Lot 185	Invoice AR000316430	0.01
25/05/25	Lot 185	Invoice AR000316432	0.01
25/05/25	Lot 185	Invoice AR000316441	4.17
25/05/25	Lot 185	Invoice AR000316445	0.89
25/05/25	Lot 185	Invoice AR000316448	0.01
25/05/25	Lot 185	Invoice AR000316458	4.17
25/05/25	Lot 185	Invoice AR000316463	0.89
25/05/25	Lot 185	Invoice AR000474364	4.17
25/05/25	Lot 185	Invoice AR000474366	0.89
25/05/25	Lot 185	Invoice AR000566667	4.17

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2 CHARLES STREET, CANTERBURY

25/05/25	Lot 185	Invoice AR000566671	0.89
25/05/25	Lot 185	Invoice AR000701352	4.59
25/05/25	Lot 185	Invoice AR000701581	4.59
25/05/25	Lot 187	Invoice AR000701583	4.90
25/05/25	Lot 212	Invoice AR000701608	4.69
10/06/25	Lot 93	Invoice AR000314366	0.60
10/06/25	Lot 93	Invoice AR000314368	0.90
10/06/25	Lot 93	Invoice AR000473572	4.25
10/06/25	Lot 93	Invoice AR000473575	0.90
10/06/25	Lot 93	Invoice AR000565923	4.25
10/06/25	Lot 93	Invoice AR000565926	0.90
10/06/25	Lot 93	Invoice AR000701260	4.68
10/06/25	Lot 93	Invoice AR000701489	4.68
10/06/25	Lot 97	Invoice AR000701493	4.90
10/06/25	Lot 154	Invoice AR000701550	4.79
10/06/25	Lot 181	Invoice AR000701578	4.90
10/06/25	Lot 185	Invoice AR000011554	4.04
10/06/25	Lot 185	Invoice AR000011558	0.78
10/06/25	Lot 185	Invoice AR000011569	4.04
10/06/25	Lot 185	Invoice AR000011596	4.04
10/06/25	Lot 185	Invoice AR000011607	0.01
10/06/25	Lot 185	Invoice AR000011610	0.01
10/06/25	Lot 185	Invoice AR000011621	0.01
10/06/25	Lot 185	Invoice AR000011631	0.03
10/06/25	Lot 185	Invoice AR000011635	0.01
10/06/25	Lot 185	Invoice AR000011646	4.04
10/06/25	Lot 185	Invoice AR000011650	0.01
10/06/25	Lot 185	Invoice AR000316430	0.01
10/06/25	Lot 185	Invoice AR000316432	0.01

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2 CHARLES STREET, CANTERBURY

10/06/25	Lot 185	Invoice AR000316441	4.45
10/06/25	Lot 185	Invoice AR000316445	0.94
10/06/25	Lot 185	Invoice AR000316448	0.01
10/06/25	Lot 185	Invoice AR000316458	4.45
10/06/25	Lot 185	Invoice AR000316463	0.94
10/06/25	Lot 185	Invoice AR000474364	4.45
10/06/25	Lot 185	Invoice AR000474366	0.94
10/06/25	Lot 185	Invoice AR000566667	4.45
10/06/25	Lot 185	Invoice AR000566671	0.94
10/06/25	Lot 185	Invoice AR000701352	4.90
10/06/25	Lot 185	Invoice AR000701581	4.90
10/06/25	Lot 187	Invoice AR000701583	5.22
25/06/25	Lot 93	Invoice AR000314366	0.56
25/06/25	Lot 93	Invoice AR000314368	0.85
25/06/25	Lot 93	Invoice AR000473572	3.98
25/06/25	Lot 93	Invoice AR000473575	0.85
25/06/25	Lot 93	Invoice AR000565923	3.98
25/06/25	Lot 93	Invoice AR000565926	0.85
25/06/25	Lot 93	Invoice AR000701260	4.39
25/06/25	Lot 93	Invoice AR000701489	4.39
25/06/25	Lot 97	Invoice AR000701493	4.59
25/06/25	Lot 154	Invoice AR000701550	4.49
25/06/25	Lot 181	Invoice AR000701578	4.59
25/06/25	Lot 185	Invoice AR000011554	3.79
25/06/25	Lot 185	Invoice AR000011558	0.73
25/06/25	Lot 185	Invoice AR000011569	3.79
25/06/25	Lot 185	Invoice AR000011596	3.79
25/06/25	Lot 185	Invoice AR000011607	0.01
25/06/25	Lot 185	Invoice AR000011610	0.01

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2 CHARLES STREET, CANTERBURY

25/06/25	Lot 185	Invoice AR000011621	0.01
25/06/25	Lot 185	Invoice AR000011631	0.03
25/06/25	Lot 185	Invoice AR000011635	0.01
25/06/25	Lot 185	Invoice AR000011646	3.79
25/06/25	Lot 185	Invoice AR000011650	0.01
25/06/25	Lot 185	Invoice AR000316430	0.01
25/06/25	Lot 185	Invoice AR000316432	0.01
25/06/25	Lot 185	Invoice AR000316441	4.17
25/06/25	Lot 185	Invoice AR000316445	0.89
25/06/25	Lot 185	Invoice AR000316448	0.01
25/06/25	Lot 185	Invoice AR000316458	4.17
25/06/25	Lot 185	Invoice AR000316463	0.89
25/06/25	Lot 185	Invoice AR000474364	4.17
25/06/25	Lot 185	Invoice AR000474366	0.89
25/06/25	Lot 185	Invoice AR000566667	4.17
25/06/25	Lot 185	Invoice AR000566671	0.89
25/06/25	Lot 185	Invoice AR000701352	4.59
25/06/25	Lot 185	Invoice AR000701581	4.59
25/06/25	Lot 187	Invoice AR000701583	4.90
10/07/25	Lot 93	Invoice AR000473572	3.98
10/07/25	Lot 93	Invoice AR000473575	0.85
10/07/25	Lot 93	Invoice AR000565923	3.98
10/07/25	Lot 93	Invoice AR000565926	0.85
10/07/25	Lot 93	Invoice AR000701260	4.39
10/07/25	Lot 93	Invoice AR000701489	4.39
10/07/25	Lot 97	Invoice AR000701493	4.59
10/07/25	Lot 140	Invoice AR000566304	84.22
10/07/25	Lot 140	Invoice AR000566307	17.88
10/07/25	Lot 140	Invoice AR000701307	67.64

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2 CHARLES STREET, CANTERBURY

10/07/25	Lot 140	Invoice AR000701536	40.09
10/07/25	Lot 185	Invoice AR000011554	3.79
10/07/25	Lot 185	Invoice AR000011558	0.73
10/07/25	Lot 185	Invoice AR000011569	3.79
10/07/25	Lot 185	Invoice AR000011596	3.79
10/07/25	Lot 185	Invoice AR000011607	0.01
10/07/25	Lot 185	Invoice AR000011610	0.01
10/07/25	Lot 185	Invoice AR000011621	0.01
10/07/25	Lot 185	Invoice AR000011631	0.03
10/07/25	Lot 185	Invoice AR000011635	0.01
10/07/25	Lot 185	Invoice AR000011646	3.79
10/07/25	Lot 185	Invoice AR000011650	0.01
10/07/25	Lot 185	Invoice AR000316430	0.01
10/07/25	Lot 185	Invoice AR000316432	0.01
10/07/25	Lot 185	Invoice AR000316441	4.17
10/07/25	Lot 185	Invoice AR000316445	0.89
10/07/25	Lot 185	Invoice AR000316448	0.01
10/07/25	Lot 185	Invoice AR000316458	4.17
10/07/25	Lot 185	Invoice AR000316463	0.89
10/07/25	Lot 185	Invoice AR000474364	4.17
10/07/25	Lot 185	Invoice AR000474366	0.89
10/07/25	Lot 185	Invoice AR000566667	4.17
10/07/25	Lot 185	Invoice AR000566671	0.89
10/07/25	Lot 185	Invoice AR000701352	4.59
10/07/25	Lot 185	Invoice AR000701581	4.59
10/07/25	Lot 187	Invoice AR000701583	4.90
25/07/25	Lot 1	Invoice AR000701626	18.73
25/07/25	Lot 20	Invoice AR000701645	14.69
25/07/25	Lot 27	Invoice AR000701652	15.79

INCOME & EXPENDITURE CONTINUED



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25/07/25	Lot 93	Invoice AR000473572	1.19
25/07/25	Lot 93	Invoice AR000473575	0.85
25/07/25	Lot 93	Invoice AR000565923	3.98
25/07/25	Lot 93	Invoice AR000565926	0.85
25/07/25	Lot 93	Invoice AR000701260	4.39
25/07/25	Lot 93	Invoice AR000701489	4.39
25/07/25	Lot 97	Invoice AR000701493	4.59
25/07/25	Lot 97	Invoice AR000701722	16.53
25/07/25	Lot 101	Invoice AR000701726	15.79
25/07/25	Lot 154	Invoice AR000701779	16.16
25/07/25	Lot 177	Invoice AR000701802	16.89
25/07/25	Lot 181	Invoice AR000701806	16.53
25/07/25	Lot 185	Invoice AR000011554	3.79
25/07/25	Lot 185	Invoice AR000011558	0.73
25/07/25	Lot 185	Invoice AR000011569	3.79
25/07/25	Lot 185	Invoice AR000011596	3.79
25/07/25	Lot 185	Invoice AR000011607	0.01
25/07/25	Lot 185	Invoice AR000011610	0.01
25/07/25	Lot 185	Invoice AR000011621	0.01
25/07/25	Lot 185	Invoice AR000011631	0.03
25/07/25	Lot 185	Invoice AR000011635	0.01
25/07/25	Lot 185	Invoice AR000011646	3.79
25/07/25	Lot 185	Invoice AR000011650	0.01
25/07/25	Lot 185	Invoice AR000316430	0.01
25/07/25	Lot 185	Invoice AR000316432	0.01
25/07/25	Lot 185	Invoice AR000316441	4.17
25/07/25	Lot 185	Invoice AR000316445	0.89
25/07/25	Lot 185	Invoice AR000316448	0.01
25/07/25	Lot 185	Invoice AR000316458	4.17

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

25/07/25	Lot 185	Invoice AR000316463	0.89
25/07/25	Lot 185	Invoice AR000474364	4.17
25/07/25	Lot 185	Invoice AR000474366	0.89
25/07/25	Lot 185	Invoice AR000566667	4.17
25/07/25	Lot 185	Invoice AR000566671	0.89
25/07/25	Lot 185	Invoice AR000701352	4.59
25/07/25	Lot 185	Invoice AR000701581	4.59
25/07/25	Lot 185	Invoice AR000701810	16.53
25/07/25	Lot 212	Invoice AR000701837	16.89
25/07/25	Lot 217	Invoice AR000701842	17.63
Total Interest On Levy Arrears			2,473.72

OWNER EXPENSE RECOVERIES			
25/01/25	Lot 93	Purchase of 1x Remote Control	122.73
25/01/25	Lot 132	Purchase of 1x Remote Control	122.73
16/05/25	Lot 176	Section 183 Preparation Fee - Lot 176	136.36
01/07/25	Lot 59	Section 183 Preparation Fee - Lot 59	136.36
03/07/25	Lot 205	Section 183 Preparation Fee - Lot 205	136.36
12/07/25	Lot 205	Section 183 Preparation Fee - Lot 205	136.36
15/07/25	Lot 153	Section 183 Preparation Fee - Lot 153	136.36
24/07/25	Lot 97	Land Title Search Recovery	42.73
24/07/25	Lot 187	Land Title Search Recovery	42.73
06/08/25	Lot 205	Section 183 Preparation Fee - Lot 205	(136.36)
Total Owner Expense Recoveries			876.36
Total Administration Income			29,413.92

Capital Works Income				
Date	Ref	Payee	Details	Amount
INTEREST ON LEVY ARREARS				
25/10/24	Lot 93		Invoice AR000314330	0.05

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2 CHARLES STREET, CANTERBURY

25/10/24	Lot 93	Invoice AR000314366	0.34
25/10/24	Lot 93	Invoice AR000473572	0.34
25/10/24	Lot 93	Invoice AR000565923	0.51
25/10/24	Lot 112	Invoice AR000008757	0.37
25/10/24	Lot 112	Invoice AR000314756	0.29
25/10/24	Lot 112	Invoice AR000314785	0.29
25/10/24	Lot 112	Invoice AR000473735	0.29
25/10/24	Lot 112	Invoice AR000566077	0.44
25/10/24	Lot 157	Invoice AR000566442	0.52
25/10/24	Lot 179	Invoice AR000566618	0.45
25/10/24	Lot 185	Invoice AR000011554	0.51
25/10/24	Lot 185	Invoice AR000011569	0.51
25/10/24	Lot 185	Invoice AR000011596	0.51
25/10/24	Lot 185	Invoice AR000011646	0.51
25/10/24	Lot 185	Invoice AR000316441	0.36
25/10/24	Lot 185	Invoice AR000316458	0.36
25/10/24	Lot 185	Invoice AR000474364	0.36
25/10/24	Lot 185	Invoice AR000566667	0.53
25/10/24	Lot 189	Invoice AR000566700	0.56
25/10/24	Lot 212	Invoice AR000566883	0.55
10/11/24	Lot 27	Invoice AR000565328	0.69
10/11/24	Lot 93	Invoice AR000314330	0.02
10/11/24	Lot 93	Invoice AR000314366	0.18
10/11/24	Lot 93	Invoice AR000473572	0.18
10/11/24	Lot 93	Invoice AR000565923	0.18
10/11/24	Lot 106	Invoice AR000566029	0.74
10/11/24	Lot 112	Invoice AR000008757	0.20
10/11/24	Lot 112	Invoice AR000314756	0.16
10/11/24	Lot 112	Invoice AR000314785	0.16

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

10/11/24	Lot 112	Invoice AR000473735	0.16
10/11/24	Lot 112	Invoice AR000566077	0.16
10/11/24	Lot 116	Invoice AR000566115	0.69
10/11/24	Lot 165	Invoice AR000566510	0.72
10/11/24	Lot 179	Invoice AR000566618	0.16
10/11/24	Lot 185	Invoice AR000011554	0.27
10/11/24	Lot 185	Invoice AR000011569	0.27
10/11/24	Lot 185	Invoice AR000011596	0.27
10/11/24	Lot 185	Invoice AR000011646	0.27
10/11/24	Lot 185	Invoice AR000316441	0.19
10/11/24	Lot 185	Invoice AR000316458	0.19
10/11/24	Lot 185	Invoice AR000474364	0.19
10/11/24	Lot 185	Invoice AR000566667	0.19
10/11/24	Lot 229	Invoice AR000567026	0.76
25/11/24	Lot 27	Invoice AR000565328	0.17
25/11/24	Lot 93	Invoice AR000314330	0.02
25/11/24	Lot 93	Invoice AR000314366	0.17
25/11/24	Lot 93	Invoice AR000473572	0.17
25/11/24	Lot 93	Invoice AR000565923	0.17
25/11/24	Lot 112	Invoice AR000008757	0.18
25/11/24	Lot 112	Invoice AR000314756	0.15
25/11/24	Lot 112	Invoice AR000314785	0.15
25/11/24	Lot 112	Invoice AR000473735	0.15
25/11/24	Lot 112	Invoice AR000566077	0.15
25/11/24	Lot 165	Invoice AR000566510	0.18
25/11/24	Lot 179	Invoice AR000566618	0.15
25/11/24	Lot 185	Invoice AR000011554	0.25
25/11/24	Lot 185	Invoice AR000011569	0.25
25/11/24	Lot 185	Invoice AR000011596	0.25

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

25/11/24	Lot 185	Invoice AR000011646	0.25
25/11/24	Lot 185	Invoice AR000316441	0.18
25/11/24	Lot 185	Invoice AR000316458	0.18
25/11/24	Lot 185	Invoice AR000474364	0.18
25/11/24	Lot 185	Invoice AR000566667	0.18
10/01/25	Lot 1	Invoice AR000701168	0.51
10/01/25	Lot 5	Invoice AR000701173	0.43
10/01/25	Lot 20	Invoice AR000701187	0.42
10/01/25	Lot 36	Invoice AR000701203	0.43
10/01/25	Lot 43	Invoice AR000701210	0.45
10/01/25	Lot 70	Invoice AR000701237	0.46
10/01/25	Lot 93	Invoice AR000314366	0.12
10/01/25	Lot 93	Invoice AR000473572	0.12
10/01/25	Lot 93	Invoice AR000565923	0.12
10/01/25	Lot 93	Invoice AR000701260	0.45
10/01/25	Lot 112	Invoice AR000008757	0.14
10/01/25	Lot 112	Invoice AR000314756	0.11
10/01/25	Lot 112	Invoice AR000314785	0.11
10/01/25	Lot 112	Invoice AR000473735	0.11
10/01/25	Lot 112	Invoice AR000566077	0.11
10/01/25	Lot 112	Invoice AR000701279	0.39
10/01/25	Lot 157	Invoice AR000701324	0.46
10/01/25	Lot 177	Invoice AR000701344	0.46
10/01/25	Lot 179	Invoice AR000701346	0.40
10/01/25	Lot 185	Invoice AR000011554	0.19
10/01/25	Lot 185	Invoice AR000011569	0.19
10/01/25	Lot 185	Invoice AR000011596	0.19
10/01/25	Lot 185	Invoice AR000011646	0.19
10/01/25	Lot 185	Invoice AR000316441	0.13

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

10/01/25	Lot 185	Invoice AR000316458	0.13
10/01/25	Lot 185	Invoice AR000474364	0.13
10/01/25	Lot 185	Invoice AR000566667	0.13
10/01/25	Lot 185	Invoice AR000701352	0.47
10/01/25	Lot 187	Invoice AR000701354	0.50
10/01/25	Lot 209	Invoice AR000701376	0.46
10/01/25	Lot 212	Invoice AR000701379	0.49
25/02/25	Lot 93	Invoice AR000314366	0.17
25/02/25	Lot 93	Invoice AR000473572	0.17
25/02/25	Lot 93	Invoice AR000565923	0.17
25/02/25	Lot 93	Invoice AR000701260	0.17
25/02/25	Lot 112	Invoice AR000008757	0.18
25/02/25	Lot 112	Invoice AR000314756	0.15
25/02/25	Lot 112	Invoice AR000314785	0.15
25/02/25	Lot 112	Invoice AR000473735	0.15
25/02/25	Lot 112	Invoice AR000566077	0.15
25/02/25	Lot 112	Invoice AR000701279	0.15
25/02/25	Lot 157	Invoice AR000701324	0.17
25/02/25	Lot 179	Invoice AR000701346	0.15
25/02/25	Lot 185	Invoice AR000011554	0.25
25/02/25	Lot 185	Invoice AR000011569	0.25
25/02/25	Lot 185	Invoice AR000011596	0.25
25/02/25	Lot 185	Invoice AR000011646	0.25
25/02/25	Lot 185	Invoice AR000316441	0.18
25/02/25	Lot 185	Invoice AR000316458	0.18
25/02/25	Lot 185	Invoice AR000474364	0.18
25/02/25	Lot 185	Invoice AR000566667	0.18
25/02/25	Lot 185	Invoice AR000701352	0.18
25/02/25	Lot 209	Invoice AR000701376	0.17

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2 CHARLES STREET, CANTERBURY

25/02/25	Lot 212	Invoice AR000701379	0.18
10/03/25	Lot 93	Invoice AR000314366	0.02
10/03/25	Lot 93	Invoice AR000473572	0.15
10/03/25	Lot 93	Invoice AR000565923	0.15
10/03/25	Lot 93	Invoice AR000701260	0.15
10/03/25	Lot 157	Invoice AR000701324	0.15
10/03/25	Lot 179	Invoice AR000701346	0.13
10/03/25	Lot 185	Invoice AR000011554	0.22
10/03/25	Lot 185	Invoice AR000011569	0.22
10/03/25	Lot 185	Invoice AR000011596	0.22
10/03/25	Lot 185	Invoice AR000011646	0.22
10/03/25	Lot 185	Invoice AR000316441	0.15
10/03/25	Lot 185	Invoice AR000316458	0.15
10/03/25	Lot 185	Invoice AR000474364	0.15
10/03/25	Lot 185	Invoice AR000566667	0.15
10/03/25	Lot 185	Invoice AR000701352	0.15
Total Interest On Levy Arrears			34.74
Total Capital Works Income			34.74

Capital Works Expense				
Date	Ref	Payee	Details	Amount
ELECTRICAL REPAIRS				
28/07/25	AP000302477	OPTIMUM BUILDING	Electrical Repairs & Services B2 and B3 - 28/07/25	6,970.00
Total Electrical Repairs				6,970.00
Total Capital Works Expense				6,970.00

Admin Deficit Income				
Date	Ref	Payee	Details	Amount
INTEREST ON LEVY ARREARS				
25/10/24	Lot 93		Invoice AR000314334	1.69

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

25/10/24	Lot 93	Invoice AR000314368	1.69
25/10/24	Lot 93	Invoice AR000473575	1.69
25/10/24	Lot 93	Invoice AR000565926	2.54
25/10/24	Lot 112	Invoice AR000314760	1.46
25/10/24	Lot 112	Invoice AR000314789	1.46
25/10/24	Lot 112	Invoice AR000473739	1.46
25/10/24	Lot 112	Invoice AR000566081	2.18
25/10/24	Lot 157	Invoice AR000566446	2.60
25/10/24	Lot 179	Invoice AR000474314	0.80
25/10/24	Lot 179	Invoice AR000566621	2.24
25/10/24	Lot 185	Invoice AR000316445	1.77
25/10/24	Lot 185	Invoice AR000316463	1.77
25/10/24	Lot 185	Invoice AR000474366	1.77
25/10/24	Lot 185	Invoice AR000566671	2.66
25/10/24	Lot 189	Invoice AR000566703	2.77
25/10/24	Lot 212	Invoice AR000566884	2.71
10/11/24	Lot 27	Invoice AR000565330	3.44
10/11/24	Lot 93	Invoice AR000314334	0.90
10/11/24	Lot 93	Invoice AR000314368	0.90
10/11/24	Lot 93	Invoice AR000473575	0.90
10/11/24	Lot 93	Invoice AR000565926	0.90
10/11/24	Lot 106	Invoice AR000566032	3.68
10/11/24	Lot 112	Invoice AR000314760	0.78
10/11/24	Lot 112	Invoice AR000314789	0.78
10/11/24	Lot 112	Invoice AR000473739	0.78
10/11/24	Lot 112	Invoice AR000566081	0.78
10/11/24	Lot 116	Invoice AR000566118	3.44
10/11/24	Lot 165	Invoice AR000566512	3.60
10/11/24	Lot 179	Invoice AR000474314	0.43

INCOME & EXPENDITURE CONTINUED



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2 CHARLES STREET, CANTERBURY

10/11/24	Lot 179	Invoice AR000566621	0.80
10/11/24	Lot 185	Invoice AR000316445	0.94
10/11/24	Lot 185	Invoice AR000316463	0.94
10/11/24	Lot 185	Invoice AR000474366	0.94
10/11/24	Lot 185	Invoice AR000566671	0.94
10/11/24	Lot 229	Invoice AR000567029	3.76
25/11/24	Lot 27	Invoice AR000565330	0.85
25/11/24	Lot 93	Invoice AR000314334	0.85
25/11/24	Lot 93	Invoice AR000314368	0.85
25/11/24	Lot 93	Invoice AR000473575	0.85
25/11/24	Lot 93	Invoice AR000565926	0.85
25/11/24	Lot 112	Invoice AR000314760	0.73
25/11/24	Lot 112	Invoice AR000314789	0.73
25/11/24	Lot 112	Invoice AR000473739	0.73
25/11/24	Lot 112	Invoice AR000566081	0.73
25/11/24	Lot 165	Invoice AR000566512	0.89
25/11/24	Lot 179	Invoice AR000474314	0.40
25/11/24	Lot 179	Invoice AR000566621	0.36
25/11/24	Lot 185	Invoice AR000316445	0.89
25/11/24	Lot 185	Invoice AR000316463	0.89
25/11/24	Lot 185	Invoice AR000474366	0.89
25/11/24	Lot 185	Invoice AR000566671	0.89
10/01/25	Lot 93	Invoice AR000314368	0.62
10/01/25	Lot 93	Invoice AR000473575	0.62
10/01/25	Lot 93	Invoice AR000565926	0.62
10/01/25	Lot 112	Invoice AR000314760	0.53
10/01/25	Lot 112	Invoice AR000314789	0.53
10/01/25	Lot 112	Invoice AR000473739	0.53
10/01/25	Lot 112	Invoice AR000566081	0.53

INCOME & EXPENDITURE

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2 CHARLES STREET, CANTERBURY

10/01/25	Lot 179	Invoice AR000566621	1.10
10/01/25	Lot 185	Invoice AR000316445	0.65
10/01/25	Lot 185	Invoice AR000316463	0.65
10/01/25	Lot 185	Invoice AR000474366	0.65
10/01/25	Lot 185	Invoice AR000566671	0.65
25/02/25	Lot 93	Invoice AR000314368	0.85
25/02/25	Lot 93	Invoice AR000473575	0.85
25/02/25	Lot 93	Invoice AR000565926	0.85
25/02/25	Lot 112	Invoice AR000314760	0.73
25/02/25	Lot 112	Invoice AR000314789	0.73
25/02/25	Lot 112	Invoice AR000473739	0.73
25/02/25	Lot 112	Invoice AR000566081	0.73
25/02/25	Lot 179	Invoice AR000566621	0.36
25/02/25	Lot 185	Invoice AR000316445	0.89
25/02/25	Lot 185	Invoice AR000316463	0.89
25/02/25	Lot 185	Invoice AR000474366	0.89
25/02/25	Lot 185	Invoice AR000566671	0.89
10/03/25	Lot 93	Invoice AR000314368	0.73
10/03/25	Lot 93	Invoice AR000473575	0.73
10/03/25	Lot 93	Invoice AR000565926	0.73
10/03/25	Lot 179	Invoice AR000566621	0.31
10/03/25	Lot 185	Invoice AR000316445	0.77
10/03/25	Lot 185	Invoice AR000316463	0.77
10/03/25	Lot 185	Invoice AR000474366	0.77
10/03/25	Lot 185	Invoice AR000566671	0.77
Total Interest On Levy Arrears			97.92
Total Admin Deficit Income			97.92

CCTV Income				
Date	Ref	Payee	Details	Amount

INCOME & EXPENDITURE
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2 CHARLES STREET, CANTERBURY

INTEREST ON LEVY ARREARS				
25/10/24	Lot 185	Invoice AR000011558		1.47
10/11/24	Lot 185	Invoice AR000011558		0.78
25/11/24	Lot 185	Invoice AR000011558		0.73
10/01/25	Lot 185	Invoice AR000011558		0.54
25/02/25	Lot 185	Invoice AR000011558		0.73
10/03/25	Lot 185	Invoice AR000011558		0.64
			Total Interest On Levy Arrears	4.89
			Total CCTV Income	4.89

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2 CHARLES STREET, CANTERBURY

Lot	Unit	UOE	Opening Balance	Admin Levy	Capital Works Levy	Other Levy	Interest & Charges	Total	Paid	Closing Balance
1	101	51	1,393.90	3,651.00	147.27	-	423.64	5,615.81	5,553.08	62.73
2	102	41	-	2,935.11	118.41	-	-	3,053.52	4,071.36	1,017.84 cr
3	103	43	-	3,078.30	124.17	-	-	3,202.47	4,270.00	1,067.50 cr
4	104	34	-	2,433.99	98.16	-	-	2,532.15	2,532.15	-
5	105	41	-	2,958.21	118.41	-	55.15	3,131.77	3,128.47	3.30
6	106	39	1,065.90	2,791.92	112.62	-	-	3,970.44	3,970.47	-
7	107	39	1,065.90	2,791.92	112.62	-	-	3,970.44	3,970.47	-
8	108	39	-	2,791.92	112.62	-	-	2,904.54	2,904.57	-
9	109	31	847.30	2,219.22	89.52	-	-	3,156.04	3,156.04	-
10	110	32	-	2,290.83	92.40	-	-	2,383.23	2,383.23	-
11	111	42	-	3,006.69	121.26	-	-	3,127.95	3,127.98	-
12	112	44	-	3,149.88	127.05	-	-	3,276.93	3,277.12	0.19 cr
13	113	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
14	201	52	1,421.20	3,722.61	150.15	-	-	5,293.96	5,293.96	-
15	202	42	-	3,006.69	121.26	-	-	3,127.95	4,170.64	1,042.66 cr
16	203	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
17	204	35	-	2,505.60	101.07	-	-	2,606.67	3,475.56	868.89 cr
18	205	41	-	2,935.11	118.41	-	-	3,053.52	4,071.36	1,017.84 cr
19	206	40	-	2,863.53	115.50	-	-	2,979.03	3,972.04	993.01 cr
20	207	40	1,103.15	2,903.13	115.50	-	168.69	4,290.47	3,218.97	1,071.50
21	208	40	-	2,863.53	115.50	-	-	2,979.03	2,979.03	-
22	209	40	-	2,863.53	115.50	-	-	2,979.03	3,972.04	993.01 cr
23	210	40	90.45 cr	2,863.53	115.50	-	-	2,888.58	3,200.00	311.42 cr
24	211	43	1,175.25	3,078.30	124.17	-	-	4,377.72	4,377.75	-
25	212	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
26	213	36	-	2,577.18	103.95	-	-	2,681.13	2,681.13	-
27	214	43	1,175.25	3,078.30	124.17	-	375.49	4,753.21	3,625.98	1,127.26
28	215	43	1,175.25	3,078.30	124.17	-	-	4,377.72	4,377.75	-
29	216	53	1,448.55	3,794.16	153.06	-	-	5,395.77	5,395.77	-
30	217	41	-	2,935.11	118.41	-	-	3,053.52	4,071.36	1,017.84 cr
31	218	36	-	2,577.18	103.95	-	-	2,681.13	3,574.84	893.71 cr
32	219	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-

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33	220	40	-	2,863.53	115.50	-	-	2,979.03	2,979.03	-
34	221	40	-	2,863.53	115.50	-	-	2,979.03	2,979.03	-
35	222	40	-	2,863.53	115.50	-	-	2,979.03	3,972.04	993.01 cr
36	223	41	1,120.60	2,935.11	118.41	-	55.15	4,229.27	4,229.27	-
37	224	36	-	2,577.18	103.95	-	-	2,681.13	2,682.42	1.29 cr
38	225	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
39	226	41	-	2,935.11	118.41	-	-	3,053.52	3,053.52	-
40	227	42	-	3,006.69	121.26	-	-	3,127.95	3,128.32	0.34 cr
41	301	53	-	3,794.16	153.06	-	-	3,947.22	3,947.22	-
42	302	43	3.30	3,084.89	124.17	-	-	3,212.36	4,279.89	1,067.50 cr
43	303	43	-	3,078.30	124.17	-	55.70	3,258.17	3,258.20	-
44	304	36	-	2,577.18	103.95	-	-	2,681.13	2,681.13	-
45	305	42	-	3,006.69	121.26	-	-	3,127.95	4,170.64	1,042.66 cr
46	306	40	-	2,863.53	115.50	-	-	2,979.03	2,979.03	-
47	307	41	-	2,935.11	118.41	-	-	3,053.52	4,071.36	1,017.84 cr
48	308	41	-	2,935.11	118.41	-	-	3,053.52	4,071.36	1,017.84 cr
49	309	41	10.00 cr	2,935.11	118.41	-	-	3,043.52	3,043.52	-
50	310	41	-	2,935.11	118.41	-	-	3,053.52	3,053.52	-
51	311	44	-	3,149.88	127.05	-	-	3,276.93	4,369.24	1,092.31 cr
52	312	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
53	313	36	-	2,577.18	103.95	-	-	2,681.13	3,574.84	893.71 cr
54	314	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
55	315	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
56	316	53	-	3,794.16	153.06	-	-	3,947.22	3,947.22	-
57	317	42	-	3,006.69	121.26	-	-	3,127.95	4,170.64	1,042.66 cr
58	318	36	-	2,577.18	103.95	-	-	2,681.13	2,681.13	-
59	319	43	-	3,078.30	124.17	-	150.00	3,352.47	3,352.50	-
60	320	41	-	2,935.11	118.41	-	-	3,053.52	3,053.52	-
61	321	40	-	2,863.53	115.50	-	-	2,979.03	2,979.03	-
62	322	41	1,120.60 cr	2,935.11	118.41	-	55.00	1,987.92	1,987.92	-
63	323	42	-	3,006.69	121.26	-	-	3,127.95	3,127.98	-
64	324	37	-	2,648.76	106.86	-	-	2,755.62	3,674.16	918.57 cr
65	325	44	-	3,149.88	127.05	-	-	3,276.93	4,369.24	1,092.31 cr

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66	326	42	-	3,016.59	121.26	-	55.71	3,193.56	3,183.69	9.90
67	327	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
68	401	53	-	3,794.16	153.06	-	-	3,947.22	3,947.22	-
69	402	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
70	403	44	-	3,149.88	127.05	-	153.25	3,430.18	4,522.49	1,092.31 cr
71	404	36	-	2,577.18	103.95	-	-	2,681.13	3,574.84	893.71 cr
72	405	44	-	3,149.88	127.05	-	-	3,276.93	4,369.24	1,092.31 cr
73	406	42	1,147.90	3,009.99	121.26	-	-	4,279.15	4,275.88	3.30
74	407	42	1,196.90	3,006.69	121.26	-	-	4,324.85	4,324.88	-
75	408	42	-	3,006.69	121.26	-	-	3,127.95	4,170.64	1,042.66 cr
76	409	42	-	3,006.69	121.26	-	-	3,127.95	3,127.98	-
77	410	42	-	3,006.69	121.26	-	-	3,127.95	3,127.98	-
78	411	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
79	412	45	1,229.90	3,221.46	129.96	-	-	4,581.32	4,581.32	-
80	413	37	-	2,648.76	106.86	-	-	2,755.62	3,674.12	918.53 cr
81	414	44	-	3,149.88	127.05	-	-	3,276.93	4,369.24	1,092.31 cr
82	415	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
83	416	53	1,448.55	3,817.26	153.06	-	220.00	5,638.87	6,954.61	1,315.74 cr
84	417	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
85	418	37	-	2,648.76	106.86	-	-	2,755.62	2,755.59	-
86	419	44	-	3,149.88	127.05	-	-	3,276.93	4,369.24	1,092.31 cr
87	420	42	-	3,006.69	121.26	-	-	3,127.95	4,170.64	1,042.66 cr
88	421	42	-	3,006.69	121.26	-	-	3,127.95	4,170.64	1,042.66 cr
89	422	42	-	3,006.69	121.26	-	-	3,127.95	4,170.98	1,043.00 cr
90	423	43	-	3,078.30	124.17	-	-	3,202.47	4,270.00	1,067.50 cr
91	424	37	-	2,648.76	106.86	-	-	2,755.62	3,674.12	918.53 cr
92	425	44	-	3,149.88	127.05	-	-	3,276.93	4,369.24	1,092.31 cr
93	426	43	6,593.63	3,078.30	124.17	-	7,923.31	17,719.41	5,697.51	12,021.93
94	427	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
95	501	54	-	3,865.74	155.94	-	-	4,021.68	4,021.68	-
96	502	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
97	503	45	0.30 cr	3,221.46	129.96	-	1,247.73	4,598.85	3,980.84	618.01

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98	504	36	-	2,577.18	103.95	-	-	2,681.13	3,574.84	893.71 cr
99	505	44	428.00 cr	3,149.88	127.05	-	-	2,848.93	3,689.00	840.07 cr
100	506	43	-	3,078.30	124.17	-	-	3,202.47	4,270.00	1,067.50 cr
101	507	43	1,175.25	3,078.30	124.17	-	115.78	4,493.50	3,310.25	1,183.28
102	508	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
103	509	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
104	510	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
105	511	45	-	3,221.46	129.96	-	-	3,351.42	3,351.42	-
106	512	46	1,257.25	3,293.07	132.84	-	65.01	4,748.17	4,748.17	-
107	513	37	0.40 cr	2,648.76	106.86	-	-	2,755.22	2,756.00	0.81 cr
108	514	45	-	3,221.46	129.96	-	-	3,351.42	3,351.42	-
109	515	45	-	3,221.46	129.96	-	-	3,351.42	4,578.56	1,227.14 cr
110	516	54	-	3,865.74	155.94	-	-	4,021.68	5,497.24	1,475.56 cr
111	517	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
112	518	37	7,650.20	2,681.76	106.86	-	839.47	11,278.29	12,196.79	918.53 cr
113	519	45	70.10 cr	3,221.46	129.96	-	-	3,281.32	3,281.32	-
114	520	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
115	521	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
116	522	43	1,175.25	3,078.30	124.17	-	63.64	4,441.36	4,441.39	-
117	523	43	-	3,078.30	124.17	-	-	3,202.47	4,270.00	1,067.50 cr
118	524	37	1,011.25	2,648.76	106.86	-	-	3,766.87	3,766.84	-
119	525	45	-	3,221.46	129.96	-	-	3,351.42	3,351.42	-
120	526	43	-	3,078.30	124.17	-	-	3,202.47	4,270.00	1,067.50 cr
121	527	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
122	601	55	-	3,937.35	158.82	-	-	4,096.17	5,461.60	1,365.40 cr
123	602	45	-	3,221.46	129.96	-	-	3,351.42	3,351.42	-
124	603	45	-	3,221.46	129.96	-	-	3,351.42	4,468.56	1,117.14 cr
125	604	37	-	2,648.76	106.86	-	-	2,755.62	3,674.12	918.53 cr
126	605	45	-	3,221.46	129.96	-	-	3,351.42	4,533.56	1,182.14 cr
127	606	43	-	3,078.30	124.17	-	-	3,202.47	3,202.50	-
128	607	44	-	3,149.88	127.05	-	-	3,276.93	4,369.24	1,092.31 cr
129	608	44	-	3,149.88	127.05	-	-	3,276.93	4,369.24	1,092.31 cr
130	609	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
131	610	44	1,202.55	3,149.88	127.05	-	110.00	4,589.48	4,589.48	-

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132	611	46	-	3,293.07	132.84	-	135.00	3,560.91	3,560.91	-
133	612	46	-	3,293.07	132.84	-	-	3,425.91	3,425.91	-
134	613	37	-	2,648.76	106.86	-	-	2,755.62	2,755.59	-
135	614	46	1,257.25	3,293.07	132.84	-	-	4,683.16	4,683.16	-
136	615	46	3.30	3,306.26	132.84	-	-	3,442.40	3,439.10	3.30
137	616	55	-	3,937.35	158.82	-	-	4,096.17	4,096.20	-
138	617	44	30.35 cr	3,149.88	127.05	-	-	3,246.58	3,246.58	-
139	618	37	-	2,648.76	106.86	-	-	2,755.62	2,755.59	-
140	619	45	1,229.90	3,224.76	129.96	-	253.83	4,838.45	4,581.32	257.13
141	620	44	-	3,149.88	127.05	-	-	3,276.93	4,369.24	1,092.31 cr
142	621	43	-	3,078.30	124.17	-	-	3,202.47	4,270.00	1,067.50 cr
143	622	44	1,202.55	3,149.88	127.05	-	-	4,479.48	4,479.48	-
144	623	44	-	3,149.88	127.05	-	-	3,276.93	4,369.24	1,092.31 cr
145	624	38	-	2,720.34	109.74	-	-	2,830.08	2,830.08	-
146	625	46	-	3,293.07	132.84	-	-	3,425.91	4,567.88	1,141.97 cr
147	626	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
148	627	45	-	3,221.46	129.96	-	-	3,351.42	4,468.56	1,117.14 cr
149	701	55	1,503.25	3,937.35	158.82	-	-	5,599.42	5,599.45	-
150	702	45	-	3,221.46	129.96	-	-	3,351.42	3,351.42	-
151	703	46	-	3,293.07	132.84	-	-	3,425.91	3,425.91	-
152	704	37	-	2,648.76	106.86	-	-	2,755.62	2,755.59	-
153	705	46	-	3,293.07	132.84	-	150.00	3,575.91	3,425.91	150.00
154	706	44	3.00 cr	3,149.88	127.05	-	358.88	3,632.81	2,181.62	1,451.19
155	707	44	3.30	3,163.08	127.05	-	-	3,293.43	3,290.13	3.30
156	708	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
157	709	44	1,232.45	3,186.18	127.05	-	470.69	5,016.37	5,013.07	3.30
158	710	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
159	711	46	-	3,293.07	132.84	-	-	3,425.91	3,425.91	-
160	712	47	-	3,364.65	135.72	-	-	3,500.37	3,500.37	-
161	713	38	-	2,720.34	109.74	-	-	2,830.08	2,830.08	-
162	714	46	-	3,293.07	132.84	-	-	3,425.91	4,567.88	1,141.97 cr
163	715	46	1,257.25	3,293.07	132.84	-	-	4,683.16	4,683.16	-
164	716	55	-	3,937.35	158.82	-	-	4,096.17	5,461.60	1,365.40 cr
165	717	45	1,229.90	3,221.46	129.96	-	113.62	4,694.94	4,694.94	-

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166	718	38	-	2,720.34	109.74	-	-	2,830.08	3,773.44	943.36 cr
167	719	46	-	3,293.07	132.84	-	-	3,425.91	3,425.91	-
168	720	44	-	3,149.88	127.05	-	-	3,276.93	4,369.24	1,092.31 cr
169	721	44	3.30	3,163.08	127.05	-	-	3,293.43	3,290.13	3.30
170	722	44	-	3,149.88	127.05	-	-	3,276.93	3,276.93	-
171	723	45	-	3,231.36	129.96	-	-	3,361.32	4,478.46	1,117.14 cr
172	724	38	-	2,720.34	109.74	-	-	2,830.08	3,773.44	943.36 cr
173	725	46	214.50	3,296.37	132.84	-	-	3,643.71	3,643.71	-
174	726	45	-	3,221.46	129.96	-	-	3,351.42	3,600.00	248.58 cr
175	727	45	-	3,221.46	129.96	-	-	3,351.42	3,351.42	-
176	801	56	-	4,008.93	161.70	-	260.00	4,430.63	4,430.63	-
177	802	46	1,257.25	3,293.07	132.84	-	165.20	4,848.36	4,787.47	60.89
178	803	47	-	3,364.65	135.72	-	-	3,500.37	3,500.37	-
179	804	38	1,268.54	2,723.64	109.74	-	505.20	4,607.12	6,695.27	2,088.15 cr
180	805	46	-	3,293.07	132.84	-	-	3,425.91	4,567.88	1,141.97 cr
181	806	45	-	3,221.46	129.96	-	360.03	3,711.45	2,234.28	1,477.17
182	807	45	-	3,221.46	129.96	-	-	3,351.42	4,468.56	1,117.14 cr
183	808	45	-	3,221.46	129.96	-	-	3,351.42	3,351.42	-
184	809	45	-	3,221.46	129.96	-	-	3,351.42	3,351.42	-
185	810	45	55,340.61	3,221.46	129.96	-	14,766.37	73,458.40	-	73,458.40
186	811	47	-	3,364.65	135.72	-	-	3,500.37	3,500.37	-
187	812	48	1,146.20	3,479.13	138.60	-	1,340.41	6,104.34	5,217.62	886.72
188	813	38	-	2,720.34	109.74	-	-	2,830.08	2,830.08	-
189	814	47	2,569.10	3,364.65	135.72	-	59.83	6,129.30	7,296.09	1,166.79 cr
190	815	47	-	3,364.65	135.72	-	-	3,500.37	4,667.16	1,166.79 cr
191	816	56	-	4,008.93	161.70	-	-	4,170.63	4,170.63	-
192	817	45	-	3,221.46	129.96	-	-	3,351.42	4,468.56	1,117.14 cr
193	818	38	-	2,720.34	109.74	-	-	2,830.08	3,773.44	943.36 cr
194	819	47	1,059.65 cr	3,364.65	135.72	-	-	2,440.72	2,440.72	-
195	820	45	-	3,221.46	129.96	-	-	3,351.42	3,351.42	-
196	821	45	-	3,221.46	129.96	-	-	3,351.42	4,468.56	1,117.14 cr
197	822	45	48.15	3,221.46	129.96	-	-	3,399.57	3,399.57	-
198	823	45	-	3,221.46	129.96	-	56.55	3,407.97	3,407.97	-
199	824	39	-	2,791.92	112.62	-	-	2,904.54	2,904.57	-

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200	825	47	-	3,364.65	135.72	-	-	3,500.37	3,500.37	-
201	826	46	-	3,293.07	132.84	-	-	3,425.91	3,425.91	-
202	827	45	-	3,221.46	129.96	-	-	3,351.42	3,351.42	-
203	901	58	-	4,152.12	167.46	-	-	4,319.58	4,319.61	-
204	902	47	-	3,364.65	135.72	-	-	3,500.37	3,500.37	-
205	903	48	-	3,436.23	138.60	-	150.00	3,724.83	3,574.83	150.00
206	904	39	-	2,791.92	112.62	-	-	2,904.54	2,904.57	-
207	905	47	-	3,364.65	135.72	-	-	3,500.37	4,549.40	1,049.03 cr
208	906	46	-	3,293.07	132.84	-	-	3,425.91	3,425.91	-
209	907	46	300.00	3,293.06	132.84	-	201.79	3,927.69	3,927.69	-
210	908	46	-	3,293.07	132.84	-	-	3,425.91	3,425.91	-
211	909	46	-	3,293.07	132.84	-	110.00	3,535.91	4,677.88	1,141.97 cr
212	910	46	1,267.15	3,342.57	132.84	-	525.88	5,268.44	4,000.39	1,268.05
213	911	48	-	3,436.23	138.60	-	-	3,574.83	3,574.83	-
214	912	49	-	3,507.84	141.51	-	-	3,649.35	3,649.35	-
215	913	39	-	2,791.92	112.62	-	-	2,904.54	2,904.57	-
216	914	48	1,311.90	3,436.23	138.60	-	-	4,886.73	4,886.73	-
217	915	48	-	3,436.23	138.60	-	119.02	3,693.85	2,440.61	1,253.24
218	916	58	-	4,152.12	167.46	-	-	4,319.58	5,759.48	1,439.87 cr
219	917	47	1,284.55	3,364.65	135.72	-	-	4,784.92	4,784.92	-
220	918	39	-	2,791.92	112.62	-	-	2,904.54	3,872.76	968.19 cr
221	919	48	-	3,436.23	138.60	-	-	3,574.83	3,574.83	-
222	920	46	-	3,293.07	132.84	-	-	3,425.91	4,567.88	1,141.97 cr
223	921	46	-	3,309.57	132.84	-	-	3,442.41	3,439.11	3.30
224	922	46	-	3,293.07	132.84	-	-	3,425.91	3,425.91	-
225	923	47	-	3,364.65	135.72	-	-	3,500.37	4,667.16	1,166.79 cr
226	924	40	452.65 cr	2,863.53	115.50	-	-	2,526.38	2,940.00	413.62 cr
227	925	48	1,315.20	3,446.13	138.60	-	-	4,899.93	6,091.54	1,191.61 cr
228	926	47	-	3,364.65	135.72	-	-	3,500.37	3,500.37	-
229	927	47	1,284.55	3,364.65	135.72	-	65.47	4,850.39	6,017.18	1,166.79 cr
10000			112,348.83	716,234.76	28,876.92	-	32,300.49	889,761.00	874,610.16	15,152.19

Financial Period 01.10.2024 – 08.08.2025

SP 94402
2 CHARLES STREET, CANTERBURY

	Admin	Capital Works	Other Fund	Total
Levies in Arrears	92,908.63	1,211.22	2,410.65	96,530.50
Levies Paid in Advance	81,378.31 cr	-	-	81,378.31 cr

■ Credit ■ Arrears



Certificate of Currency

This is to certify that according to the records of the Company the Policy detailed below is in force until 4pm AEST 30th May 2026.

Insured: The Owners of Strata Plan 94402, Lot 1 & 2 in DP 1198999 & The BMC

Type of Insurance: Strata Insurance (**Property Only**)

Policy Number: 02 STC 16656

Policy Period: From: 30th May 2025 at 4pm
To: 30th May 2026 at 4pm

Policy Wording: ARX Asset Protect_STR002

Location: 'The Charles Apartment' 2 Charles Street, Canterbury NSW 2193

Building (100%): AUD \$147,470,000

Common Contents (100%): AUD \$1,474,700

Loss of Rent: AUD \$22,120,500

Catastrophe Cover: AUD \$22,120,500

Portion: 100% of 100%

Mitsui Sumitomo Insurance Company Limited

Date: 06 June 2025 | 10:39 AM AEST

per.....

DocuSigned by:

Cathy Mitchell



0FB8A0F717A2470.....

Mitsui Sumitomo Insurance Co.,Ltd.

A.B.N. 49 000 525 637

Level 26, 135 King Street, Sydney NSW 2000

Telephone: (02) 9222 7600 Facsimile: (02) 9232 7006

A Member of **MS&AD** INSURANCE GROUP

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)

2 Charles St, Canterbury NSW 2193

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

SP 94402

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

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) *

Then Owners Of Strata Plan 94402 C/- Netstrata

* 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)

PO Box 265 Hurstville BC NSW 1481

Section 4: Fire safety measures

Fire safety measure	Minimum standard of performance	Date(s) assessed	APFS *
Access Panels, Doors & Hoppers to Fire Resisting Shafts	BCA 2014 Clause C3.13	13/09/2023	F049448A
Automatic Fail-Safe Devices & Sliding Glass Doors to Travellator Fail-Safe Close on Fire Trip & Power Failure	2A-2E Charles Street – BCA 2014 Clauses C3.4, D2.19, D2.21, D2.22, Spec. C3.4, AS 1670.1-2004 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) - BCA 2014 Clauses C3.4, D2.19, D2.21, D2.22, Spec. C3.4, AS 1670.1-2004 & Report by Affinity Fire Engineering No.152092, Rev. A dated 11 April 2016	13/09/2023	F049448A
Automatic Fire Detection & Alarm Systems A thermal detector fitted within each room on residential levels with a door requiring smoke seals The thermal detector are fitted within 1.5m of the entry door	2A-2E Charles Street – BCA 2014 Clauses C3.5, C3.8, C3.11, E2.2, Spec. C3.4, Spec. E2.2a, AS 3786-1993, AS 1670.1-2004 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016	13/09/2023	F049448A

2 Charles St, Canterbury NSW 2193

Fire Safety Statement

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



and connected to the building alarm system.	2 Charles Street (Ground Floor Retail) – BCA 2014 Clauses C3.5, C3.8, C3.11, E2.2, Spec. C3.4, Spec. E2.2a, AS 3786-1993, AS 1670.1-2004 & Report by Affinity Fire Engineering No.152092, Rev A dated 11 April 2016		
Automatic Fire Suppression Systems & Grade 1 Water Supply All sprinkler heads are fast response type with a RTI < 50m0.5s0.5 Car park and retail tenancy sprinklers designed on a 12m2 area of coverage with a maximum activation temperature of 680C	2A-2E Charles Street – BCA 2014 Clauses E1.5, E2.2, Spec. E1.5, Spec. E2.2, AS 2118.1-1999 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clauses E1.5, E2.2, Spec. E1.5, Spec. E2.2, AS 2118.1-1999 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016	13/09/2023	F049448A
Automatic Shutdown Air Handling Systems	BCA 2014 Clause E2.2 & NSW Table E2.2b	12/09/2023	F053211A
Block Plans Blocks plans for the sprinkler, detection, hydrants and pressurization/exhaust systems are to be provide at the fire indicator panel (FIP), sub-FIP, hydrant booster assembly, sprinkler control valves - Dedicated site block plans to be provided at the FIP to indicate routes to be taken to residential tower entry points, sprinkler & hydrant pump rooms - Dedicated mud maps at the FIP and booster assembly showing sub-FIP's and paths of travel to them	2A-2E Charles Street – AS 1670.1-2004, AS 2419.1-2005, AS 2118.1-1999 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Street) – AS 1670.1-2004, AS 2419.1-2005, AS 2118.1-1999 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016	13/09/2023	F049448A
Building Occupant Warning System & to - With a control only at the main FIP to set the alarm/evacuation throughout the entire building - Incorporate a voice message and PA throughout the non-car parking areas of the building. - Provide each sub-FIP in the residential tower lobbies with reset/isolation functions to the tower in which it is located. - Be programmed to have zoned alert and evacuation. - Achieve a sound pressure of not less than 75dB at the bedhead and 65dB to all other areas within the sole occupancy units fitted with smoke seals to entry doors	2A-2E Charles Street – BCA 2014 Clause E2.2, Spec. E2.2a, Clause 6 of Specification, AS 1670.1-2004 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause E2.2, Spec. E2.2a, Clause 6 of Specification, AS 1670.1-2004 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016	13/09/2023	F049448A

Fire Safety Statement

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



A SSISEP alarm system is not provided			
Emergency Lighting	BCA 2014 Clauses E4.2, E4.3, E4.4 & AS/NZS 2293.1-2005		
Exit & Directional Signage	BCA 2014 Clauses E4.5, E4.6, E4.7, E4.8 & AS/NZS 2293.1-2005		
Fire Control Centres & Rooms	BCA 2014 Clause E1.8 & Spec. E1.8	13/09/2023	F049448A
Fire Dampers	BCA 2014 Clauses, C2.5, E2.2, Spec. C2.5, AS/NZS 1668.1-1998, AS 1682.2-1990	12/09/2023	F053211A
Fire Doorsets & Medium temperature smoke seals to each SOU & garbage room door opening into a residential corridor in towers A & B	2A-2E Charles Street – BCA 2014 Clauses C2.12, C2.13, C3.4, C3.8, C3.11, Spec. C3.4, AS/NZS 1905.1-2005 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clauses C2.12, C2.13, C3.4, C3.8, C3.11, Spec. C3.4, AS 1905.1-2005 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016	13/09/2023	F049448A
Fire Hydrant Systems Drenchers to roller shutter are supplied from hydrant system with dedicated isolation valve	2A-2E Charles Street – BCA 2014 Clauses C2.12, E1.3, AS 2419.1-2005 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clauses C2.12, E1.3, AS2419.1-2005 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016	13/09/2023	F049448A
Fire Monitoring Network	BCA 2014 Spec. E2.2a & AS 1670.3-2004		
Fire Seals Protecting Openings in Fire-Resisting Components of the Building	BCA 2014 Clause C3.15, Spec. C3.15 & Manufacturer's Specifications	13/09/2023	F049448A
Fire Rate Roller Shutters	2A-2E Charles Street – BCA 2014 Clause C3.4, Spec. C3.4, AS 1905.2-2005 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause C3.4, Spec. C3.4, AS 1905.2-2005 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 dated 2016	13/09/2023	F049448A
Furniture & Retail Good not Within 200mm of Travellator Glazing	2A-2E Charles Street - Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) - Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016	13/09/2023	F049448A
Hose Reels System	BCA 2014 Clause E1.4 & AS 2441-2005	13/09/2023	F049448A
Lift Landing Doors (Opening in Fire-Isolated Lift Shafts)	BCA 2014 Clause C3.10 & AS 1735.11-1986		
Lightweight Construction	BCA 2014 Clause C1.8, Spec. A2.3, Spec. C1.8 & Manufacturer's Specifications	13/09/2023	F049448A
Mechanical Air Handling Systems	BCA 2014 Clause E2.2, Spec. E1.8, Table E2.2a, AS/NZS 1668.1-1998 & AS 1668.2-2012 (clause 5.5 car park exhaust operation)	12/09/2023	F053211A

Fire Safety Statement

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



Required Exit Doors (Power Operated)	BCA 2014 Clauses D2.19 & D2.21	13/09/2023	F049448A
Portable Fire Extinguishers & Fire Blankets	2A-2E Charles Street – BCA 2014 Clause E1.6, AS 2444-2001 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Streets (Ground Floor Retail) – BCA 2014 Clause E1.6, AS 2444-2001 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016	13/09/2023	F049448A
Pressurising Systems & The pressurisation system to the car park stairs is designed to achieve required airflow across only 3 open doors, Zone smoke control is not provided to retail/commercial tenancies on Level 1	2A-2E Charles Street- BCA 2014 Clause E2.2, Table E2.2a, Spec. E2.2a, AS/NZS 1668.1-1998 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause E2.2, Table E2.2a, Spec. E2.2a, AS/NZS 1668.1-1998 & Report by Affinity Fire Engineering No.152092 Rev A dated 11 April 2016	12/09/2023	F053211A
Smoke Exhaust System – Ground floor retail tenancy, the back of house and trading floor are separated by full height imperforate walls to prevent smoke spread, total approximate exhaust capacity to be 60,000L/s via 3 fans Make up air is distributed around the tenancy at low level on accordance with AS/NZS 1668.1-1998 and achieve a minimum 24m² opening area maintained to outside	2A-2E Charles Street – BCA 2014 Clause E2.2, Spec. E2.2b, AS/NZS 1668.1-1998 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause E2.2, Spec. E2.2b, AS/NZS 1668.1-1998 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016	13/09/2023	F049448A
Smoke Baffles to Car Park on Levels 2 & 3	2A-2E Charles Street - Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) - Report by Affinity Fire Engineering No.152092 Rev A dated 11 April 2016	13/09/2023	F049448A
Smoke Lobbies to Car Park Lifts	2A-2E Charles Street – BCA 2014 Clause 3, Spec. C2.5 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause 3, Spec. C2.5 & Report by Affinity Fire Engineering No.152092 Rev A dated 11 April 2016	13/09/2023	F049448A
Wall-Wetting Sprinkler & Drencher Systems Maintenance schedule Drenchers to car park side of travelator to glazing with: Tyco model WS drenchers	2A-2E Charles Street – BCA 2014 Clause C3.4, AS 2118.1-1999 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause C3.4, AS 2118.1-1999, Report by Affinity Fire Engineering No.152092 Rev A dated 11 April 2016 & Report by CSIRO No. FCO-3803/3856 dated 30 April 2010	13/09/2023	F049448A

Fire Safety Statement

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



- Water supply for drenchers from car park system with isolation valve - Drenchers on both sides of loading dock fire shutter designed in accordance with AS 2118.1-1999 with sprinkler discharge no less than 0.2L/s per square metre of roller shutter.			
Warning & Operational Signs Sprinkler valve room signage, external sides of fire isolated stairs are to have signage that stating which building/levels and facilities which they serve, no smoking signage to be installed to the external portion of the entrance way.	2A-2E Charles Street – BCA 2014 Clauses D2.23, D3.6, E3.3, Spec. E1.8, Clause 183 of the EP&A Reg. 2000 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clauses D2.23, D3.6, E3.3, Spec. E1.8, Clause 183 of the EP&A Reg. 2000 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016	13/09/2023	F049448A
Alternative Solution: Fire Engineering Report	2A-2E Charles Street - Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) - Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016	13/09/2023	F049448A

* 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	13/09/2023	F049448A

* 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
Adam Chomicki	8 Clarke St, Crows Nest NSW 2065	02 9437 0011	F049448A	
Robert Fuller	13 Wurrook Circuit, Caringbah NSW 2229	02 9542 6777	F053211A	

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

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)	Title/Position (if applicable)
Netstrata	Fire safety coordinator

Fire Safety Statement



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

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

C/- Netstrata PO BOX 265 Hurstville BC 1481

Phone

8567 6459

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 94402

(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) as capable of performing:
 - i. for an essential fire safety measure specified in the fire safety schedule, to a standard no less than that specified in the schedule, or
 - ii. 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

Date issued

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.

Strata Plan 94402
2 Charles St
Canterbury NSW 2193

FIRE SAFETY SCHEDULE

Safety Measure	Minimum Standard of Performance
Access Panels, Doors & Hoppers to Fire Resisting Shafts	BCA 2014 Clause C3.13
Automatic Fail-Safe Devices & Sliding Glass Doors to Travellator Fail-Safe Close on Fire Trip & Power Failure	2A-2E Charles Street – BCA 2014 Clauses C3.4, D2.19, D2.21, D2.22, Spec. C3.4, AS 1670.1-2004 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) - BCA 2014 Clauses C3.4, D2.19, D2.21, D2.22, Spec. C3.4, AS 1670.1-2004 & Report by Affinity Fire Engineering No.152092, Rev. A dated 11 April 2016
Automatic Fire Detection & Alarm Systems A thermal detector fitted within each room on residential levels with a door requiring smoke seals The thermal detector are fitted within 1.5m of the entry door and connected to the building alarm system.	2A-2E Charles Street – BCA 2014 Clauses C3.5, C3.8, C3.11, E2.2, Spec. C3.4, Spec. E2.2a, AS 3786-1993, AS 1670.1-2004 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clauses C3.5, C3.8, C3.11, E2.2, Spec. C3.4, Spec. E2.2a, AS 3786-1993, AS 1670.1-2004 & Report by Affinity Fire Engineering No.152092, Rev A dated 11 April 2016
Automatic Fire Suppression Systems & Grade 1 Water Supply All sprinkler heads are fast response type with a RTI < 50m0.5s0.5 Car park and retail tenancy sprinklers designed on a 12m2 area of coverage with a maximum activation temperature of 680C	2A-2E Charles Street – BCA 2014 Clauses E1.5, E2.2, Spec. E1.5, Spec. E2.2, AS 2118.1-1999 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clauses E1.5, E2.2, Spec. E1.5, Spec. E2.2, AS 2118.1-1999 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016
Automatic Shutdown Air Handling Systems	BCA 2014 Clause E2.2 & NSW Table E2.2b
Block Plans Blocks plans for the sprinkler, detection, hydrants and pressurization/exhaust systems are to be provide at the fire indicator panel (FIP), sub-FIP, hydrant booster assembly, sprinkler control valves - Dedicated site block plans to be provided at the FIP to indicate routes to be taken to residential tower entry points, sprinkler & hydrant pump rooms - Dedicated mud maps at the FIP and booster assembly showing sub-FIP's and paths of travel to them	2A-2E Charles Street – AS 1670.1-2004, AS 2419.1-2005, AS 2118.1-1999 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Street) – AS 1670.1-2004, AS 2419.1-2005, AS 2118.1-1999 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016
Building Occupant Warning System & to	2A-2E Charles Street – BCA 2014 Clause E2.2, Spec. E2.2a, Clause 6 of Specification, AS 1670.1-2004 & Report by Affinity

• With a control only at the main FIP to set the alarm/evacuation throughout the entire building • Incorporate a voice message and PA throughout the non-car parking areas of the building. • Provide each sub-FIP in the residential tower lobbies with reset/isolation functions to the tower in which it is located. • Be programmed to have zoned alert and evacuation. • Achieve a sound pressure of not less than 75dB at the bedhead and 65dB to all other areas within the sole occupancy units fitted with smoke seals to entry doors • A SSISEP alarm system is not provided	Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause E2.2, Spec. E2.2a, Clause 6 of Specification, AS 1670.1-2004 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016
Emergency Lighting	BCA 2014 Clauses E4.2, E4.3, E4.4 & AS/NZS 2293.1-2005
Exit & Directional Signage	BCA 2014 Clauses E4.5, E4.6, E4.7, E4.8 & AS/NZS 2293.1-2005
Fire Control Centres & Rooms	BCA 2014 Clause E1.8 & Spec. E1.8
Fire Dampers	BCA 2014 Clauses, C2.5, E2.2, Spec. C2.5, AS/NZS 1668.1-1998, AS 1682.2-1990
Fire Doorsets & • Medium temperature smoke seals to each SOU & garbage room door opening into a residential corridor in towers A & B	2A-2E Charles Street – BCA 2014 Clauses C2.12, C2.13, C3.4, C3.8, C3.11, Spec. C3.4, AS/NZS 1905.1-2005 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clauses C2.12, C2.13, C3.4, C3.8, C3.11, Spec. C3.4, AS 1905.1-2005 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016
Fire Hydrant Systems Drenchers to roller shutter are supplied from hydrant system with dedicated isolation valve	2A-2E Charles Street – BCA 2014 Clauses C2.12, E1.3, AS 2419.1-2005 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clauses C2.12, E1.3, AS2419.1-2005 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016
Fire Monitoring Network	BCA 2014 Spec. E2.2a & AS 1670.3-2004
Fire Seals Protecting Openings in Fire-Resisting Components of the Building	BCA 2014 Clause C3.15, Spec. C3.15 & Manufacturer's Specifications
Fire Rate Roller Shutters	2A-2E Charles Street – BCA 2014 Clause C3.4, Spec. C3.4, AS 1905.2-2005 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause C3.4, Spec. C3.4, AS 1905.2-2005 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016
Furniture & Retail Good not Within 200mm of Travellator Glazing	2A-2E Charles Street - Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) - Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016
Hose Reels System	BCA 2014 Clause E1.4 & AS 2441-2005
Lift Landing Doors (Opening in Fire-Isolated Lift Shafts)	BCA 2014 Clause C3.10 & AS 1735.11-1986
Lightweight Construction	BCA 2014 Clause C1.8, Spec. A2.3, Spec. C1.8 & Manufacturer's Specifications

Mechanical Air Handling Systems	BCA 2014 Clause E2.2, Spec. E1.8, Table E2.2a, AS/NZS 1668.1-1998 & AS 1668.2-2012 (clause 5.5 car park exhaust operation)
Required Exit Doors (Power Operated)	BCA 2014 Clauses D2.19 & D2.21
Portable Fire Extinguishers & Fire Blankets	2A-2E Charles Street – BCA 2014 Clause E1.6, AS 2444-2001 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Streets (Ground Floor Retail) – BCA 2014 Clause E1.6, AS 2444-2001 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016
Pressurising Systems & The pressurisation system to the car park stairs is designed to achieve required airflow across only 3 open doors, Zone smoke control is not provided to retail/commercial tenancies on Level 1	2A-2E Charles Street- BCA 2014 Clause E2.2, Table E2.2a, Spec. E2.2a, AS/NZS 1668.1-1998 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause E2.2, Table E2.2a, Spec. E2.2a, AS/NZS 1668.1-1998 & Report by Affinity Fire Engineering No.152092 Rev A dated 11 April 2016
Smoke Exhaust System – Ground floor retail tenancy, the back of house and trading floor are separated by full height imperforate walls to prevent smoke spread, total approximate exhaust capacity to be 60,000L/s via 3 fans Make up air is distributed around the tenancy at low level on accordance with AS/NZS 1668.1-1998 and achieve a minimum 24m² opening area maintained to outside	2A-2E Charles Street – BCA 2014 Clause E2.2, Spec. E2.2b, AS/NZS 1668.1-1998 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause E2.2, Spec. E2.2b, AS/NZS 1668.1-1998 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016
Smoke Baffles to Car Park on Levels 2 & 3	2A-2E Charles Street - Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) - Report by Affinity Fire Engineering No.152092 Rev A dated 11 April 2016
Smoke Lobbies to Car Park Lifts	2A-2E Charles Street – BCA 2014 Clause 3, Spec. C2.5 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause 3, Spec. C2.5 & Report by Affinity Fire Engineering No.152092 Rev A dated 11 April 2016
Wall-Wetting Sprinkler & Drencher Systems Maintenance schedule Drenchers to car park side of travelator to glazing with: - Tyco model WS drenchers - Water supply for drenchers from car park system with isolation valve - Drenchers on both sides of loading dock fire shutter designed in accordance with AS 2118.1-1999 with sprinkler discharge no less than 0.2L/s per square metre of roller shutter.	2A-2E Charles Street – BCA 2014 Clause C3.4, AS 2118.1-1999 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clause C3.4, AS 2118.1-1999, Report by Affinity Fire Engineering No.152092 Rev A dated 11 April 2016 & Report by CSIRO No. FCO-3803/3856 dated 30 April 2010

Warning & Operational Signs Sprinkler valve room signage, external sides of fire isolated stairs are to have signage that stating which building/levels and facilities which they serve, no smoking signage to be installed to the external portion of the entrance way.	2A-2E Charles Street – BCA 2014 Clauses D2.23, D3.6, E3.3, Spec. E1.8, Clause 183 of the EP&A Reg. 2000 & Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) – BCA 2014 Clauses D2.23, D3.6, E3.3, Spec. E1.8, Clause 183 of the EP&A Reg. 2000 & Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016
Alternative Solution: Fire Engineering Report	2A-2E Charles Street - Report by Affinity Fire Engineering No.152092_2a, Rev. C dated 15 September 2016 2 Charles Street (Ground Floor Retail) - Report by Affinity Fire Engineering No.152092 Rev. A dated 11 April 2016

19 November 2020

To All Owners, Strata Plan 94402
2 CHARLES STREET
CANTERBURY NSW 2193

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING
AT 2 CHARLES STREET, CANTERBURY NSW 2193**

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



Suzi Bellas | Direct Line: (02) 02 8567 6452 | Email: suzi.bellas@netstrata.com.au
Senior Strata Manager - Licence No. 20078012

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:	94402 - CHARLES STREET 2, CANTERBURY THE CHARLES
Meeting date:	Wednesday, 18 November 2020
Commenced:	06:00 PM
Apologies:	Nil
Pre Meeting Voting:	Nil
Present:	Lot 33, Lot 98, Lot 109, Lot 115, Lot 126, Lot 132, Lot 149, Lot 155, Lot 183, Lot 203, Lot 216, Lot 227
Proxies:	Appointing the Chairperson Lot 144, Appointing the Chairperson Lot 204
Corporate Authorisation:	Nil
In attendance:	Miss Suzi Bellas and Arabella Zhang of Network Strata Services T/A Netstrata Alex Alexiou and Jose Cejas of Lefand Group.
Quorum:	A quorum was declared after 30 minutes Pursuant to Schedule 1, Clause 17 (4)(b) of the Strata Schemes Management Act 2015 Note: 2 owners were unfinancial
Chairperson:	Suzi Bellas
 Motion 1. Confirmation of Previous General Meeting Minutes	 <u>RESOLVED</u> that the minutes of the last general meeting were confirmed as a true and accurate account of the proceedings of that meeting. Vote: All in favour
 Motion 2. Financial Statements	 <u>RESOLVED</u> that the Financial Statements as presented were adopted. Vote: Majority in favour, 1 Vote Abstained.
 Motion 3. Appointment of an Auditor	 <u>RESOLVED</u> that an auditor will be appointed for the coming year. Vote: All in favour Notes: The audit report was not available at the time of printing of the agenda and a copy has been included with the minutes of the meeting.
 Motion 4. Annual Fire Safety Statement	 <u>RESOLVED</u> that the owners considered the Annual Fire Safety Statement and that the Strata Managing Agent shall continue to co-ordinate the inspection process and necessary administrative processes to obtain the statement for the coming year. It was further resolved that the current fire safety contractor, MPK Fire Safety was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Fire Safety and Building Certification) Regulations 2017. Vote: All in favour

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

the Owners Corporation discussed the statutory warranty periods which apply to the strata scheme and decided that the Owners Corporation shall hold an EGM around June/July 2021 to review quotations and engage an engineer to undertake a major defect inspection of the common areas of the scheme.

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****RESOLVED**

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

Vote:

All in favour

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:

Majority in favour, 1 Vote Abstained.

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

that the proposed budget as presented be accepted as Administration fund \$727,816.55 + GST and Capital Works fund \$32,620.91 + GST for the year commencing 1 October 2020 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 28/12/20, 01/03/21, 01/06/21 & 01/09/21.

Vote:

Majority in favour, 1 Vote Abstained.

Motion 10.**Special Levy - Budget Deficit Installments****RESOLVED**

that the Owners Corporation shall raise a Special Levy of \$43,672.55 + GST to repay the deficit in the Administrative Fund from the previous Financial Period. The Levy shall become due and payable in quarterly instalments on 28/12/20, 01/03/21, 01/06/21 & 01/09/21.

Vote:

Majority in favour, 1 Vote Abstained.

Motion 11.**Levy Interest Suspension****DEFEATED.**

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

Vote:

All against

Motion 12.**Overdue Levies & Payment Plans****RESOLVED**

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

Vote:

All in favour

Motion 13.**Payment Plan By-Law****DEFEATED.**

More than 25% of the Unit of Entitlement votes cast at the meeting were against the motion. The Owners Corporation will not pass 'Payment Plans' By-Law at this time.

Vote:

100% against

**Motion 14.
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 15.
Special By-Law
Absolution of
Maintenance Lot
Fixtures & Fittings**

RESOLVED by Special Resolution that the Owners Corporation shall pass the 'Absolution of Maintenance Lot Fixtures & Fittings' By-law as outlined in the meeting notice.

Vote: 100% in favour

**Motion 16.
Call for Nominations
to Strata Committee
and Election**

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

1. Glenn Williamson of Lot 109
2. O-Young Kim (Antonia) of Lot 115
3. Andrew Tan of Lot 149
4. Sharon Ambrose of Lot 183
5. Jimmy Gaw of Lot 227

Vote: All in favour

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

RESOLVED by Special Resolution pursuant to Schedule 4 Clause 3(4) of the Strata Schemes Development Act 2015 and in accordance with Clause 4 of the Strata Management Statement of SP94402B that the Owners Corporation appoint the following person/s to represent the scheme as a member of the Building Management Committee:

Glenn Williamson of Lot 109

Vote: 100% in favour

**Motion 18.
Restricted Matters**

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

Vote: All in favour

**Motion 19.
Strata Managers
Report**

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

Vote: All in favour

**Motion 20.
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 **19th November 2020**, and that an instrument in writing in the term of this resolution be executed under the seal of the Owners Corporation delegating to the agent all of its functions including those of Chairperson, Secretary, Treasurer and Strata Committee of the Owners Corporation.

FURTHER RESOLVED that **Glenn Williamson of Lot 109 and Andrew Tan of Lot 149** 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 **19/11/2023**

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

Vote: All in favour

**Motion 21.
Appointment of a
Building Manager**

DEFERRED The Owners Corporation will defer making a decision on the further engagement of Lefand Group to the EGM to be held June/July 2021.

Vote: All deferred

Notes: The Owners Corporation have not been satisfied with the building management services at The Charles and ask Lefand to improve performance and this will be reviewed over a six month period.

Closure:

The meeting closed at 08:40 PM



.....
Suzi Bellas
Chairperson

Proposed date for next Annual General Meeting: November 2021

General Discussion:

CCTV and Re-coding of Fire Stairs

The Owners Corporation will be holding an EGM in February/March 2021 to specifically discuss, review and resolve the security of the scheme. Andrew Tan of the committee provided a presentation to the Owners Corporation to ensure the owners understand the requirement for further security at the scheme. The quotations for re-keying fire stairs, CCTV cameras in the hallways, lifts and potential more in the access points will be considered along with the local council being consulted for their input on what is covered in this precinct by them.



771-777 New Canterbury Rd
Dulwich Hill NSW 2203
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INDEPENDENT AUDITORS' REPORT TO THE OWNERS OF STRATA PLAN 94402

Scope

We have audited the attached special purpose financial report comprising the Balance Sheet, Income and Expenditure Statements and accompanying notes to the financial statements of Strata Plan 94402 as at 30 September 2020.

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

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

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

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

Audit Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of Strata Plan 94402 as at 30 September 2020 and its financial performance for the period then ended in accordance with the accounting policies described in note 1 to the financial statements. The financial report has been prepared to assist the strata plan to meet the requirements of sections 92 and 93 of the Strata Schemes Management Act 2015. As a result, the financial report may not be suitable for another purpose.

KHOURY BROS & CO

Accountants, Auditors, Advisors

Joseph Peter Khoury

FIPA, CTA, RCA

Dated: 15 October 2020



771-777 New Canterbury Rd
Dulwich Hill NSW 2203
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STRATA PLAN 94402

NOTES TO AND FORMING PART OF THE ACCOUNTS FOR THE PERIOD ENDED 30 September 2020

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.



7 July 2021

Contact Details

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

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

Head Office

298 Railway Parade
 CARLTON NSW 2218

Wollongong Office

Level 4, 63 Market Street
 WOLLONGONG NSW 2520

To All Owners, Strata Plan 94402
 2 CHARLES STREET
 CANTERBURY NSW 2193

Dear Owners,

**RE: MINUTES OF EXTRAORDINARY GENERAL MEETING
 at 2 CHARLES STREET, CANTERBURY NSW 2193**

Attached are the minutes of the recent Extraordinary General Meeting conducted for your strata scheme and enclosed is a levy payment notice which will become due on .

We urge you to read the minutes so you're aware of the items determined at the meeting and we also write to bring the following matters to your attention:

1. Reform to Strata Laws

On 27th October 2015 the NSW Government passed the Strata Schemes Management Bill 2015 and the Strata Schemes Development Bill 2015.

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

The new legislation came into force on 30th November 2016. For further information and a complete listing of all the changes see the NSW Fair Trading Website www.fairtrading.nsw.gov.au and search 'Strata Reform'.

2. Your Owner Portal

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

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

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

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

Sincerely,
 NETSTRATA

Suzi Bellas | Direct Line: 02 8567 6452 | Email: suzi.bellas@netstrata.com.au
Senior Strata Manager - Licence No. 20078012



Providing Excellence in Management since 1995 - Sydney Newcastle & Wollongong



Securing your Strata or Community Title Property

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

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

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

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

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

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

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

1. Make sure your locks work...

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

2. Get to know your neighbours...

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

3. Don't leave notes...

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

4. Dispose of rubbish properly...

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

5. Natural ladders are a risk...

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

6. Mark your property...

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

7. Lock your vehicle...

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

8. Secure items in your garage...

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

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

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

10. Program Emergency phone numbers...

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

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

Minutes of Extraordinary General Meeting



Strata Plan:	94402 - 2 CHARLES STREET, CANTERBURY
Meeting date:	Tuesday, 06 July 2021
Commenced:	06:00 PM
Apologies:	Nil
Pre Meeting Voting:	Lot 49, Lot 69, Lot 76, Lot 207, Lot 228
Present:	Lot 61, Lot 98, Lot 108, Lot 109, Lot 115, Lot 132, Lot 133, Lot 155, Lot 178, Lot 216, Lot 227
Proxies:	Appointing the Chairperson Lot 144, Appointing the Chairperson Lot 204, Appointing the Chairperson Lot 205
Corporate Authorisation:	Nil
In attendance:	Suzi Bellas of Network Strata Services T/A Netstrata, Jasmine Harding, Morgan McGovern and Richard Min of Lefand Group, Bill Kanellopoulos of RSCS and Sheemam for Solar.
Quorum:	A quorum was declared after 30 minutes Pursuant to Schedule 1, Clause 17 (4)(b) of the Strata Schemes Management Act 2015 Note: 13 owners were unfinancial
Chairperson:	Suzi Bellas

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. Appoint Expert to undertake Defect inspection and report

RESOLVED the Owners Corporaiton shall accept the full proposal from Integrated Building Consultancy to the value of \$13,550.00 + GST.
Vote: 17 in favour, 2 against
Notes: The Votes were further calculated as per the below;
3 Votes Abstained
2 Votes in Favour of Ace Engineering
6 Votes in Favour of Integrated Building Consultancy
5 Votes in Favour of Building Defects Australia
1 Vote in Favour without a specific consultant selected

Motion 3. Special Levy - Defect Report

RESOLVED that the Owners Corporation shall raise a Special Levy of \$13,550.00 + GST to cover the costs of the defect inspection and report The Levy shall become due and payable on 16th August 2021.
Vote: 17 in favour, 2 against

Motion 4. Solar Installation

RESOLVED the Owners Corporation shall obtain further quotations on solar installation at the property to be tabled at the next General Meeting.
Vote: 18 in favour, 1 against

**Motion 5.
LED Lighting**

RESOLVED the Owners Corporation shall obtain further quotations on LED installation at the property to be tabled at the next General Meeting.

Vote: 18 in favour, 1 against

**Motion 6.
Adjustment of
Special Levy
Amount**

RESOLVED that the Owners Corporation shall raise the adjustment to the special levy from the Extraordinary General meeting dated 28/01/2021 to the value of \$7,269.00 + GST. The Levy will become due and payable on 1st September 2021.

Vote: 17 in favour, 2 against

**Motion 7.
Request from
Woolworths**

RESOLVED that the Owners Corporation received the information from Bill Kenellopoulos of RSCS with regards to the parking issues faced at B1.

Vote: 15 in favour, 4 against

Notes:

- The Owners Corporation were in Favour for RSCS to commence towing any vehicles illegally parked in B1.
- The Owners Corporation were not in Favour of funding a new parking system for the retail as it is the responsibility of the retail to maintain and repair their equipment, It was noted the boom gates are not being maintained and have been out of action for over 12 months. The Owners Corporation believe if this system was being maintained that the retailers/Woolworths would see a vast improvement in people parking illegally in B1.

**Motion 8.
Garden Bed Safety**

DEFERRED that the Owners Corporation resolve to defer this motion to the next General Meeting pending more quotes to be obtained.

Vote: 89% in favour of deferral, 0% in favour, 11% against

**Motion 9.
Garden Bed Safety
Levy**

NONE As the Previous motion was defeated, this motion is Of No Consequence.

Vote: Vote not required.

Closure:

The meeting closed at 07:26 PM



.....

Suzi Bellas
Chairperson

17 November 2021

To All Owners, Strata Plan No. 94402
2 CHARLES STREET, CANTERBURY

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING | STRATA PLAN NO. 94402 AT
2 CHARLES STREET, CANTERBURY**

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.

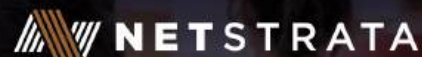
Should you have any questions or require further information regarding these or any other matters of your strata scheme please do not hesitate to contact our office.

Sincerely,
NETSTRATA

Suzi Bellas

Suzi Bellas | Direct Line: 02 8567 6452 | Email: suzi.bellas@netstrata.com.au

MINUTES OF ANNUAL GENERAL MEETING



Strata Plan	94402 - 2 CHARLES STREET, CANTERBURY
Meeting date	16/11/2021
Commenced	6:00 PM
Apologies	Nil
Pre Meeting Voting	Lot 23, Lot 205
Owners in Attendance	Lot 109, Lot 115, Lot 132, Lot 142, Lot 149, Lot 155, Lot 178, Lot 186, Lot 207, Lot 227, Lot 228, Lot 34, Lot 61, Lot 98
Proxies	Lot 148 appointing the Chairperson, Lot 184 appointing Lot 178, Lot 204 appointing the Chairperson, Lot 76 appointing the Chairperson
Corporate Authorisation	John Vamvakaris of GLC Investments
Guests	John Vamvakaris of GLC Investments Jasmine Harding, Morgan McGovern and Richard Min of Lefand Group
Quorum	A quorum was declared after 30 minutes Pursuant to Schedule 1, Clause 17 (4)(b) of the Strata Schemes Management Act 2015
Chairperson	Suzi Bellas

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

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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. Confirm Financials	RESOLVED	that the Financial Statements as presented were adopted. Vote: 17 Resolve, 1 Abstain, 0 Defeat
MOTION 3. Appoint an Auditor	RESOLVED	that an auditor will be appointed for the coming year. Vote: 16 Resolve, 1 Abstain, 1 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, MPK Fire Safety was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Fire Safety and Building Certification) Regulations 2017. Vote: 17 Resolve, 1 Abstain, 0 Defeat
MOTION 5. 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 6. Consider Building Defects	RESOLVED	the Owners Corporation confirmed that the defect report commissioned by IBC is in its draft form and once the final report is received, this will be served to the Developer and the Builder being Deicorp PTY LTD. Further Resolved The Owners Corporation authorise the engagement of a structural engineer, as recommended by IBC, with the strata committee confirming the company to be engaged. Vote: 18 Resolve, 0 Abstain, 0 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	the Owners Corporation authorised Netstrata to proceed with the schedule of programmed maintenance as included in the Annual General Meeting (AGM) notice. Vote: 16 Resolve, 2 Abstain, 0 Defeat
MOTION 9. Adopt Capital Works Report	RESOLVED	that the Owners Corporation shall adopt the recommendation of the Capital Works fund plan in their annual budget. Vote: 18 Resolve, 0 Abstain, 0 Defeat
MOTION 10. Confirm the Annual Budget	RESOLVED	that the proposed budget as presented be accepted as Administration fund \$740,808.55 + GST and Capital Works fund \$35,000.00 + GST for the year commencing 01/10/2021 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 27/12/21, 01/03/22, 01/06/22 & 01/09/22. Vote: 18 Resolve, 0 Abstain, 0 Defeat
MOTION 11. 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: 2 Resolve, 0 Abstain, 16 Defeat

MOTION 12. Allow Payment Plans	RESOLVED	that the Owners Corporation shall accept payment plans as per the provisions of the Strata Schemes Management Act 2015. Vote: 11 Resolve, 1 Abstain, 6 Defeat
MOTION 13. Pass Debt Collection 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 - Levying of Debt Collection 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 for registration at NSW Land Registry Services. Vote: 95 % in favour
MOTION 14. Allow Committee Vote	RESOLVED	that the number of members be set at 5 and that the following persons be elected to the Strata Committee from the date of this meeting until the next annual general meeting: 1. Yanxing Li (Lee) - Lot 61 Unit 321 2. Glenn Williamson - Lot 109 Unit 515 3. O-Young Kim (Antonia) - Lot 115 Unit 521 4. Andrew Tan - Lot 149 Unit 701 5. Jimmy Gaw - Lot 227 Unit 925 Vote: 18 Resolve, 0 Abstain, 0 Defeat
MOTION 15. Appoint BMC Representative	RESOLVED BY SPECIAL RESOLUTION	by Special Resolution pursuant to Schedule 4 Clause 3(4) of the Strata Schemes Development Act 2015 and in accordance with Clause 4 of the Strata Management Statement of SP94402B that the Owners Corporation appoint the following person/s to represent the scheme as a member of the Building Management Committee: Glenn Williamson - Lot 109 Unit 515 Vote: 100 % in favour
MOTION 16. Restrict Committee	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: 16 Resolve, 1 Abstain, 1 Defeat

MOTION 17. Pass Communication By-Law	RESOLVED BY SPECIAL RESOLUTION	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. Vote: 100 % in favour
MOTION 18. Confirm Manager 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: 17 Resolve, 1 Abstain, 0 Defeat
MOTION 19. Safety Inspection	DEFEATED	The Owners Corporation will not engage suitably qualified experts to undertake a safety inspection of the common areas at this time, as the BMC will be undertaking this report and also funded through the BMC. Vote: 2 Resolve, 0 Abstain, 16 Defeat

CLOSURE:

The meeting closed at

8:43 PM

Suzi Bellas

Chairperson

PROPOSED DATE FOR NEXT MEETING:

November 2022

GENERAL DISCUSSION:**CCTV**

It was discussed that the owners may want to revisit the priority schedule of CCTV works, mainly so a camera to be installed on each level of each block facing the lift/chute area can be facilitated. The strata committee will review this offline and revisit the CCTV proposal.

Hot Water System

The Hot Water System at The Charles is run on two boilers. The first boiler had a seized heating coil which the insurers finally approved through an insurance claim after great difficulty. The parts for these heatres are only available through RHEEM and the warehouse is located in Melbourne. The original repair has been ongoing for approximately 6 weeks and TOLL was engaged to deliver the parts to the building. TOLL experienced a Covid outbreak with their staff. The parts were on-board 4 separate times however, each time driver was diagnosed with Covid and the deliveries were canceled. Each time a delivery was canceled, the delivery was delayed by a week. Whilst waiting for these parts, the second boiler could not keep up with the capacity of performing on its own and also gave way. We are currently in discussions with the insurer to also have this boiler covered as resultant damage from the first boiler repairs being delayed. At the time of this meeting, we have not yet had confirmation this has been approved. The work for repairs has been approved and shall be funded from the Capital Works Fund in the case the insurance claim for the second boiler is unsuccessful. We will be seeking advice from the plumbers to ensure that the repaired boiler (boiler 1) will have the capacity to run on its own until the second boiler is repaired in approximately a fortnight.

Corridor Painting

The owners confirmed a budget of \$5,000.00 will be allocated for the repairs to the corridor walls including painting and installation of corner protectors on ground levels. This may be an ongoing maintenance arrangement annually if this works well for the building.

Building Link

Jasmine from Lefand will meet with the strata committee and a representative from Building Link to show all the functions available to them. Jasmine will also audit the system to ensure it is being used in its full capacity as there is concern that it is not being utilised properly.

BMC Matters

- The BMC representatives discussed the podium level and will be working with Lefand to revise the current scope to best suit the needs of the building, this will include a quarterly pressure cleaning of the pavers.
- Issue with undesirables undertaking illegal activities at the toilets located near the medical centre. The police are involved in this matter, the retail managers are looking at options where the toilets can be made more secure and a proposal along with plans will be provided to the strata committee to review. The costs for the proposal and installation (if approved) will be covered by the retailer.

16 November 2022

To All Owners
2 CHARLES STREET, CANTERBURY

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING | STRATA PLAN NO. 94402 AT
2 CHARLES STREET, CANTERBURY**

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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.

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- Strata Definitions
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- 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.

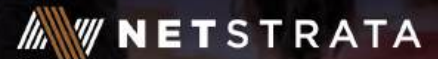
Should you have any questions or require further information regarding these or any other matters of your strata scheme please do not hesitate to contact our office.

Sincerely,
NETSTRATA
Suzi Bellas

Suzi Bellas | Direct Line: **02 8567 6452** | Email: **suzi.bellas@netstrata.com.au**

MINUTES OF

Annual General Meeting



Strata Plan	94402 - 2 CHARLES STREET, CANTERBURY
Meeting date	15/11/2022
Commenced	6:00 PM
Apologies	Nil
Pre Meeting Voting	Lot 23, Lot 204, Lot 205, Lot 82, Lot 192
In Attendance	Lot 109, Lot 115, Lot 132, Lot 141, Lot 142, Lot 149, Lot 155, Lot 178, Lot 184, Lot 227, Lot 37, Lot 67, Lot 98
Proxies	Lot 107 appointing Lot 115, Lot 134 appointing Lot 98, Lot 148 appointing the Chairperson, Lot 170 appointing Lot 98, Lot 172 appointing Lot 98, Lot 193 appointing Lot 98, Lot 20 appointing Lot 98, Lot 61 appointing Lot 98, Lot 81 appointing Lot 98, Lot 85 appointing Lot 98, Lot 88 appointing Lot 98
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	Suzi Bellas

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

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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: 28 Resolve, 1 Abstain, 0 Defeat
MOTION 2. Confirm Financials	RESOLVED	that the Financial Statements as presented were adopted. Vote: 29 Resolve, 0 Abstain, 0 Defeat
MOTION 3. Appoint an Auditor	RESOLVED	that an auditor will be appointed for the coming year. Vote: 27 Resolve, 1 Abstain, 1 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, 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 was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Fire Safety and Building Certification) Regulations 2017. Vote: 29 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 confirmed that the defect report and structural defect report obtained over the last 12 months have been served on Deicorp. Deicorp is providing completion certificate updates, as work progresses. The below dates are the building warranty periods, as per the Home Building Act; Interim Occupation Certificate issued 10th November 2016 Minor Warranty Period expired on or around 10th November 2018 Major Warranty Period Expired on or around 10th November 2022 Vote: 29 Resolve, 0 Abstain, 0 Defeat

MOTION 6. Confirm Insurances	RESOLVED	that the Owners Corporation's insurances as presented were confirmed. Vote: 29 Resolve, 0 Abstain, 0 Defeat Notes: A copy of the updated insurance certificate has been annexed to the minutes, at the time of the meeting notice agenda being issued, the previous policy was in place and due to expire.
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: 29 Resolve, 0 Abstain, 0 Defeat
MOTION 8. Adopt Capital Works Plan	RESOLVED	that the Owners Corporation shall adopt the recommendation of the Capital Works fund plan in their annual budget. Vote: 28 Resolve, 1 Abstain, 0 Defeat
MOTION 9. Confirm the Annual Budget	RESOLVED	that the proposed budget as presented be accepted as Administration fund \$698,961.45 + GST and Capital Works fund \$50,000.00 + GST for the year commencing 01/10/2022 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly installments on 01/01/23, 01/03/23, 01/06/23 & 01/09/23. Vote: 29 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: 4 Resolve, 0 Abstain, 25 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: 29 Resolve, 0 Abstain, 0 Defeat

MOTION 12. Allow Committee Vote	RESOLVED	that the number of members be set at 7 and that the following persons be elected to the Strata Committee from the date of this meeting until the next annual general meeting: 1. Yanxing Li - Lot 61 2. Li Yun Wang - Lot 69 3. Glenn Williamson - Lot 109 4. Antonia Kim - Lot 115 5. Andrew Tan - Lot 149 6. Craig Elliott - Lot 178 7. Jimmy Gaw - Lot 227 Vote: 28 Resolve, 1 Abstain, 0 Defeat Notes: It was noted by Jimmy Gaw that he would like to see quarterly committee meetings being held.
MOTION 13. Appoint BMC Representative	RESOLVED BY SPECIAL RESOLUTION	by Special Resolution pursuant to Schedule 4 Clause 3(4) of the Strata Schemes Development Act 2015 and in accordance with Clause 4 of the Strata Management Statement of SP94402B that the Owners Corporation appoint the following person/s to represent the scheme as a member of the Building Management Committee: Main Representative - Glenn Williamson Sub-Representative - Craig Elliott Vote: 100 % in favour
MOTION 14. Restrict Committee	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: 28 Resolve, 1 Abstain, 0 Defeat

MOTION 15. Approve Netstrata to Submit Strata Hub Information Annually	RESOLVED	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. Vote: 29 Resolve, 0 Abstain, 0 Defeat
MOTION 16. Obtain Safety Inspection	DEFEATED	The Owners Corporation will not engage suitably qualified experts to undertake a safety inspection of the common areas at this time. Vote: 5 Resolve, 0 Abstain, 24 Defeat Notes: The Owners noted that an inspection was conducted last week and all the items raised in the report have been closed off. The owner's corporation will reconsider this at the 2023 AGM.
MOTION 17. Tenant Participation	NO CONSEQUENCE	This motion was marked as a motion of no consequence.
MOTION 18. Confirm Manager 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: 29 Resolve, 0 Abstain, 0 Defeat

MOTION 19. 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 15/11/2022 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 Glenn Williamson of lot 109 and that Craig Elliott of lot 178 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 15/11/2025 (being 3 years after the commencement of the term). * The chairperson abstained from voting on the motion. Vote: 28 Resolve, 0 Abstain, 1 Defeat
MOTION 20. Pass Keeping of Animals By-Law	RESOLVED BY SPECIAL RESOLUTION	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. Vote: 100 % in favour
MOTION 21. To pass the Moving and Delivering of Goods By-law	RESOLVED BY SPECIAL RESOLUTION	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. Vote: 96 % in favour

MOTION 22. Insurance Excess By-Law	RESOLVED BY SPECIAL RESOLUTION	by Special Resolution, the Owners Corporation shall adopt and register the 'Payment of Insurance Excesses' By-law as presented. Vote: 96 % in favour
MOTION 23. CCTV Quote	RESOLVED	That the Owners Corporation decide to proceed with the Protecom quotation for the installation of hallway cameras in all of the blocks. Vote: 28 Resolve, 0 Abstain, 1 Defeat
MOTION 24. Special Levy - CCTV	RESOLVED	That the Owners Corporation resolved to raise a special levy of \$36,080.00 + GST to fund the installation of CCTV in the common areas of the strata scheme. Note: The levy will be divided amongst all owners according to each owner's Unit of Entitlement and will become due and payable on the dates to be determined at this meeting. Vote: 28 Resolve, 0 Abstain, 1 Defeat
MOTION 25. LED Upgrade	DEFEATED BY SPECIAL RESOLUTION	That the Owners Corporation decided not to approve one of the LED quotations at this time and instead obtain a proposal from Wattblock for the LED upgrade at the scheme. Vote: 86 % against Notes: A meeting will be held in the first quarter of 2023 in order for a contractor to be selected.
MOTION 26. Special Levy - LED Upgrade	NO CONSEQUENCE	This motion was marked as a motion of no consequence. as the previous motion was defeated.
MOTION 27. Solar Panel Quote	DEFEATED BY SPECIAL RESOLUTION	That the Owners Corporation decided not to approve one of the Solar quotations at this time and instead obtain a proposal from Wattblock for the Solar Installation at the scheme. Vote: 86 % against Notes: A meeting will be held in the first quarter of 2023 in order for a contractor to be selected.

MOTION 28. Special Levy - Solar Panel	NO CONSEQUENCE	This motion was marked as a motion of no consequence, as the previous motion was defeated.
MOTION 29. Appoint Building Manager	RESOLVED	that the Owners Corporation will enter into a Building Management Contract with Delux Group for the terms and conditions stipulated in the service agreement tabled at the meeting. Vote: 29 Resolve, 0 Abstain, 0 Defeat
MOTION 30. Approve Cleaning Contract	RESOLVED	that the Owners Corporation will enter into a Cleaning Contract with Timeless Commercial for the terms and conditions stipulated in the service agreement tabled at the meeting. Vote: 29 Resolve, 0 Abstain, 0 Defeat

CLOSURE:

The meeting closed at

8:30 PM

Suzi Bellas

Chairperson

PROPOSED DATE FOR NEXT MEETING:

November 2023

GENERAL DISCUSSION:

Painting

That Jimmy Gaw has requested quotations for the entire hallways of each block to be obtained.

Certificate of Currency

Insured:	Strata Plan 94402
Policy Number:	93213185
Policy Period:	From: 4PM on 30/11/2022 To: 4PM on 30/11/2023
Particulars Of Insurance:	Residential Strata Insurance
Location:	2a Charles Street, Canterbury NSW 2193
Sum Insured:	
General Liability	\$20,000,000
Crime Insurance	\$100,000
Machinery Breakdown	Refer to Main Policy
Management Committee Liability	\$1,000,000
Voluntary Workers (in the aggregate any one period)	\$500,000
Voluntary Workers (per volunteer)	\$200,000
Professional Expenses (in the aggregate any one period)	\$30,000
Appeal Expenses (in the aggregate any one period)	\$150,000
Chubb Proportion:	100%
Date:	09 November 2022

All the values on this Certificate of Currency are correct as at 09 November 2022 and may only be subject to change within the Policy Period by written agreement between the Insurer and the Insured.

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

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



Sean Tween | **Chubb Insurance Australia Limited**
Strata Specialist NSW & ACT

Certificate of Currency

Insured:	SP 94402 and The BMC. The Owners of Lots 1 & 2 are only Insured for Policies 1,2&4 & only for their Respective Rights & Interests as the Owners of Lots 1 & 2 in DP 1198999.
Policy Number:	93213184
Policy Period:	From: 4PM on 30/11/2022 To: 4PM on 30/11/2023
Particulars Of Insurance:	Residential Strata Insurance
Location:	2a Charles Street, Canterbury NSW 2193
Sum Insured:	
Building & Common property	\$137,410,500
Temporary Accommodation and Loss of Rent	\$20,407,500
Catastrophe Extension and Owners Improvements	\$40,815,000
First Loss Terrorism	Not Insured
General Liability	\$20,000,000
Crime Insurance	\$100,000
Machinery Breakdown	\$100,000
Management Committee Liability	\$1,000,000
Voluntary Workers (in the aggregate any one period)	\$500,000
Voluntary Workers (per volunteer)	\$200,000
Professional Expenses (in the aggregate any one period)	\$30,000
Appeal Expenses (in the aggregate any one period)	\$150,000
Chubb Proportion:	100%
Date:	09 November 2022

All the values on this Certificate of Currency are correct as at 09 November 2022 and may only be subject to change within the Policy Period by written agreement between the Insurer and the Insured.

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Sean Tween | **Chubb Insurance Australia Limited**
Strata Specialist NSW & ACT

16 November 2023

To All Owners
2 CHARLES STREET, CANTERBURY

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING | STRATA PLAN NO. 94402 AT
2 CHARLES STREET, CANTERBURY**

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 second page of your 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
Suzi Bellas

Suzi Bellas | Direct Line: **02 8567 6452** | Email: suzi.bellas@netstrata.com.au

**Contact Details**

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

November 16, 2023

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

All Owners
SP94402
2 Charles Street
CANTERBURY NSW

Head Office

298 Railway Parade
CARLTON NSW 2218

Wollongong Office

Level 4, 63 Market Street
WOLLONGONG NSW 2520

RE: Increase in Strata Levies at SP94402 – 2 Charles Street, Canterbury.

Dear Owners Corporation,

We preface the AGM minutes with this cover note, to inform you of a necessary levy increase for the upcoming year, that was approved at the AGM.

The increase was necessary to address rising costs in insurances for the scheme along with adjusted costs for the services at the scheme being cleaning, building management, water consumption and debt associated from a tribunal matter whereby an urgent access order was obtained. These fees associated for this matter will be recovered from the offending lot, once the debt recovery team have concluded their work.

In order to combat these increase, we have engaged building management on a part time basis (5 hours per day instead of 8) to assist with reduction along with a current Sydney Water claim for the recovery of water use by the Council workers without permission.

We envision levies will be adjusted at the next AGM, as expenditure regarding the access order is expected to not occur.

We will be holding a General Meeting in May 2024 to review the financial status of the scheme.

Should you have any queries, please contact me on the undersigned.

Sincerely
NETSTRATA

Suzi Bellas

Associate Director | Direct: 8567 6452 | Email: suzi.bellas@netstrata.com.au

Network Strata Services Pty Ltd | A.C.N. 064 030 324 | All correspondence: PO Box 265, Hurstville BC NSW 1481

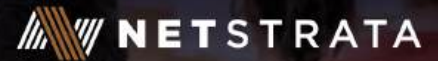
Head Office
298 Railway Parade
Carlton NSW 2218

Wollongong Office
Level 4, 63 Market St
Wollongong NSW 2520

Sydney CBD Sales Office
Level 26, 44 Market St
Sydney NSW 2000

p. 1300 638 787
e. admin@netstrata.com.au
w. netstrata.com.au

MINUTES OF Annual General Meeting



Strata Plan	94402 - 2 CHARLES STREET, CANTERBURY
Meeting date	14/11/2023
Commenced	6:18 PM
Apologies	Nil
Pre Meeting Voting	Lot 205, Lot 23, Lot 130, Lot 156
In Attendance	Lot 37, Lot 98, Lot 115, Lot 132, Lot 141, Lot 178, Lot 183, Lot 184, Lot 227
Proxies	Lot 107 appointing Lot 115, Lot 193 appointing Lot 98, Lot 20 appointing Lot 98, Lot 204 appointing the Chairperson, Lot 81 appointing Lot 98, Lot 85 appointing Lot 98, Lot 88 appointing Lot 98
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	Suzi Bellas

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: 18 Resolve, 1 Abstain, 0 Defeat
MOTION 2. Confirm Financials	RESOLVED	that the Financial Statements as presented were adopted. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 3. Appoint an Auditor	RESOLVED	that an auditor will be appointed for the coming year. Vote: 18 Resolve, 0 Abstain, 1 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, 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, DA Fire Services was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Development Certification and Fire Safety) Regulation 2021. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 5. Consider Building Defects	RESOLVED	the Owners Corporation discussed the statutory warranty periods and confirmed that they are no longer within the Home Building Act 1989 warranty periods however, there are other legislations that carry a 10 year warranty that will apply such as the Design Building and Practitioners Act and reporting defects for this reason, is still important. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 6. Confirm Insurances	RESOLVED	that the Owners Corporation's insurances as presented were confirmed. Vote: 19 Resolve, 0 Abstain, 0 Defeat

MOTION 7. Approve Maintenance Schedule	RESOLVED	the Owners Corporation authorised Netstrata to proceed with the schedule of programmed maintenance as included in the Annual General Meeting (AGM) notice. Window Cleaning has been deferred until May 2024 where this will be reviewed pending the financial status of the scheme. Vote: 17 Resolve, 1 Abstain, 1 Defeat
MOTION 8. Adopt Capital Works Plan	DEFEATED	The Owners Corporation WILL NOT adopt the recommendation of the Capital Works fund plan at this time. Vote: 4 Resolve, 0 Abstain, 15 Defeat
MOTION 9. Special Levy - Admin Deficit	RESOLVED	That the Owners Corporation resolved to raise a special levy of \$174,000.00 + GST to fund the administration deficit. The levy will be divided amongst all owners according to each owner's Units of Entitlement and will become due and payable in four installments on 01/12/23, 01/03/24, 01/06/24 & 01/09/24. Vote: 17 Resolve, 1 Abstain, 1 Defeat
MOTION 10. Confirm the Annual Budget	RESOLVED	that the proposed budget as presented be accepted as Administration fund \$791,678.00 + GST and Capital Works fund \$35,000.00 + GST for the year commencing 01/10/2023 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly installments on 01/12/23, 01/03/24, 01/06/24 & 01/09/24. Vote: 18 Resolve, 1 Abstain, 0 Defeat
MOTION 11. Allow Payment Plans	RESOLVED	that the Owners Corporation shall accept payment plans at this time and will initiate debt recovery proceedings as per the provisions of the Act. Vote: 17 Resolve, 1 Abstain, 1 Defeat

MOTION 12. Allow Committee Vote	RESOLVED	that the number of members be set at 8 and that the following persons be elected to the Strata Committee from the date of this meeting until the next Annual General Meeting: 1. Julia Brunell - Lot 23 2. Roy Hwang - Lot 227 3. Ren Ow - Lot 26 4. So Yoo - Lot 81 5. O-Young Kim - Lots 98 6. Billy Tjoeng - Lot 223 7. Craig Elliot - Lot 178 8. Courtney Lloyd - Lot 184 Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 13. To Receive Strata Committee Training	RESOLVED	that the elected Strata Committee be enrolled in quarterly training webinars with Netstrata. Vote: 17 Resolve, 1 Abstain, 1 Defeat
MOTION 14. Appoint BMC Representative	RESOLVED BY SPECIAL RESOLUTION	by Special Resolution pursuant to Schedule 4 Clause 3(4) of the Strata Schemes Development Act 2015 and in accordance with Clause 4 of the Strata Management Statement of SP94402B that the Owners Corporation appoint the following person/s to represent the scheme as a member of the Building Management Committee: Roy Hwang - Lot 227 Vote: 100 % in favour
MOTION 15. Restrict Committee	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: 19 Resolve, 0 Abstain, 0 Defeat

MOTION 16. Approve Netstrata to Submit Strata Hub Information Annually	RESOLVED	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. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 17. Confirm Manager Report	RESOLVED	that the Owners Corporation reviewed and confirmed the Strata Managers report, Training Services and 3rd Party Commissions in accordance with Sections 55 & 60 of the Strata Schemes Management Act 2015. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 18. 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 14/11/2023, 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 Craig Elliot of lot 178 and that Roy Hwang of lot 227 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 14/11/2026 (being 3 years after the commencement of the term). * A fixed disbursement model was approved at the meeting. * The chairperson abstained from voting on the motion. Vote: 18 Resolve, 1 Abstain, 0 Defeat

MOTION 19. Appoint Building Manager	RESOLVED	that the Owners Corporation will appoint Delux Building Management on a Part-Time basis as per the contract in the meeting notice agenda. Vote: 17 Resolve, 1 Abstain, 1 Defeat Notes: The Owners Corporation will review if Part-Time is enough management hours, or if this may need to be increased in May 2024.
MOTION 20. To pass Special By-Law - Enforcement of By-Laws	RESOLVED BY SPECIAL RESOLUTION	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 - Enforcement of By-Laws' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at NSW Land Registry Services. Vote: 100 % in favour
MOTION 21. To pass Special By-Law - Lot Owner Charges	RESOLVED BY SPECIAL RESOLUTION	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 - Lot Owner Charges' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at NSW Land Registry Services. Vote: 100 % in favour
MOTION 22. Pass Payment Plans	RESOLVED BY SPECIAL RESOLUTION	that the Owners Corporation decided by Special Resolution pursuant to sections 136 & 141 of the Strata Schemes Management Act 2015 to pass 'Special By-Law - Payment Plans' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at the NSW Land Registry Services. Vote: 100 % in favour

CLOSURE:

The meeting closed at

8:32 PM

Suzi Bellas

Chairperson

PROPOSED DATE FOR NEXT MEETING:

November 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

E admin@netstrata.com.au

W admin@netstrata.com.au

8 November 2024

To All Owners
2 CHARLES STREET, CANTERBURY

Dear Owners,

**RE: MINUTES OF ANNUAL GENERAL MEETING | STRATA PLAN NO. 94402 AT
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- 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.

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- 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.

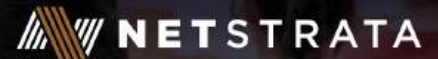
Should you have any questions or require further information regarding these or any other matters of your strata scheme please do not hesitate to contact our office.

Sincerely,
NETSTRATA
Suzi Bellas

Suzi Bellas | Direct Line: **02 8567 6452** | Email: suzi.bellas@netstrata.com.au

MINUTES OF

Annual General Meeting



Strata Plan	94402 - 2 CHARLES STREET, CANTERBURY
Meeting date	07/11/2024
Commenced	6:38 PM
Apologies	Nil
Pre Meeting Voting	Lot 205, Lot 204, Lot 156, Lot 84, Lot 86, Lot 8
In Attendance	Lot 5, Lot 37, Lot 50, Lot 58, Lot 64, Lot 67, Lot 82, Lot 85, Lot 98, Lot 114, Lot 115, Lot 132, Lot 149, Lot 178, Lot 184, Lot 194, Lot 195, Lot 198
Proxies	Lot 109 appointing the Chairperson, Lot 134 appointing Lot 98, Lot 76 appointing the Chairperson
Corporate Authorisation	Nil
Guests	Sajan Building Manager of Delux Group, Georgia Benetis of Netstrata Services
Quorum	A quorum was declared after 30 minutes Pursuant to Schedule 1, Clause 17 (4)(b) of the Strata Schemes Management Act 2015
Chairperson	Suzi Bellas

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
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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: 24 Resolve, 3 Abstain, 0 Defeat
MOTION 2. Confirm Financials	RESOLVED	that the Financial Statements as presented were adopted. Vote: 26 Resolve, 1 Abstain, 0 Defeat
MOTION 3. Appoint an Auditor	RESOLVED	that an auditor will be appointed for the coming year. Vote: 27 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, 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, DA Fire Services was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Development Certification and Fire Safety) Regulation 2021. The Strata Manager advised that the BMC appoint and approve the contractor for the Fire Safety. Vote: 27 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 confirmed that: 1. The statutory warranty periods, being 6 years for major defects and 2 years for all other defects have expired. 2. Prior to the 6 year major defect warranty expiring, the owners corporation undertook a building defect report via IBC and Structural report via Northrop. The matters identified within the report have been completed by the original builder and developer under the warranty.

		3. There other protections available to the owners corporation via the Residential Apartment Buildings Act 2020 and the Design & Building Practitioners Act 2020. Vote: 26 Resolve, 1 Abstain, 0 Defeat Notes: The Strata Manager will request a copy of the original window cleaning invoice from Deicorp, as requested by the owners.
MOTION 6. Confirm Insurances	RESOLVED	that the Owners Corporation's insurances as presented were confirmed. Vote: 27 Resolve, 0 Abstain, 0 Defeat Notes: Strata Insurance Services were the brokers for the current policy, previously it has been Coverforce. On the previous premium, the broker fee charged was \$10,000.00 + GST. this represents 13.24% and is a fee for service, not a commission. Annexed to the minutes is a copy of the invoice showing the costs associated with the premium. The Strata Manager advised that the insurance policy is taken out by the BMC, Netstrata do not manage the BMC.
MOTION 7. Adopt Capital Works Plan	RESOLVED	that the Owners Corporation shall adopt the recommendation of the Capital Works fund plan in their annual budget. Vote: 26 Resolve, 1 Abstain, 0 Defeat
MOTION 8. Confirm the Annual Budget	RESOLVED	that the proposed budget as presented be accepted as Administration fund \$867,735.00 + GST and Capital Works fund \$35,000.00 + GST for the year commencing 01/10/2024 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 01/12/2024, 01/03/2025, 01/06/2025 & 01/09/2025. Vote: 25 Resolve, 2 Abstain, 0 Defeat Notes: The Owners agreed to proceed with the carpet cleaning and to fund this from the General Maintenance budget.

MOTION 9. Raise Special Levy	DEFEATED	The Owners Corporation WILL NOT raise a Special Levy for the internal hallway painting works. Vote: 4 Resolve, 2 Abstain, 21 Defeat
MOTION 10. Allow Payment Plans & Debt Collection Proceedings	RESOLVED	that the Owners Corporation shall accept payment plans at this time and will initiate debt recovery proceedings as per the provisions of the Act. Vote: 27 Resolve, 0 Abstain, 0 Defeat
MOTION 11. Allow Committee Vote	RESOLVED	that the number of members be set at 9 and that the following persons be elected to the Strata Committee from the date of this meeting until the next Annual General Meeting: 1. Ethan Smith - lot 8 2. Julia Brunell - lot 23 3. Li Yun Wang - lot 69 4. Alec Moseley - lot 114 5. Sophie Kim - lot 195 6. O-Young Kim - lot 98 7. Roy Hwang - lot 115 8. Andrew Tan - lot 149 9. Nan Ma - lot 67 Vote: 27 Resolve, 0 Abstain, 0 Defeat Notes: There were a total of 12 nominees for the Strata Committee, three owners rescinded their nomination in order to avoid a ballot. Should there be any resignations from the new members of the strata committee throughout the year, the three owners will be approached in the case they may be interested in joining the committee to fill the vacancy. 1. Courtney Lloyd - Lot 184 2. Nilupuli Subaweerage - Lot 64 3. David de Wolfe - Lot 58
MOTION 12. Appoint BMC	RESOLVED BY SPECIAL	by Special Resolution pursuant to Schedule 4 Clause 3(4) of the Strata Schemes Development Act 2015 and in accordance with Clause 4 of

Representative	RESOLUTION	the Strata Management Statement of SP94402B that the Owners Corporation appoint the following person/s to represent the scheme as a member of the Building Management Committee: Main Representative - Roy Hwang - Lot 115 Sub Representative - Andrew Tan - Lot 149 Vote: 100 % in favour Notes: David de Wolfe from Lot 58 offered to assist with pre-meeting with Roy, Andrew and the Strata Manager to offer assistance with the BMC matters.
MOTION 13. Restrict Committee	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: 26 Resolve, 1 Abstain, 0 Defeat
MOTION 14. Approve Netstrata to Submit Strata Hub Information Annually	RESOLVED	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. Vote: 27 Resolve, 0 Abstain, 0 Defeat
MOTION 15. Confirm Manager Report	RESOLVED	that the Owners Corporation reviewed and confirmed the Strata Managers report, Training Services and 3rd Party Commissions in accordance with Sections 55 & 60 of the Strata Schemes Management Act 2015. Vote: 25 Resolve, 2 Abstain, 0 Defeat
MOTION 16. To pass Special By-Law - Recovery of Costs for Fire Services & Works by Owners	RESOLVED BY SPECIAL RESOLUTION	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 - Recovery of Costs for Fire Services & Works by Owners' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at NSW Land Registry Services. Vote: 96 % in favour

MOTION 17.
To pass Special By-Law - Recovery of Tenant Related Costs

**RESOLVED
BY SPECIAL
RESOLUTION**

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 - Recovery of Tenant Related Costs' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at NSW Land Registry Services.

Vote: 100 % in favour

CLOSURE:

The meeting closed at

9:30 PM

Suzi Bellas

Chairperson

PROPOSED DATE FOR NEXT MEETING:

November 2025

GENERAL DISCUSSION:

Additional Cameras

The owners discussed the possibility of adding cameras in the basement, specifically to B3. A sub-committee will meet with Sajan and look at a scope for the camera install, and then this scope will be tendered.

Flexi-Hose Notice

The Strata Manager will issue a building blast for the Flexi-Hose checking, as done so last year. Noting this repair is a lot property item, and not covered by the owners corporation.

Noticeboards

The owners decided that noticeboards should be installed at each ground lobby of each block.

Main Doors

Sajan will arrange for the main entry doors to each block to be checked and repaired to ensure they are closing automatically, as they should.

Commercial use of the Residential Lift

The strata manager will contact the BMC and Commercial Manager to remind them that they are not to be utilising the residential lift except for access to the service plant (rooftop).

13th June 2024

Statement of Completion

Dear Net Strata,

As the Project Manager and Deicorp Representative for The Charles project, situated at 2 Charles Street, Canterbury NSW 2193, Strata Plan No 94402, I am writing to formally address the structural building defect report issued on 05th August 2022. This report was prepared by Liam Sacco, from Northrop Consulting Engineers Pty Ltd, with reference number SY221239-RE-RE01-A.

After conducting a thorough review and assessment, I am pleased to confirm that all the items outlined in Mr. Sacco's report have been diligently addressed and rectified in full compliance with Australian standards and the Building Code of Australia (BCA) requirements. Our team has taken meticulous measures to ensure that each concern raised has been resolved to meet the necessary compliance standards.

Thank you for your attention to this matter.

Warm regards,



Richard Edmonds
Project Manager
Deicorp Representative
redmonds@deicorp.com.au

11th June 2024

Statement of Completion

Dear Net Strata,

As the Project Manager and Deicorp Representative for The Charles project, situated at 2 Charles Street, Canterbury NSW 2193, Strata Plan No 94402, I am writing to formally address the building defect report issued on 29th November 2021 and amended on 14th December 2021. This report was prepared by Mark Kavanagh, Senior Building Consultant at the Integrated Building & Engineering Consultancy, with reference number 2210228-REPa1.

After conducting a thorough review and assessment, I am pleased to confirm that all the items outlined in Mr. Kavanagh's report have been diligently addressed and rectified in full compliance with Australian standards and the Building Code of Australia (BCA) requirements. Our team has taken meticulous measures to ensure that each concern raised has been resolved to meet the necessary compliance standards.

Thank you for your attention to this matter.

Warm regards,



Richard Edmonds
Project Manager
Deicorp Representative
redmonds@deicorp.com.au



Head Office
298 Railway Parade
CARLTON NSW 2218

p. (02) 8566 8100
e: info@stratais.com.au
w. www.stratais.com.au

ACN: 167 214 182
ABN: 14 167 214 182
AFS License: 457 333

QUOTATION/TAX INVOICE FOR COMMERCIAL STRATA INSURANCE

Date: 30/May/2024

STRATA INSURANCE QUOTATION UNDERWRITTEN BY:

ARX: ARX Asset Protect

CHU: CHU Underwriting Agencies Pty Ltd on behalf of QBE Insurance (Aust) Pty Ltd

CURRENT UNDERWRITER (If applicable) CHU Underwriting Agencies Pty Ltd on behalf of QBE Insurance (Aust) Pty Ltd

STRATA PLAN NUMBER: 94402B

SITUATION: 2 CHARLES STREET CANTERBURY NSW 2193

INSURANCE PERIOD: FROM: 30 May 2024 TO: 30 November 2024

STRATA MANAGER: Suzi Bellas

SUMMARY OF QUOTATIONS PROVIDED

Building Sum Insured Current Year:	\$147,470,000.00	
Proposed Sum Insured Coming Year:	\$147,470,000.00	(Increase in Sum Insured 0.00 %)

QUOTATIONS PROVIDED BY:

ARX

CHU

Base Premium	\$83,058.23	\$100,481.36		
Fire Service Levy	\$21,606.17	\$25,758.49		
GST	\$10,566.45	\$12,724.00		
Stamp Duty	\$10,361.77	\$12,497.74		
Insurers Administration Fee	\$6,000.00	\$1,000.00		
Insurers Admin GST	\$500.00	\$0.00		
Broker Fee	\$10,000.00	\$10,000.00		
GST Broker Fee	\$1,000.00	\$1,000.00		
Broker Commission	\$0.00	\$0.00		
Broker Commission GST	\$0.00	\$0.00		
Strata Managers Commission	\$0.00	\$0.00		

TOTAL Payable for Adjusted Term: (PLEASE PAY THIS AMOUNT)	\$143,092.62	\$163,461.59		
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Percentage Increase from Last Year:

N/A

N/A

For further details surrounding cover, claims history, excesses, brokers notes and other elements that have affected the insurance premiums in this quotation, please see pages overleaf.

POLICY REQUIREMENTS & PREMIUM

TYPE OF COVER

SUM INSURED

QUOTATIONS PROVIDED BY:

ARX

CHU

Property

Building	\$147,470,000.00	\$147,470,000.00		
Common Contents	\$1,474,700.00	\$1,474,700.00		
Loss of Rent/ Temp Accom.	\$22,120,500.00	\$22,120,500.00		
Lot Owners Fixtures & Improvements	\$250,000.00	\$250,000.00		

EXCESS THAT APPLY

Property Damage EXCESS	\$10,000.00	\$10,000.00		
Malicious Damage EXCESS	\$10,000.00	\$10,000.00		
Water Damage/Burst Pipes EXCESS	\$10,000.00	\$10,000.00		
Earthquake EXCESS (as per policy)				
Other EXCESS	\$1,000.00	\$1,000.00		

Fidelity Guarantee	\$250,000.00	\$250,000.00		
Public Liability	\$30,000,000.00	\$30,000,000.00		
Liability EXCESS (as per policy)				

Voluntary Workers

Capital Benefit	\$200,000.00	\$200,000.00		
Weekly Benefit	\$2,000.00	\$2,000.00		
Office Bearers	\$5,000,000.00	\$5,000,000.00		
Machinery Breakdown	\$100,000.00	\$100,000.00		

Legal

Legal Defence Expenses	\$50,000.00	\$50,000.00		
Appeal Expenses - Common Property Health & Safety Breaches	\$100,000.00	\$100,000.00		
Government Audit Costs	\$25,000.00	\$25,000.00		

ADDITIONAL COVER

Catastrophe Cover	\$22,120,500.00	\$22,120,500.00		
Flood Cover	N/A	N/A		
Paint Benefit	Included	Included		
Floor Board Benefit	Included	Included		

ENDORSEMENTS:

OFFICE BEARERS LIABILITY

We draw your attention to the current level of Office Bearers cover attached to this policy. We strongly recommend that the Owners Corporation consider this and whether this level of cover is sufficient to cover the increased liability risk placed on Strata Executive Committees under the Strata Schemes Management Act and Regulations (NSW). Subsequent to this renewal, please advise this

office if you would like us to obtain an additional premium if Office Bearers cover was to be taken out or increased.

MACHINERY BREAKDOWN COVER

Fusion cover limits and exclusions are defined in the Insurer's Policy, however subject to this when the motor(s) size is bigger than the limit included Machinery Breakdown cover, or if the level of cover required is greater than the sub-limit coverage amount, we can organise upon request.

ARX 50% Follow

ENDORSEMENTS (Applicable to ARX Panel Insurers):

Sanctions Clause

No Insurer shall be deemed to provide cover and no Insurer shall be liable to pay any claim or provide any benefit hereunder to the extent that the provision of such cover, payment of such claim or provision of such benefit would expose that Insurer to any sanction, prohibition or restriction under United Nations resolutions or the trade or economic sanctions, laws or regulations of the European Union, United States of America, United Kingdom, Commonwealth of New Zealand, Japan or the Commonwealth of Australia and/or any other applicable national economic or trade sanction law or regulations.

War and Civil War Exclusion Clause - NMA464

Notwithstanding anything to the contrary contained herein this Policy does not cover Loss or Damage directly or indirectly occasioned by, happening through or in consequence of war, invasion, acts of foreign enemies, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection, military or usurped power or confiscation or nationalisation or requisition or destruction of or damage to property by or under the order of any government or public or local authority.

Communicable Disease Endorsement - LMA5393

- 1 This policy, subject to all applicable terms, conditions and exclusions, covers losses attributable to direct physical loss or physical damage occurring during the period of insurance. Consequently and notwithstanding any other provision of this policy to the contrary, this policy does not insure any loss, damage, claim, cost, expense or other sum, directly or indirectly arising out of, attributable to, or occurring concurrently or in any sequence with a Communicable Disease or the fear or threat (whether actual or perceived) of a Communicable Disease.
- 2 For the purposes of this endorsement, loss, damage, claim, cost, expense or other sum, includes, but is not limited to, any cost to clean-up, detoxify, remove, monitor or test:
 - 2.1 for a Communicable Disease, or
 - 2.2 any property insured hereunder that is affected by such Communicable Disease.
- 3 As used herein, a Communicable Disease means any disease which can be transmitted by means of any substance or agent from any organism to another organism where:
 - 3.1 the substance or agent includes, but is not limited to, a virus, bacterium, parasite or other organism or any variation thereof, whether deemed living or not, and
 - 3.2 the method of transmission, whether direct or indirect, includes but is not limited to, airborne transmission, bodily fluid transmission, transmission from or to any surface or object, solid, liquid or gas or between organisms, and
 - 3.3 the disease, substance or agent can cause or threaten damage to human health or human welfare or can cause or threaten damage to, deterioration of, loss of value of, marketability of or loss of use of property insured hereunder.
- 4 This endorsement applies to all coverage extensions, additional coverages, exceptions to any exclusion and other coverage grant(s).

25-Mar-20

Communicable Disease Endorsement - LMA5393

- 1 Notwithstanding any provision to the contrary within this Policy or any endorsement thereto this Policy
 - 1.1 Cyber Loss;
 - 1.2 loss, damage, liability, claim, cost, expense of whatsoever nature directly or indirectly caused by, contributed to by, resulting from, arising out of or in connection with any loss of use, reduction in functionality, repair, replacement, restoration or reproduction of any Data, including any amount pertaining to the value of such Data; regardless of any other cause or event contributing concurrently or in any other sequence thereto.
- 2 In the event any portion of this endorsement is found to be invalid or unenforceable, the remainder shall remain in full force and effect.
- 3 This endorsement supersedes and, if in conflict with any other wording in the Policy or any endorsement thereto having a bearing on Cyber Loss or Data, replaces that wording.

SPECIAL INSTRUCTIONS:**CHU Excess & Special Conditions:**

Flood Cover is excluded.

Excesses**Policy 1 – Insured Property**

Standard: \$10,000

Policy 6 – Machinery Breakdown

Standard: \$1,000

Other excesses payable are shown in the Policy Wording.

Renewal terms which have been issued with the below risk recommendations for action:

- A compliant Block Plan relating to the fire sprinkler system is required to be installed in the location of the sprinkler valves and the fire pumpsets. Please arrange for your fire protection contractor to attend the site and install a sprinkler system Block Plan that shows all relevant information required by AS2118. **Due August 30th 2024**
- The fire sprinkler and hydrant systems installed at your site are required to undergo annual performance tests (water supply proving tests). This is to ensure that these installations are performing in accordance with their original design specifications and are able to effectively suppress a fire that may start at the site. Please arrange for these tests to be conducted and provide CHU Underwriting with a copy of the results. **Due August 30th 2024**

ARX 50% Follow - Excess & Special Conditions:

INSURERS CAPACITY OFFERED:

Insurer	Position	Portion	Section
MSIG	Follow	50%	CHU - Policy 1, 7 & 9 Only (Include Catastrophe)

NOTES:

Below values represent 100% placement - capacity offered is per the proportionate percentage specified above.

LEAD WORDING:

CHU COMMERCIAL - QM569 - 0123

Policy Schedule

Coverage	Limit (AUD)
BUILDING	\$147,470,000
COMMON CONTENTS	\$1,474,700
LOSS OF RENT / TEMP ACCOM.	\$22,120,500
CATASTROPHE	\$22,120,500
FLOOD COVER (SUBLIMIT)	Excluded
LOT OWNERS IMPROVEMENTS (PER LOT)	\$250,000

Note: All other limits per Lead Terms and Wording, unless otherwise superceded by the limits, conditions or endorsements referenced in this schedule.

EXCESS/ES:

General Excess: \$10,000

Communicable Disease Endorsement - LMA5393

- 1 Notwithstanding any provision to the contrary within this Policy or any endorsement thereto this Policy
- 1.1 Cyber Loss;
- 1.2 loss, damage, liability, claim, cost, expense of whatsoever nature directly or indirectly caused by, contributed to by, resulting from, arising out of or in connection with any loss of use, reduction in functionality, repair, replacement, restoration or reproduction of any Data, including any amount pertaining to the value of such Data; regardless of any other cause or event contributing concurrently or in any other sequence thereto.
- 2 In the event any portion of this endorsement is found to be invalid or unenforceable, the remainder shall remain in full force and effect.
- 3 This endorsement supersedes and, if in conflict with any other wording in the Policy or any endorsement thereto having a bearing on Cyber Loss or Data, replaces that wording.

Definitions

- 4 Cyber Loss means any loss, damage, liability, claim, cost or expense of whatsoever nature directly or indirectly caused by, contributed to by, resulting from, arising out of or in connection with any Cyber Act or Cyber Incident including, but not limited to, any action taken in controlling, preventing, suppressing or remediating any Cyber Act or Cyber Incident.
- 5 Cyber Act means an unauthorised, malicious or criminal act or series of related unauthorised, malicious or criminal acts, regardless of time and place, or the threat or hoax thereof involving access to, processing of, use of or operation of any Computer System.
- 6 Cyber Incident means:
- 6.1 any error or omission or series of related errors or omissions involving access to, processing of, use of or operation of any Computer System; or
- 6.2 any partial or total unavailability or failure or series of related partial or total unavailability or failures to access, process, use or operate any Computer System.
- 7 Computer System means:
- 7.1 any computer, hardware, software, communications system, electronic device (including, but not limited to, smart phone, laptop, tablet, wearable device), server, cloud or microcontroller including any similar system or any configuration of the aforementioned and including any associated input, output, data storage device, networking equipment or back up facility, owned or operated by the insured or any other party.
- 8 Data means information, facts, concepts, code or any other information of any kind that is recorded or transmitted in a form to be used, accessed, processed, transmitted or stored by a Computer System.

11-Nov-19

Other terms and conditions per lead wording and terms, unless otherwise superseded by conditions or exclusions applied.

SUBJECTIVITIES
(Applicable to ARX
Panel Insurers):

*No claim deterioration prior to policy inception

*Quotation valid until 30/05/2024

*Site survey to be carried out and any risk recommendations to be attended to within the policy period.

DUTY OF DISCLOSURE: The Insurance Contracts Act 1984 requires that an insured, and everyone who is an insured under the policy/ies, comply with the Duty of Disclosure. Make sure you explain the duty to all insureds under the policy/ies. We do not do this unless specifically agreed in writing.

The insurer/s need information about the risk you are seeking to insure, so they can make an informed assessment of the risk and calculate the appropriate premium. For this reason, before the insured enters into a contract of insurance, the insured has a duty under the Insurance Contracts Act 1984 to disclose to the insurer/s every matter that they know, or could reasonably be expected to know, is relevant to the insurer's decision whether to accept the risk and, if so, on what terms. The duty also applies when an insured renews, extends, varies or reinstates a Contract of Insurance. The type of duty that applies can vary according to the type of policy.

If you are an Agent or representative of the insured, or providing information for other insureds, you must confirm you have their authority to do so and that the information provided is what they have told you in response to the duty of disclosure obligations.

If you make a misrepresentation, or if you do not tell the insurer something that the insured is required to tell them, they may cancel the policy or reduce the amount they will pay in the event of a claim, or both. If the misrepresentation or failure is fraudulent, the insurer may refuse to pay a claim or treat the policy as if it never existed. If we act on behalf of the insurer, you need to refer to the policy which sets out the duty that applies. We will advise when/if we act on behalf of the insurer.

CONDITIONS OF THIS QUOTATION: This quotation is based on the following. If any are incorrect, please contact ARX as the quotation may be affected and the terms and conditions on which cover is based on.

- 1 The quotation is based on the claims history you provided in your quotation request. No claims or incidents have occurred to your knowledge or the knowledge of the insured that have not yet been notified to us.
 - 2 No changes to: (1) the description of occupancies have occurred and (2) underwriting information or disclosure information since your quotation request.
 - 3 The contract of insurance is arranged by ARX Placement Solutions (ARX) Pty Ltd (ABN 68 656 648 538) which is an authorised representative (AR Number 1295433) of BAC Insurance Brokers Pty Ltd (AFSL 240 348).
 - 4 ARX Placement Solutions Pty Ltd does not provide financial product advice in relation to the insurance it places, consult your broker for advice on the suitability of the insurance for your needs. Where capacity is provided via Mitsui Sumitomo Insurance Co. Ltd (ABN 49 000 525 637, AFSL No 240816), ARX arranges the insurance as an agent of the insurer.
 - 5 ARX Panel Insurers reserve their rights to manage, administer and settle claims and is under no obligation to follow the decision of the Lead insurer in relation to claims management, including, without limitation, claims administration and claims settlement. This means, in relation to any one claim, that some co-insurers may reach different decisions.
- This notification supersedes anything within the PDS and/or SPDS (as applicable) which allocates the decision for claims management, administration and settlement to the Lead Insurer.

By accepting this quotation, you are consenting to these conditions

BROKERS NOTES:

We have approached the market, and received the following responses:

- Chubb declined to renew this account six months ago and would not be prepared to go on Risk again anytime soon.
- SCI Declined due to the claims history.
- SUU are not currently quoting on commercial new business policies.
- The Building Sum Insured exceeds the capacity for QUS, Longitude, AXIS, and IIS.

IMPORTANT NOTICES

Building Sum Insured

The level of building cover you select must comply with Section 161 of the Strata Schemes Management Act 2015 and Section 39 of the Strata Schemes Management Regulation 2016.

SIS recommends to manage any risk of the building being underinsured, that the Owners Corporation engages a suitably qualified person to undertake a Valuation for insurance purposes that takes into consideration factors such as removal of debris and remunerations of architects and other persons whose services are necessary as an incident to the rebuilding, replacement, repair or restoration of the building.

Office Bearers Liability Cover

- Before arranging insurance with another insurer Strata Insurance Services advise that you must notify your current insurer of any possible Office Bearers claim before the policy expires, as such cover is 'Claims Made', meaning coverage applies only to claims first made against the Insured during the period of insurance and notified to the insurer during such period of insurance.
- This does not provide cover though in relation to:
 - Events which occurred prior to the period of insurance or such earlier retroactive date as may be stipulated in the policy schedule;
 - Claims made against you after the expiry of the period of insurance even though the event giving rise to the claim may have occurred during the period of insurance;
 - Claims arising from or attributable to any facts, circumstances or occurrences noted on the proposal for the current period of insurance or on any previous proposal or of which notice had been given under any previous policy;
 - Claims arising from or attributable to any facts, circumstances or occurrences of which you were aware and knew (or ought reasonably to have realised) prior to the commencement of the period of insurance may give rise to a claim.

As noted above, the policy does not provide cover for claims made after the expiry of the period of insurance provided by the Policy.

- Section 40(3) of the Insurance Contracts Act 1984 however provided that an insurer is not relieved from liability under a contract of insurance in respect of a claim by reason only that the claim was made after the expiry of the period of insurance cover provided by the contract where the insured has given notice in writing to the insurer:
 - Before the expiry of the period of insurance.
 - As soon as was reasonably practicable after the insured became aware of those facts; and
 - Of the facts that might give rise to a claim against the insured;

Machinery Breakdown

If cover is required for machinery (including lifts, subject to a current comprehensive maintenance agreement) against sudden and unforeseen physical damage, we can organise Machinery Breakdown cover upon your request.

Workers Compensation

If the wages paid by the Owners Corporation are greater than \$7,500.00, please advise our office immediately and SIS will arrange the necessary cover.

For terms, conditions & additional excesses, please refer to each companies PDS

YOUR DUTY OF DISCLOSURE

What you must tell us

By law you must answer all questions honestly, telling us anything known to you, and which a reasonable person in the circumstances would tell us.

The law requires that you tell us everything you know, or should know, which could affect the insurers decision to insure you and/or the term under which you are insured. This duty applies prior to issue of a policy and each time before you alter or renew the policy.

These requirements are part of the Insurance Contracts Act 1984.

Information that must be disclosed

- If any insurer has refused, cancelled or imposed an excess on any of your policies or required special terms to insure you.
- If the Owners Corporation or Executive Committee are subject to any legal proceedings.
- If there have been any changes to the insured property which might increase the risk of loss or damage.
- Details of any claims made in the last 3 years.
- If the premises is or becomes unoccupied.
- Any other material facts which you believe should be disclosed (if you are unsure whether something is relevant, it is best to disclose it anyway).

Penalty for Non-Disclosure

If you do not tell us everything necessary, the insurer may:

- Cancel your policy
- Reduce or refuse to pay a claim, or

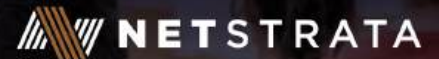
If you act dishonestly or your answers are untruthful, the insurer may invalidate the policy and treat it as if it never existed.

GENERAL ADVICE WARNING

This advice does not take into account any of your objectives, financial situation or needs. For this reason, before you act on this advice, you should consider the appropriateness of the advice taking into account your own objectives, financial situation and needs. Before you make a decision about whether to acquire the policy, you should obtain and read the product disclosure statement (PDS).

MINUTES OF

Strata Committee Meeting



SP	94402 - 2 CHARLES STREET, CANTERBURY
Meeting date	25/06/2025
Commenced	6:05 PM
Apologies	Nil
Pre Meeting Voting	Lot 114
In Attendance	Lot 8, Lot 67, Lot 69, Lot 98, Lot 115, Lot 149
Proxies	Nil
Corporate Authorisation	Nil
Guests	Sajan Singh Thakuri of Delux Building Management
Quorum	More than 50% of members present, a quorum was formed
Chairperson	Suzi Bellas

NETWORK STRATA SERVICES PTY LTD | ABN 31 064 030 324 | SYDNEY WOLLONGONG NEWCASTLE PARRAMATTA

CORRESPONDENCE
PO Box 265,
Hurstville BC NSW 1481

HEAD OFFICE
280 Railway Parade
Carlton NSW 2218

WOLLONGONG OFFICE
Level 3, 3 Rawson Street
Wollongong NSW 2500

P 1300 638 787
E admin@netstrata.com.au
W www.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 Strata Committee meeting be confirmed. Vote: 7 Resolve, 0 Abstain, 0 Defeat
MOTION 2. Appoint Office Bearers	RESOLVED	that the Strata Committee will appoint office bearers to the positions of Chairperson, Secretary and Treasurer as follows: Chairperson: Netstrata under delegated authority Secretary: Netstrata under delegated authority Treasurer: Netstrata under delegated authority Vote: 6 Resolve, 1 Abstain, 0 Defeat
MOTION 3. Confirm Financials	RESOLVED	That the financial reports as presented at the Strata Committee meeting were adopted. It was further discussed that there are several lots in arrears and instruction is as follows: Lot 185 - Continue with legal proceedings in Supreme Court Lot 93 - Continue with legal proceedings in Supreme Court Lot 140 - Commence Legal Proceedings Lot 187 - Final Notice to be issued Lot 97 - Final Notice to be issued Lot 181 - Final Notice to be issued Lot 154 - Final Notice to be issued Vote: 7 Resolve, 0 Abstain, 0 Defeat Notes: The committee considered a request from Lot 93 for a copy of the strata roll, the strata committee decided against giving this information, and to leave the matter with the lawyers engaged for the debt recovery matter. The committee decided to put a policy in place that any lots over two quarters in arrears will automatically be referred to legal debt recovery.
MOTION 4.	RESOLVED	The Strata Committee resolved that the BMC has two main issues and

BMC Matters		can be categorised as short-term and long-term matters. For the short term, the focus is on resolving financial issues, including getting insurance paid and sorting out strata management. For the long term, the committee agreed to address unfair voting rights and an unfair shared facility percentage breakdown. The strata manager will draft a dispute notice to be circulated to the committee for feedback before submitting it to the BMC. The strata manager will draft an email for the BMC representatives to send to the BMC noting that considering the current issues being faced with the management of the BMC, it would be inappropriate to enter into an agreement longer than 12 months. Vote: 6 Resolve, 1 Abstain, 0 Defeat
MOTION 5. Outstanding Works	RESOLVED	The Strata Committee discussed the common areas, noting the following maintenance items: 1. Lights in B2 and B3 - Proceed with the quote from Optimum. 2. CCTV in B2 and B3 - On hold - pending resolution of building manager office space with the BMC. A scope is to be confirmed with the committee and a new tender called. 3. CCTV in 5 Residential Lifts - On hold - pending resolution of building manager office space with the BMC. 4. Carpet Cleaning - Proceed, Roy will speak with Timeless Commercial to see if they can match the price. Vote: 7 Resolve, 0 Abstain, 0 Defeat
MOTION 6. Confirm Next Meeting	RESOLVED	The next Strata Committee meeting will be held in August 2025. Vote: 7 Resolve, 0 Abstain, 0 Defeat

CORRESPONDENCE

PO Box 265,
Hurstville BC NSW 1481

HEAD OFFICE

280 Railway Parade
Carlton NSW 2218

WOLLONGONG OFFICE

Level 3, 3 Rawson Street
Wollongong NSW 2500

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

CLOSURE:

The meeting closed at

7:33 PM

Suzi Bellas

Chairperson

PROPOSED DATE FOR NEXT MEETING:

TBD

GENERAL DISCUSSION:

Lot 93 - Strata Roll Request

The committee considered a request from Lot 93 for a copy of the strata roll, the strata committee decided against giving this information, and to leave the matter with the lawyers engaged for the debt recovery matter.

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Hurstville BC NSW 1481

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Level 3, 3 Rawson Street
Wollongong NSW 2500

P 1300 638 787

E admin@netstrata.com.au

W www.netstrata.com.au

18/03/2021

Deicorp Pty Ltd
Level 3, 161 Redfern St
Redfern, NSW 2016

RE: 2A Charles St, Canterbury NSW 2193

Attention : Rick Edmonds (Deicorp Project Manager)

Town Interiors hereby certifies that the replacement cladding material (Vitracore G2) to the 2A Charles St, Canterbury awning (refer photo below) compiles with the following (refer attached test certificates :

COMPLIES WITH THE FOLLOWING BCA PROVISIONS AND STATE OR TERRITORY VARIATION(S)				NCC 2019
	Volume One		Volume Two	
Performance Requirement(s)	BP1.1	Structural Provisions	P2.1.1	Structural stability and resistance to actions
	BP1.2	Structural Provisions		
	FP1.4	Damp and Weatherproofing	P2.2.2	Weatherproofing
Deemed-to-Satisfy Provision(s):	B1.4 (e)	Structural Resistance	3.0.4 (j)	Structural Resistance
	C1.9	Non-Combustible Material		
	G5.2	Construction in Bushfire Prone Areas	3.10.5.0 (c)	Construction in Bushfire Prone Areas
State or territory variation(s):	NSW G5.2	Construction in Bushfire Prone Areas	NSW 3.10.5.0 (c)	Construction in Bushfire Prone Areas

Town Interiors hereby certifies that the replacement cladding material to the 2A Charles St, Canterbury awning has been installed in accordance with the following:

- Vitracore G2 Technical Information Manual revision 1.2 dated the 2/2/2020 (refer attached for details)



Photo of 2A Charles St, Canterbury Awning

Regards

Zhaohui Zhong

Zhaohui Zhong
186419C



Certificate of Conformity

Certification Body:



Global-Mark Pty Ltd,
Suite 4.07,
32 Delhi Road,
North Ryde NSW
2113, Australia
Ph: +61 2 9886 0222
www.global-mark.com.au

Certificate number: CM30110 Rev 1

THIS TO CERTIFY THAT

VITRACORE G2

Type and/or use of product:	Description of product:
VITRACORE G2 panels are used in external cladding applications, in all building types (NCC Volume 1 & 2)	VITRACORE G2 panels are 4mm thick laminated Aluminium panels installed with metal fixing system. Standard panel sizes include width of 1,250mm & 1,500mm and length of 2,500mm, 3,200mm & 4,000mm. Custom panel sizes up to 1,500mm x 4,000mm. Refer to Product Technical Manual & Installation Guide (refer appendix A3).

COMPLIES WITH THE FOLLOWING BCA PROVISIONS AND STATE OR TERRITORY VARIATION(S)

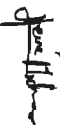
NCC 2019

Volume One		Volume Two	
Performance Requirement(s)		P2.1.1	Structural stability and resistance to actions
BP1.1	Structural Provisions		
BP1.2	Structural Provisions		
FP1.4	Damp and Weatherproofing	P2.2.2	Weatherproofing
Deemed-to-Satisfy Provision(s):		3.0.4 (j)	Structural Resistance
	B1.4 (e)		
	Structural Resistance		
	C1.9		
	Non-Combustible Material		
	GS.2	3.10.5.0 (c)	Construction in Bushfire Prone Areas
	Construction in Bushfire Prone Areas		
State or territory variation(s):	NSW GS.2	NSW 3.10.5.0 (c)	Construction in Bushfire Prone Areas

Scope of certification: The CodeMark Scheme is a building product certification scheme. The rules of the Scheme are available at the ABCB website www.abcb.gov.au. This Certificate of Conformity is to confirm that the relevant requirements of the Building Code of Australia (BCA) as claimed against have been met. The responsibility for the product performance and its fitness for the intended use remain with the certificate holder. The certification is not transferrable to a manufacturer not listed on Appendix A of this certificate.

Disclaimer: The Scheme Owner, Scheme Administrator and Scheme Accreditation Body do not make any representations, warranties or guarantees, and accept no legal liability whatsoever arising from or connected to, the accuracy, reliability, currency or completeness of any material contained within this certificate; and the Scheme Owner, Scheme Administrator and Scheme Accreditation Body disclaim to the extent permitted by law, all liability (including negligence) for claims of losses, expenses, damages and costs arising as a result of the use of the product(s) referred to in this certificate.

The purpose of Global-Mark construction site audits is to confirm the practicability of installing the product; and to confirm the appropriateness and accuracy of installation instructions in placing the CodeMark mark on the product/system, the certificate holder makes a declaration of compliance with the certification standard(s) and confirms that the product is identical to the product certified herein. In issuing this Certificate of Approval Global-Mark has relied on the expertise of external bodies (laboratories, and technical experts).



Herve Michoux
Global-Mark Managing Director



Peter Gardner
Unrestricted Building Certifier

Date of issue: 08/01/2020

Date of expiry: 07/01/2023



Certificate number: CM30110

This certificate is only valid when reproduced in its entirety.

Certificate of Conformity

QLD 3.10.5.0

Construction in Bushfire Prone Areas

SUBJECT TO THE FOLLOWING LIMITATIONS AND CONDITIONS AND THE PRODUCT TECHNICAL DATA IN APPENDIX A AND EVALUATION STATEMENTS IN APPENDIX B

Limitations and conditions:		Building classification/s:
Vol 1 – BP1.1 & Vol 2 – P2.1.1	Vitracore G2 panel system as described has maximum design wind load limits documented within the Vitracore G2 Technical Manual, version 2.2. Wind load limits, construction detail and fixing must follow the relevant details contained within the Vitracore G2 Technical Manual, version 2.2 and the Vitracore G2 Cassette Fix Installation Guide version 2.1.	1, 2, 3, 4, 5, 6, 7, 8, 9 & 10
Vol 1 – BP1.1 (b) (v) and (ix) & Vol 2 – P2.1.1 (b) (v) and (ix)	Snow, liquid pressure and earth pressure actions are excluded.	1, 2, 3, 4, 5, 6, 7, 8, 9 & 10
Vol 1 – BP1.4 & Vol 2 – P2.1.2	Compliance for flood hazard areas is excluded.	1, 2, 3, 4, 5, 6, 7, 8, 9 & 10
Vol 1 FP1.4 & Vol 2 P2.2.2	The system remains weatherproof up to Serviceability wind loads of ± 1.8 kPa at stud locations or ± 1.5 kPa at mid panel, when: - Design & installation complies fully with Vitracore G2 Technical Manual version 2.2 & Vitracore G2 Cassette Fix Installation Guide version 2.1. - Design accommodates deflection movements due to all design loads & temperature variations. - Installation Contractor complies with manufacturer's instructions for sealants, shop drawings & project specifications. - Fixings are installed in accordance with manufacturer's instructions & procedures, fixings to be weathertight and not restrict thermal or wind movements of the facade.	1, 2, 3, 4, 5, 6 & 9
Vol 1 – G5.2 & Vol 2 – 3.10.5.0 (c)	Construction in Bushfire Prone Areas, when the building is constructed in accordance with AS3959, and subject to: - Vitracore G2 permitted for use as external wall cladding in buildings subject to Bushfire Attack Level BAL-12.5, BAL-19, BAL-29 & BAL-40. - Vitracore G2 permitted for use as external wall cladding in buildings subject to Bushfire Attack Level BAL-FZ, only if the wall achieves FRL 30/30/30 behind the external cladding.	1, 2, 3 & 10
Vol 1 – NSW G5.2 & Vol 2 – NSW 3.10.5.0 (c)	Construction in Bushfire Prone Areas, when the building is constructed in accordance with AS3959, and subject to: - Vitracore G2 permitted for use as external wall cladding in buildings subject to Bushfire Attack Level BAL-12.5, BAL-19, BAL-29 & BAL-40. - Vitracore G2 permitted for use as external wall cladding in buildings subject to Bushfire Attack Level BAL-FZ, only if the wall achieves FRL 30/30/30 behind the external cladding.	1, 2, 3 & 10

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Vol 1 – QLD G5.1 & Vol 2 – QLD 3.10.5.0	
Construction in Bushfire Prone Areas, when the building is constructed in accordance with AS3959, and subject to: • Vitracore G2 permitted for use as external wall cladding in buildings subject to Bushfire Attack Level BAL-12.5, BAL-19, BAL-29 & BAL-40. • Vitracore G2 permitted for use as external wall cladding in buildings subject to Bushfire Attack Level BAL-FZ, only if the wall achieves FRL 30/30/30 between the external cladding and the wall structure. This applies to buildings located in a designated Bushfire Prone area but does not apply when the classified vegetation is Group F rainforest (excluding wet sclerophyll forest types), mangrove communities and grasslands under 300mm high.	1, 2, 3 & 10
General Wall structures and internal linings to be designed & specified in accordance with manufacturer guidelines, by a suitably qualified building professional.	1, 2, 3, 4, 5, 6, 7, 8, 9 & 10
General The wall system shall be designed & specified by a suitably qualified design professional and installed by suitably qualified and trained building professionals, in accordance with VitraCore G2 Technical Manual version 2.2 & Vitracore G2 Cassette Fix Installation Guide version 2.1.	1, 2, 3, 4, 5, 6, 7, 8, 9 & 10

Certificate of Conformity

APPENDIX A – PRODUCT TECHNICAL DATA

A1 Type and intended use of product

Refer to page 1 of this certificate.

A2 Description of product

Refer to page 1 of this certificate.

A3 Product specification

Refer to items 1 & 2 listed in Appendix B2:

- VITRACORE G2 Technical Manual, version 2.2.
- VITRACORE G2 Cassette Fix Installation Guide, version 2.1.

A4 Manufacturer and manufacturing plant(s)

Fairview Architectural Pty Ltd

18-20 Donald Street

Lithgow NSW 2790

Ph: + 61 2 6352 2355

www.fv.com.au

A5 Installation requirements

Refer to items 1 & 2 listed in Appendix B2:

- VITRACORE G2 Technical Manual, version 2.2.
- VITRACORE G2 Cassette Fix Installation Guide, version 2.1.

A6 Other relevant technical data

Refer to items 1 & 2 listed in Appendix B2:

- VITRACORE G2 Technical Manual, version 2.2.
- VITRACORE G2 Cassette Fix Installation Guide, version 2.1.

And any referenced documents within the technical literature identified in Appendices A3 & A5.

Certificate of Conformity

APPENDIX B – EVALUATION STATEMENTS

B1 Evaluation methods

The following assessment methods have been used to determine compliance with NCC 2019:

Code Clause	Assessment Method(s)	Evidence of suitability	Evidence reference in B2
NCC Volume One BP1.1	Combination of A2.2 (2) (a), (b) & (c)	Combination of A5.2 (1) (d), (e) & (f) – Test Report, Expert judgement & Other documentary evidence	Items 1, 2, 3, 5, 6 & 7
NCC Volume Two P2.1.1	Combination of A2.2 (2) (a), (b) & (c)	Combination of A5.2 (1) (d), (e) & (f) – Test Report, Expert judgement & Other documentary evidence	Items 1, 2, 3, 5, 6 & 7
NCC Volume One BP1.2	Combination of A2.2 (2) (a), (b) & (c)	Combination of A5.2 (1) (d), (e) & (f) – Test Report, Expert judgement & Other documentary evidence	Items 1, 2, 3, 5, 6 & 7
NCC Volume One FP1.4	Combination of A2.2 (2) (a), (b) & (c)	Combination of A5.2 (1) (d) & (e) – Test Report & Expert judgement	Items 27 & 28
NCC Volume Two P2.2.2	Combination of A2.2 (2) (a), (b) & (c)	Combination of A5.2 (1) (d) & (e) – Test Report & Expert judgement	Items 27 & 28
NCC Volume One B1.4 (e)	Combination of A2.3 (2) (a) & (b)	Combination of A5.2 (1) (e) & (f) – Expert judgement & Other documentary evidence	Items 1, 2, 3, 5, 6 & 7
NCC Volume Two 3.0.4 (j)	Combination of A2.3 (2) (a) & (b)	Combination of A5.2 (1) (e) & (f) – Expert judgement & Other documentary evidence	Items 1, 2, 3, 5, 6 & 7
NCC Volume One C1.9	Combination of A2.3 (2) (a) & (b)	Combination of A5.2 (1) (d) & (e) – Test Report & Expert judgement	Items 4, 8, 9, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26
NCC Volume One G5.2	Combination of A2.3 (2) (a) & (b)	Combination of A5.2 (1) (d) & (e) – Test report & Expert judgement	Items 9, 10 & 16
NCC Volume Two 3.10.5.0 (c)	Combination of A2.3 (2) (a) & (b)	Combination of A5.2 (1) (d) & (e) – Test report & Expert judgement	Items 9, 10 & 16

B2 Reports

The following reports have been used as evidence to determine compliance with NCC 2019:

Ref	Author	Reference	Date / Rev	Description	NATA Registration
1	Fairview Architectural	Vitracore G2 Cassette Fix Install Guide	Version 2.1	Client published installation manual	-
2	Fairview Architectural	Vitracore G2 Technical Manual	Version 2.2	Client published technical manual	-
3	Fairview Architectural	Vitracore G2 Specification	Nov 2018	Client published technical specification	-
4	Fairview Architectural	Vitracore approval Timeline	Oct 2019	Client published approval record	-
5	Building Products Certification	03208-R1B	24 Jan 2018	Structural Design Report	-
6	Intertek Testing Services	181015007/SHF-001-R1	8 Nov 2018	Component Testing Report	CNAS – L11949
7	Health & Safety Laboratories	ES/2018/35	28 Sep 2018	Component Analysis Report	UKAS – 1751
8	UL International NZ Ltd	4788967555 AU	26 Sep 2019	Fire assessment report	-
9	CSIRO	FNC11476B	4 Nov 2015	Fire test report	165
10	CSIRO	FNC12446	18 Sep 2019	Fire test report	165
11	CSIRO	FNE11459C	19 Oct 2015	Fire test report	165
12	CSIRO	FNE12445	19 Sep 2019	Fire test report	165
13	CSIRO	FCO3166 Rev D	7 May 2019	Fire assessment report	165
14	IGNIS Solutions	IGNS-6081	5 May 2019	Fire compliance report	-
15	RED Fire Consultants	JV19-00103-1.0	3 Jun 2019	Fire compliance report	-

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16	IGNIS Solutions	IGNS-5200.02_Rev0	5 May 2019	Fire compliance report	-
17	WarringtonFire UK	418244	4 Sep 2019	Fire classification report	UKAS – 0249
18	WarringtonFire UK	418243	4 Sep 2019	Fire classification report	UKAS – 0249
19	WarringtonFire UK	417795	4 Sep 2019	Fire test report	UKAS – 0249
20	WarringtonFire UK	417796	4 Sep 2019	Fire test report	UKAS – 0249
21	WarringtonFire UK	417798	4 Sep 2019	Fire test report	UKAS – 0249
22	WarringtonFire UK	417747	4 Sep 2019	Fire test report	UKAS – 0249
23	WarringtonFire UK	417750	4 Sep 2019	Fire test report	UKAS – 0249
24	WarringtonFire UK	417748	4 Sep 2019	Fire test report	UKAS – 0249
25	WarringtonFire UK	417749	4 Sep 2019	Fire test report	UKAS – 0249
26	WarringtonFire UK	418236	4 Sep 2019	Fire test report	UKAS – 0249
27	BG&E Facades	Fairview Cladding Products – Vitracore G2 (Install Manual Version 2)	27 Aug 2018	Weathertightness assessment report	-
28	Facadelab	18-02	20 Apr 2018	Weathertightness test report	IANZ – 1091

The Certificate Holder has chosen not to make the above identified evidence of compliance publicly available, due to the documents being considered commercial in confidence.

End of Certificate.

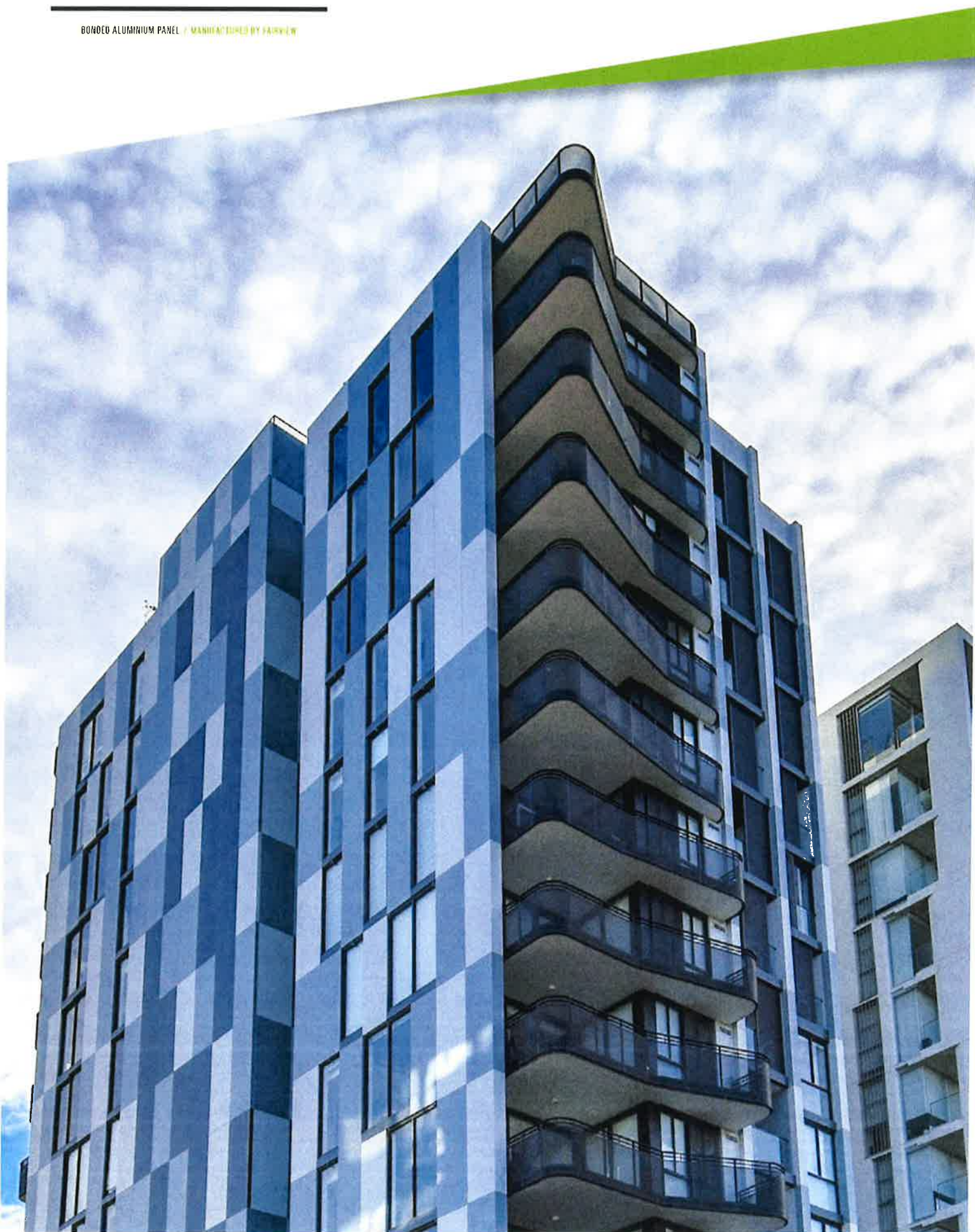


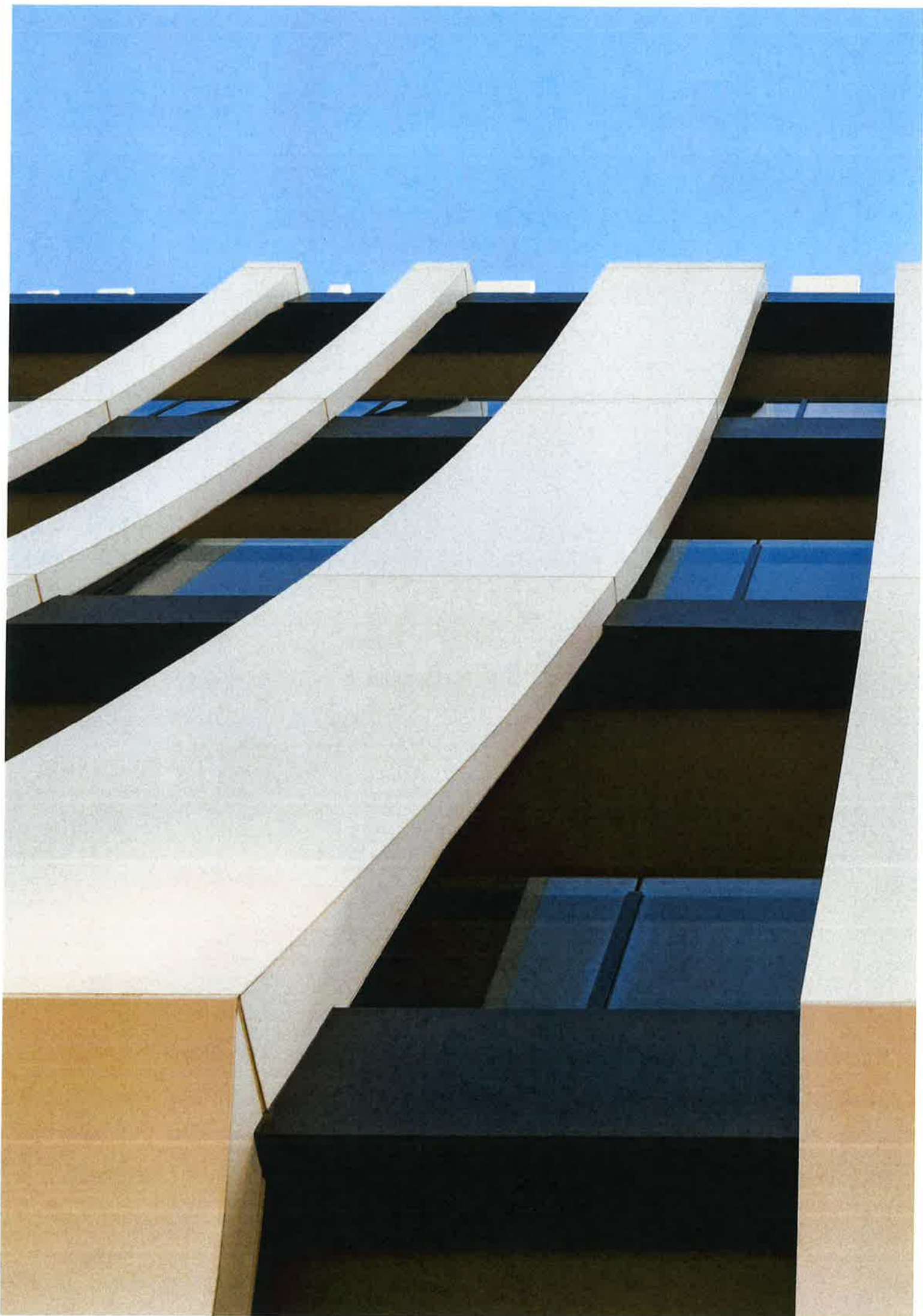
vitracore G2[®]

BONDED ALUMINIUM PANEL / MANUFACTURED BY FARVEW

TECHNICAL INFORMATION

WWW.FV.COM.AU





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DOCUMENT TRACKING

VERSION #	DATE	CHANGES
1.0	03/08/20	Initial Issue
1.1	04/09/20	Installation Details Updated & other Minor Changes
1.2	02/12/20	Installation Details Updated & other Minor Changes



vitracore G2®

BONDED ALUMINIUM PANEL / MANUFACTURED BY FAIRVIEW

1. INTRODUCTION

1.1 ABOUT VITRACORE G2

Vitracore G2 is the ideal façade product for all types of construction, from residential developments to large scale government infrastructure projects. Vitracore G2 panels can be installed like traditional Aluminium Composite Panels (ACP), yet are the safe option as they do not contain the combustible polyethylene elements of ACPs.

The lightweight nature of the panels, aid in installation procedure and efficacy, reducing overall construction cost. Providing an almost limitless range of colours and finishes, including the option of customisable graphic panels, Vitracore G2 is the decisive solution to high demand and industry requirements.

1.2 KEY FEATURES

The outstanding performance of Vitracore G2 is made possible by a range of significant components that make this product ideal for application in Type A, B, and C buildings where non-combustible materials are required.

Vitracore G2 was the first bonded aluminium panel to be awarded the status 'deemed non-combustible' under the Building Code of Australia (BCA) under Clause C1.9e and is fully tested as required to AS1530.1 and AS1530.3.

PRODUCT DNA	Bonded aluminium
--------------------	------------------

FINISH	The highly recognised Kynar 500® PVDF Paint System known for their high durability, the optimum resistance to weather and industrial pollution.
---------------	---

FIXING SYSTEM	A cassette style concealed fixing system which is the same to fabricate and install as traditional ACPs.
----------------------	--

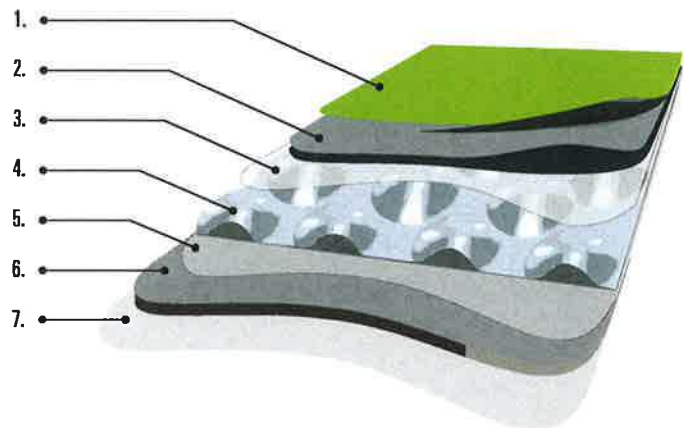
APPLICATION	Type A, B and C constructions where non-combustible materials are required such as mixed-use developments, residential construction, and large-scale government infrastructure projects like hospitals.
--------------------	---

WARRANTY	15-year warranty, subject to standard terms and conditions.
-----------------	---

2. PANEL SPECIFICATION

2.1 TYPICAL COMPOSITION

1. PVDF Coloured Coating
2. 0.7mm Aluminium Skin
3. < 0.1mm Adhesive
4. 3mm Profiled Aluminium Core
5. < 0.1mm Adhesive
6. 0.5mm Aluminium Skin
7. Polyester Anti-corrosion Coating



DIMENSIONS

Thickness: 4mm
Weight: 4.6kg/m²

ALUMINIUM SKINS

Surface material both sides:
Aluminium sheets of a minimum
3000 series.
- Face skin: 0.7mm
- Rear skin: 0.5mm

CORE MATERIAL

The core is profiled 0.3mm
aluminium core, expanded
to 2.8mm.

*Vitracore G2 is not an ACP Panel and has no polyethylene content.

2.2 PANEL SIZES

WIDTH	LENGTH
1250	3200
	4000
1500	3200
	4000

CUSTOM SIZES ARE AVAILABLE, PLEASE SPEAK TO THE FAIRVIEW TEAM

2.3 MATERIAL DATA

CLASSIFICATION	TEST STANDARD	UNIT	RESULT
Temperature Limit		°C	-50 ± 80
Core Shear Properties	ASTM C393/393-11	MPa	Core shear ultimate strength: 0.91 Facing Stress: 130.7
Tensile Properties of Facing Aluminium Panel	ASTM E8/E8M15a	MPa	Tensile Strength: 172.9 MPa Elongation: 8.4%
Tensile Strength	ASTM C297/C297M15	MPa	0.81
Facing Peel Torque	ASTM D1781-98 (2012)	mm N/mm2	270
Thermal Resistance	ASTM C318-10	m2K/W	0.005
Acoustic Resistance	ISO 717-1	dB	Rw (C, Ctr) = 22 (-1,-2)

3. FINISH

3.1 COATING TECHNOLOGY

Vitracore G2 uses only the highly recognised PVDF Kynar 500® or FEVE paints known for their excellent durability. These premium paints provide the ultimate resistance to weather and industrial pollution. More than 50 years of South Florida Exposure Testing is continuing to confirm the superior chemical and physical properties of fluoropolymer coatings.

Vitracore G2 has an unlimited colour range as we can match almost any finish and colour required.

Vitracore G2 panels also come in a range of anodised finishes, offering both standard and customised colours and textures. For a truly individual façade, it can also be used with our custom graphic cladding solution, VitraART, which comes with a 10 year exterior warranty, subject to conditions.

The use of VitraART on Vitracore G2 panels allows designers to incorporate custom graphics, from a brick or stone wall to an individualised large-scale full panel print.



3.2 COATING SPECIFICATIONS

CLASSIFICATION	TEST STANDARD	RESULT	REMARKS
Substrate	ASTM D1005	Pass	Aluminium
Flexibility	ASTM D4145 ECCA T7 NCCA 11-19	Pass	1 ~ 2T - No Cracking
DFT	ASTM D1400 ASTM D1005 NCCA 11-13, 14, 15	Pass	
Colour Difference	ASTM 2244	E<5	4000hrs
Gloss Meter	ASTM D523	Pass	
Gloss Retention	ASTM 2244	85%	4000hrs
Chalking Resistance	ASTM 2244	<8 units	4000hrs
Pencil Hardness	ASTM D3363		
Dry Film Adhesion Wet Adhesion Hot Adhesion		Pass Pass Pass	38°C, 24hrs 100°C, 24hrs
Reverse Impact Resistance	ASTM D2794	No Cracking	12.7mm x 0.5kg x 500mm
Bending/Gardner Impact	ASTM D3281	Pass	Normal
Solvent Resistance	ASTM 2794	Pass	MEK double rubs
Acid Resistance	ASTM 1308	Pass	7 days soaking in 10% H2SO4
Alkali Resistance	ASTM 1308	Pass	7 days soaking in 10% NaOH
Detergent Resistance	ASTM D2248	Pass	72 hrs. soaking in 3% detergent
SALT RESISTANCE	ASTM B117	Includes the following:	
Gloss Retention	ASTM D523	0.8% change	5000hrs
Colour Retention	ASTM 2244	E<0.68	5000hrs
Chalk Resistance	ASTM 4214	Rating: 10	Top rating - no chalk (5000hrs)
HUMIDITY RESISTANCE	ASTM D714	PASS	2000hrs
	ASTM B117	Includes the following:	
Gloss Retention	ASTM D523	No visible change	5000hrs
Colour Retention	ASTM 2244	E<0.52	5000hrs
CLASSIFICATION	TEST STANDARD	RESULT	REMARKS
Chalk Resistance	ASTM 4214	Rating: 10	Top rating - no chalk (5000hrs)
WEATHERING RESISTANCE	ASTM G53	Includes the following:	
Gloss Retention	ASTM D523	6.2% Change	5000hrs
Colour Retention	ASTM 2244	E<0.27	5000hrs
Chalk Resistance	ASTM 4214	Rating: 10	Top rating - no chalk (5000hrs)
CHEMICAL RESISTANCE	ASTM C207	Pass	Mortar, 24hrs
	ASTM D1308	Pass	10% Hcl, 15 min
		Pass	70% HN03 Vapours, 30 min
		Includes the following:	
Gloss Retention	ASTM D523	6.2% Change	16hrs
Colour Retention	ASTM 2244	No Change	16hrs
Chalk Resistance	ASTM 4214	Rating: 10	Top rating - no chalk (5000hrs)

4. PERFORMANCE

4.1 FIRE

In today's architecture, it is the technical details, as well as the appearance, that count such as sustainability, moisture control, and fire protection. The specification and use of deemed non-combustible façade panels has now become an industry norm amongst architects and industry professionals.

Vitracore G2 was the first bonded aluminium panel to be awarded the status 'deemed non-combustible' under the Building Code of Australia (BCA) under Clause C1.9(e)vii and is fully tested as required to AS 1530.1 and AS 1530.3.

Vitracore G2 is the proven choice where deemed non-combustible cladding must be specified for use, such as hospitals, schools, and high-rise buildings.

To provide further peace of mind and demonstrate full scale performance, Vitracore G2 has also been large scale tested to the requirements of AS5113 and BS8414. and did not propagate flame.

TEST STANDARD	RESULT		
AS1530.1	LAMINATE LAYERS NON-COMBUSTIBLE		
AS1530.3	PASS	Ignitability Index	0
	PASS	Heat Evolved	0
	PASS	Spread of Flame	0
	PASS	Smoke Developed	1
Compliance with C1.9(e)vii	DEEMED NON-COMBUSTIBLE		
BR135 & BS8414	PASS		
AS5113	Flame spread and temperatures well below AS5113 requirements, however as expected for aluminium panels, the debris criteria was not met.		

4.2 THERMAL

4.3 INSULATING PROPERTIES

4.4 AVERAGE EXPANSION

MATERIAL	EXPANSION COEFFICIENT (X10 -6/°C)	ELONGATION PER 1000MM T = 50°C
Vitracore G2	23.8	1.2
Aluminium	23.8	1.2
Zinc	26.7	1.3
Steel	12.2	0.6
Concrete	12	0.6

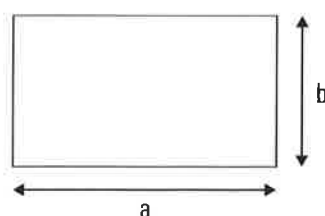
5. STRUCTURAL

5.1 WINDLOADING

Span and fixing table when installed as per the Vitracore G2 Cassette Fix Installation.

- Refer to the complete Vitracore G2 Spanning and Wind loading document for design and construction notes.
- Larger panel size is easily possible with suitable engineering

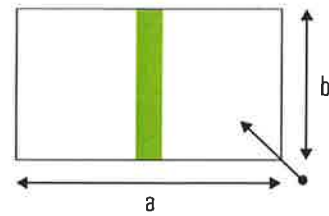
5.2 WITHOUT STIFFNER



b = span of panel
a = length of panel
(MAX a = 4000mm)

Panel Span			Limiting Wind Pressure (kPa)					Maximum spacing of 5mmØ rivets along folded edge perimeter of panel (mm)
Panel Width b (mm)	Panel Length a (mm)	Ratio a/b	Correction factors		Ultimate Strength		Serviceability	
			ks	kd	Positive wind pressure	Negative wind pressure		
400	400	1.0	0.377	0.281	9.000	-9.000	± 7.768	300
	600	1.5	0.628	0.566	9.000	-9.000	± 3.851	300
	800	2.0	0.786	0.740	9.000	-9.000	± 2.946	300
	1000	2.5	0.881	0.841	9.000	-8.528	± 2.590	300
	1200	3.0	0.942	0.911	9.000	-7.979	± 2.393	300
600	600	1.0	0.377	0.281	9.000	-8.873	± 2.302	300
	900	1.5	0.628	0.566	6.485	-5.321	± 1.141	300
	1200	2.0	0.786	0.740	5.177	-4.248	± 0.873	300
	1500	2.5	0.881	0.841	4.619	-3.790	± 0.767	300
	1800	3.0	0.942	0.911	4.322	-3.546	± 0.709	300
900	900	1.0	0.377	0.281	4.806	-3.944	± 0.682	300
	1350	1.5	0.628	0.566	2.882	-2.365	± 0.338	300
	1800	2.0	0.786	0.740	2.301	-1.888	± 0.259	300
	2250	2.5	0.881	0.841	2.053	-1.685	± 0.227	300
	2700	3.0	0.942	0.911	1.921	-1.576	± 0.210	300
1200	1200	1.0	0.377	0.281	2.703	-2.218	± 0.288	300
	1800	1.5	0.628	0.566	1.621	-1.330	± 0.143	300
	2400	2.0	0.786	0.740	1.294	-1.062	± 0.109	300
	3000	2.5	0.881	0.841	1.155	-0.948	± 0.096	300
	3600	3.0	0.942	0.911	1.080	-0.887	± 0.089	300
1500	1500	1.0	0.377	0.281	1.730	-1.420	± 0.147	300
	2250	1.5	0.628	0.566	1.038	-0.851	± 0.073	300
	3000	2.0	0.786	0.740	0.828	-0.680	± 0.056	300
	3750	2.5	0.881	0.841	0.739	-0.606	± 0.049	300
	4000	2.7	0.904	0.866	0.721	-0.591	± 0.048	300

5.3 WITH STIFFNER



b = span of panel
a = length of panel
(MAX a = 4000mm)
19 x 38 x 3.0 RHS
6063-T5 aluminium

Panel Span			Limiting Wind Pressure (kPa)					Maximum spacing of 5mmØ rivets along folded edge perimeter of panel (mm)
Panel Width b (mm)	Panel Length a (mm)	Ratio a/b	Correction factors		Ultimate Strength		Serviceability	
			ks	kd	Positive wind pressure	Negative wind pressure	Any direction wind pressure	
400	400	1.0	0.377	0.281	9.000	-9.000	± 9.900	300
	600	1.5	0.628	0.566	9.000	-9.000	± 9.000	300
	800	2.0	0.786	0.740	9.000	-9.000	± 7.768	300
	1000	2.5	0.881	0.841	9.000	-8.528	± 4.957	300
	1200	3.0	0.942	0.911	9.000	-7.979	± 3.851	300
600	600	1.0	0.377	0.281	9.000	-8.873	± 6.982	300
	900	1.5	0.628	0.566	6.485	-5.321	± 3.155	300
	1200	2.0	0.786	0.740	5.177	-4.248	± 2.302	300
	1500	2.5	0.881	0.841	4.619	-3.790	± 1.469	300
	1800	3.0	0.942	0.911	4.322	-3.546	± 1.141	300
900	900	1.0	0.377	0.281	4.806	-3.944	± 1.716	300
	1350	1.5	0.628	0.566	2.882	-2.365	± 0.935	300
	1800	2.0	0.786	0.740	2.301	-1.888	± 0.682	300
	2250	2.5	0.881	0.841	2.053	-1.685	± 0.435	300
	2700	3.0	0.942	0.911	1.921	-1.576	± 0.338	300
1200	1200	1.0	0.377	0.281	2.703	-2.218	± 0.543	300
	1800	1.5	0.628	0.566	1.621	-1.330	± 0.362	300
	2400	2.0	0.786	0.740	1.294	-1.062	± 0.271	300
	3000	2.5	0.881	0.841	1.155	-0.948	± 0.184	300
	3600	3.0	0.942	0.911	1.080	-0.887	± 0.143	300
1500	1500	1.0	0.377	0.281	1.730	-1.420	± 0.222	300
	2250	1.5	0.628	0.566	1.038	-0.851	± 0.148	300
	3000	2.0	0.786	0.740	0.828	-0.680	± 0.111	300
	3750	2.5	0.881	0.841	0.739	-0.606	± 0.089	300
	4000	2.7	0.904	0.866	0.721	-0.591	± 0.083	300

6. DURABILITY

6.1 EVALUATION

Durability is defined in the ABCB handbook as "... the capability of a building or plumbing installation to perform its function over a specified period."

The ABCB handbook also provides this context for consideration: "Durability is not an inherent property of a material or component. It is the outcome of complex interactions among a number of factors."

For building components durability is described in terms of design life. The durability performance of a building by its ability to remain fit-for-purpose over its design life in the environment it is subjected to and with appropriate maintenance.

The minimum design life for a wall cladding system on a building with a normal design life category is 15 years (refer to ABCB Handbook table 3.1).

6.2 STRUCTURAL

The NCC referenced standard for actions on buildings AS/NZ 1170 series provides direction for determining the appropriate loads on building components. Typically, a 50-year design life is the basis for structural design.

The design capacity of Vitracore G2 and its supports and fixings, must be determined in accordance with this design life using verification method BV1.

Project specifications for Vitracore G2 that are created in accordance with this document therefore have structural adequacy for a design life of 50 years.

6.3 MATERIAL PROPERTIES

Vitracore G2 has been subject to many tests and assessments concerning laminating strength of the product. For durability of the paint finishes used on Vitracore G2, refer to Kynar 500® FSF® documentation available at <https://www.kynar500.com/en/resources>.

Kynar 500® resin has been exposed to over 50 years of South Florida exposure testing with excellent results.

7. INSTALLATION CONSIDERATIONS

7.1 CONSIDERATIONS

- All sheets should be installed in the same direction as marked on the protective film to prevent possible finish variation.
- As minor colour variation can occur between production lots, it is recommended to place total requirement for a project in one order to ensure colour consistency.
- Where aluminium materials meet dissimilar metals, a proper insulator or caulking tape should be applied to insulate between dissimilar materials to avoid corrosive and electrolytic action.
- The panel returns should not be caulked before protective film is removed.
- Please ensure Vitracore G2 is used as part of a compliant wall system, with all components complying with the deemed-to-satisfy provisions of the relevant NCC, or approved as part of a performance solution.

7.2 PROTECTIVE FILM

- Once the protective film is removed the panel is susceptible to damage if not correctly managed.
- Remove protective film within 45 days of installation to avoid glue residuals on panel surface.
- Do not apply PVC tapes, polyurethane sealant, or silicone sealant onto Vitracore G2 protective film. The plasticiser contained in these materials can penetrate the protective film and cause a gloss change in the coating over time.
- Do not apply spray paint or permanent marker to the film as the colour may penetrate the film and affect the panel.

7.3 ACCESSORIES

- Please refer to the Vitrafix brochure.

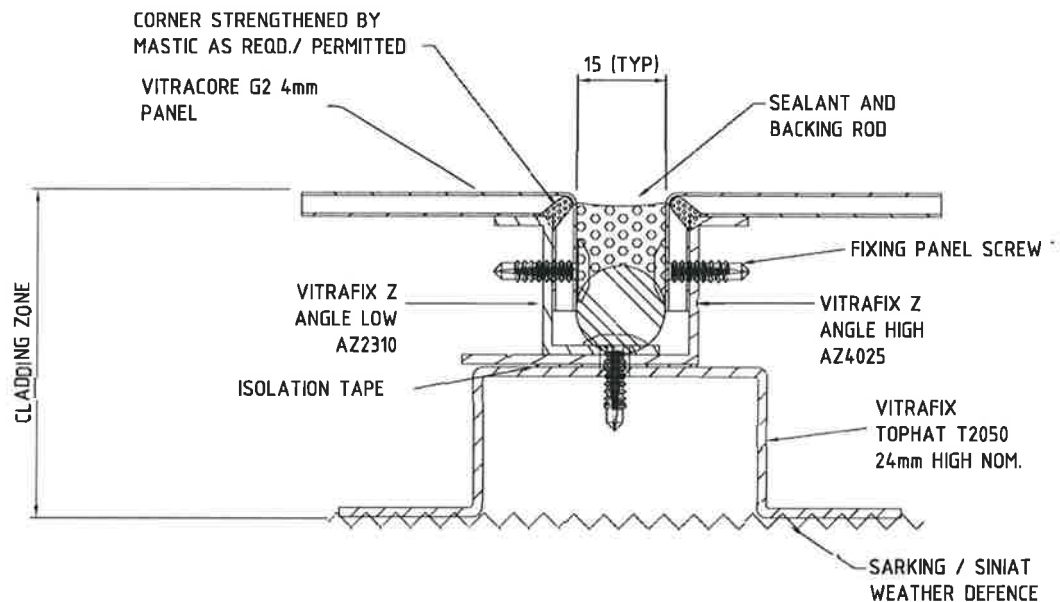
7.4 SEQUENCE

It is recommended that installation sequence is as follows:

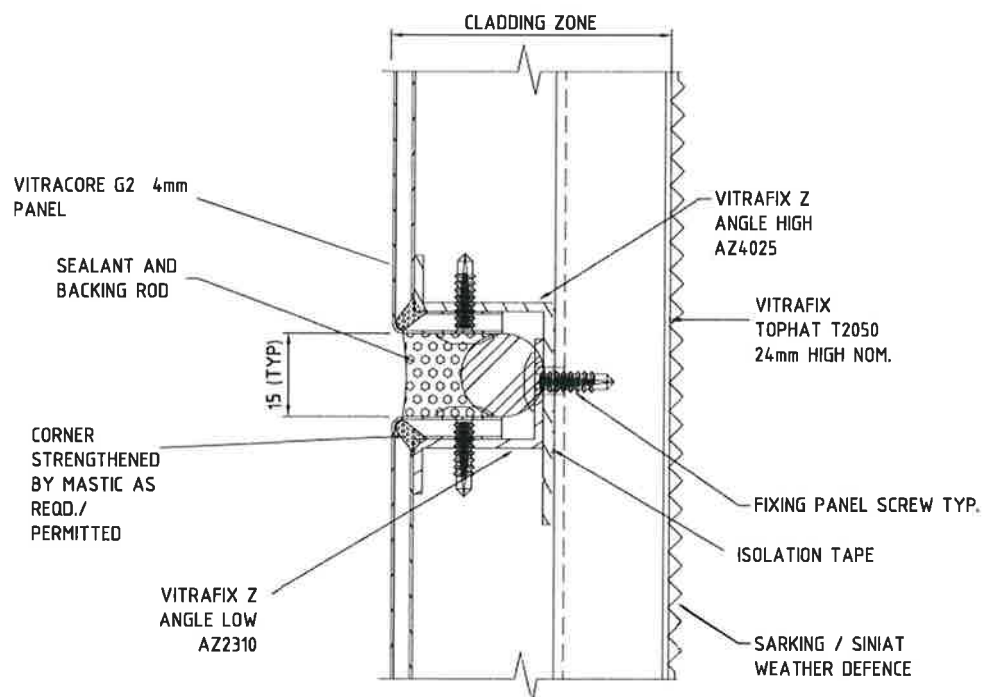
1. Installation of the water membrane as per manufacturers requirements.
2. Installation of tophats, levelled and fixed as per wind loading requirements.
3. Vitracore G2 panels fabricated and prepared for installation.
4. Installation of fabricated Vitracore G2 panels, fixing through Z angles tophats as per wind loading requirements.
5. Caulking applied to panel joints as per manufacturers requirements.
6. Removal of protective film, within 45 days of installation

8. INSTALLATION DETAILS

1. TYPICAL VERTICAL PANEL JOINT DETAIL



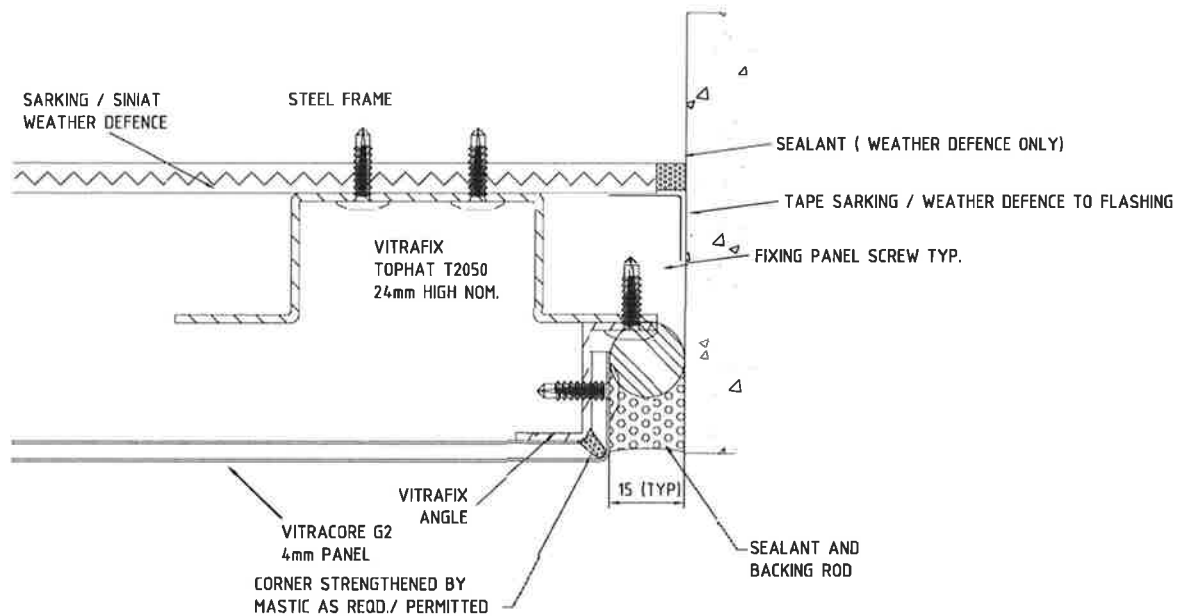
2. HORIZONTAL JOINT DETAIL



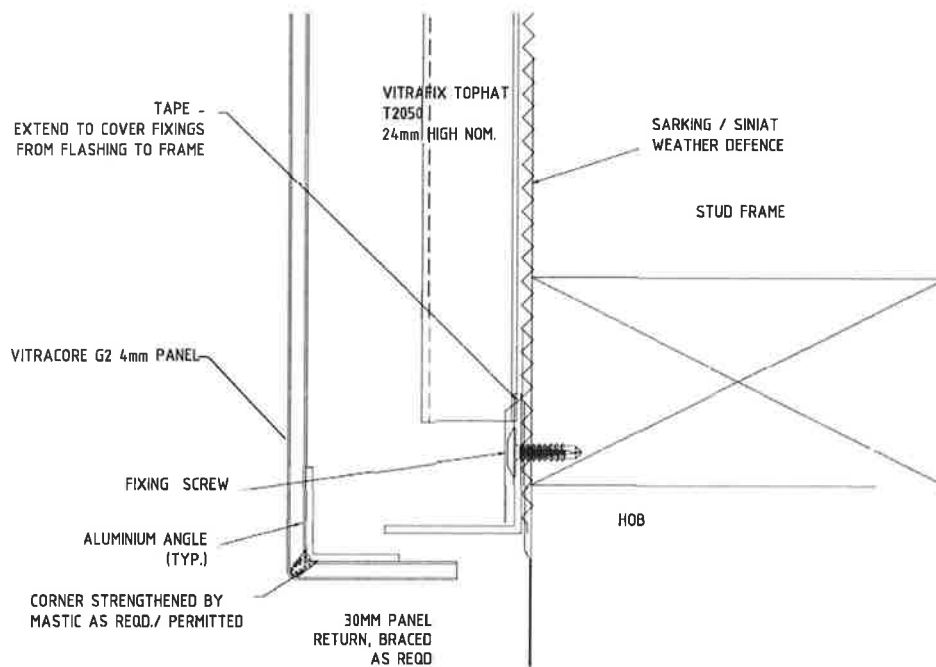
DISCLAIMER:

These details are limited to the generalized design specification for Vitracore G2, and are intended for use by a technically skilled person only. Use of the same is at their own discretion and risk.

3. WALL JUNCTION DETAIL



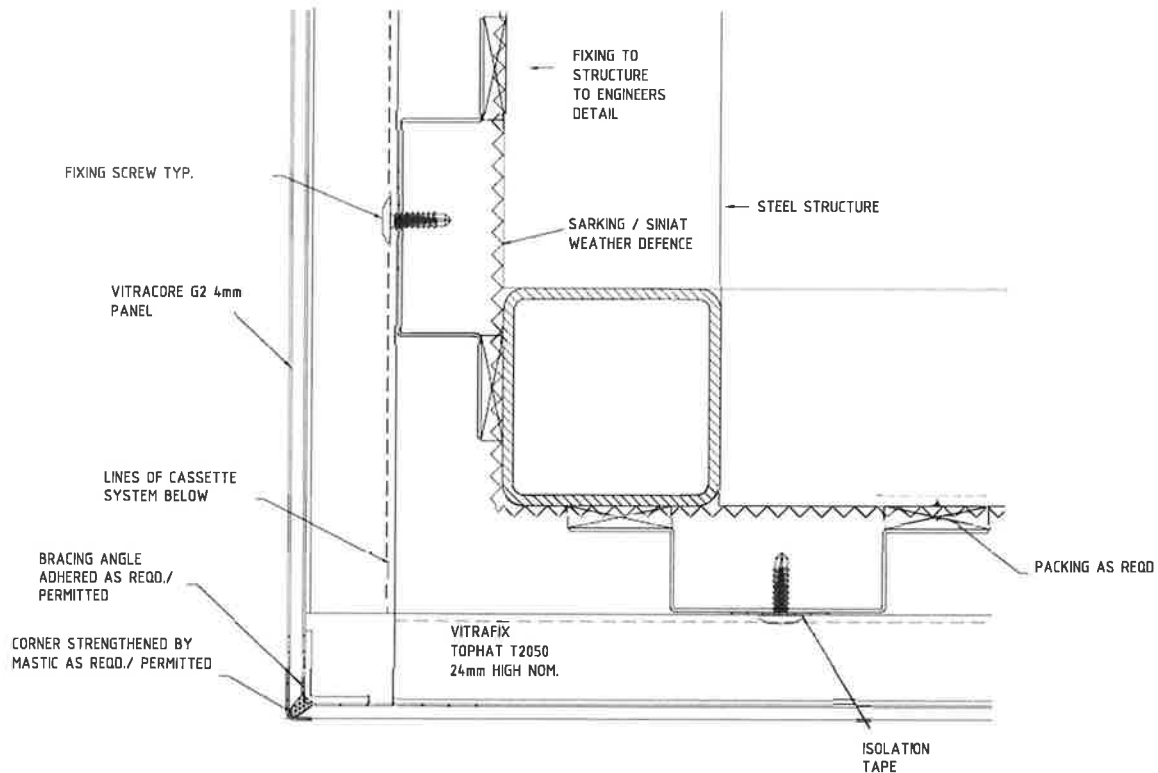
4. BASE OPTION 1



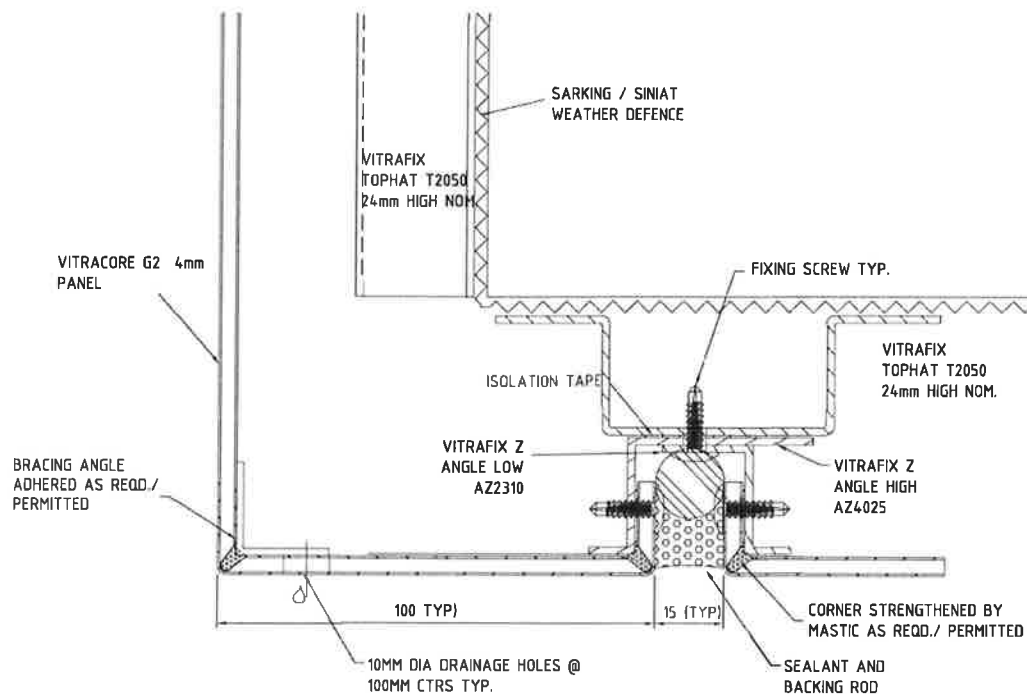
DISCLAIMER:

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5. EXTERNAL CORNER DETAIL



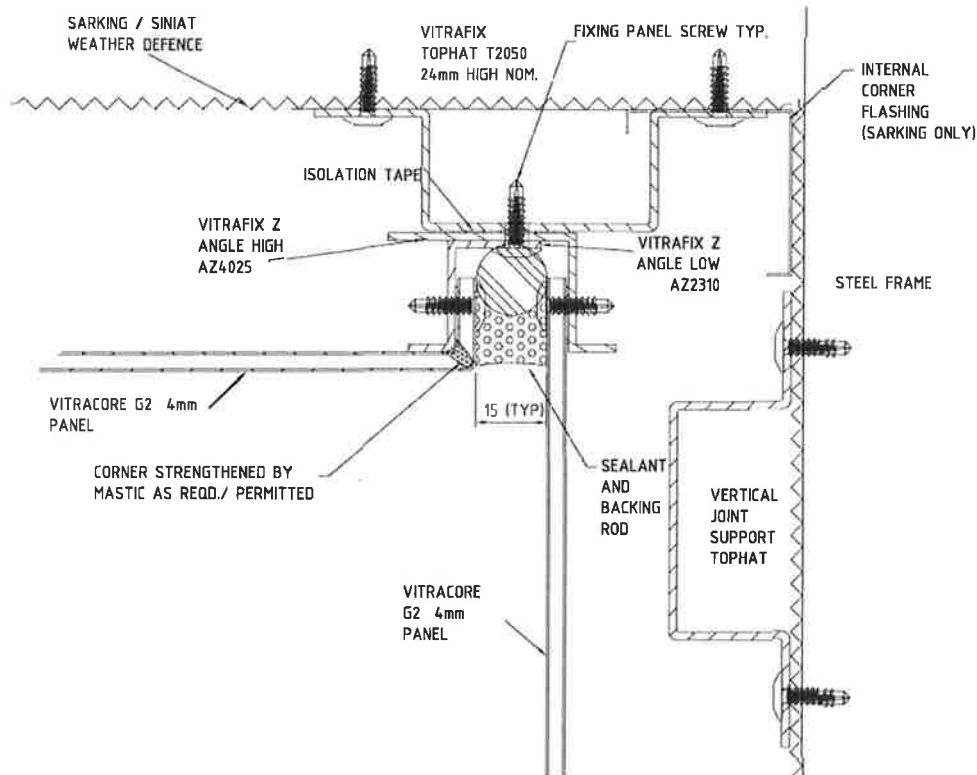
6. DETAIL AT SOFFIT JUNCTION



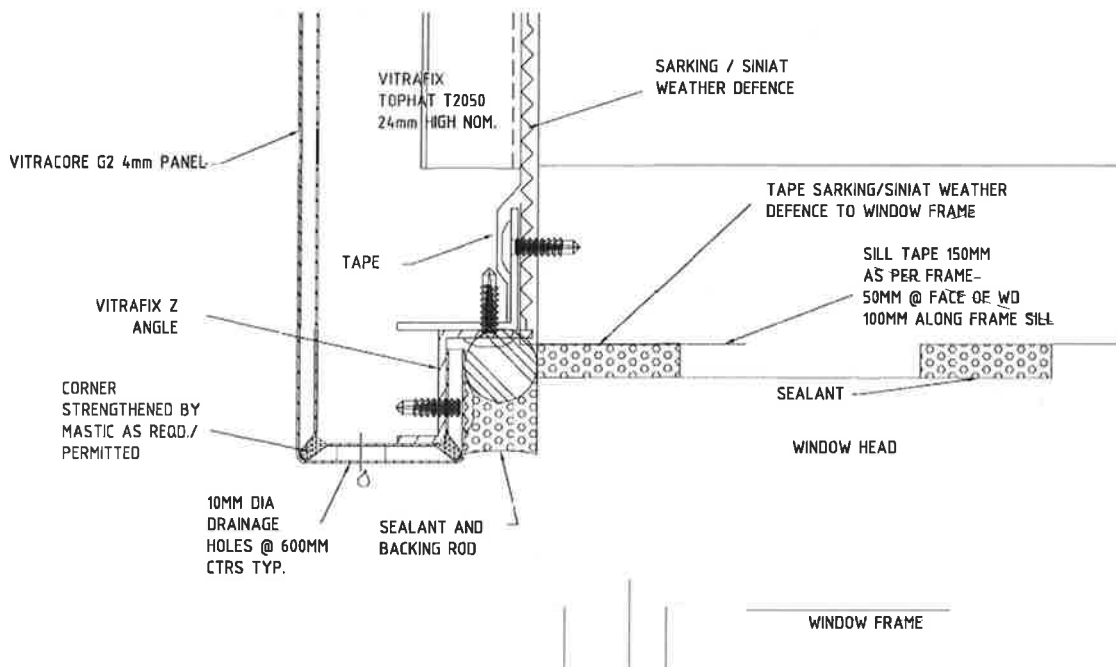
DISCLAIMER:

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7. REAR SOFFIT DETAIL



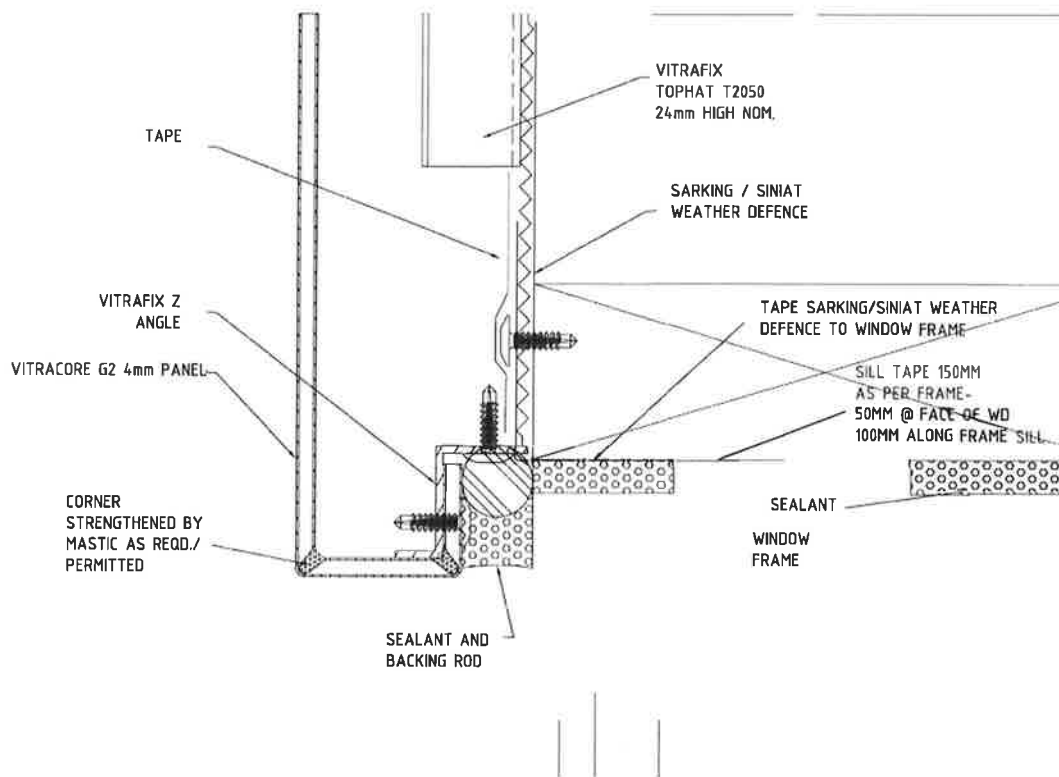
8. WINDOW HEAD DETAIL



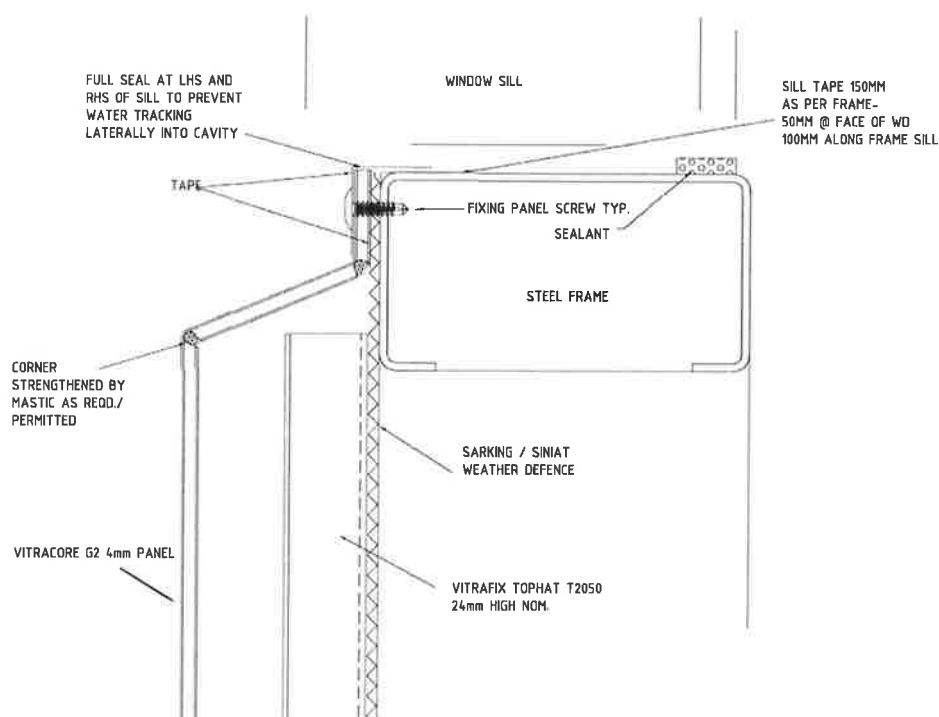
DISCLAIMER:

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9. WINDOW JAMB DETAIL



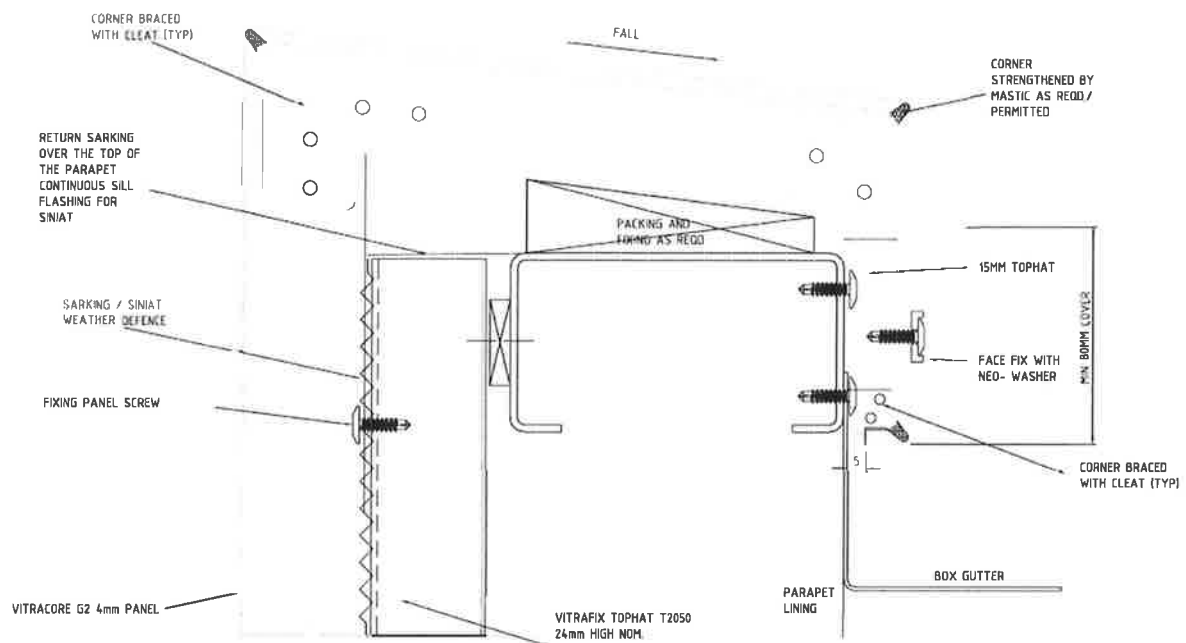
10. WINDOW SILL DETAIL



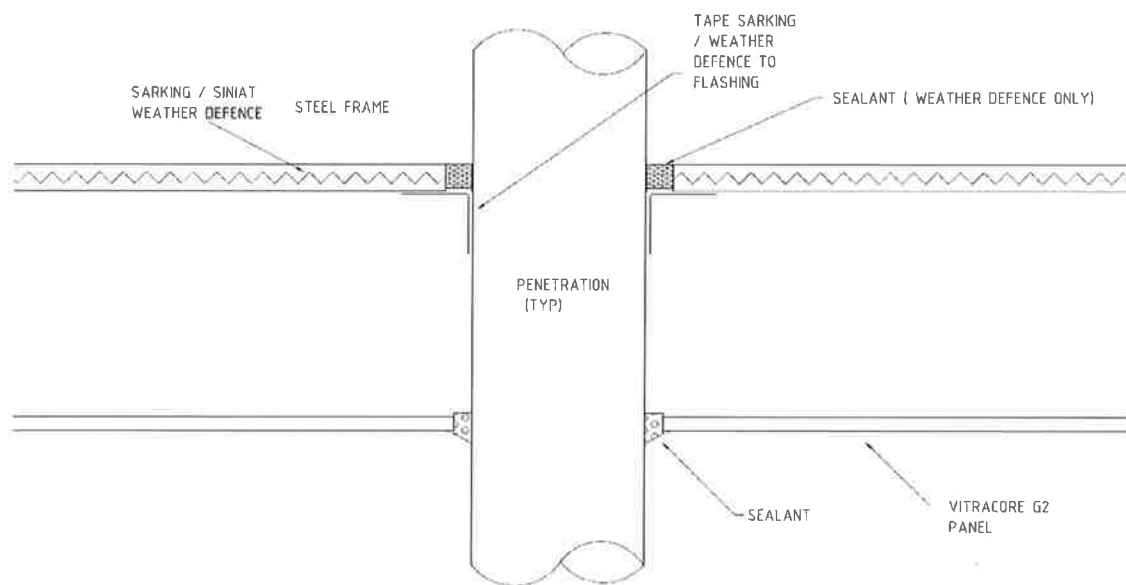
DISCLAIMER:

These details are limited to the generalized design specification for Vitracore G2, and are intended for use by a technically skilled person only. Use of the same is at their own discretion and risk.

11. PARAPET CAPPING DETAIL

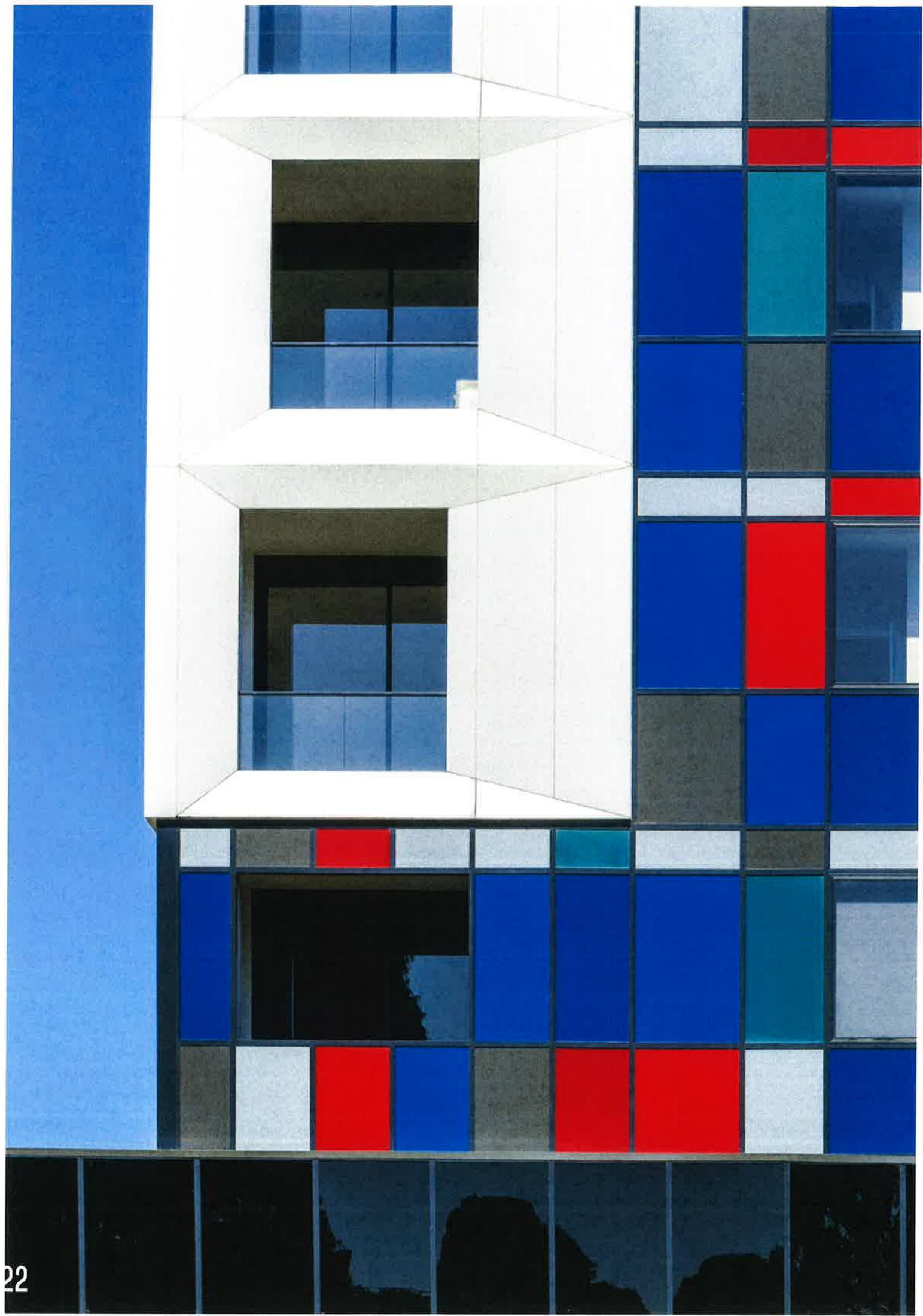


12. TYPICAL PENETRATION DETAIL



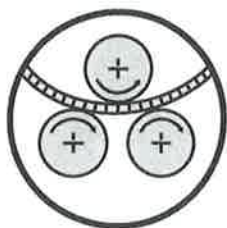
DISCLAIMER:

These details are limited to the generalized design specification for Vitracore G2, and are intended for use by a technically skilled person only. Use of the same is at their own discretion and risk.



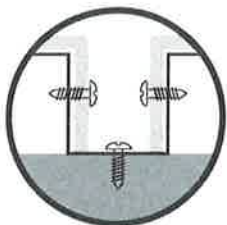
9. FABRICATION DETAIL

9.1 FABRICATION CONSIDERATIONS



ROLL BENDING

Vitracore G2 panels can be bent with a roll-bending machine. Use polished rollers free of imperfections only. Minimum radius of 2000mm.



SCREWING

Vitracore G2 can be screwed with conventional stainless steel or class 3 self-drilling screws for metal. Take care to avoid overtightening the screws and denting the face skin of the panel. For outdoor use allow for thermal expansion.



RIVETING

Riveting is possible with the usual equipment and solid rivets or blind rivets, some localised pull-in of the face skin may occur. For outdoor use allow for thermal expansion.



DRILLING

Vitracore G2 panels can be drilled with centre point twist drills normally used for aluminium or steel. Use High-Speed Steel (HSS) drill bits.

9.2 MACHINING

The 0.7mm face skin used with Vitracore G2 is what enables the groove depth to penetrate to the rear of the face skin while still providing the required corner strength and gentle radius on the fold.

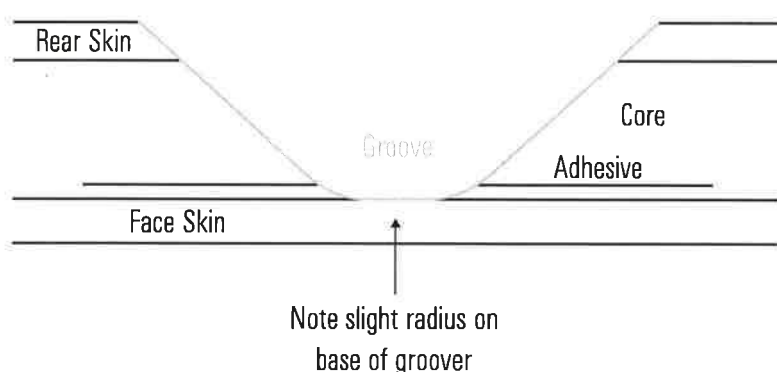
GROOVING - Grooving Vitracore G2 is a simple and easy process, very similar to grooving traditional ACP such as Vitrabond. The special profiled core of Vitracore G2 is slightly more exacting on the groove depth but does not present any issues.

CUTTING - Vitracore G2 can be cut with identical tooling to that used for Vitrabond and similar ACP's. For the CNC an upspiral cutter is recommended to assist with swarf removal. There is no coolant required on the cutter or groover.

9.3 CNC GROOVE

CNC TYPICAL CONSIDERATIONS

For a CNC Router, the perfect depth is just brushing the rear of the aluminium face skin. The tooling is the same as that for ACP - a 90 degree V-Groover with a 3mm flat. As depicted in the diagram below, for best results the flat should be adjusted to a slight curve. This is simply done with a finisher or bench grinder. Of course, this tool still works just as well for ACP.



GROOVING

	TOOLING	FEEDS/SPEEDS	COMMENTS
CNC ROUTER	Typical 90° ACP V-groover with 3mm flat. Available from most tooling suppliers.	RPM: 18000 Feed: 8-12m/min	Keep sharp. Recommended to curve the flat on the groover slightly.

CUTTING

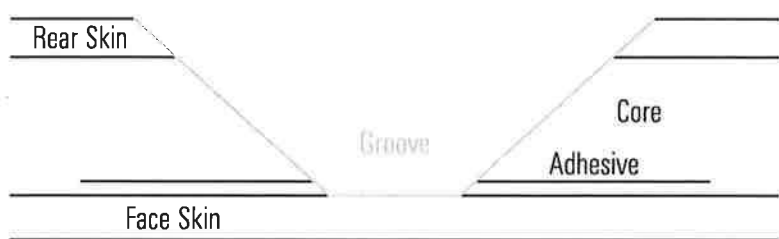
	TOOLING	FEEDS/SPEEDS	COMMENTS
CNC ROUTER	Typical 90° / 135° ACP V-groover with 3mm flat. Available from most tooling suppliers.	RPM: 18000 Feed: 8-12m/min	Keep sharp. Recommended to curve the flat on the groover slightly.

9.4 FESTOOL TYPICAL CONSIDERATIONS

When using a Festool, the grooving blade should remove all the aluminium of the core and be touching the adhesive layer on the rear of the face skin. With the Festool, the correct depth gauge roller is the Dibond4, available from Fairview.

This allows the blade to cut slightly deeper than it would with the usual Alucobond4 roller. It is important that the tooling be kept sharp as blunt tooling increases heat and pressure on the panel, which in turn can reduce groove quality.

9.5 FESTOOL GROOVE



GROOVING

	TOOLING	FEEDS/SPEEDS	COMMENTS
FESTOOL	Standard Festool 90° grooving blade. Use Dibond 4 depth gauge roller.	Speed: 10-15m/min	Groove on a flat even surface to ensure depth accuracy.

CUTTING

	TOOLING	FEEDS/SPEEDS	COMMENTS
FESTOOL	Use Festool special saw blade for aluminium.	10-15m/min	Orientate panel so blade is cutting into the face to prevent burring.

10. WARRANTY DETAIL

10.1 WARRANTY CONSIDERATIONS

Ensure at the end of your project a warranty document is requested. Vitracore G2 is an incredibly durable material when used in the right application. Check for the following when assessing an installation for warranty defects:

- There are no exposed aluminium at joints.
- More than a 5° pitch on horizontally installed panels (risk of water pooling).
- Panels installed with consistent directional arrows, unless intentional.
- Maintenance schedule is documented and undertaken.

Please contact your Fairview representative for full terms and conditions or any project specific enquires.

10.2 KEEPING YOUR WARRANTY FRESH

Maintaining your Vitracore G2 finish is an important component to upholding your warranty.

Cleaning frequencies can be based on your project location and provided in the warranty. Therefore, you should document each time your Vitracore G2 panels are cleaned.

Recommended cleaning agents:

- Mineral Spirits
- Organic Cleaners
- PH-Neutra I Solvents



11. MISCELLANEOUS

11.1 MANUFACTURING QUALITY

A dedication to the total fulfillment of our client's and customer's expectations is reflected by a complete quality control system, beginning at the point of specification and continuing through to delivery of the guaranteed products.

All activities are carried out in a manner which:

- Uses the framework of ISO 9001 Quality Standard to verify the quality of our systems
- Ensures that our products and services are of the highest standards
- Creates continuous improvements to our product through the application of the best quality practices.

ACCEPTABLE VARIATION

Width	± 2.0mm
Length	± 4.0mm
Thickness	± 2%
Bow	Maximum 0.5% of the length and/or width
Squareness	Maximum 5.0mm
Surface Defects	The surface shall not have any irregularities such as dents, scratches and other imperfections in accordance with our quality assurance.

11.2 HANDLING AND STORAGE

- Considerable care should be taken in the handling of Vitracore G2.
- Vitracore G2 panels are sensitive to impact, particularly shocks from small, hard objects, which can dent the aluminium cover sheet.
- A minimum of two people should be used when moving large sheets to avoid scratching.
- To prevent surface damage when stacking Vitracore G2, there should be no swarf or other contaminants between the panels.
- Vitracore G2 should be stored in a cool and dry area where temperature is relatively stable.
- Pallets of Vitracore G2 should be stored horizontally with adequate support to prevent sagging.
- Stacked pallets should be identically sized and not more than four (4) pallets high.

11.3 SUSTAINABILITY

Vitracore G2 has been designed with an expected performance life of over 50 years.

All Fairview products have been developed with the health of environment and community in mind.

As part of our commitment to using recyclable or reusable materials wherever possible, all Vitracore G2 bonded aluminium panels are 100% recyclable.

11.2 REPORT REGISTER

BCA 2019 VOL1 SECTION	DESCRIPTION	TEST/ASSESSMENT	REPORT/REFERENCE NUMBER
C – Fire Resistance	Combustibility	AS 1530.1	FNC12446
	Early Fire Hazard Properties	AS 1530.3	FNE12445
F – Health and Amenity	Weatherproofing	FP.14	30B-19-0059-TRP-6774694-1 30B-19-0059-TRP-6774696-1
G – Ancillary Provisions	BAL Ratings	IGNIS Assessment	IGNS-5200 ISSUE 02
Additional/ Supporting	Assessment	NCC2019 CSIRO Assessment	FCO-3166 REV E
	Assessment	RED FIRE REPORT NCC2019	190603_JV19-00103_Fairview
	Assessment	Fixing Advice	IGNS-6081 ISSUE 2, REV 1
	Assessment	AS5113 review NCC2019	190603_JV19-0010_Fairview NCC2019_Vitracore G2 Test assessment
B – Structural	Cyclonic Testing	Cyclonic High-Low	TS1108
	Spanning Capabilities	Multiple	0320B-R1B
Other	Coating Standard	AAMA2605-17	180813004SHF-BP-2
	Codemark	CMCOC A 2019	Please contact us for our current CodeMark number.



DISCLAIMER

While the information provided relating to Fairview products is true to the tests and measures available to us, the information provided in this article is general in nature only and does not constitute project-specific building, construction or fire-safety advice. Before acting on any information on this document, you should consider the appropriateness of the information having regard to your project parameters and requirements. Fairview products are only deemed suitable or compliant after approval from building and construction professionals associated with specific projects and developments. If you'd like some further insight about this topic, contact Fairview on 1800 007 175 or email helpdesk@fv.com.au. We're here to help.



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AUSTRALIA / NEW ZEALAND / UNITED KINGDOM

SALES ENQUIRIES 1800 007 175 HELPDESK.AU@FV.COM.AU

SEPTEMBER 2020

13th June 2024

Statement of Completion

Dear Net Strata,

As the Project Manager and Deicorp Representative for The Charles project, situated at 2 Charles Street, Canterbury NSW 2193, Strata Plan No 94402, I am writing to formally address the structural building defect report issued on 05th August 2022. This report was prepared by Liam Sacco, from Northrop Consulting Engineers Pty Ltd, with reference number SY221239-RE-RE01-A.

After conducting a thorough review and assessment, I am pleased to confirm that all the items outlined in Mr. Sacco's report have been diligently addressed and rectified in full compliance with Australian standards and the Building Code of Australia (BCA) requirements. Our team has taken meticulous measures to ensure that each concern raised has been resolved to meet the necessary compliance standards.

Thank you for your attention to this matter.

Warm regards,



Richard Edmonds
Project Manager
Deicorp Representative
redmonds@deicorp.com.au

PRELIMINARY TECHNICAL REPORT

Amendment 1

PREPARED FOR:

The Owners –
Strata Plan No: 94402

PROJECT LOCATION:

“The Charles”
2 Charles Street
CANTERBURY NSW 2193

PURPOSE OF THIS REPORT:

Inspect and Identify Items of Defective
Work Considered Attributable to the
Original Builder.

DATE:

Draft - 14 October 2021
Issued - 29 November 2021
Amdt1 – 9 December 2021

PREPARED BY:

Mark Kavanagh
Senior Building Consultant

OUR REFERENCE:

2210228-REPa1



Facilitating Solutions for the Strata & Building Industries

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1. EXECUTIVE SUMMARY

1.1 The following report details items of workmanship and materials that I consider to be defective and therefore in breach of the Building Code of Australia, its referenced Australian Standards and the Home Building Act 1989 Part 2C Section 18B - Statutory Warranties.

1.2 The items identified and the areas in which they occur are as follows;-

Area/Unit #	Item Description		
Garage B-3	Ground water from northern elevation cut rock wall is splashing out over parked cars and into storage cages		
Garage B-2	- Exposed steel reinforcing bars at base of bored pier adjacent parking spot 818 - No bollard protection to sewer pipe risers at top of ramp leading down to B-3 level		
Garage B-1	- No bollard protection to sewer pipe risers at top of ramp leading down to B-2 level - Leakage from stormwater pipes where they enter into a tank over top of the southern drive		
Basement Escapes	- S/E Escape. Exposed steel reinforcing bars to the B-1 floor within opening through to sprinkler valve room - West Escape. No handrail to the ground floor ramped section of passageway		
Foyers Bld A	L-1. Oxidisation to sill section of fixed glass panel beside entry door		
Foyers Bld B	- L-6. Moisture damage to ceiling at access hatch adjacent unit 608 - L-7. Moisture damage to ceiling at access hatch adjacent unit 708		
Foyers Bld C	- B-1. Exposed steel reinforcing bars where wall cut for lift door - L-4. Moisture damage to mid-section of ceiling adjacent unit 413 - L-5. Moisture damage to ceiling and access hatch adjacent garbage chute - L-8. Moisture damage to ceiling and access hatch adjacent garbage chute		
Foyers Bld D	- L-5. Moisture damage to ceiling and access hatch adjacent garbage chute - L-6. Moisture damage to ceiling and access hatch adjacent garbage chute - L-7. Moisture damage to ceiling and access hatch adjacent garbage chute - L-8. Moisture damage to ceiling at access hatch adjacent garbage chute		
Foyers Bld E	- L-5. Moisture damage to ceiling at access hatch adjacent garbage chute - L-6. Moisture damage to ceiling at access hatch adjacent garbage chute - L-7. Moisture damage to ceiling at access hatch adjacent garbage chute		
Western Roof Bld's A, B & C	Cracking up to 2.5mm wide to west end of light grey perimeter wall at N/W corner		
External Elevations, Frequent Items	Corrosion spotting to the following concrete soffits		
	Building	Elevation	Level
	Buildings A, B & C (western)	Western, (central courtyard)	Levels 5 and up
			Levels 7 & 8 at S/W corner
		Eastern	Levels 1, 2, 4, 6, 7, 8 & 9 at S/E corner
			Ground floor adjacent Building C entrance
			Level 9 at N/E corner
		Southern	Levels 1, 2, 4, 5, 6 & 7 at S/E corner on east side of central courtyard
			Levels 1, 2, 4, 5, 6 & 7 at S/E corner on west side of central courtyard
			Levels 6, 7 & 8 to S/W corner on west side of central courtyard

Area/Unit #	Item Description		
	Buildings D & E (eastern)	Eastern	Levels 2, 3, 7, 8 & 9 to S/E corner ledges over windows
		Southern	Ground floor ledge over Priceline Pharmacy
External Elevations	- Central courtyard, west building. Cracking and delamination of wall render to northern elevation all at level 9 floor slab projection - Northern elevation to west building. Cracking and delamination of wall render to levels 2, 3 & 4 floor slab projections positioned west of the vertical stainless-steel vent pipe		

1.3 Any items requiring a specialist expert inspection and the areas in which they occur are as follows:-

Expert	Area/Unit #	Reason for recommendation
Structural Engineer	Basement areas	There are a number of cracks within the floor/soffit slabs to the basement garaging. Due to the size/type it is unclear as to if these may have been caused by a structural failure and or are from minor building movement with no structural significance. For those reasons, an inspection by a Structural Engineer is recommended. See examples of the cracking (soffit and floor) within the photos below 

Expert	Area/Unit #	Reason for recommendation
		

Expert	Area/Unit #	Reason for recommendation
		

2. INTRODUCTION

2.1 INSTRUCTIONS

2.1.1 I am instructed by the Strata Manager, Suzi Bellas, of Netstrata Pty Ltd, on 7 July 2021 on behalf of The Owners - Strata Plan No. 94402 to carry out the following;-

- (i) Carry out a visual inspection of the safely accessible general common property areas including basement car-park areas, roof top areas (where safe access is available), facades and any external grounds so as to identify and document individual items of defective (major) general building works that are considered to be the responsibility of the original Builder.
- (ii) Preparation and provision of a Preliminary Building Defects Report identifying and including the following;-
 - a) A detailed description of the location of each 'major' building defect identified
 - b) A description as to the nature and cause of each 'major' building defect identified
 - c) A brief suggested methodology of repair
 - d) Inclusion of a photo(s) per defective item identified

2.2 AUTHOR'S RELEVANT TRAINING AND EXPERIENCE

2.2.1 My training, study and experience within the Building and Construction industry and its relevance in allowing me to act as an "Expert" in accordance with the *Expert Witness Code of Conduct* is set out in the attached Curriculum Vitae.

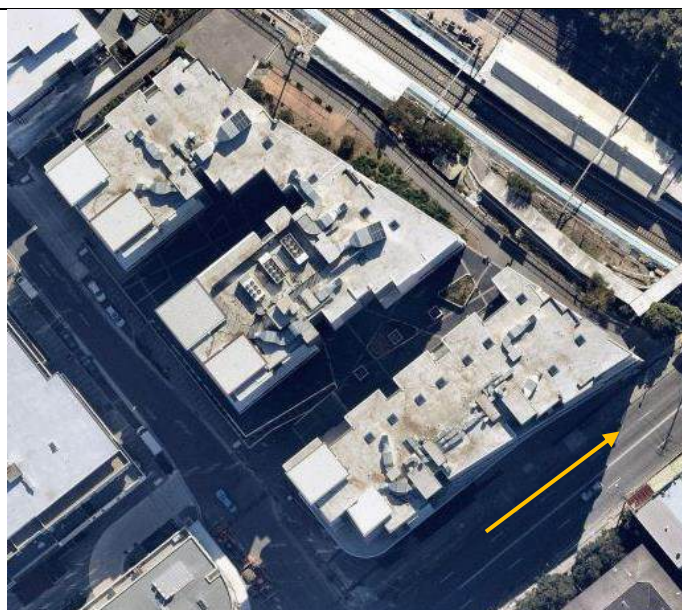
2.2.2 The type and nature of the construction works and defect reports which I have undertaken, cover building work and defects of the type which I have observed in the subject premises.

3. BUILDING & CONSTRUCTION DETAILS

3.1 BUILDING DESCRIPTION

3.1.1 The property is a multi-level, unit block development containing both residential units (202), commercial suites and three levels of underground car parking.

3.1.2 The property is approximately five years of age based on the Strata Scheme registration date of 27 October 2016. For the purposes of this Report it is considered to face south towards Charles Street.



Aerial view of property. Yellow arrow is considered to be facing north for the purposes of the report



View of southern (front) and western elevations as viewed from the S/W corner area

3.2 BUILDING CLASSIFICATION

3.2.1 The building and its parts are classified in accordance with Section A3.2 of the Building Code of Australia as follows:

Class 2	A building containing 2 or more sole occupancy units each being a separate dwelling
Class 6	A shop or other building for the sale of goods by retail or the supply of services direct to the public including;- • eating room, cafe, restaurant, milk bar • dining room, bar, shop or kiosk part of a hotel/motel • hairdresser, barber, laundry, or undertaker • sale/show room or service station
Class 7a	A building which is a car park

3.3 BUILDING INFORMATION

The details for the building works are as follows:

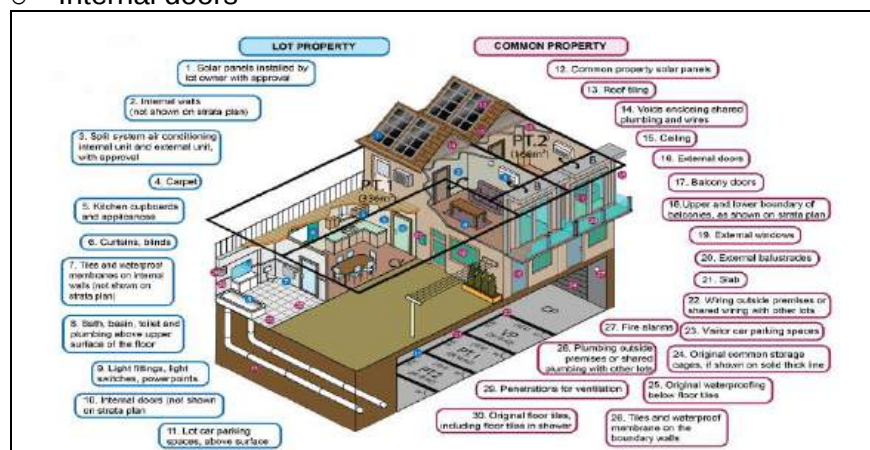
Development Application:	515/2015	28/05/14
Construction Certificate:	J140080	02/10/14
Occupation Certificate	J140080	11/11/16
Registration of Strata Plan:	27/10/16	

4. REPORT DETAILS

4.1 REPORT EXCLUSIONS

4.1.1 I have not included within this Report, items that I consider to be the Unit Owners and/or the Owners Corporation responsibility under their own maintenance schemes and or items where I am unable to substantiate/prove builders responsibility such as:-

- Items that are not considered to be of a **Common Property** classification within the individual unit (Lot Property) areas. These include items such as;-
 - Internal walls (not shown on strata plan)
 - Carpet & timber floating floor, non-permanent coverings
 - Kitchen/laundry cabinets and appliances
 - Window furnishings
 - Tiles to internal walls (not shown on strata plan)
 - Bath, vanity cabinet, toilet and plumbing above upper surface of wet area floor
 - Light fittings, light switches and power points
 - Internal doors



Such items are to be identified and provided to the builder by the individual unit owners as per their contract conditions.

- As the property is in excess of two years of age, items that are not considered to be of a **Major Defect** classification as defined by the Home Building Act;
 - "major defect" means—
 - (a) a defect in a major element of a building that is attributable to defective design, defective or faulty workmanship, defective materials, or a failure to comply with the structural performance requirements of the National Construction Code (or any combination of these), and that causes, or is likely to cause—
 - (i) the inability to inhabit or use the building (or part of the building) for its intended purpose, or
 - (ii) the destruction of the building or any part of the building, or

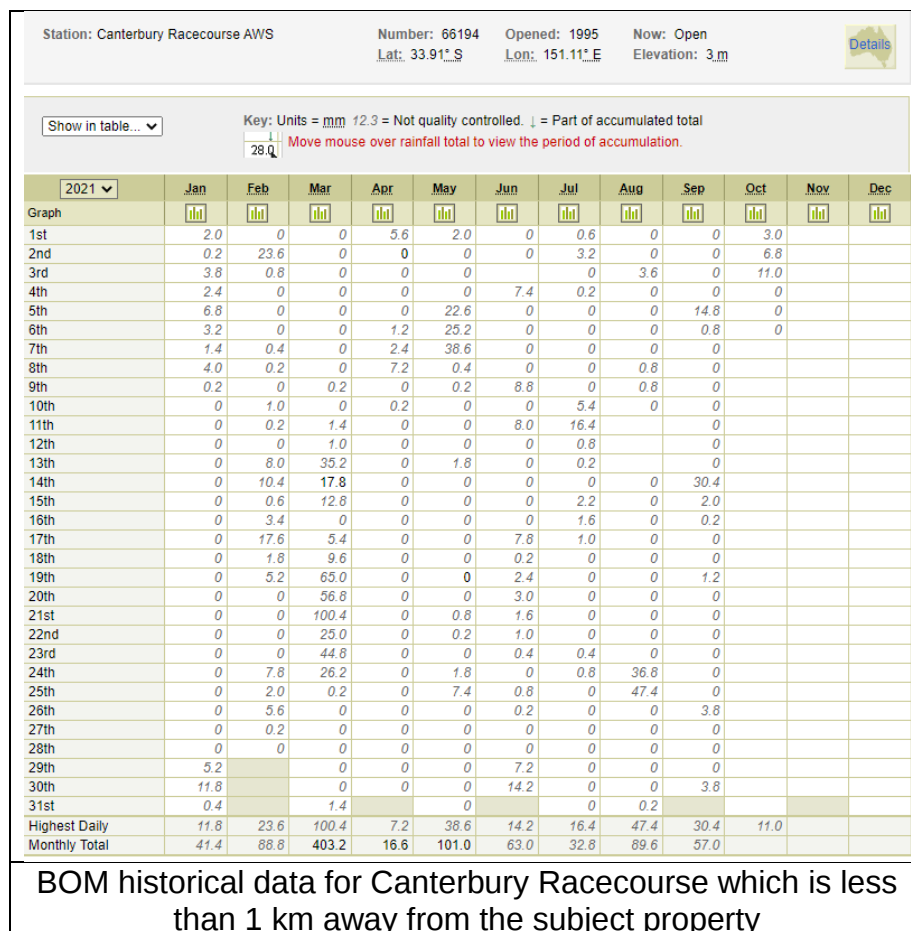
- (iii) a threat of collapse of the building or any part of the building, or
 - (b) a defect of a kind that is prescribed by the regulations as a [major defect](#), or
 - (c) the use of a building product (within the meaning of the [Building Products \(Safety\) Act 2017](#)) in contravention of that Act.
 - **"major element"** of a building means—
 - (a) an internal or external load-bearing component of a building that is essential to the stability of the building, or any part of it (including but not limited to foundations and footings, floors, walls, roofs, columns and beams), or
 - (b) a fire safety system, or
 - (c) waterproofing, or
 - (d) any other element that is prescribed by the regulations as a [major element](#) of a building.
- Cracking to plaster or masonry finishes of less than 1mm in width and/or of the type which would be addressed as part of a painters 'normal' preparation works prior to painting.
 - Failure of electrical appliances such as exhaust fans, stoves, air-conditioning systems, mechanical ventilation systems if outside the normal manufacturer's warranty period.
 - Failure of fixtures and fittings such as taps, shower roses, door hardware, kitchen cupboards and the like.
 - Paint blemishes and failures unless caused by water leaks, if it is consequential damage as a result of another identified defect and or has been noted within the owners handover defect list.
 - Drummy sounding floor tiles unless the tiles have fully delaminated from the base substructure, are suffering from some level of movement induced damage and have failed in excess of the accepted tolerance levels as identified within the relevant NSW Office of Fair Trading 'Guide to Standards and Tolerances'.
 - Blocked and/or partially blocked drains where the cause has not already been identified via CCTV.
 - General wear and tear.

5. INSPECTION

5.1 INSPECTION DATE

5.1.1 The inspection was carried out on 21 September 2021. The weather conditions at the time were fine and dry.

5.1.2 Bureau of Meteorology (BOM) data shows that the area received good rainfall one week prior to the inspection



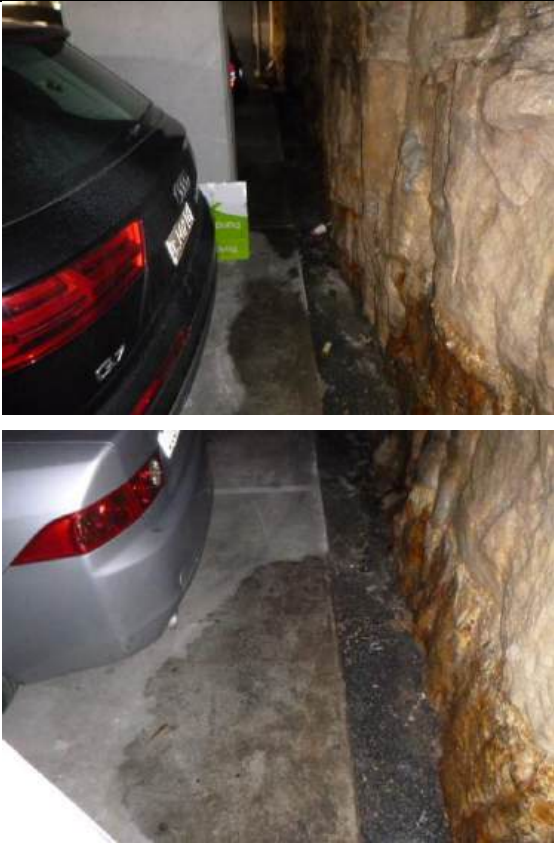
5.2 ACCESS

5.2.1 Access to the common property areas of the property had been pre-arranged via the Building Manager, Richard.

5.3 INSPECTION DETAILS

- 5.3.1 To enable moisture to be identified a calibrated Tramex MEP moisture meter was used. Acceptable "dry" readings are based on the average equilibrium moisture content for the NSW Sydney (coastal) regional area being between 10-15% as identified within table C1 of AS1684.4-2010.
- 5.3.2 The meter shows the following moisture ranges (timber);-
- Between 5%-14% as low
 - Between 14%-18% as medium
 - Between 18%-30% as high
- 5.3.3 The meter has separate detection settings and register scale for plasterboard, render and brick which reads from 0-100.
- 5.3.4 Photographs that have been included in this report were taken on the day of the inspection using a Panasonic DMC-TZ10 digital camera. Photographs have not been edited or doctored other than the addition of descriptive text boxes and arrows to highlight the defective items for the attention of the reader.
- 5.3.5 The reader should be aware that as the inspection was carried out visually without any form of invasive investigation.
- 5.3.6 The items have been grouped and reported on below based on the positioning/identification of the visual effect of the defect and not on the position/area to where the item may have originated.
- 5.3.7 The information relevant for items such as internal and external water leaks which are detailed in the areas to where the effect of that leak becomes visible.

6. CLAIM SCHEDULE

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
COMMON PROPERTY AREAS			
Garage B-3			
1.	Description:- Ground soakage water is observed to be dripping down from the concrete soffit directly next to the rough-cut sandstone northern elevation wall. This water which is originating from within the sandstone when dripping down is hitting the cut face of the rock wall and splashing out over the parking spots and N/W corner storage cages. This water which is rich in dissolved mineral salts from the sandstone will splash out over cars utilising the parking spots, goods within the storage cages and could/would result in damage to the cars and stored goods due to the acidic nature of the water. This is effectively making the parking spots and storage cages as not fit for purpose. Attempts had been made to protect the storage cages by the fitting of corrugate sheeting to try and divert/deflect the water. It was observed that within the B-1 level the same design rough-cut rock wall had been given a splash protection of full height PVC sheeting. Cause:- This wall area should have been provided with the same type of splash protection that has been installed to the B-1 level so as to ensure that the dripping of ground water is not able to splash out over cars using the parking spots backing on to the northern wall.	Allow to carry out the following works:- - Supply and install a PVC splash guard wall along the full length of the northern elevation rough-cut rock wall to match that already installed on B-1 level - Make good any original and new surface finishes affected by the original defect and/or the remedial repairs - Clean up on completion	 Water splashing out over the rear of parking spots

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Water from rough cut sandstone wall tracking out along soffit and dripping from edges of the dough-cuts

SP94402 2 CHARLES STREET CANTERBURY NSW 2193

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Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Corflute sheeting installed by persons unknown behind the N/W corner storage cages to try and divert/deflect dripping ground water

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Example of the PVC splash guard wall fitted to B-1 level

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
2.	Description:- The sewerage pipe risers (two gravity and one pumped pressure) positioned to the western side of parking spot 507 have not been provided with any form of bollard and or other protection. Without any form of protection from motor vehicle impact the pipes are exposed to damage which could/would result in a major sewer discharge out into basement. Such a spill would make the affected basement area not fit for purpose due to potential health implications. Cause:- The protection be it bollard/cage etc was not supplied/installed at the time of construction.	Allow to carry out the following works:- • Supply and install a suitable bollard/cage protection system for the pipes • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	 Sewerage riser pipes (gravity and pressure) with no protection from impact by motor vehicle

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
Garage B-2			
3.	Description;- Steel reinforcing bars are exposed at the base of the eastern elevation perimeter wall bored pier adjacent to parking spot 818. The steel is exposed at the junction of the concrete pier and the sandstone foundation material. Currently the exposed steel is suffering from advanced corrosion which if left unchecked will continue within the pier resulting in spalling concrete. Cause;- The steel cage when initially inserted into the pier hole was not kept up off the bottom of the pier hole to ensure that sufficient concrete cover was achieved.	Allow to carry out the following works;- - Grind back the exposed steel to a minimum of 20mm below the surface of the concrete and to where there is no further corrosion evident - Treat the exposed end of the steel with a zinc rich primer prior to filling the void with a suitable structural grade repair mortar that includes a migrating corrosion inhibitor additive - Make good any original and new surface finishes affected by the original defect and/or the remedial repairs - Clean up on completion	 

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Exposed and corroding reinforcing steel at base of bored concrete pier
4.	Description;- The sewerage pipe risers (one gravity and one pumped pressure) positioned at the top of the ramp which leads down to B-3 level have not been provided with any form of bollard and or other protection. Without any form of protection from motor vehicle impact the pipes are exposed to damage which could/would result in a major sewer discharge out into basement. Such a spill would make the affected basement area not fit for purpose due to potential health implications. Cause;- The protection be it bollard/cage etc was not supplied/installed at the time of construction.	Allow to carry out the following works;- • Supply and install a suitable bollard/cage protection system for the pipes • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Sewerage riser pipes (gravity and pressure) with no protection from impact by motor vehicle
Garage B-1			
5.	Description:- The sewerage pipe risers (one gravity and one pumped pressure) positioned at the top of the ramp which leads down to B-2 level have not been provided with any form of bollard and or other protection. Without any form of protection from motor vehicle impact the pipes are exposed to damage which could/would result in a major sewer discharge out into basement. Such a spill would make the affected basement area not fit for purpose due to potential health implications. Cause:- The protection be it bollard/cage etc was not supplied/installed at the time of construction.	Allow to carry out the following works:- • Supply and install a suitable bollard/cage protection system for the pipes • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Sewerage riser pipes (gravity and pressure) with no protection from impact by motor vehicle
6.	Description;- Leakage from the stormwater pipe connections into what appears to be a detention tank is observed to the soffit area over the southern drive adjacent the right turn to the exit gates. This is allowing water on unknown cleanliness to drip down on to cars using the drive which may result in damage to the paintworks as well as creating slippery conditions to floor which could catch out persons thinking they are walking on a dry floor. There is evidence of previous repair attempt's in the form of what appear to be a paint on membrane finish to the outside face of the wall where the pipes penetrate into the concrete. Cause;- The leakages would appear to be coming out from where the pipes penetrate into the concrete and it is therefore considered the pipes have not been correctly detailed into the membrane within the tank into which they feed. The membrane within the tank may not turn from the wall and into	Allow to carry out the following works;- • Access the tank into which the pipes feed in order to observed the membrane detailing at the junction of the pipe and concrete wall • Carry out all repairs to the membrane necessary in order to ensure that the current leak is permanently rectified • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
	the pipes and or the junction was not detailed correctly with a bond breaker to prevent the membrane cracking at this junction due to differential movement of the members.		 Leakage marks from each of the three supply pipes where they penetrate through the concrete into a tank (assumed) 

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Water which has dripped down from the pipes to the floor of the drive
Basement Escapes			
7.	S/E Escape Description:- Steel reinforcing bars are exposed at the surface of the floor slab within B-1 level at the opening through to the sprinkler valve room. There are 10 bars visible which are displaying surface corrosion. This surface corrosion if left unchecked will continue and result in concrete spalling. Cause:- It would appear that a wall was erroneously originally constructed in this position and was at a later stage of the construction, cut out and removed, however the reinforcing bars were only cut off flush with the floor and therefore left exposed to corrosion. The bars should have been recessed, treated and the resultant voids filled.	Allow to carry out the following works:- • Grind back the exposed steel to a minimum of 20mm below the surface of the concrete and to where there is no further corrosion evident • Treat the exposed end of the steel with a zinc rich primer prior to filling the void with a suitable structural grade repair mortar that includes a migrating corrosion inhibitor additive • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Exposed and corroding reinforcing steel at base of bored concrete pier

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
8.	Western Escape Description:- The ramped section of passageway to ground floor level has not been provided with any form of handrail. The ramp has a rise of 280mm over 3900mm which equates to a ration of 1:14. Without a handrail to one side of the ramp, persons using the passageway/ramp in the case of an emergency exit have no where to steady oneself in the case of stumble or fall, thus making the exit not fit for purpose. Cause:- The ramp has not been provided with a handrail as per requirements.	Allow to carry out the following works:- - Supply and install a suitable handrail to one wall over the full length of the ramp. - The handrail is to match other handrails used within the escape areas for specification and finish - Make good any original and new surface finishes affected by the original defect and/or the remedial repairs - Clean up on completion	 Ramped section of escape with no handrail provisions
Foyers – Bld’ A			
9.	Description:- L-1 Oxidisation is occurring to the sill section of the fixed glass panel next to the hinged opening door. The oxidisation is pushing up through the sealant joint at the junction between the internal floor tiling and the sill section. If left unchecked the oxidisation will continue to the point where the sill section is perforated which would/could allow water entry into the foyer plus it would compromise the structural integrity of the window/door frame. Cause:- The oxidisation is as a result of the window frame sill section being partially encapsulated within the tiled floor finish. Mineral salts (acidic) within the tile bed are therefore in direct contact with the aluminium frame which then causes the frame to	Allow to carry out the following works:- - Remove the tiles that are directly next to the sill section in order to expose the base of the window frame - Create a clear space between the tile bed and the window frame - Remove all traces of oxidisation back to bare aluminium and treat the sill section so that no further oxidisation will occur - Re-tile the floor - Ensure there is clear space between the tile bed and the repaired window frame - Fill the space fully with sealant and finish off to a neat and straight joint line at the surface junction - Make good any original and new surface finishes affected by the original defect and/or the remedial repairs	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
	oxidise. The tiling when carried out should have been detailed in a manner that prevented any direct contact between the aluminium sill section and the sand/cement tile bed.	Clean up on completion	 Oxidisation occurring to the window sill aluminium section of the entrance door
Foyers – Bld’ B			
10.	Description:- L-6 Moisture damage is observed to the plasterboard ceiling next to the ceiling access hatch which is positioned adjacent to unit 608 entrance door. The area of damage to the ceiling had raised moisture meter levels when compared to readings taken from undamaged areas of the ceiling which would indicate the leak is still current. The access hatch was opened to enable a view into the ceiling cavity and it was observed that a fan unit for an air extraction system was positioned directly over the area of moisture damage. Cause:- It is considered that humidity levels within the air being extracted is condensing (during colder months) on some of the metal components within the fan motor/housings and then leaking out due to poor sealing at the junction of the flexible ducting and the	Allow to carry out the following works:- - Disconnect and remove the present tape from the flexible ducting to fan housing junctions - Clean the fan housings and flexible ducting - Re-fix the flexible ducting to the fan housings ensuring the fixing tape is fully and correctly detailed so as to prevent the escape of any condensation which may form within the fan housing - Cut out and remove the moisture affected plasterboard ceiling section - Supply and install a new replacement section of plasterboard, set all joints, sand and leave ready for painting - Seal and patch the area of repair prior to re-painting the affected ceiling area from shadow line to shadow line	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
	fan motor. This is then dripping down on to the upper face of the ceiling sheets resulting in the current damage.	• Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	 Water damage to ceiling and relationship of access hatch to water damage  Fan motor directly over the top of the water damage area

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
11.	Description:- L-7 Moisture damage is observed to the plasterboard ceiling next to the ceiling access hatch which is positioned adjacent to unit 708 entrance door. The area of damage to the ceiling had raised moisture meter levels when compared to readings taken from undamaged areas of the ceiling which would indicate the leak is still current. The access hatch was opened to enable a view into the ceiling cavity and it was observed that a fan unit for an air extraction system was positioned directly over the area of moisture damage and that the damage had extended into the frame of the access hatch in the form of corrosion. Cause:- It is considered that humidity levels within the air being extracted is condensing (during colder months) on some of the metal components within the fan motor/housings and then leaking out due to poor sealing at the junction of the flexible ducting and the fan motor. This is then dripping down on to the upper face of the ceiling sheets resulting in the current damage.	Allow to carry out the following works:- • Disconnect and remove the present tape from the flexible ducting to fan housing junctions • Clean the fan housings and flexible ducting • Re-fix the flexible ducting to the fan housings ensuring the fixing tape is fully and correctly detailed so as to prevent the escape of any condensation which may form within the fan housing • Mechanically remove the corrosion from the ceiling access hatch and treat with a zinc rich primer • Scrape and remove the loose and flaking paint from the area of ceiling damage • Apply a plaster skim coat to the affected area, sand and leave ready for painting • Seal and patch the area of repair prior to re-painting the affected ceiling area from shadow line to shadow line • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	 Water damage to ceiling and corrosion damage to access hatch

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Fan motor directly over the top of the water damage area
Foyers – Bld' C			
12.	Description:- B-1 Steel reinforcing bars are exposed at the surface of the wall panel where it has been cut to allow for the lift opening. There are a number of bars visible to both the sides and head areas of the cut which are displaying surface corrosion. This surface corrosion if left unchecked will continue and result in concrete spalling. Cause:- It would appear that the wall when originally constructed did not allow for the lift access and as such it was subject to modification; however, the reinforcing bars were cut off flush with the opening sides and head and therefore left exposed to corrosion. The bars should have been recessed, treated and the resultant voids filled.	Allow to carry out the following works:- • Grind back the exposed steel to a minimum of 20mm below the surface of the concrete and to where there is no further corrosion evident • Treat the exposed end of the steel with a zinc rich primer prior to filling the void with a suitable structural grade repair mortar that includes a migrating corrosion inhibitor additive • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Exposed and corroding reinforcing steel at the modified opening to the lift
13.	Description;- L-4 Water damage is observed to the middle area of the foyer adjacent to the entrance door of unit 413. The area of damage is approx 50mm in dia and when checked with a moisture meter gave uniform dry range readings for both the areas of damage and undamaged. There were no access hatches adjacent the leak so a leak from an extractor fan motor was not considered. Cause;- From the positioning of the damaged area it is considered the most likely cause was an intermittent leak from a junction of the sprinkler pipes concealed within the ceiling cavity.	Allow to carry out the following works;- • Cut out and remove the damaged section of plasterboard ceiling sheet. • Access the ceiling cavity in order to determine from where the water leak originated from. • Carry out all works necessary to ensure that no further leakage will occur • Supply and install a new replacement section of plasterboard, set all joints, sand and leave ready for painting • Seal and patch the area of repair prior to re-painting the affected ceiling area from shadow line to shadow line • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Area of water damage to plasterboard ceiling
14.	Description:- L-5 Moisture damage is observed to the plasterboard ceiling and the ceiling access hatch which is positioned adjacent to the garbage chute. The area of damage to the ceiling had raised moisture meter levels when compared to readings taken from undamaged areas of the ceiling which would indicate the leak is still current. Due to corrosion damage caused by the leakage to the lock of the hatch, it was unable to be operated and therefore the ceiling cavity was unable to be viewed. Cause:- Despite the ceiling cavity not being viewed, as the leak patterning is the same as experienced within Building B and L-8 of Building C, it is considered that humidity levels within the air being extracted is condensing (during colder months) on some of the metal components within the fan motor/housings and then leaking out due to poor sealing at the junction of the flexible ducting and the fan motor.	Allow to carry out the following works:- • Cut out and remove the water damaged access hatch and plasterboard ceiling sheet • Disconnect and remove the present tape from the flexible ducting to fan housing junctions • Clean the fan housings and flexible ducting • Re-fix the flexible ducting to the fan housings ensuring the fixing tape is fully and correctly detailed so as to prevent the escape of any condensation which may form within the fan housing • Supply and install new access hatch to match the existing for specification and finish • Supply and install a new replacement section of plasterboard, set all joints, sand and leave ready for painting • Seal and patch the area of repair prior to re-painting the affected ceiling area from shadow line to shadow line • Make good any original and new surface	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
	This is then dripping down on to the upper face of the ceiling sheets and access hatch resulting in the current damage.	finishes affected by the original defect and/or the remedial repairs • Clean up on completion	 Water damage to both the plasterboard ceiling sheets and access hatch  Ceiling access hatch swing catch unable to be operated due to corrosion

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
15.	Description:- L-8 Moisture damage is observed to the plasterboard ceiling next to the ceiling access hatch which is positioned adjacent to the garbage chute entrance door. The area of damage to the ceiling had raised moisture meter levels when compared to readings taken from undamaged areas of the ceiling which would indicate the leak is still current. The access hatch was opened to enable a view into the ceiling cavity and it was observed that a fan unit for an air extraction system was positioned directly over the area of moisture damage and that the damage had extended into the frame of the access hatch in the form of corrosion. Cause:- It is considered that humidity levels within the air being extracted is condensing (during colder months) on some of the metal components within the fan motor/housings and then leaking out due to poor sealing at the junction of the flexible ducting and the fan motor. This is then dripping down on to the upper face of the ceiling sheets resulting in the current damage.	Allow to carry out the following works:- • Disconnect and remove the present tape from the flexible ducting to fan housing junctions • Clean the fan housings and flexible ducting • Re-fix the flexible ducting to the fan housings ensuring the fixing tape is fully and correctly detailed so as to prevent the escape of any condensation which may form within the fan housing • Mechanically remove the corrosion from the ceiling access hatch and treat with a zinc rich primer • Scrape and remove the loose and flaking paint from the area of ceiling damage • Apply a plaster skim coat to the affected area, sand and leave ready for painting • Seal and patch the area of repair prior to re-painting the affected ceiling area from shadow line to shadow line • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	 Water damage to ceiling and corrosion damage to access hatch

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Fan motor directly over the top of the water damage area
Foyers – Bld' D			
16.	Description:- L-5 Moisture damage is observed to the plasterboard ceiling next to the ceiling access hatch which is positioned adjacent to the garbage chute entrance door. The area of damage to the ceiling had raised moisture meter levels when compared to readings taken from undamaged areas of the ceiling which would indicate the leak is still current. The access hatch was opened to enable a view into the ceiling cavity and it was observed that a fan unit for an air extraction system was positioned directly over the area of moisture damage and that the damage had extended into the frame of the access hatch in the form of corrosion. Cause:- It is considered that humidity levels within the air being extracted is condensing (during colder months) on some of the metal	Allow to carry out the following works:- • Disconnect and remove the present tape from the flexible ducting to fan housing junctions • Clean the fan housings and flexible ducting • Re-fix the flexible ducting to the fan housings ensuring the fixing tape is fully and correctly detailed so as to prevent the escape of any condensation which may form within the fan housing • Mechanically remove the corrosion from the ceiling access hatch and treat with a zinc rich primer • Scrape and remove the loose and flaking paint from the area of ceiling damage • Apply a plaster skim coat to the affected area, sand and leave ready for painting • Seal and patch the area of repair prior to re-	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
	components within the fan motor/housings and then leaking out due to poor sealing at the junction of the flexible ducting and the fan motor. This is then dripping down on to the upper face of the ceiling sheets resulting in the current damage.	painting the affected ceiling area from shadow line to shadow line • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	 Water damage to ceiling and corrosion damage to access hatch  Fan motor directly over the top of the water damage area

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
17.	Description:- L-6 Moisture damage is observed to the plasterboard ceiling next to the ceiling access hatch which is positioned adjacent to the garbage chute entrance door. The area of damage to the ceiling had raised moisture meter levels when compared to readings taken from undamaged areas of the ceiling which would indicate the leak is still current. The access hatch was opened to enable a view into the ceiling cavity and it was observed that a fan unit for an air extraction system was positioned directly over the area of moisture damage and that the damage had extended into the frame of the access hatch in the form of corrosion. Cause:- It is considered that humidity levels within the air being extracted is condensing (during colder months) on some of the metal components within the fan motor/housings and then leaking out due to poor sealing at the junction of the flexible ducting and the fan motor. This is then dripping down on to the upper face of the ceiling sheets resulting in the current damage.	Allow to carry out the following works:- • Disconnect and remove the present tape from the flexible ducting to fan housing junctions • Clean the fan housings and flexible ducting • Re-fix the flexible ducting to the fan housings ensuring the fixing tape is fully and correctly detailed so as to prevent the escape of any condensation which may form within the fan housing • Mechanically remove the corrosion from the ceiling access hatch and treat with a zinc rich primer • Scrape and remove the loose and flaking paint from the area of ceiling damage • Apply a plaster skim coat to the affected area, sand and leave ready for painting • Seal and patch the area of repair prior to re-painting the affected ceiling area from shadow line to shadow line • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	 Water damage to ceiling and corrosion damage to access hatch

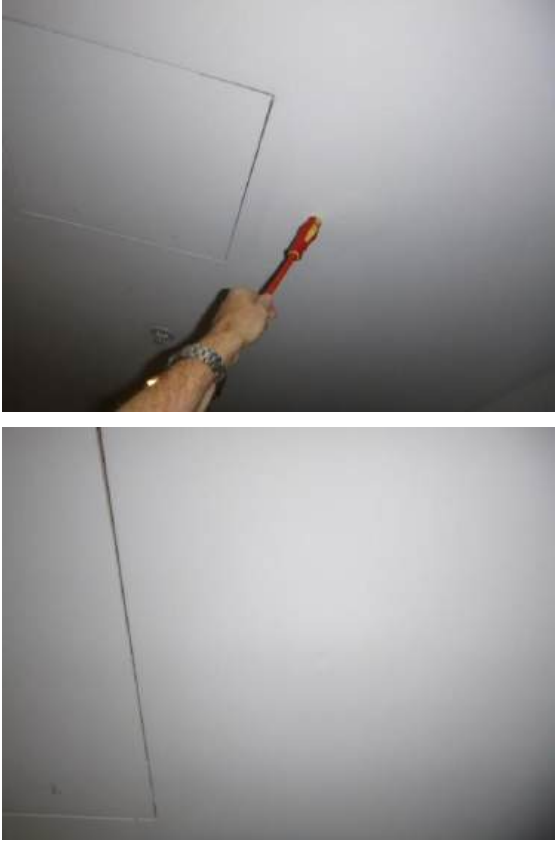
Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Fan motor directly over the top of the water damage area
18.	Description;- L-7 Moisture damage is observed to the plasterboard ceiling next to the ceiling access hatch which is positioned adjacent to the garbage chute entrance door. The area of damage to the ceiling had raised moisture meter levels when compared to readings taken from undamaged areas of the ceiling which would indicate the leak is still current. The access hatch was opened to enable a view into the ceiling cavity and it was observed that a fan unit for an air extraction system was positioned directly over the area of moisture damage and that the damage had extended into the frame of the access hatch in the form of corrosion. Cause;- It is considered that humidity levels within the air being extracted is condensing (during colder months) on some of the metal components within the fan motor/housings and then leaking out due to poor sealing at the junction of the flexible ducting and the	Allow to carry out the following works;- • Disconnect and remove the present tape from the flexible ducting to fan housing junctions • Clean the fan housings and flexible ducting • Re-fix the flexible ducting to the fan housings ensuring the fixing tape is fully and correctly detailed so as to prevent the escape of any condensation which may form within the fan housing • Scrape and remove the loose and flaking paint from the area of ceiling damage • Apply a plaster skim coat to the affected area, sand and leave ready for painting • Seal and patch the area of repair prior to re-painting the affected ceiling area from shadow line to shadow line • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs	

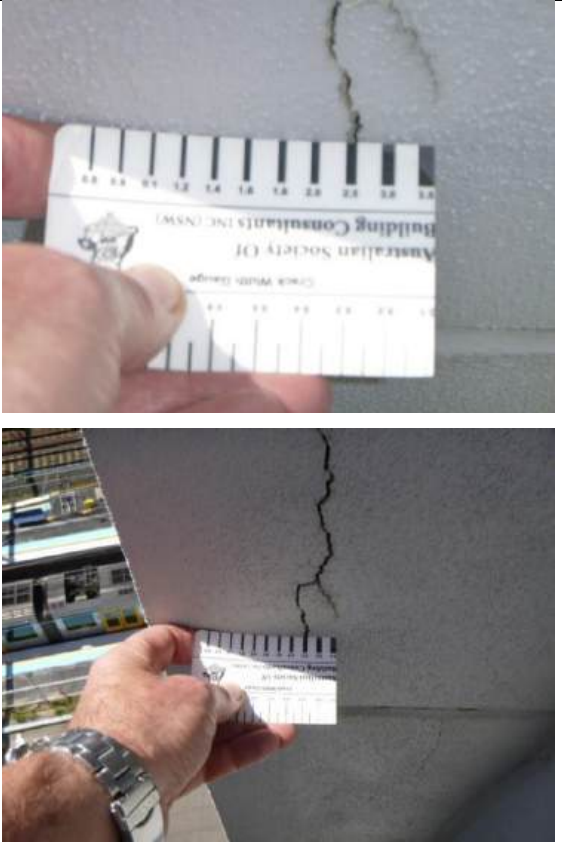
Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
	fan motor. This is then dripping down on to the upper face of the ceiling sheets resulting in the current damage.	• Clean up on completion	 Water damage to ceiling  Fan motor directly over the top of the water damage area

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
19.	Description:- L-8 Moisture damage is observed to the plasterboard ceiling next to the ceiling access hatch which is positioned adjacent to the garbage chute entrance door. The area of damage to the ceiling had raised moisture meter levels when compared to readings taken from undamaged areas of the ceiling which would indicate the leak is still current. The access hatch was opened to enable a view into the ceiling cavity and it was observed that a fan unit for an air extraction system was positioned directly over the area of moisture damage and that the damage had extended into the frame of the access hatch in the form of corrosion. Cause:- It is considered that humidity levels within the air being extracted is condensing (during colder months) on some of the metal components within the fan motor/housings and then leaking out due to poor sealing at the junction of the flexible ducting and the fan motor. This is then dripping down on to the upper face of the ceiling sheets resulting in the current damage.	Allow to carry out the following works:- • Disconnect and remove the present tape from the flexible ducting to fan housing junctions • Clean the fan housings and flexible ducting • Re-fix the flexible ducting to the fan housings ensuring the fixing tape is fully and correctly detailed so as to prevent the escape of any condensation which may form within the fan housing • Scrape and remove the loose and flaking paint from the area of ceiling damage • Apply a plaster skim coat to the affected area, sand and leave ready for painting • Seal and patch the area of repair prior to re-painting the affected ceiling area from shadow line to shadow line • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	 Water damage to ceiling  Fan motor directly over the top of the water damage area

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
Foyers – Bld' E			
20.	Description;- L-5 Moisture damage is observed to the plasterboard ceiling next to the ceiling access hatch which is positioned adjacent to the garbage chute entrance door. The area of damage to the ceiling had raised moisture meter levels when compared to readings taken from undamaged areas of the ceiling which would indicate the leak is still current. The access hatch was opened to enable a view into the ceiling cavity and it was observed that a fan unit for an air extraction system was positioned directly over the area of moisture damage and that the damage had extended into the frame of the access hatch in the form of corrosion. Cause;- It is considered that humidity levels within the air being extracted is condensing (during colder months) on some of the metal components within the fan motor/housings and then leaking out due to poor sealing at the junction of the flexible ducting and the fan motor. This is then dripping down on to the upper face of the ceiling sheets resulting in the current damage.	Allow to carry out the following works;- • Disconnect and remove the present tape from the flexible ducting to fan housing junctions • Clean the fan housings and flexible ducting • Re-fix the flexible ducting to the fan housings ensuring the fixing tape is fully and correctly detailed so as to prevent the escape of any condensation which may form within the fan housing • Scrape and remove the loose and flaking paint from the area of ceiling damage • Apply a plaster skim coat to the affected area, sand and leave ready for painting • Seal and patch the area of repair prior to re-painting the affected ceiling area from shadow line to shadow line • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	 Water damage to ceiling

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Fan motor directly over the top of the water damage area
21.	Description;- L-6 Moisture damage is observed to the plasterboard ceiling next to the ceiling access hatch which is positioned adjacent to the garbage chute entrance door. The area of damage to the ceiling had raised moisture meter levels when compared to readings taken from undamaged areas of the ceiling which would indicate the leak is still current. The access hatch was opened to enable a view into the ceiling cavity and it was observed that a fan unit for an air extraction system was positioned directly over the area of moisture damage and that the damage had extended into the frame of the access hatch in the form of corrosion. Cause;- It is considered that humidity levels within the air being extracted is condensing (during colder months) on some of the metal components within the fan motor/housings and then leaking out due to poor sealing at the junction of the flexible ducting and the	Allow to carry out the following works;- • Disconnect and remove the present tape from the flexible ducting to fan housing junctions • Clean the fan housings and flexible ducting • Re-fix the flexible ducting to the fan housings ensuring the fixing tape is fully and correctly detailed so as to prevent the escape of any condensation which may form within the fan housing • Scrape and remove the loose and flaking paint from the area of ceiling damage • Apply a plaster skim coat to the affected area, sand and leave ready for painting • Seal and patch the area of repair prior to re-painting the affected ceiling area from shadow line to shadow line • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs	 Water damage to ceiling

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
	fan motor. This is then dripping down on to the upper face of the ceiling sheets resulting in the current damage.	Clean up on completion	
22.	Description;- L-7 Moisture damage is observed to the plasterboard ceiling next to the ceiling access hatch which is positioned adjacent to the garbage chute entrance door. The area of damage to the ceiling had raised moisture meter levels when compared to readings taken from undamaged areas of the ceiling which would indicate the leak is still current. The access hatch was opened to enable a view into the ceiling cavity and it was observed that a fan unit for an air extraction system was positioned directly over the area of moisture damage and that the damage had extended into the frame of the access hatch in the form of corrosion. Cause;- It is considered that humidity levels within the air being extracted is condensing (during colder months) on some of the metal components within the fan motor/housings and then leaking out due to poor sealing at the junction of the flexible ducting and the fan motor. This is then dripping down on to the upper face of the ceiling sheets resulting in the current damage.	Allow to carry out the following works;- - Disconnect and remove the present tape from the flexible ducting to fan housing junctions - Clean the fan housings and flexible ducting - Re-fix the flexible ducting to the fan housings ensuring the fixing tape is fully and correctly detailed so as to prevent the escape of any condensation which may form within the fan housing - Scrape and remove the loose and flaking paint from the area of ceiling damage - Apply a plaster skim coat to the affected area, sand and leave ready for painting - Seal and patch the area of repair prior to re-painting the affected ceiling area from shadow line to shadow line - Make good any original and new surface finishes affected by the original defect and/or the remedial repairs - Clean up on completion	 Water damage to ceiling

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
Western Roof Area – Bld's A, B & C			
23.	Description;- Cracking up to 2.5mm in width is observed running vertically down the western end of the light grey coloured northern elevation perimeter wall at the N/W corner. The crack is running straight down the face of the wall set back approx. 100mm from the outer edge and finishes at a horizontal struck joint line at the roof slab alignment. The positioning of the crack leaves the potential of a section of the wall fully failing and falling to the ground below with potential damage and or injury implications. Cause;- From the positioning and patterning of the crack, it would appear that the wall was subject to an extension in length of approx. 100mm and that extension was not adequately tied in to the existing wall which has resulted in the present cracking forming.	Allow to carry out the following works;- - Under engineers' instructions allow to carry out all necessary repairs to the section of wall so that on completion the wall section is 100% stable, there are no cracks to the render finish and the affected wall areas are re-painted from shadow line to shadow line - Note, these works may require the small 100mm wide wall section to be fully removed and re-built - Make good any original and new surface finishes affected by the original defect and/or the remedial repairs - Clean up on completion	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Cracking to roof top perimeter wall
External Elevations – Frequent Items			
24.	Description:- Corrosion spotting is observed (from ground level) to a large number of the concrete soffits. This is in the form of singular and sometimes multiple closely spaced spots of varying sizes up to approx. 40mm in dia. The corrosion spotting is an indication of steel pieces that are too close to the concrete surface and are therefore suffering from corrosion. If left unchecked, this corrosion can continue to become concrete spalling. The elevations/levels where this spotting was observed is detailed below, however it must be noted that as this viewing was carried out from ground level, it is considered that further instances of corrosion spotting were either unable to be observed (view obstructed) and or were too small to be viewed from ground level.	Allow to carry out the following works:- • Grind back the areas of corrosion to expose the embedded steel and reduce it to a minimum of 20mm below the surface of the concrete and to where there is no further corrosion evident • Treat the exposed end of the steel with a zinc rich primer prior to filling the void with a suitable structural grade repair mortar that includes a migrating corrosion inhibitor additive • Ensure the repair mortar is finished off to match the plane of the concrete soffit • Seal and patch paint the areas of repair prior to re-painting each affected soffit area from shadow line to shadow line to match the existing for specification and finish • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs	

Item No	Item Description & Considered Cause			Proposed Remedial Repair Methodology	Photographs
	Building Buildings A, B & C (western)	Elevation	Level	Clean up on completion	
		Western, (central courtyard)	Levels 5 and up		
		Western	Levels 7 & 8 at S/W corner		
		Eastern	Levels 1, 2, 4, 6, 7, 8 & 9 at S/E corner		
			Ground floor adjacent Building C entrance		
			Level 9 at N/E corner		
		Southern	Levels 1, 2, 4, 5, 6 & 7 at S/E corner on east side of central courtyard		
			Levels 1, 2, 4, 5, 6 & 7 at S/E corner on west side of central courtyard		
			Levels 6, 7 & 8 to S/W corner on west side of central courtyard		
	Buildings D & E (eastern)	Eastern	Levels 2, 3, 7, 8 & 9 to S/E corner ledges over windows		
		Southern	Ground floor ledge over Priceline Pharmacy		
Cause:- It is considered that the corrosion spotting is as a result of the base of the bar chairs starting to corrode as the PVC tip protection may have been damaged during the steel fixing operation. Corrosion spotting close to and around the drip groove is often pieces of tie wire and nails which were left on the formwork prior to concrete being poured.					

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 The 'Photographs' column contains two images. The top image is a close-up of a white, textured surface, possibly a wall or ceiling, showing several small, dark brown rust spots. The bottom image shows a similar white surface, also with rust spots, but from a slightly different angle or further away, showing more of the surrounding area.

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Examples of the soffit corrosion

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
External Elevations			
25.	Central Courtyard, West Building Description:- Cracking and delamination to the wall render in the form of visible blistering of the render is observed to the level 9 floor slab projection to the dark grey wall area of the northern elevation. The area affected is approx. 1000mm wide by 250mm high. If left unchecked, thermal expansion and contraction may result in the section of render detaching and dropping to the ground with potential damage and personal injury implications. Cause:- The positioning of the render failure is at the junction of the floor slab projection and masonry wall; therefore, it is considered that the horizontal joints were not detailed correctly for the full depth of the render and the differential movement between the concrete floor slab and masonry wall panels has caused the render to crack and delaminate.	Allow to carry out the following works:- • Diamond saw blade cut out and remove the area of failed render. • Allow to re-render the exposed areas ensuring the new render matches the plane and texture of the original • Ensure that all necessary control joints are correctly detailed within the new render for its full depth so as to prevent any potential damage occurring to the new render • Seal and patch paint the area of repair prior to re-painting the affected wall panels from shadow line to shadow line • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	 

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Cracked and delaminated render to dark grey section of northern elevation wall
26.	Northern, West Building Description:- Cracking and delamination to the wall render in the form of visible blistering of the render is observed to the levels 2, 3 & 4 floor slab projections on the western side of the 450mm stainless steel vent pipe. If left unchecked, thermal expansion and contraction may result in the sections of render detaching and dropping to the ground with potential damage and personal injury implications. Cause:- The positioning of the render failures is at the junction of the floor slab projection and masonry wall; therefore, it is considered that the horizontal joints were not detailed correctly for the full depth of the render and the differential movement between the concrete floor slab and masonry wall panels has caused the render to crack and delaminate.	Allow to carry out the following works;- • Diamond saw blade cut out and remove the areas of failed render. • Allow to re-render the exposed areas ensuring the new render matches the plane and texture of the original • Ensure that all necessary control joints are correctly detailed within the new render for its full depth so as to prevent any potential damage occurring to the new render • Seal and patch paint the areas of repair prior to re-painting the affected wall panels from shadow line to shadow line • Make good any original and new surface finishes affected by the original defect and/or the remedial repairs • Clean up on completion	

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			

Item No	Item Description & Considered Cause	Proposed Remedial Repair Methodology	Photographs
			 Cracked and delaminated wall render to areas of wall just west of the stainless-steel ventilation pipe

7. SUMMARY

7.1 The inspection has identified a number of items within both the common and lot property areas of the subject building that require remedial repair works. These items are;-

Area/Unit #	Item Description			
Garage B-3	Ground water from northern elevation cut rock wall is splashing out over parked cars and into storage cages			
Garage B-2	- Exposed steel reinforcing bars at base of bored pier adjacent parking spot 818 - No bollard protection to sewer pipe risers at top of ramp leading down to B-3 level			
Garage B-1	- No bollard protection to sewer pipe risers at top of ramp leading down to B-2 level - Leakage from stormwater pipes where they enter into a tank over top of the southern drive			
Basement Escapes	- S/E Escape. Exposed steel reinforcing bars to the B-1 floor within opening through to sprinkler valve room - West Escape. No handrail to the ground floor ramped section of passageway			
Foyers Bld A	L-1. Oxidisation to sill section of fixed glass panel beside entry door			
Foyers Bld B	- L-6. Moisture damage to ceiling at access hatch adjacent unit 608 - L-7. Moisture damage to ceiling at access hatch adjacent unit 708			
Foyers Bld C	- B-1. Exposed steel reinforcing bars where wall cut for lift door - L-4. Moisture damage to mid-section of ceiling adjacent unit 413 - L-5. Moisture damage to ceiling and access hatch adjacent garbage chute - L-8. Moisture damage to ceiling and access hatch adjacent garbage chute			
Foyers Bld D	- L-5. Moisture damage to ceiling and access hatch adjacent garbage chute - L-6. Moisture damage to ceiling and access hatch adjacent garbage chute - L-7. Moisture damage to ceiling and access hatch adjacent garbage chute - L-8. Moisture damage to ceiling at access hatch adjacent garbage chute			
Foyers Bld E	- L-5. Moisture damage to ceiling at access hatch adjacent garbage chute - L-6. Moisture damage to ceiling at access hatch adjacent garbage chute - L-7. Moisture damage to ceiling at access hatch adjacent garbage chute			
Western Roof Bld's A, B & C	Cracking up to 2.5mm wide to west end of light grey perimeter wall at NW corner			
External Elevations, Frequent Items	Corrosion spotting to the following concrete soffits			
	Buildings A, B & C (western)	Building	Elevation	Level
		Western	Western, (central courtyard)	Levels 5 and up
			Western	Levels 7 & 8 at S/W corner
			Eastern	Levels 1, 2, 4, 6, 7, 8 & 9 at S/E corner
				Ground floor adjacent Building C entrance
		Level 9 at N/E corner		
		Southern	Levels 1, 2, 4, 5, 6 & 7 at S/E corner on east side of central courtyard	
			Levels 1, 2, 4, 5, 6 & 7 at S/E corner on west side of central courtyard	
	Levels 6, 7 & 8 to S/W corner on west side of central courtyard			
Buildings D & E (eastern)	Eastern	Levels 2, 3, 7, 8 & 9 to S/E corner ledges over windows		
	Southern	Ground floor ledge over Priceline Pharmacy		

Area/Unit #	Item Description
External Elevations	- Central courtyard, west building. Cracking and delamination of wall render to northern elevation all at level 9 floor slab projection - Northern elevation to west building. Cracking and delamination of wall render to levels 2, 3 & 4 floor slab projections positioned west of the vertical stainless-steel vent pipe

7.2 I do recommend that the Owners Corporation consider engaging the services the following specialist experts in view of items identified that are beyond my level of technical expertise. These include;-

Expert	Area/Unit #	Reason for recommendation
Structural Engineer	Basement areas	There are a number of cracks within the floor/soffit slabs to the basement garaging. The Building Manager confirmed that a Structural Engineer has been engaged and instructed to view and report on the cracking

8. CONCLUSION

- 8.1 Each of the items of claim identified within the main body of the report is considered to constitute a loss for The Owners Strata Plan No 94402. This loss is in the form of a financial cost of the remedial repairs which are necessary in order to bring the building into compliance and make good any resultant damages caused.
- 8.2 Further consequential losses such as the risk of injury etc, where applicable have been noted to the items of claim so affected.
- 8.3 The building was found to have a number of items pertaining to the subject works that are considered to be in breach of the Building Code of Australia and its referenced Standards. These items are also all considered to be in breach of the relevant paragraphs within Home Building Act 1989 Part 2C Section 18B - Statutory Warranties:
- (a) *a warranty that the work will be done with due care and skill and in accordance with the plans and specifications set out in the contract,*
 - (b) *a warranty that all materials supplied by the holder or person will be good and suitable for the purpose for which they are used and that, unless otherwise stated in the contract, those materials will be new,*
 - (c) *a warranty that the work will be done in accordance with and will comply with, this or any other law,*
 - (d) *a warranty that the work will be done with due diligence and within the time stipulated in the contract, or if no time is stipulated, within a reasonable time,*
 - (e) *a warranty that, if the work consists of the construction of a dwelling, the making of alterations or additions to a dwelling or the repairing, renovation, decoration or protective treatment of a dwelling, the work will result, to the extent of the work conducted, in a dwelling that is reasonably fit for occupation as a dwelling,*
 - (f) *a warranty that the work and any materials used in doing the work will be reasonably fit for the specified purpose or result, if the person for whom the work is done expressly makes known to the holder of the licence or person required to hold a licence, or another person with express or apparent authority to enter into or vary contractual arrangements on behalf of the holder or person, the particular purpose for which the work is required or the result that the owner desires the work to achieve, so as to show that the owner relies on the holder's or person's skill and judgment.*

- 8.4 This report has been prepared on the basis of the information made available to me at the date of my report. I reserve the right to amend the report and the opinions expressed in light of any additional information that may be received.

9. EXPERTS STATEMENT

9.1 *I have been provided with a copy of the following documents:*

- *NSW Civil & Administrative Tribunal, Procedural Direction 3 (February 2018) for Expert Witnesses; and*
- *Uniform Civil Procedure Rules 2005, Schedule 7 Expert Witness Code of Conduct.*

9.2 *I acknowledge that I have read the aforementioned documents and agree to be bound by them.*



.....
Mark Kavanagh
Senior Building Consultant

CONDITIONS RELATING TO THIS REPORT

1. The Report is made in accordance with the requirements of Australian Standard 4349.1-1995 and is a special purpose property report that reflects the requirements of the instructions provided to Integrated Building & Engineering Consultancy ACN 629 977 386. This is not a pre-purchase report nor does it express any view as to the value of the Property or parts thereof being inspected.
2. This Report and all its content is prepared for the exclusive use of the Addressee and may not be used for any other purpose than its stated intention with the exception of its distribution to any party in litigation to which this Report may have reference. No responsibility will be accepted for its content in respect of Third Parties.
3. This Report will remain the property of Integrated Building & Engineering Consultancy ACN 629 977 386 and may not be used by the Addressee for any purpose whatsoever until full payment is made. Non-compliance with this condition forms a substantial breach in the terms of the agreement between the Addressee and Integrated Building & Engineering Consultancy ACN 629 977 386.
4. This Report may not necessarily be suitable for presentation in litigation and other Court or Tribunal actions as a report with a different structure, ie, a Scott Schedule, may be required by direction of the adjudicative body.
5. **Unless otherwise stated-**
 - (a) no soil etc has been excavated
 - (b) no plants or trees have been removed
 - (c) no fixtures, fittings, cladding or lining materials have been removed
 - (d) no items of furniture or chattels have been moved
 - (e) no enquiries of Councils or Authorities or persons have been made for the purpose of inspecting the Building and providing this Report.
6. **This Report does not include-**
 - (a) faults in inaccessible parts of the Building
 - (b) faults not apparent on visual inspection
 - (c) faults apparent only in different weather or environmental conditions
 - (d) faults resulting from different use of the Building's intended use
 - (e) minor faults (e.g. hairline plaster cracks, jamming doors, window and catches etc)
7. **Asbestos Disclaimer:** "No inspection for asbestos was carried out at the property and no report on the presence or absence of asbestos is provided. If during the course of the Inspection asbestos or materials containing asbestos happened to be noticed then this may be noted in the general remarks section of the report. Buildings built prior to 1982 may have all and/or ceiling sheeting and other products including roof sheeting that contains Asbestos. Even buildings built after this date up until the early 90's may contain some Asbestos. Sheeting should be fully sealed. If concerned or if the building was built prior to 1990 you should seek advice from a qualified asbestos removal expert as to the amount and importance of the asbestos present and the cost of sealing or removal. If asbestos is noted as present within the property then you should seek advice from a qualified asbestos removal expert as to the amount and importance of the asbestos present and the cost of sealing or of removal. Drilling, cutting or removing sheeting or products containing Asbestos is a high risk to peoples' health. You should seek advice from a qualified asbestos removal expert."
8. **Expert Witness Estimating Disclaimer:** Any estimates provided in this report are merely opinions of possible costs that could be encountered, based on the knowledge and experience of the consultant. The estimates are NOT a guarantee or quotation for work to be carried out. The actual cost is ultimately dependent upon the materials used, standard of finish required and what a contractor is prepared to do the work for. It is recommended in ALL instances that multiple independent quotes are sourced prior to any work being carried out. The consultant accepts no liability for any estimates provided throughout this report.
9. **Professional Indemnity Insurance:** Integrated Building & Engineering Consultancy ACN 629 977 386 holds current professional indemnity insurance. This insurance is limited to a maximum of \$1million per event. It is a condition on engagement of Integrated Building & Engineering Consultancy ACN 629 977 386 that any claim on the professional indemnity insurance will be limited to a maximum of \$1million.

APPENDIX A

LETTER OF INSTRUCTIONS/WORK ORDER

From: Suzi Bellas <suzi.bellas@netstrata.com.au>
Sent: Wednesday, 7 July 2021 8:43 AM
To: Matthew Carota
Subject: RE: 2210228 - FW: SP94402 | 2 Charles Street, Canterbury | Quote - Building Defects
Attachments: 2210228Q1.1 Quote - Building Defects 28.05.21.pdf

Categories: In Progress

Good morning Matthew,

I trust you are well, I am happy to report that the owners corporation approved your quotation last night, they are raising the funds in a special levy due 16/08/2021.

Suzi Bellas

Senior Strata Manager

D: (02) 8567 6452

T: (02) 8567 6400

M: 0437 537 199

[COVID-19 OWNER UPDATE](#)



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APPENDIX B

CURRICULUM VITAE OF AUTHOR

CURRICULUM VITAE

NAME: Mark Kavanagh

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Baulkham Hills BC NSW 2153

TELEPHONE: Office: 02 8814 5999
Mobile: 0422 657 708

FACSIMILE: 02 8814 5899

EMAIL: mark@ibc.net.au

EMPLOYMENT/ENGAGEMENT

2019 –	Senior Building Consultant-Mediator Integrated Building & Engineering Consultancy
2004 – 2019	Senior Building Consultant-Mediator Integrated Building Consultancy
July 2000 – June 2004	Senior Building Consultant National Building Consultants Pty Limited
April 1989 – July 2000	Insurance Assessor, Technical Consultant, Building Investigator/Mediator - Department of Fair Trading
Nov 1988 – April 1989	Leading Hand Carpenter - Reed Constructions
July 1988 – Nov 1988	Carpenter - S N & M T Brown
Oct 1987 – July 1988	Carpenter - Van Veen Brothers
May 1987 – Oct 1987	Carpenter - Kell & Rigby
Feb 1986 – May 1987	Carpenter - Ildi Pty Limited
Dec 1981 – Feb 1986	Carpenter - V&C Constructions
Dec 1978 – Nov 1981	Carpenter (Apprentice) - D J Plaister Pty Limited

EDUCATION

2000	Obtained Builders Licence No 116170C (current) Department of Fair Trading
1986 - 1988	Hornsby TAFE Building Foreman Clerk Of Works Certificate (Grades: Honours)
1979 - 1981	Hornsby TAFE Trade Certificate, Carpentry & Joinery (Grades: Pass)
1974 - 1978	Turramurra High School School Certificate (Grades: English 3, Mathematics 2)

OTHER STUDIES

- Explosive powered tool operator, Certificate of Competency No 021753
- Communications & Dispute Resolution (Mackay Research Pty Ltd)
- Client Relations (Lark Sweetland)
- Customer Service (Vance Australia Training)
- Developments in Steel House Framing (Lysaght Industries)
- Office of Public Management Mediation (LEADR)
- Building Code of Australia Amendments (Architects Institute)
- Effective Management Practices (In House)
- HIA Occupational Health & Safety induction
- SAI Global - Australian Standards AS2870 Residential Slabs and Footings Course
- SAI Global – Australian Standards AS3740 Waterproofing of Wet Areas in Residential Buildings Course
- Certificate I in Mould Remediation: Mould Hazard Awareness & Certificate II in Mould Remediation: Cleaning for Small Area Damage issued by Mycologia Australia in association with Murdoch University

PRACTICAL EXPERIENCE

I have been a practitioner in the Building Industry for over twenty five years commencing with an apprenticeship in Carpentry and Joinery.

I have completed my technical trade training and gained the Clerk Of Works Certificate from TAFE and went on to work in the industry as a carpenter, leading hand carpenter through to Senior Building Consultant.

I am conversant with the process of building dispute resolution and my experience as a Building Inspector and Mediator for the Department of Fair Trading has given me broad experience throughout the various stages of dispute resolution from on site mediations to matters before the NSW Civil and Administrative Tribunal (previously known as the Consumer Tenancy & Trader Tribunal and prior to that the Building Disputes Tribunal) and District and Supreme Court jurisdictions.

My present engagement as Senior Building Consultant specialises in the identification and correction of defective works to existing buildings.

SAMPLE OF PROJECT EXPERIENCE

1978 – 1981	Construction of approximately 50 new homes plus 1 large steel framed warehouse, apprentice carpenter
1981 – 1986	Alterations and additions to approximately 100 homes, carpenter
1986	Construction of sound recording studios for “Video Lab”, carpenter
1987	Major extensions at NIDA, New workshops at Qantas Jet Base, leading hand carpenter
1987 – 1988	Construction of sound recording studios for 2UW, Alberts and Rhinoceros, carpenter
1988	Construction of high class timber finished water front home at Berowra Waters, carpenter
1989	10 floor refurbishment at the Hilton Hotel, leading hand carpenter
1989 – 2000	Prepared over 3000 Technical Building Reports that cover building defect analysis, rectification procedures and cost assessments. Acted as mediator in over 100 actions before the Department of Fair Trading, Building Consultant and Mediator.
2000 - 2004	Prepared over 1500 Technical Building Reports that cover building defect analysis, rectification procedures, cost reports and Scott Schedule reports in private Practice. I have represented Vero Insurance Limited and Allianz Australia Insurance Limited as a Building Expert.

Over the length of my time spent in the Building Industry as an Industry Professional the following works have been completed.

Item No	Item Description	Approximate Number
1	Footing inspections for owner builder insurance compliance	50 ⁺
2	Frame inspections for owner builder insurance compliance	50 ⁺
3	Waterproofing inspections for owner builder insurance compliance	50 ⁺
4	Final inspections for owner builder insurance compliance	50 ⁺
5	Concrete slab defect inspections	700 ⁺
6	Timber frame defect inspections	300 ⁺
7	Spalling concrete defect inspections	50 ⁺
8	Brickwork defect inspections	1000 ⁺
9	Render defect inspections	250 ⁺
10	Water proof membrane defect inspections (including external walls, internal walls, basements, decks and wet areas)	1000 ⁺
11	Plasterboard defect inspections	500 ⁺
12	Paint failure and defect inspections	500 ⁺
13	Investigative inspections and scope of works preparation for storm, fire and impact damage	1000 ⁺
14	Defective building inspections – broad range of defective items	1000 ⁺
15	Remedial building works (overseeing) – broad range of remedial / rectification / repair works.	200 ⁺
16	Scott Schedules and appearances at the CTTT/NCAT	50 ⁺

APPENDIX C

UCPR AND NCAT CODES OF CONDUCT



NCAT Procedural Direction 3

EXPERT EVIDENCE

This Procedural Direction applies to:	Proceedings in which the rules of evidence apply. Proceedings in the Consumer and Commercial Division involving claims under the <i>Home Building Act 1989</i> (NSW) with a value greater than \$30,000. Proceedings in the Occupational Division for a “profession decision” as defined in cl 29(1) of Sch 5 to the NCAT Act. Any other proceedings in which the Tribunal directs that this Procedural Direction is to apply.
Effective Date:	28 February 2018
Replaces Procedural Direction:	NCAT Procedural Direction 3 (7 February 2014)
Notes:	You should ensure that you are using the current version of this Procedural Direction. A complete set of Procedural Directions and Guidelines is available on the Tribunal website at www.ncat.nsw.gov.au

Introduction

1. The Tribunal may rely on evidence from expert witnesses to reach a conclusion about a technical matter or area of specialised knowledge that is relevant to an issue to be determined in proceedings. It is important that experts’ opinions are soundly based, complete and reliable.
2. The Tribunal is bound by the rules of evidence in proceedings in exercise of its enforcement jurisdiction, proceedings for the imposition of a civil penalty in exercise of its general jurisdiction, proceedings under the Legal Profession Uniform Law (NSW) or *Public Notaries Act 1997* concerning a question of professional misconduct and any other proceedings where so required by the relevant enabling legislation (“Evidence Rules Proceedings”), see, for example, s 35, s 38(2) and (3) and Sch 5 cl 20 of the NCAT Act. In Evidence Rules Proceedings, it is appropriate to require expert evidence to be prepared and presented in a manner which seeks to ensure its admissibility and usefulness.

3. In proceedings where the Tribunal is not bound by the rules of evidence, the acceptability of expert evidence is a question of weight not admissibility. Nonetheless, if those proceedings involve complex or difficult expert issues, it is appropriate to require expert evidence to be prepared and presented in a manner which seeks to ensure its usefulness.
4. For proceedings to which it applies, this Procedural Direction sets out a code of conduct for expert witnesses.

Compliance and Other Matters

5. The Tribunal may excuse a party or an expert witness from complying with this Procedural Direction before or after the time for compliance.
6. In Evidence Rules Proceedings, a failure to comply with the code of conduct may, depending on the circumstances, render the report or evidence inadmissible or adversely affect the weight to be attributed to that report or evidence.
7. In non-Evidence Rules Proceedings, a failure to comply with the code of conduct does not render any expert report or evidence inadmissible but it may, depending on the circumstances, adversely affect the weight to be attributed to that report or evidence.
8. Nothing in this Procedural Direction prevents the Tribunal from giving any directions concerning expert witnesses or expert evidence that the Tribunal considers appropriate in any particular proceedings before the Tribunal.
9. This Procedural Direction is made by the President under s 26 of the *Civil and Administrative Tribunal Act 2013*.

Definitions

Word	Definition
NCAT Act	<i>Civil and Administrative Tribunal Act 2013</i>
NCAT Rules	<i>Civil and Administrative Tribunal Rules 2014</i>
Expert witness or expert	A person who has specialised knowledge based on the person's training, study or experience and who gives evidence of an opinion based wholly or substantially on that knowledge.

10. Words used in this Procedural Direction have the same meaning as defined in the NCAT Act and the NCAT Rules.

Application

11. This Procedural Direction applies in:
 - (a) Evidence Rules Proceedings;
 - (b) proceedings in the Consumer and Commercial Division involving claims under the *Home Building Act 1989* (NSW) where the amount claimed or in dispute is more than \$30,000;
 - (c) proceedings in the Occupational Division for a "profession decision" as defined in cl 29(1) of Sch 5 to the NCAT Act; and

- (d) any other proceedings in which the Tribunal directs that this Procedural Direction 3 is to apply,
(together referred to as “Subject Proceedings”).

Parties’ and Experts’ Duties

12. Any party who retains an expert to provide evidence or a report for the purposes of Subject Proceedings in the Tribunal must bring to the expert’s attention the contents of this Procedural Direction, including the experts’ code of conduct.

Experts’ Code of Conduct

Application of code

13. This experts’ code of conduct applies in respect of any expert witness engaged or appointed in Subject Proceedings:
- (a) to provide an expert’s report for use in those proceedings; or
 - (b) to give opinion evidence in those proceedings.

General duty to the Tribunal

14. An expert witness has an overriding duty to assist the Tribunal impartially on matters relevant to the expert witness’s area of expertise.
15. An expert witness’s paramount duty is to the Tribunal and not to any party to the proceedings including the person retaining the expert witness.
16. An expert witness is not an advocate for a party.
17. An expert witness must abide by any direction given by the Tribunal.

Duty to work co-operatively with other expert witnesses

18. An expert witness, when complying with any direction of the Tribunal to confer with another expert witness or to prepare a joint report with another expert witness in relation to any issue, must:
- (a) exercise his or her independent, professional judgment in relation to that issue;
 - (b) endeavour to reach agreement with any other expert witness on that issue; and
 - (c) not act on any instruction or request to withhold or avoid agreement with any other expert witness.

Experts’ reports

19. An expert’s report must, either in the body of the report or in an annexure, include the following:
- (a) an acknowledgement that the expert has read the experts’ code of conduct and agrees to be bound by it;
 - (b) the expert’s name, address and qualifications as an expert on the issue the subject of the report;

- (c) the facts, and assumptions of fact, on which the opinions in the report are based (a letter of instructions may be annexed);
 - (d) the expert's reasons for each opinion expressed;
 - (e) if applicable, that a particular issue falls outside the expert's field of expertise;
 - (f) any literature or other materials used in support of the opinions;
 - (g) any examinations, tests or other investigations on which the expert has relied, including details of the qualifications of the person who carried them out;
 - (h) in the case of a report that is lengthy or complex, a brief summary of the report (to be located at the beginning of the report).
20. If an expert witness who prepares an expert's report believes that it may be incomplete or inaccurate without some qualification, the qualification must be stated in the report.
21. If an expert witness considers that his or her opinion is not a concluded opinion because of insufficient research or insufficient data or for any other reason, this must be stated when the opinion is expressed.
22. If an expert witness changes his or her opinion on a material matter after providing a report, the expert witness must immediately provide a supplementary report to that effect containing any relevant information referred to in paragraph 19.

Experts' conclaves, conferences and evidence

23. An expert witness must abide by any direction of the Tribunal:
- (a) to attend a conclave or conference with any other expert witness;
 - (b) to endeavour to reach agreement on any matters in issue;
 - (c) to prepare a joint report, specifying matters agreed and matters not agreed and reasons for any disagreement;
 - (d) to base any joint report on specified facts or assumptions of fact; and
 - (e) to give evidence concurrently with other experts.
24. An expert witness must exercise his or her independent, professional judgment in relation to such a conclave or conference and joint report, and must not act on any instruction or request to withhold or avoid agreement.

Sgd

Wright J
President
23 February 2018

UNIFORM CIVIL PROCEDURE RULES 2005 - SCHEDULE 7

SCHEDULE 7 – Expert witness code of conduct

(Rule 31.23)

1 Application of code

This code of conduct applies to any expert witness engaged or appointed:

- (a) to provide an expert's report for use as evidence in proceedings or proposed proceedings, or
- (b) to give opinion evidence in proceedings or proposed proceedings.

2 General duties to the Court

An expert witness is not an advocate for a party and has a paramount duty, overriding any duty to the party to the proceedings or other person retaining the expert witness, to assist the court impartially on matters relevant to the area of expertise of the witness.

3 Content of report

Every report prepared by an expert witness for use in court must clearly state the opinion or opinions of the expert and must state, specify or provide:

- (a) the name and address of the expert, and
- (b) an acknowledgement that the expert has read this code and agrees to be bound by it, and
- (c) the qualifications of the expert to prepare the report, and
- (d) the assumptions and material facts on which each opinion expressed in the report is based (a letter of instructions may be annexed), and
- (e) the reasons for and any literature or other materials utilised in support of each such opinion, and
- (f) (if applicable) that a particular question, issue or matter falls outside the expert's field of expertise, and
- (g) any examinations, tests or other investigations on which the expert has relied, identifying the person who carried them out and that person's qualifications, and
- (h) the extent to which any opinion which the expert has expressed involves the acceptance of another person's opinion, the identification of that other person and the opinion expressed by that other person, and
- (i) a declaration that the expert has made all the inquiries which the expert believes are desirable and appropriate (save for any matters identified explicitly in the report), and that no matters of significance which the expert regards as relevant have, to the knowledge of the expert, been withheld from the court, and
- (j) any qualification of an opinion expressed in the report without which the report is or may be incomplete or inaccurate, and

- (k) whether any opinion expressed in the report is not a concluded opinion because of insufficient research or insufficient data or for any other reason, and
- (l) where the report is lengthy or complex, a brief summary of the report at the beginning of the report.

4 Supplementary report following change of opinion

- (1) Where an expert witness has provided to a party (or that party's legal representative) a report for use in court, and the expert thereafter changes his or her opinion on a material matter, the expert must forthwith provide to the party (or that party's legal representative) a supplementary report which must state, specify or provide the information referred to in clause 3 (a), (d), (e), (g), (h), (i), (j), (k) and (l), and if applicable, clause 3 (f).
- (2) In any subsequent report (whether prepared in accordance with subclause (1) or not), the expert may refer to material contained in the earlier report without repeating it.

5 Duty to comply with the court's directions

If directed to do so by the court, an expert witness must:

- (a) confer with any other expert witness, and
- (b) provide the court with a joint report specifying (as the case requires) matters agreed and matters not agreed and the reasons for the experts not agreeing, and
- (c) abide in a timely way by any direction of the court.

6 Conferences of experts

Each expert witness must:

- (a) exercise his or her independent judgment in relation to every conference in which the expert participates pursuant to a direction of the court and in relation to each report thereafter provided, and must not act on any instruction or request to withhold or avoid agreement, and
- (b) endeavour to reach agreement with the other expert witness (or witnesses) on any issue in dispute between them, or failing agreement, endeavour to identify and clarify the basis of disagreement on the issues which are in dispute.



NETSTRATA

EST 1996

Notice of

Annual General Meeting

**THE OWNERS – STRATA PLAN 94402
AT 2 CHARLES STREET, CANTERBURY**

DATE: Thursday 7 November 2024

TIME: 6:00 PM

VENUE: 298 Railway Parade Carlton 2218

OR

VIRTUAL MEETING ROOM

Zoom: <https://zoom.us/j/5084580196>

Or **Teleconference** (02) 8015 6011

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

Suzi B. | Direct Line: **02 8567 6452** | Email: suzi.bellas@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

Financial Statements

That the financial statements for the period ending 30/09/2024 be adopted.

For more information, please refer to page 13.

MOTION 3.

Ordinary Resolution

Appointment of an Auditor

That an auditor be appointed for the financial year ending 30/09/2025.

MOTION 4.

Ordinary Resolution

Fire Safety

That the latest Annual Fire Safety Statement (A.F.S.S.) be reviewed with DA Fire Services being determined as a competent fire safety contractor and that the Strata Managing Agent be authorised to facilitate the inspection process and lodgement of the next A.F.S.S.

MEETING AGENDA

MOTION 5.

Ordinary Resolution

Building Warranties

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

MOTION 6.

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 25.

MOTION 7.

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 31.

MOTION 8.

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 01/10/2024 to 30/09/2025 and that levies become due and payable on 01/12/2024, 01/03/2025, 01/06/2025 & 01/09/2025. (*Please see notes under Capital Works Fund Plan)

For more information, please refer to page 33.

MEETING AGENDA

MOTION 9. Ordinary Resolution	Raise Special Levy To decide, pursuant to Section 81(4) of the Strata Schemes Management Act 2015, whether the Owners Corporation should raise a Special Levy of up to \$30,000.000 + GST to fund the repainting of the common area hallways. The Levy, if raised, will be divided amongst all owners according to Units of Entitlements and will become due and payable on dates to be determined at the meeting.
MOTION 10. Ordinary Resolution	Arrears and Payment Plans To determine how the Owners Corporation will deal with overdue levies and whether to allow payment plans to be entered into.

MOTION 11.

Ordinary Resolution

The Strata Committee

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.

The following owners nominated for the Committee prior to the meeting;

Nominee	Nominated by
Ethan Smith	Lot 8
Julia Brunell	Lot 23
Courtney Lloyd	Lot 184
Nilupuli Subaweerage	Lot 64
Li Yun Wang	Lot 69
Alec Moseley	Lot 114
Sophie Kim	Lot 195
O-Young Kim	Lot 98
Roy Hwang	Lot 115

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.

MOTION 12.

Special Resolution

Appointment of Representative to BMC

To decide by Special Resolution*, pursuant to Schedule 4 Clause 3 (4) of the Strata Schemes Development Act 2015 and in accordance with Clause 4 of the Strata Management Statement of SP94402B that the owners corporation appoint a person to represent the scheme as a member of the Building Management Committee.

Roy Hwang - Lot 115

If substitute member or casual member is also allowed:

By Special Resolution pursuant to Schedule 4 Clause 3 (4) of the Strata Schemes Development Act 2015 and in accordance with Clause 4 of the Strata Management Statement of SP94402B that the owners corporation appoint a person to represent the scheme as a member of the Building Management Committee and that the owners corporation further resolves that a substitute member also be appointed.

MOTION 13.

Ordinary Resolution

Restricted Matters

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

MOTION 14.

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 15. 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 43.
MOTION 16. Special Resolution	Special By-Law - Recovery of Costs for Fire Services & Works by Owners 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 - Recovery of Costs for Fire Services & Works by Owners', 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 44.
MOTION 17. Special Resolution	Special By-Law - Recovery of Tenant Related Costs 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 - Recovery of Tenant Related Costs', 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 46.

Dated this Monday, October 21, 2024

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 or via your Netstrata Space mobile app. If you have forgotten your username and/or password please email admin@netstrata.com.au.

Motion 2. 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. Additionally, if your Owners Corporation agreed at the last Annual General Meeting to obtain a financial auditors report, it will be included in this meeting notice.

Motion 3. 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 4. 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 Amendment (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 5. Building Warranties

If 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, this includes any remedial or rectification works that may have been performed under this Act.

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). For schemes where the building contract was entered into PRIOR to 1 February 2012, a seven-year warranty applies to all defects. **Note:** The Occupation Certificate for your scheme was issued on or about 31/10/2016.

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.

Motion 6. 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.

EXPLANATION OF AGENDA ITEMS

Motion 7. 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 8. 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 the closing balance of the Administration fund for the period was -\$11,383.98, the notable expenditure being:

1. Legal fees - charged back to unit 810
2. Lift Maintenance
3. Electricity Consumption Increase

Overall, the proposed budget has been decreased by .07%. Should you have any questions pertaining to the budget, please contact your strata manager prior to the meeting.

Motion 9. Raise Special Levy

This motion has been placed on the agenda for the Owners Corporation to decide to raise a special levy for the repainting of the common areas.

The Levy, if raised, will be divided amongst all owners according to Units of Entitlements and will become due and payable on dates to be determined at the meeting.

Motion 10. Arrears and Payment Plans

The Owners Corporation must decide how it will deal with owners that have overdue contributions, including how to initiate debt recovery proceedings and/or whether the Owners Corporation will offer payment plans to owners that fall into arrears (noting Payment Plans will attract additional administrative fees for your scheme that usually may not be recouped from those owners). Netstrata has been delegated the function of dealing with overdue levy contributions in accordance with the Managing Agency Agreement.

Pursuant to Section 86 of the Strata Schemes Management Act 2015, legal fees associated with levy debt collection are usually recovered from the debtor(s). Moirs Law is a partial subsidiary of Network Strata Services Pty Ltd (trading as Netstrata) and may provide debt recovery services on behalf of your Owners Corporation and charges standard market rates. It should also be noted that your Owners Corporation may choose the debt collection agency or law firm who may assist in the pursuit of arrears.

Motion 11. 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

EXPLANATION OF AGENDA ITEMS

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 it's Office Bearers to alleviate any concerns with regard to the privacy of contact information. This will be discussed at the meeting.

Motion 12. Appointment of Representative to BMC

Subject to the provisions of the Strata Management Statement, the Owners Corporation is required to appoint a representative to the Building Management Committee (B.M.C.). It should be noted that this motion requires a Special Resolution, meaning that 75% of owners that vote at the meeting must be in favour of the motion.

Motion 13. 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 14. Strata Hub

The Strata Schemes Management Amendment (Information Regulation 2021) introduces an annual reporting requirement for all Owners Corporations in NSW known as the Strata Hub. The information required to be loaded onto the hub includes but is not limited to;

1. Site Information, including;
 - o Site address
 - o Strata plan number
 - o Number of lots
 - o Date of registration
2. First Annual General Meeting date
3. Most recent Annual General Meeting date

4. Whether the scheme is part of an association
5. NABERS rating (if any)*
6. Date of Occupation Certificate
7. Annual Fire Safety Statement
8. Insurance details
9. Emergency contact details
10. Office bearers details
11. Details of Strata Managing agent (if any)
12. Details of Building Manager (if any)
13. Balance of Capital Works Fund

This motion has been placed on the agenda to determine 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 administrative fees will apply.

*NABERS relates to the National Australian Built Environment Rating System.

Motion 15. 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 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 16. Special By-Law - Recovery of Costs for Fire Services & Works by Owners

This proposed by-law will assist in addressing specific prohibitions and empowering the owners corporation to recoup associated expenses in relation to fire safety services. It is essential to note that the context of this by-law is pertinent to the upcoming changes in the fire services standard, AS1851, which is set to commence in February 2025.

This by-law comprises two main sections, focusing on Damaging Common Property and False Fire Alarms. It prohibits triggering false fire alarms and carrying out works that breach laws related to fire services, necessitating the engagement of engineers or consultants or compelling the owners corporation to undertake specific works.

EXPLANATION OF AGENDA ITEMS

In the event of a breach, the owners corporation has the authority to take corrective actions. For breaches related to false fire alarms or unauthorised works, the owners corporation can recover charges or costs, including those for repairing fire services, engaging consultants, and legal fees. The responsible party is obligated to indemnify the owners corporation for these debts and associated recovery expenses. Additionally, the by-law outlines the recovery process, including the imposition of interest on unpaid debts and the allocation of funds to the Administrative Fund.

The document concludes with a detailed interpretation section, defining key terms such as common property, false fire alarm, and person responsible. It also addresses legal and administrative aspects, ensuring clarity and adherence to the Strata Schemes Management Act.

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 17. Special By-Law - Recovery of Tenant Related Costs

This by-law is designed to enhance the management and administration of the strata scheme, specifically addressing tenant information. Section 2 outlines the obligations of owners leasing their lots, requiring them to provide comprehensive details about tenants within 14 days of the lease commencement.

This information includes the tenant's name, address for service, lease start date, and the letting agent's name if applicable. Additionally, owners must supply the tenant's Australian mobile number and email address, aligning with the increased need for access to apartments as outlined in the Australian Standard AS1851.

Emphasising the significance of access to lots during normal business hours, with a minimum of 3 days' notice, for fire inspections and other required inspections by the owners corporation, the by-law also incorporates the AS1851 fire standard. The reference to AS1851 underscores the importance of compliance with fire safety regulations. In the event of non-compliance, the owners corporation is empowered to recover reasonable costs, damages, and legal fees from the responsible party. Breaches of specific clauses may result in different actions, such as recovering costs associated with the breach. Unpaid debts within a month accrue a 10% per annum interest, with recovered amounts payable into the Administrative Fund. The by-law concludes with definitions and provisions for interpretation, emphasising its precedence in case of conflicts within the strata scheme.

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.

BALANCE SHEET

Financial Period 01.10.2023 - 30.09.2024

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	Administrative Fund	Capital Works Fund	Other Funds	TOTAL
ASSETS				
Cash at Bank	(70,827.82)	148,486.92	-	77,659.10
Levies Receivable	94,855.50	20,912.83	-	115,768.33
Total Assets	24,027.68	169,399.75	-	193,427.43
LIABILITIES				
Accounts Payable	17,699.50	-	-	17,699.50
GST Liabilities	14,446.66	2,526.22	-	16,972.88
Levies Paid in Advance	3,265.50	-	-	3,265.50
Total Liabilities	35,411.66	2,526.22	-	37,937.88
Net Assets	(11,383.98)	166,873.53	-	155,489.55
OWNER FUNDS				
Opening Balance	(25,935.85)	135,490.16	(173,245.51)	(63,691.20)
Surplus / Deficit	14,551.87	31,383.37	173,245.51	219,180.75
Closing Balance	(11,383.98)	166,873.53	-	155,489.55

INCOME & EXPENDITURE SUMMARY



Financial Period 01.10.2023 – 30.09.2024

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Administrative	Actual 01.10.23-30.09.24	Budget 01.10.23-30.09.24	Actual 01.10.22-30.09.23
INCOME			
Expense Recovery			
Debt Collection Recoveries	6,666.35	-	12,070.07
Expense Recoveries	1,063.64	-	2,830.00
Owner Expense Recoveries	24,400.57	-	2,450.01
Insurance Claim Income			
Insurance Claim Income	-	-	2,500.00
Interest Received			
Interest On Levy Arrears	(145.11)	-	2,842.15
Levy Income			
Levy Income	785,121.92	791,678.00	694,746.96
Total Income	817,107.37	791,678.00	717,439.19
EXPENSES			
Accounting, Taxation & Banking			
Audit Report	1,931.82	2,000.00	2,309.10
Bank Fees	55.20	60.00	54.40
BAS & Tax Administration	2,327.43	2,500.00	2,721.86
DEFT Process Fees	570.87	700.00	601.19
Insurance			
Insurance Premium	1,343.57	4,500.00	3,327.22
Legal and Professional			
Legal Fees	11,439.19	-	43,553.52
Maintenance			
Building Repairs	-	-	898.00
Cleaning - General	126,771.45	106,000.00	114,111.35
Electrical Repairs	2,299.94	3,500.00	3,890.50
Fire Services	5,027.93	8,800.00	14,721.37
Garage Security Gate / Shutter	2,033.00	500.00	-
Gardening	-	-	3,060.00
General Maintenance	3,486.37	5,000.00	5,900.68

INCOME & EXPENDITURE SUMMARY



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Administrative	Actual 01.10.23-30.09.24	Budget 01.10.23-30.09.24	Actual 01.10.22-30.09.23
Hot Water System Maintenance	845.00	2,500.00	2,525.00
Lift Maintenance	32,803.47	27,000.00	26,715.37
Locks & Doors	1,195.91	2,000.00	4,060.35
Pest Control - General	1,761.90	2,200.00	2,220.00
Plumbing - General	4,163.09	5,000.00	3,830.00
Routine Waste / Bin Collection	-	200.00	165.00
Security Services	-	-	2,156.40
Resident Manager / Caretaker			
Building Manager/Caretaker	99,424.32	84,500.00	105,916.45
Strata/Building Administration			
BMC/Community Contributions	228,818.23	290,000.00	310,545.82
Building Defect Claim Administration	-	-	236.36
Debt Collection Fees	4,278.26	-	13,157.58
Electronic Communications	7,676.68	-	-
Information Storage & Data Protection	3,472.48	-	-
Land Titles & By-Law Registration	5,307.93	5,200.00	5,231.57
Legislative Compliance	6,542.61	6,500.00	12,058.44
Management Services	63,405.08	61,018.00	73,374.63
Printing, Postage & Stationery	5,051.20	10,000.00	11,499.85
Rentals	5,700.00	5,000.00	4,725.00
Strata Administration	9,899.84	8,000.00	12,219.58
Utilities			
Electricity Consumption	88,318.80	72,000.00	70,954.57
Lift Phone & Phone Charges	4,306.46	2,000.00	4,048.20
Water Consumption	72,297.47	75,000.00	73,293.13
Total Expenses	802,555.50	791,678.00	934,082.49
Surplus / Deficit	14,551.87	-	(216,643.30)

Admin Deficit	Actual 01.10.23-30.09.24	Budget 01.10.23-30.09.24	Actual 01.10.22-30.09.23
INCOME			

INCOME & EXPENDITURE SUMMARY

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Admin Deficit	Actual 01.10.23-30.09.24	Budget 01.10.23-30.09.24	Actual 01.10.22-30.09.23
Expense Recovery			
Debt Collection Recoveries	(18.18)	-	-
Interest Received			
Interest On Levy Arrears	182.76	-	-
Special Levy Income			
Special Levy Income	174,003.00	174,000.00	-
Total Income	174,167.58	174,000.00	-
EXPENSES			
Legal and Professional			
Legal Fees	925.00	-	-
Strata/Building Administration			
Previous Year Deficit	-	174,000.00	-
Total Expenses	925.00	174,000.00	-
Surplus / Deficit	173,242.58	-	-

Capital Works	Actual 01.10.23-30.09.24	Budget 01.10.23-30.09.24	Actual 01.10.22-30.09.23
INCOME			
Interest Received			
Interest On Levy Arrears	11.24	-	-
Levy Income			
Levy Income	35,003.96	35,000.00	50,008.96
Total Income	35,015.20	35,000.00	50,008.96
EXPENSES			
Maintenance			
Building Repairs	-	-	5,500.00
Capital Works Fund Maintenance	-	35,000.00	-
Electrical Repairs	2,727.28	-	-
Garage Security Gate / Shutter	-	-	2,829.00
General Maintenance	904.55	-	-
Hot Water System Maintenance	-	-	4,830.70

INCOME & EXPENDITURE SUMMARY



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Capital Works	Actual 01.10.23-30.09.24	Budget 01.10.23-30.09.24	Actual 01.10.22-30.09.23
Plumbing - General	-	-	4,776.14
Roofing & Gutters	-	-	1,390.00
Strata/Building Administration			
General Expenses	-	-	4,545.45
Total Expenses	3,631.83	35,000.00	23,871.29
Surplus / Deficit	31,383.37	-	26,137.67

CCTV	Actual 01.10.23-30.09.24	Budget 01.10.23-30.09.24	Actual 01.10.22-30.09.23
INCOME			
Interest Received			
Interest On Levy Arrears	2.93	-	46.57
Special Levy Income			
Special Levy Income	-	-	36,080.51
Total Income	2.93	-	36,127.08
EXPENSES			
Maintenance			
Security Services	-	-	33,245.00
Total Expenses	-	-	33,245.00
Surplus / Deficit	2.93	-	2,882.08

Structural Report	Actual 01.10.23-30.09.24	Budget 01.10.23-30.09.24	Actual 01.10.22-30.09.23
EXPENSES			
Legal and Professional			
Building Warranty	-	-	7,270.00
Strata/Building Administration			
Building Defect Claim Administration	-	-	590.90
Total Expenses	-	-	7,860.90
Surplus / Deficit	-	-	(7,860.90)

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Lot	Unit	UOE	Opening Balance	Admin Levy	Capital Works Levy	Other Levy	Interest & Charges	Total	Paid	Closing Balance
1	101	51	-	4,403.00	196.40	-	976.20	5,575.60	4,181.70	1,393.90
2	102	41	-	3,539.80	157.80	-	784.80	4,482.40	4,482.40	-
3	103	43	-	3,712.40	165.60	-	823.00	4,701.00	4,701.00	-
4	104	34	-	2,935.40	131.00	-	835.40	3,901.80	3,901.80	-
5	105	41	-	3,539.80	157.80	-	1,056.24	4,753.84	4,753.84	-
6	106	39	-	3,367.00	150.20	-	907.90	4,425.10	3,359.20	1,065.90
7	107	39	-	3,367.00	150.20	-	746.40	4,263.60	3,197.70	1,065.90
8	108	39	-	3,367.00	150.20	-	1,215.40	4,732.60	4,732.60	-
9	109	31	-	2,676.40	119.40	-	637.40	3,433.20	2,585.90	847.30
10	110	32	-	2,762.80	123.20	-	687.40	3,573.40	3,573.40	-
11	111	42	-	3,626.00	161.80	-	810.40	4,598.20	4,598.20	-
12	112	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
13	113	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
14	201	52	-	4,489.40	200.20	-	995.20	5,684.80	4,263.60	1,421.20
15	202	42	-	3,626.00	161.80	-	807.10	4,594.90	4,594.90	-
16	203	43	-	3,712.40	165.60	-	1,122.00	5,000.00	5,000.00	-
17	204	35	-	3,021.80	134.80	-	719.00	3,875.60	3,875.60	-
18	205	41	-	3,539.80	157.80	-	784.80	4,482.40	4,482.40	-
19	206	40	-	3,453.40	154.00	-	765.60	4,373.00	4,373.00	-
20	207	40	-	3,453.40	154.00	-	788.70	4,396.10	3,292.95	1,103.15
21	208	40	-	3,453.40	154.00	-	765.60	4,373.00	4,373.00	-
22	209	40	-	3,453.40	154.00	-	772.20	4,379.60	4,379.60	-
23	210	40	363.45 cr	3,453.40	154.00	-	765.60	4,009.55	4,100.00	90.45 cr
24	211	43	-	3,712.40	165.60	-	823.00	4,701.00	3,525.75	1,175.25
25	212	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
26	213	36	3.30	3,108.00	138.60	-	824.00	4,073.90	4,073.90	-
27	214	43	-	3,712.40	165.60	-	929.33	4,807.33	3,632.08	1,175.25
28	215	43	-	3,712.40	165.60	-	881.60	4,759.60	3,584.35	1,175.25
29	216	53	-	4,575.80	204.00	-	1,014.40	5,794.20	4,345.65	1,448.55
30	217	41	-	3,539.80	157.80	-	859.80	4,557.40	4,557.40	-
31	218	36	-	3,108.00	138.60	-	948.00	4,194.60	4,194.60	-
32	219	43	-	3,712.40	165.60	-	823.00	4,701.00	4,701.00	-
33	220	40	-	3,453.40	154.00	-	765.60	4,373.00	4,373.00	-

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34	221	40	-	3,453.40	154.00	-	840.60	4,448.00	4,448.00	-
35	222	40	-	3,453.40	154.00	-	768.90	4,376.30	4,376.30	-
36	223	41	-	3,539.80	157.80	-	859.80	4,557.40	3,436.80	1,120.60
37	224	36	-	3,108.00	138.60	-	692.30	3,938.90	3,938.90	-
38	225	43	-	3,712.40	165.60	-	898.00	4,776.00	4,776.00	-
39	226	41	-	3,539.80	157.80	-	1,068.10	4,765.70	4,765.70	-
40	227	42	-	3,626.00	161.80	-	803.80	4,591.60	4,591.60	-
41	301	53	-	4,575.80	204.00	-	1,149.40	5,929.20	5,929.20	-
42	302	43	-	3,712.40	165.60	-	909.60	4,787.60	4,784.30	3.30
43	303	43	-	3,712.40	165.60	-	823.00	4,701.00	4,701.00	-
44	304	36	799.78	3,108.00	138.60	-	777.00	4,823.38	4,823.38	-
45	305	42	-	3,626.00	161.80	-	852.80	4,640.60	4,640.60	-
46	306	40	-	3,453.40	154.00	-	765.60	4,373.00	4,373.00	-
47	307	41	-	3,539.80	157.80	-	968.80	4,666.40	4,666.40	-
48	308	41	3.30	3,539.80	157.80	-	788.10	4,489.00	4,489.00	-
49	309	41	-	3,539.80	157.80	-	1,840.25	5,537.85	5,547.85	10.00 cr
50	310	41	-	3,539.80	157.80	-	859.80	4,557.40	4,557.40	-
51	311	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
52	312	44	3.30	3,798.60	169.40	-	845.50	4,816.80	4,816.80	-
53	313	36	-	3,108.00	138.60	-	901.58	4,148.18	4,148.18	-
54	314	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
55	315	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
56	316	53	-	4,575.80	204.00	-	1,014.40	5,794.20	5,794.20	-
57	317	42	872.76	3,626.00	161.80	-	891.80	5,552.36	5,552.36	-
58	318	36	-	3,108.00	138.60	-	689.00	3,935.60	3,935.60	-
59	319	43	-	3,712.40	165.60	-	952.66	4,830.66	4,830.66	-
60	320	41	-	3,539.80	157.80	-	784.80	4,482.40	4,482.40	-
61	321	40	-	3,453.40	154.00	-	1,282.60	4,890.00	4,890.00	-
62	322	41	0.69	3,539.80	157.80	-	908.80	4,607.09	5,727.69	1,120.60 cr
63	323	42	-	3,626.00	161.80	-	803.80	4,591.60	4,591.60	-
64	324	37	-	3,194.40	142.40	-	783.20	4,120.00	4,120.00	-
65	325	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
66	326	42	-	3,626.00	161.80	-	803.80	4,591.60	4,591.60	-
67	327	43	-	3,712.40	165.60	-	823.00	4,701.00	4,701.00	-

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68	401	53	-	4,575.80	204.00	-	1,192.40	5,972.20	5,972.20	-
69	402	43	-	3,712.40	165.60	-	823.00	4,701.00	4,701.00	-
70	403	44	-	3,798.60	169.40	-	848.80	4,816.80	4,816.80	-
71	404	36	-	3,108.00	138.60	-	689.00	3,935.60	3,935.60	-
72	405	44	-	3,798.60	169.40	-	848.80	4,816.80	4,816.80	-
73	406	42	3.30	3,626.00	161.80	-	807.10	4,598.20	3,450.30	1,147.90
74	407	42	-	3,626.00	161.80	-	929.26	4,717.06	3,520.16	1,196.90
75	408	42	-	3,626.00	161.80	-	803.80	4,591.60	4,591.60	-
76	409	42	-	3,626.00	161.80	-	803.80	4,591.60	4,591.60	-
77	410	42	-	3,626.00	161.80	-	803.80	4,591.60	4,591.60	-
78	411	44	-	3,798.60	169.40	-	886.20	4,854.20	4,854.20	-
79	412	45	-	3,885.00	173.20	-	861.40	4,919.60	3,689.70	1,229.90
80	413	37	-	3,194.40	142.40	-	708.20	4,045.00	4,045.00	-
81	414	44	-	3,798.60	169.40	-	966.20	4,934.20	4,934.20	-
82	415	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
83	416	53	-	4,575.80	204.00	-	1,120.78	5,900.58	4,452.03	1,448.55
84	417	43	-	3,712.40	165.60	-	1,428.00	5,306.00	5,306.00	-
85	418	37	-	3,194.40	142.40	-	832.20	4,169.00	4,169.00	-
86	419	44	-	3,798.60	169.40	-	1,010.68	4,978.68	4,978.68	-
87	420	42	-	3,626.00	161.80	-	858.80	4,646.60	4,646.60	-
88	421	42	-	3,626.00	161.80	-	878.80	4,666.60	4,666.60	-
89	422	42	-	3,626.00	161.80	-	890.40	4,678.20	4,678.20	-
90	423	43	-	3,712.40	165.60	-	823.00	4,701.00	4,701.00	-
91	424	37	-	3,194.40	142.40	-	708.20	4,045.00	4,045.00	-
92	425	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
93	426	43	1,638.04	3,712.40	165.60	-	3,697.61	9,213.65	2,466.02	6,747.63
94	427	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
95	501	54	-	4,662.00	208.00	-	1,033.60	5,903.60	5,903.60	-
96	502	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
97	503	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.90	0.30 cr
98	504	36	-	3,108.00	138.60	-	764.00	4,010.60	4,010.60	-
99	505	44	-	3,798.60	169.40	-	992.20	4,960.20	5,388.20	428.00 cr
100	506	43	-	3,712.40	165.60	-	826.30	4,704.30	4,704.30	-
101	507	43	899.87	3,712.40	165.60	-	911.00	5,688.87	4,513.62	1,175.25

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SP 94402

2 CHARLES STREET, CANTERBURY

102	508	43	1,982.68	3,712.40	165.60	-	911.00	6,771.68	6,771.68	-
103	509	43	-	3,712.40	165.60	-	823.00	4,701.00	4,701.00	-
104	510	43	-	3,712.40	165.60	-	898.00	4,776.00	4,776.00	-
105	511	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
106	512	46	-	3,971.40	177.20	-	999.40	5,148.00	3,890.75	1,257.25
107	513	37	0.40 cr	3,194.40	142.40	-	708.20	4,044.60	4,045.00	0.40 cr
108	514	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
109	515	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
110	516	54	-	4,662.00	208.00	-	1,168.60	6,038.60	6,038.60	-
111	517	43	-	3,712.40	165.60	-	823.00	4,701.00	4,701.00	-
112	518	37	812.10	3,194.40	142.40	-	3,613.83	7,762.73	112.53	7,650.20
113	519	45	1,747.50 cr	3,885.00	173.20	-	861.40	3,172.10	3,242.20	70.10 cr
114	520	43	-	3,712.40	165.60	-	823.00	4,701.00	4,701.00	-
115	521	43	892.45	3,712.40	165.60	-	911.00	5,681.45	5,681.45	-
116	522	43	-	3,712.40	165.60	-	823.00	4,701.00	3,525.75	1,175.25
117	523	43	-	3,712.40	165.60	-	2,407.00	6,285.00	6,285.00	-
118	524	37	757.45	3,194.40	142.40	-	708.20	4,802.45	3,791.20	1,011.25
119	525	45	-	3,885.00	173.20	-	1,340.40	5,398.60	5,398.60	-
120	526	43	-	3,712.40	165.60	-	823.00	4,701.00	4,701.00	-
121	527	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
122	601	55	-	4,748.40	211.80	-	1,139.40	6,099.60	6,099.60	-
123	602	45	-	3,885.00	173.20	-	936.40	4,994.60	4,994.60	-
124	603	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
125	604	37	-	3,194.40	142.40	-	832.20	4,169.00	4,169.00	-
126	605	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
127	606	43	-	3,712.40	165.60	-	898.00	4,776.00	4,776.00	-
128	607	44	-	3,798.60	169.40	-	848.80	4,816.80	4,816.80	-
129	608	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
130	609	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
131	610	44	-	3,798.60	169.40	-	848.80	4,816.80	3,614.25	1,202.55
132	611	46	-	3,971.40	177.20	-	880.40	5,029.00	5,029.00	-
133	612	46	3.30	3,971.40	177.20	-	883.70	5,035.60	5,035.60	-
134	613	37	-	3,194.40	142.40	-	783.20	4,120.00	4,120.00	-
135	614	46	-	3,971.40	177.20	-	880.40	5,029.00	3,771.75	1,257.25

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SP 94402

2 CHARLES STREET, CANTERBURY

136	615	46	-	3,971.40	177.20	-	887.00	5,035.60	5,032.30	3.30
137	616	55	-	4,748.40	211.80	-	1,052.80	6,013.00	6,013.00	-
138	617	44	-	3,798.60	169.40	-	3,153.50	7,121.50	7,151.85	30.35 cr
139	618	37	-	3,194.40	142.40	-	708.20	4,045.00	4,045.00	-
140	619	45	72.15 cr	3,885.00	173.20	-	864.70	4,850.75	3,620.85	1,229.90
141	620	44	3.30	3,798.60	169.40	-	845.50	4,816.80	4,816.80	-
142	621	43	-	3,712.40	165.60	-	829.60	4,707.60	4,707.60	-
143	622	44	45.00 cr	3,798.60	169.40	-	891.20	4,814.20	3,611.65	1,202.55
144	623	44	-	3,798.60	169.40	-	1,041.20	5,009.20	5,009.20	-
145	624	38	-	3,280.60	146.40	-	802.40	4,229.40	4,229.40	-
146	625	46	-	3,971.40	177.20	-	880.40	5,029.00	5,029.00	-
147	626	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
148	627	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
149	701	55	-	4,748.40	211.80	-	1,127.80	6,088.00	4,584.75	1,503.25
150	702	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
151	703	46	-	3,971.40	177.20	-	940.02	5,088.62	5,088.62	-
152	704	37	-	3,194.40	142.40	-	832.20	4,169.00	4,169.00	-
153	705	46	-	3,971.40	177.20	-	880.40	5,029.00	5,029.00	-
154	706	44	-	3,798.60	169.40	-	842.20	4,810.20	4,813.20	3.00 cr
155	707	44	-	3,798.60	169.40	-	1,022.61	4,990.61	4,987.31	3.30
156	708	44	-	3,798.60	169.40	-	842.20	4,810.20	4,810.20	-
157	709	44	944.23	3,798.60	169.40	-	1,023.40	5,935.63	4,703.18	1,232.45
158	710	44	-	3,798.60	169.40	-	891.20	4,859.20	4,859.20	-
159	711	46	-	3,971.40	177.20	-	880.40	5,029.00	5,029.00	-
160	712	47	-	4,057.60	181.00	-	899.60	5,138.20	5,138.20	-
161	713	38	-	3,280.60	146.40	-	730.70	4,157.70	4,157.70	-
162	714	46	-	3,971.40	177.20	-	880.40	5,029.00	5,029.00	-
163	715	46	3.30	3,971.40	177.20	-	990.31	5,142.21	3,884.96	1,257.25
164	716	55	-	4,748.40	211.80	-	1,162.80	6,123.00	6,123.00	-
165	717	45	-	3,885.00	173.20	-	1,378.60	5,436.80	4,206.90	1,229.90
166	718	38	-	3,280.60	146.40	-	727.40	4,154.40	4,154.40	-
167	719	46	-	3,971.40	177.20	-	880.40	5,029.00	5,029.00	-
168	720	44	1.53	3,798.60	169.40	-	842.20	4,811.73	4,811.73	-
169	721	44	-	3,798.60	169.40	-	852.10	4,820.10	4,816.80	3.30

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SP 94402

2 CHARLES STREET, CANTERBURY

170	722	44	-	3,798.60	169.40	-	917.20	4,885.20	4,885.20	-
171	723	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
172	724	38	-	3,280.60	146.40	-	802.40	4,229.40	4,229.40	-
173	725	46	-	3,971.40	177.20	-	1,094.90	5,243.50	5,029.00	214.50
174	726	45	1,215.45 cr	3,885.00	173.20	-	864.70	3,707.45	3,707.45	-
175	727	45	-	3,885.00	173.20	-	864.70	4,922.90	4,922.90	-
176	801	56	-	4,834.60	215.60	-	1,071.80	6,122.00	6,122.00	-
177	802	46	-	3,971.40	177.20	-	880.40	5,029.00	3,771.75	1,257.25
178	803	47	-	4,057.60	181.00	-	899.60	5,138.20	5,138.20	-
179	804	38	813.49	3,280.60	146.40	-	1,269.17	5,509.66	4,241.12	1,268.54
180	805	46	-	3,971.40	177.20	-	880.40	5,029.00	5,029.00	-
181	806	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
182	807	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
183	808	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
184	809	45	-	3,885.00	173.20	-	996.40	5,054.60	5,054.60	-
185	810	45	30,168.95	3,885.00	173.20	-	21,711.28	55,938.43	597.82	55,340.61
186	811	47	-	4,057.60	181.00	-	899.60	5,138.20	5,138.20	-
187	812	48	-	4,144.00	184.80	-	1,135.90	5,464.70	4,318.50	1,146.20
188	813	38	-	3,280.60	146.40	-	727.40	4,154.40	4,154.40	-
189	814	47	-	4,057.60	181.00	-	1,075.95	5,314.55	3,400.95	1,913.60
190	815	47	-	4,057.60	181.00	-	899.60	5,138.20	5,138.20	-
191	816	56	-	4,834.60	215.60	-	1,071.80	6,122.00	6,122.00	-
192	817	45	-	3,885.00	173.20	-	861.40	4,919.60	4,919.60	-
193	818	38	-	3,280.60	146.40	-	802.40	4,229.40	4,229.40	-
194	819	47	-	4,057.60	181.00	-	899.60	5,138.20	6,197.85	1,059.65 cr
195	820	45	-	3,885.00	173.20	-	1,136.40	5,194.60	5,194.60	-
196	821	45	-	3,885.00	173.20	-	936.40	4,994.60	4,994.60	-
197	822	45	1,053.85 cr	3,885.00	173.20	-	861.40	3,865.75	3,817.60	48.15
198	823	45	-	3,885.00	173.20	-	1,011.40	5,069.60	5,069.60	-
199	824	39	-	3,367.00	150.20	-	821.40	4,338.60	4,338.60	-
200	825	47	-	4,057.60	181.00	-	974.60	5,213.20	5,213.20	-
201	826	46	-	3,971.40	177.20	-	880.40	5,029.00	5,029.00	-
202	827	45	-	3,885.00	173.20	-	908.70	4,966.90	4,966.90	-
203	901	58	-	5,007.40	223.40	-	1,110.20	6,341.00	6,341.00	-

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SP 94402

2 CHARLES STREET, CANTERBURY

204	902	47	-	4,057.60	181.00	-	902.90	5,141.50	5,141.50	-
205	903	48	-	4,144.00	184.80	-	918.80	5,247.60	5,247.60	-
206	904	39	-	3,367.00	150.20	-	856.40	4,373.60	4,373.60	-
207	905	47	-	4,057.60	181.00	-	899.60	5,138.20	5,138.20	-
208	906	46	1,058.30 cr	3,971.40	177.20	-	1,014.97	4,105.27	4,105.27	-
209	907	46	3,282.20	3,971.40	177.20	-	1,124.66	8,555.46	8,255.46	300.00
210	908	46	-	3,971.40	177.20	-	880.40	5,029.00	5,029.00	-
211	909	46	116.60	3,971.40	177.20	-	883.70	5,148.90	5,148.90	-
212	910	46	-	3,971.40	177.20	-	1,053.50	5,202.10	3,934.95	1,267.15
213	911	48	3.30	4,144.00	184.80	-	922.10	5,254.20	5,254.20	-
214	912	49	-	4,230.40	188.60	-	1,087.80	5,506.80	5,506.80	-
215	913	39	-	3,367.00	150.20	-	881.40	4,398.60	4,398.60	-
216	914	48	-	4,144.00	184.80	-	918.80	5,247.60	3,935.70	1,311.90
217	915	48	2,255.05	4,144.00	184.80	-	1,115.81	7,699.66	7,699.66	-
218	916	58	-	5,007.40	223.40	-	1,159.20	6,390.00	6,390.00	-
219	917	47	962.15	4,057.60	181.00	-	944.08	6,144.83	4,860.28	1,284.55
220	918	39	-	3,367.00	150.20	-	746.40	4,263.60	4,263.60	-
221	919	48	-	4,144.00	184.80	-	918.80	5,247.60	5,247.60	-
222	920	46	-	3,971.40	177.20	-	880.40	5,029.00	5,029.00	-
223	921	46	3.30	3,971.40	177.20	-	893.60	5,045.50	5,045.50	-
224	922	46	-	3,971.40	177.20	-	955.40	5,104.00	5,104.00	-
225	923	47	-	4,057.60	181.00	-	899.60	5,138.20	5,138.20	-
226	924	40	908.95 cr	3,453.40	154.00	-	768.90	3,467.35	3,920.00	452.65 cr
227	925	48	-	4,144.00	184.80	-	1,075.40	5,404.20	4,089.00	1,315.20
228	926	47	-	4,057.60	181.00	-	902.90	5,141.50	5,141.50	-
229	927	47	110.00	4,057.60	181.00	-	899.60	5,248.20	3,963.65	1,284.55
10000			40,874.67	863,337.60	38,505.00	-	236,432.38	1,179,149.65	1,067,302.32	111,847.33

	Admin	Capital Works	Other Fund	Total
Levies in Arrears	94,855.50	20,912.83	-	115,768.33
Levies Paid in Advance	3,265.50 cr	-	-	3,265.50 cr

■ Credit ■ Arrears



Level 33, 101 Miller Street
North Sydney NSW 2060

PO BOX 500, North Sydney NSW 2059

Certificate of Currency

CHU Commercial Strata Insurance Plan

Policy No	CS0006118085
Policy Wording	CHU COMMERCIAL STRATA INSURANCE PLAN
Period of Insurance	30/05/2024 to 30/11/2024 at 4:00pm
Plan Number	1198999
The Insured	THE OWNERS STRATA PLAN 94402, LOT 1 AND LOT 2 IN DP 1198999 AND THE BMC
Situation	2 CHARLES STREET CANTERBURY NSW 2193
Additional description	CO-INSURANCE PROGRAM APPLIES TO THIS POLICY (CHU LEAD SHARE 50%)

Policies Selected

Policy 1 – Insured Property

Building: \$147,470,000

Common Area Contents: \$1,474,700

Loss of Rent & Temporary Accommodation (total payable): \$22,120,500

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 – Fidelity Guarantee

Sum Insured: \$250,000

Policy 5 – Office Bearers' Legal Liability

Sum Insured: \$5,000,000

Policy 6 – Machinery Breakdown

Sum Insured: \$100,000

Policy 7 – Catastrophe Insurance

Sum Insured: \$22,120,500

Extended Cover - Loss of Rent & Temporary Accommodation: \$3,318,075

Escalation in Cost of Temporary Accommodation: \$1,106,025

Cost of Removal, Storage and Evacuation: \$1,106,025

Policy 8 – 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 9 – Lot owners' fixtures and improvements (per lot)

Sum Insured: \$250,000

Flood Cover is excluded.

Notes

Coinsurance applies:

The sums insured stated in this Schedule represents 100% of the total sums insured that form part of a coinsurance program.

CHU's participation is limited to 50% of the sums insured for Policy 1 - Insured Property and Policy 7 - Catastrophe and Policy 9 - Lot owners' fixtures and improvements, where those sections are shown as selected, in this Schedule as the lead insurer.

Please refer to attached Supplementary Product Disclosure Statement for Co-Insurance (QM8796).

CHU Capacity Summary

50% for Policy 1, 7 and 9 (where shown as selected)

100% for Policy 2, 3, 4, 5 & 8 (where shown as selected)

Coinsurance summary for Policy 1 - Insured Property, Policy 7 - Catastrophe and Policy 9 - Lot owners' fixtures and improvements (where shown as selected):

CHU Underwriting Agencies Pty Ltd	50% proportion
Follow insurer TBA	50% proportion

Date Printed

30/05/2024

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 QM569-1023 and schedule). It does not alter, amend or extend the policy. This information is current only at the date of printing.



Level 33, 101 Miller Street
North Sydney NSW 2060

PO BOX 500, North Sydney NSW 2059

Certificate of Currency

CHU Commercial Strata Insurance Plan

Policy No	CS0006118085
Policy Wording	CHU COMMERCIAL STRATA INSURANCE PLAN
Period of Insurance	30/11/2023 to 30/05/2024 at 4:00pm
Plan Number	1198999
The Insured Situation	THE OWNERS STRATA PLAN 94402, LOT 1 AND LOT 2 IN DP 1198999 AND THE BMC 2 CHARLES STREET CANTERBURY NSW 2193

Policies Selected

Policy 1 – Insured Property

Building: \$147,470,000

Common Area Contents: \$1,474,700

Loss of Rent & Temporary Accommodation (total payable): \$22,120,500

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 – Fidelity Guarantee

Sum Insured: \$250,000

Policy 5 – Office Bearers' Legal Liability

Sum Insured: \$5,000,000

Policy 6 – Machinery Breakdown

Sum Insured: \$100,000

Policy 7 – Catastrophe Insurance

Sum Insured: \$22,120,500

Extended Cover - Loss of Rent & Temporary Accommodation: \$3,318,075

Escalation in Cost of Temporary Accommodation: \$1,106,025

Cost of Removal, Storage and Evacuation: \$1,106,025

Policy 8 – 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 9 – Lot owners' fixtures and improvements (per lot)

Sum Insured: \$250,000

Flood Cover is excluded.

Date Printed

01/12/2023

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 QM569-1023 and schedule). It does not alter, amend or extend the policy. This information is current only at the date of printing.



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	HU0006118086
Policy Wording	CHU RESIDENTIAL STRATA INSURANCE PLAN
Period of Insurance	30/05/2024 to 30/11/2024 at 4:00pm
Plan Number	94402
Situation	2 CHARLES STREET CANTERBURY NSW 2193

Policies Selected

Policy 1 – Insured Property

Not Available

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 – Fidelity Guarantee

Sum Insured: \$250,000

Policy 5 – Office Bearers' Legal Liability

Sum Insured: \$5,000,000

Policy 6 – Machinery Breakdown

Not Selected

Policy 7 – Catastrophe Insurance

Not Available

Policy 8 – 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 9 – Lot owners' fixtures and improvements (per lot)

Not Available



Date Printed

30/05/2024

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 QM562-1023 and schedule). It does not alter, amend or extend the policy. This information is current only at the date of printing.

2.2 Defect Exclusions

This report does NOT include details of defect identification, method of rectification nor costs to rectify. Provisional allowances have been made where works are identified as urgent or have been subject to extensive wear and tear. If such items were put to tender, it would be expected that quotations would vary quite significantly and it is recommended that several quotations are sources as far in advance of any anticipated works. Where quotes for scheduled works have been provided by the OC they are included in the 10 Year CWP Forecast.

Should the OC require a detailed defects assessment and cost to rectify, or an independent review and verification of the sub-contractors and suppliers quotes and scope of works obtained, this can be requested in addition to this report from our company at an additional fee dependant on the state of the property (i.e. the number of defects found).

3. Inspection Details

Inspection by	Samuel Star
Owners' corporation representative present	Richard (Building Manager)
Inspection date	16/06/2022
Inspected areas	Readily accessible common areas only

4. Strata Plan Details

Registered SP date	27/10/2016
Total lot entitlements	10,000
Number of lots	229

5. Analysis of Current Capital Works Plan

Opening balance date	1/10/2022
Opening balance (incl. GST)	\$100,429.00
Current annual contributions (incl. GST)	\$35,000.00

The following tabled figures are a summary of the CWP projected over the next ten (10) years, should the current contributions be upheld. As becomes evident the closing balance will be too low to maintain a reasonable capital works fund balance, falling into deficit in year nine (9).

Table 1: Current CWP

Financial Year End	Opening Balance	Annual Contributions	Anticipated Expenditure (incl. contingency)	Closing Balance
2023	\$100,429	\$35,000	\$17,928	\$117,501
2024	\$117,501	\$36,400	\$15,785	\$138,116
2025	\$138,116	\$37,856	\$42,736	\$133,236
2026	\$133,236	\$39,370	\$17,073	\$155,533
2027	\$155,533	\$40,945	\$72,716	\$123,762
2028	\$123,762	\$42,583	\$21,812	\$144,533
2029	\$144,533	\$44,286	\$113,413	\$75,407
2030	\$75,407	\$46,058	\$41,093	\$80,371
2031	\$80,371	\$47,900	\$296,172	-\$167,901
2032	-\$167,901	\$49,816	\$21,603	-\$139,687

Notes

Opening Balance + Total Annual Contribution - Total Anticipated Expenditure = Closing Balance
All figures are GST inclusive

6. Recommended Capital Works Plan

Forecast opening balance date 1/10/2023
Recommended annual contributions (incl. GST) \$55,000.00

The recommended CWP contribution is higher than the current annual levy, as the current contribution is inconsistent with the condition, type, scale, age and location of the subject property. The 10 year capital works plan forecast is attached in Appendix B. A summary of the projected levies over 10 years for each lot, is attached in Appendix C.

The following tabled figures are a summary of the CWP projected over the next ten (10) years, should the recommended contributions be implemented and maintained.

Table 2: Recommended CWP

Financial Year End	Opening Balance	Annual Contributions	Anticipated Expenditure (incl. contingency)	Closing Balance
2023	\$100,429	\$55,000	\$17,928	\$137,501
2024	\$137,501	\$57,200	\$15,785	\$178,916
2025	\$178,916	\$59,488	\$42,736	\$195,668
2026	\$195,668	\$61,868	\$17,073	\$240,463
2027	\$240,463	\$64,342	\$72,716	\$232,089
2028	\$232,089	\$66,916	\$21,812	\$277,193
2029	\$277,193	\$69,593	\$113,413	\$233,373
2030	\$233,373	\$72,376	\$41,093	\$264,656
2031	\$264,656	\$75,271	\$296,172	\$43,755
2032	\$43,755	\$78,282	\$21,603	\$100,435

Notes

Opening Balance + Total Annual Contribution - Total Anticipated Expenditure = Closing Balance
All figures are GST inclusive

PROPOSED BUDGET



Financial Period 01.10.2024 - 30.09.2025

Main Budget

SP 94402

2 CHARLES STREET, CANTERBURY

Administrative Fund	Budget 01.10.2024 - 30.09.2025	Actual 01.10.2023 - 30.09.2024	Budget 01.10.2023 - 30.09.2024
Income			
Expense Recovery			
Debt Collection Recoveries	-	8,562.35	-
Debt Collection Recoveries-Reversal	-	(1,896.00)	-
Expense Recoveries (GST)	-	1,063.64	-
Owner Expense Recoveries	-	24,400.57	-
Interest Received			
Interest On Levy Arrears	-	(145.11)	-
Levy Income			
Levy Income	867,735.00	785,121.92	791,678.00
Total Income	867,735.00	817,107.37	791,678.00
Expense			
Accounting, Taxation & Banking			
Audit Report	2,000.00	1,931.82	2,000.00
Bank Fees	60.00	55.20	60.00
BAS & Tax Administration	2,400.00	2,327.43	2,500.00
DEFT Process Fees	600.00	570.87	700.00
Insurance			
Insurance Premium	2,000.00	1,343.57	4,500.00
Legal and Professional			
Legal Fees	-	11,439.19	-
Maintenance			
Cleaning	-	-	-
Cleaning - Carpets	3,500.00	-	-
Cleaning - General	110,000.00	126,771.45	106,000.00
Electrical Repairs	3,000.00	2,299.94	3,500.00
Fire Services	7,000.00	5,027.93	8,800.00
Garage Security Gate / Shutter	500.00	2,033.00	500.00
Gardening	-	-	-
General Maintenance	5,000.00	3,486.37	5,000.00
Hot Water System Maintenance	1,500.00	845.00	2,500.00

PROPOSED BUDGET

CONTINUED

Financial Period 01.10.2024 - 30.09.2025

Main Budget

SP 94402

2 CHARLES STREET, CANTERBURY

Administrative Fund	Budget 01.10.2024 - 30.09.2025	Actual 01.10.2023 - 30.09.2024	Budget 01.10.2023 - 30.09.2024
Lift Maintenance	28,000.00	32,803.47	27,000.00
Locks & Doors	1,500.00	1,195.91	2,000.00
Pest Control - General	1,800.00	1,761.90	2,200.00
Plumbing - General	5,000.00	4,163.09	5,000.00
Routine Waste / Bin Collection	100.00	-	200.00
Window Cleaning	12,500.00	-	-
Resident Manager / Caretaker			
Building Manager/Caretaker	86,000.00	99,424.32	84,500.00
Strata/Building Administration			
BMC/Community Contributions	298,700.00	228,818.23	290,000.00
Debt Collection Fees	-	4,278.26	-
Electronic Communications	6,950.00	7,676.68	-
Information Storage & Data Protection	4,341.00	3,472.48	-
Land Titles & By-Law Registration	5,350.00	5,307.93	5,200.00
Legislative Compliance	6,600.00	6,542.61	6,500.00
Management Services	64,500.00	63,405.08	61,018.00
Previous Year Deficit	11,384.00	-	-
Printing, Postage & Stationery	5,250.00	5,051.20	10,000.00
Rentals	5,700.00	5,700.00	5,000.00
Strata Administration	9,000.00	9,899.84	8,000.00
Utilities			
Broadband/Internet Service	-	-	-
Electricity Consumption	100,000.00	88,318.80	72,000.00
Lift Phone & Phone Charges	2,500.00	4,306.46	2,000.00
Phone Charges	-	-	-
Water Consumption	75,000.00	72,297.47	75,000.00
Total Expense	867,735.00	802,555.50	791,678.00
Surplus / Deficit	-	14,551.87	-

PROPOSED BUDGET

CONTINUED



Financial Period 01.10.2024 - 30.09.2025
Main Budget
SP 94402
2 CHARLES STREET, CANTERBURY

Capital Works Fund	Budget 01.10.2024 - 30.09.2025	Actual 01.10.2023 - 30.09.2024	Budget 01.10.2023 - 30.09.2024
Income			
Interest Received			
Interest On Levy Arrears	-	11.24	-
Levy Income			
Levy Income	35,000.00	35,003.96	35,000.00
Total Income	35,000.00	35,015.20	35,000.00
Expense			
Maintenance			
Capital Works Fund Maintenance	35,000.00	-	35,000.00
Electrical Repairs	-	2,727.28	-
General Maintenance	-	904.55	-
Total Expense	35,000.00	3,631.83	35,000.00
Surplus / Deficit	-	31,383.37	-

CONTRIBUTIONS SUMMARY (PROPOSED)



Financial Period 01.10.2024 – 30.09.2025

SP 94402

2 CHARLES STREET, CANTERBURY

Lot	Unit	UOE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
1	101	51	1,266.09	1,266.09	1,266.09	1,266.09	5,064.34
2	102	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
3	103	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
4	104	34	844.06	844.06	844.06	844.06	3,376.23
5	105	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
6	106	39	968.18	968.18	968.18	968.18	3,872.73
7	107	39	968.18	968.18	968.18	968.18	3,872.73
8	108	39	968.18	968.18	968.18	968.18	3,872.73
9	109	31	769.58	769.58	769.58	769.58	3,078.33
10	110	32	794.41	794.41	794.41	794.41	3,177.63
11	111	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
12	112	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
13	113	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
14	201	52	1,290.91	1,290.91	1,290.91	1,290.91	5,163.64
15	202	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
16	203	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
17	204	35	868.88	868.88	868.88	868.88	3,475.53
18	205	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
19	206	40	993.01	993.01	993.01	993.01	3,972.03
20	207	40	993.01	993.01	993.01	993.01	3,972.03
21	208	40	993.01	993.01	993.01	993.01	3,972.03
22	209	40	993.01	993.01	993.01	993.01	3,972.03
23	210	40	993.01	993.01	993.01	993.01	3,972.03
24	211	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
25	212	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
26	213	36	893.71	893.71	893.71	893.71	3,574.83
27	214	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
28	215	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
29	216	53	1,315.74	1,315.74	1,315.74	1,315.74	5,262.95
30	217	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
31	218	36	893.71	893.71	893.71	893.71	3,574.83
32	219	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
33	220	40	993.01	993.01	993.01	993.01	3,972.03

CONTRIBUTIONS
SUMMARY (PROPOSED)

NETSTRATA

Financial Period 01.10.2024 – 30.09.2025

SP 94402
2 CHARLES STREET, CANTERBURY

Lot	Unit	UOE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
34	221	40	993.01	993.01	993.01	993.01	3,972.03
35	222	40	993.01	993.01	993.01	993.01	3,972.03
36	223	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
37	224	36	893.71	893.71	893.71	893.71	3,574.83
38	225	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
39	226	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
40	227	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
41	301	53	1,315.74	1,315.74	1,315.74	1,315.74	5,262.95
42	302	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
43	303	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
44	304	36	893.71	893.71	893.71	893.71	3,574.83
45	305	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
46	306	40	993.01	993.01	993.01	993.01	3,972.03
47	307	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
48	308	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
49	309	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
50	310	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
51	311	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
52	312	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
53	313	36	893.71	893.71	893.71	893.71	3,574.83
54	314	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
55	315	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
56	316	53	1,315.74	1,315.74	1,315.74	1,315.74	5,262.95
57	317	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
58	318	36	893.71	893.71	893.71	893.71	3,574.83
59	319	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
60	320	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
61	321	40	993.01	993.01	993.01	993.01	3,972.03
62	322	41	1,017.83	1,017.83	1,017.83	1,017.83	4,071.33
63	323	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
64	324	37	918.53	918.53	918.53	918.53	3,674.13
65	325	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
66	326	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64

CONTRIBUTIONS SUMMARY (PROPOSED)



Financial Period 01.10.2024 – 30.09.2025

SP 94402

2 CHARLES STREET, CANTERBURY

Lot	Unit	UOE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
67	327	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
68	401	53	1,315.74	1,315.74	1,315.74	1,315.74	5,262.95
69	402	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
70	403	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
71	404	36	893.71	893.71	893.71	893.71	3,574.83
72	405	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
73	406	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
74	407	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
75	408	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
76	409	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
77	410	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
78	411	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
79	412	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
80	413	37	918.53	918.53	918.53	918.53	3,674.13
81	414	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
82	415	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
83	416	53	1,315.74	1,315.74	1,315.74	1,315.74	5,262.95
84	417	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
85	418	37	918.53	918.53	918.53	918.53	3,674.13
86	419	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
87	420	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
88	421	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
89	422	42	1,042.66	1,042.66	1,042.66	1,042.66	4,170.64
90	423	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
91	424	37	918.53	918.53	918.53	918.53	3,674.13
92	425	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
93	426	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
94	427	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
95	501	54	1,340.56	1,340.56	1,340.56	1,340.56	5,362.25
96	502	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
97	503	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
98	504	36	893.71	893.71	893.71	893.71	3,574.83
99	505	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24

CONTRIBUTIONS SUMMARY (PROPOSED)



Financial Period 01.10.2024 – 30.09.2025

SP 94402

2 CHARLES STREET, CANTERBURY

Lot	Unit	UOE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
100	506	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
101	507	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
102	508	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
103	509	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
104	510	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
105	511	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
106	512	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
107	513	37	918.53	918.53	918.53	918.53	3,674.13
108	514	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
109	515	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
110	516	54	1,340.56	1,340.56	1,340.56	1,340.56	5,362.25
111	517	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
112	518	37	918.53	918.53	918.53	918.53	3,674.13
113	519	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
114	520	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
115	521	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
116	522	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
117	523	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
118	524	37	918.53	918.53	918.53	918.53	3,674.13
119	525	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
120	526	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
121	527	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
122	601	55	1,365.39	1,365.39	1,365.39	1,365.39	5,461.55
123	602	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
124	603	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
125	604	37	918.53	918.53	918.53	918.53	3,674.13
126	605	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
127	606	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
128	607	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
129	608	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
130	609	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
131	610	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
132	611	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84

CONTRIBUTIONS
SUMMARY (PROPOSED)

NETSTRATA

Financial Period 01.10.2024 – 30.09.2025

SP 94402
2 CHARLES STREET, CANTERBURY

Lot	Unit	UOE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
133	612	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
134	613	37	918.53	918.53	918.53	918.53	3,674.13
135	614	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
136	615	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
137	616	55	1,365.39	1,365.39	1,365.39	1,365.39	5,461.55
138	617	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
139	618	37	918.53	918.53	918.53	918.53	3,674.13
140	619	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
141	620	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
142	621	43	1,067.48	1,067.48	1,067.48	1,067.48	4,269.94
143	622	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
144	623	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
145	624	38	943.36	943.36	943.36	943.36	3,773.43
146	625	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
147	626	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
148	627	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
149	701	55	1,365.39	1,365.39	1,365.39	1,365.39	5,461.55
150	702	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
151	703	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
152	704	37	918.53	918.53	918.53	918.53	3,674.13
153	705	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
154	706	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
155	707	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
156	708	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
157	709	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
158	710	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
159	711	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
160	712	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
161	713	38	943.36	943.36	943.36	943.36	3,773.43
162	714	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
163	715	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
164	716	55	1,365.39	1,365.39	1,365.39	1,365.39	5,461.55
165	717	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54

CONTRIBUTIONS SUMMARY (PROPOSED)



Financial Period 01.10.2024 – 30.09.2025

SP 94402

2 CHARLES STREET, CANTERBURY

Lot	Unit	UOE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
166	718	38	943.36	943.36	943.36	943.36	3,773.43
167	719	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
168	720	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
169	721	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
170	722	44	1,092.31	1,092.31	1,092.31	1,092.31	4,369.24
171	723	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
172	724	38	943.36	943.36	943.36	943.36	3,773.43
173	725	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
174	726	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
175	727	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
176	801	56	1,390.21	1,390.21	1,390.21	1,390.21	5,560.85
177	802	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
178	803	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
179	804	38	943.36	943.36	943.36	943.36	3,773.43
180	805	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
181	806	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
182	807	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
183	808	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
184	809	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
185	810	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
186	811	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
187	812	48	1,191.61	1,191.61	1,191.61	1,191.61	4,766.44
188	813	38	943.36	943.36	943.36	943.36	3,773.43
189	814	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
190	815	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
191	816	56	1,390.21	1,390.21	1,390.21	1,390.21	5,560.85
192	817	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
193	818	38	943.36	943.36	943.36	943.36	3,773.43
194	819	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
195	820	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
196	821	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
197	822	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
198	823	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54

CONTRIBUTIONS
SUMMARY (PROPOSED)

NETSTRATA

Financial Period 01.10.2024 – 30.09.2025

SP 94402
2 CHARLES STREET, CANTERBURY

Lot	Unit	UOE	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
199	824	39	968.18	968.18	968.18	968.18	3,872.73
200	825	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
201	826	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
202	827	45	1,117.13	1,117.13	1,117.13	1,117.13	4,468.54
203	901	58	1,439.86	1,439.86	1,439.86	1,439.86	5,759.45
204	902	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
205	903	48	1,191.61	1,191.61	1,191.61	1,191.61	4,766.44
206	904	39	968.18	968.18	968.18	968.18	3,872.73
207	905	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
208	906	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
209	907	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
210	908	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
211	909	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
212	910	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
213	911	48	1,191.61	1,191.61	1,191.61	1,191.61	4,766.44
214	912	49	1,216.44	1,216.44	1,216.44	1,216.44	4,865.74
215	913	39	968.18	968.18	968.18	968.18	3,872.73
216	914	48	1,191.61	1,191.61	1,191.61	1,191.61	4,766.44
217	915	48	1,191.61	1,191.61	1,191.61	1,191.61	4,766.44
218	916	58	1,439.86	1,439.86	1,439.86	1,439.86	5,759.45
219	917	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
220	918	39	968.18	968.18	968.18	968.18	3,872.73
221	919	48	1,191.61	1,191.61	1,191.61	1,191.61	4,766.44
222	920	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
223	921	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
224	922	46	1,141.96	1,141.96	1,141.96	1,141.96	4,567.84
225	923	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
226	924	40	993.01	993.01	993.01	993.01	3,972.03
227	925	48	1,191.61	1,191.61	1,191.61	1,191.61	4,766.44
228	926	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
229	927	47	1,166.78	1,166.78	1,166.78	1,166.78	4,667.14
10,000			248,252.13	248,252.13	248,252.13	248,252.13	993,008.50

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: 94402 for the 12 month period ending 30-SEP is detailed below. Detailed reports are available upon request.

Time Recorded:	219:36 Hours	Documents Registered:	1565	Meetings incl. Prep:	4
No. of Entries:	2907	Invoices Processed:	121	Insurance Work:	9
Emails:	2377	By-law Inquiries:	5	Correspondence:	5
Phone Calls:	50	Inspections:	3	Debt Recovery:	2
Work Orders:	1	Update Details:	105	184 Certificates:	23
General Admin:	85	Fire Compliance:	40	SMS's Issued:	0

Privacy of information:

Owners should be aware that all correspondence, including letters, emails, maintenance requests and By-law complaints sent to our office are retained within the records of the Owners Corporation. Whilst personal information such as phone numbers 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 anyone that is authorised by a lot owner to undertake such an inspection.

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 and the Privacy Amendment (Notifiable Data Breaches) Act 2017. We gather and maintain personal information about you on behalf of your scheme of which we are the appointed managers. Some of your personal information may still be accessed by certain third parties in particular circumstances, for example to tradespersons when arranging repairs and maintenance or 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 and our subsidiaries engage Prime Strata Support Services for internal administrative purposes and has a personal relationship as described in Schedule 1, Clause 12 of the Property and Stock Agents Regulation 2022. Prime may also provide direct services to your scheme. Any fees for services supplied are disclosed in the financial statements for your scheme.

Our 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 S.C.A., U.D.I.A., R.E.I., Grace Lawyers, Bannermans Lawyers, and J.S. Mueller & Co.

Netstrata has commercial arrangements with Strata Energy Services for the bulk tendering of the common electricity supply for our client schemes, as well as debt recovery services with Strategic Collection Services. In the event your scheme is included in a bulk tender, a service fee of \$85.00 p.a is received for Small Market Enterprise (SME) agreements and up to \$500.00 p.a for Commercial and Industrial (C&I) clients. For Debt Recovery services a fee of up to \$280.00 per matter is received charged to the levy debtor.

Netstrata discloses that it is an authorised representative of BCB Brokers, CRM Brokers, Coverforce, and BAC Brokers. 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 a brokerage is not received a fee for service will be applied.

Netstrata discloses that Strata Insurance Services Pty Limited (SIS), WinFire Pty Ltd, Resolute Maintenance Group, PG Martin Plumbing, Evolve Reporting Pty Ltd and Moirs Law are wholly or partially owned subsidiaries of the agent. When insurances are placed on your behalf of your scheme by SIS, all brokerage charged is retained by the subsidiary, not the agent and disclosure of the broker fee applied is made to all owners at the time of placement of the policy and via your owner portal. Strata Insurance Services DOES NOT receive commissions for arranging insurance cover on behalf of your Owners Corporation. In the event WinFire, Resolute, PG Martin, Evolve Reporting or Moirs Law are engaged to undertake maintenance work or inspections or reporting or legal work, the fees and charges associated with these works are detailed in the financial reports for your scheme.

Recovery of Costs - Fire and Works by Owner By-Law

1. Introduction

The purpose of this by-law is to assist the Owners Corporation to better manage and administer the strata scheme by prohibiting certain acts and enabling the Owners Corporation to recover certain costs.

2. Damaging Common Property and False Fire Alarms

- 2.1 An owner or occupier must not trigger a false fire alarm.
- 2.2 An owner or occupier must not carry out any works to their lot or the common property around the lot, including work that has been approved, which:
 - 2.2.1 are in breach of, or which place the Owners Corporation's fire services in breach of any Law;
 - 2.2.2 reasonably require in the Owners Corporation needing to engage a structural, fire safety or other engineer, or any other consultant, to assess the condition of the common property (unless the owner or occupier has already entered into a binding agreement to pay, and pays, the costs of that engagement); or
 - 2.2.3 result in the Owners Corporation needing to carry out any work under section 106 of the SSMA.
- 2.3 Each owner must use all reasonable endeavours to ensure that their occupiers and invitees do not:
 - 2.3.1 trigger a false fire alarm; or
 - 2.3.2 carry out any works to which clause 2.2 applies,and:
 - 2.3.3 must upon request provide to the Owners Corporation sufficient evidence to satisfy the Owners Corporation (on the balance of probabilities) that the owner has used those reasonable endeavours.

3. Owners Corporation's power in the event of a breach of this by-law

If an owner or occupier breaches this by-law, the Owners Corporation may:

- 3.1 if the breach is of clause 2.1 or 2.3.1, recover from the person responsible the charge issued to the Owners Corporation for that false fire alarm; and
- 3.2 if the breach is of clause 2.2 or 2.3.2, recover from the person responsible its reasonable costs or damages flowing from that breach, including:
 - 3.2.1 the cost of carrying out works to the fire services to ensure they are compliant repairing the damaged common property;
 - 3.2.2 the costs of engaging an engineer or consultant as referred to in clause 2.2;
 - 3.2.3 the costs of carrying out any work of the type described in clause 2.2.3;
 - 3.2.4 the Schedule B Costs in connection with clauses 3.2.1-3.2.3;
 - 3.2.5 any legal fees of reasonably obtaining advice in connection with this by-law or any obligations in it; and recover the reasonable expenses of recovering those debts (including but not limited to legal fees and Schedule B Costs), and the owner indemnifies the Owners Corporation in respect of those debts and the expenses of recovering those debts.

4. **Recovery**

- 4.1 A debt will, if not paid within a month of (**Interest Start Date**):
- 4.1.1 sending the invoice to the responsible person; or
 - 4.1.2 otherwise notifying the responsible person of the debt,
- bear interest at the rate of 10% per annum, calculated on a daily basis from the Interest Start Date until payment.
- 4.2 The Owners Corporation may recover all of its expenses of recovering a debt, to the extent possible on an indemnity basis.
- 4.3 All debts, interest on debts and expenses of recovering debts are payable into the Administrative Fund, as an amount payable under a by-law made under Part 7 of the Act.

5. **Interpretation**

In this by-law:

- 5.1 **common property** means the common property for this strata scheme.
- 5.2 **debt** means any amount payable to the Owners Corporation under this by-law, any costs payable to the Owners Corporation under clauses 3.1-3.5 including any administrative costs (or Schedule B Costs).
- 5.3 **false fire alarm** means setting off a fire alarm (including a false fire alarm), so that the fire brigade or other organisation:
- 5.3.1 is required to attend the strata scheme; and
 - 5.3.2 charges the Owners Corporation a fee for that attendance.
- 5.4 **Law** means any Act, Regulation, code, standard or other requirement, including Australian Standard AS1851, which applies to the parcel.
- 5.5 **Legislation** means the *Strata Schemes Management Act* and all other related legislation.
- 5.6 **lot** means a lot in the strata scheme.
- 5.7 **occupier** means an occupier of a lot in the strata scheme.
- 5.8 **owner** means an owner of a lot in the strata scheme.
- 5.9 **person responsible** means, at the Owners Corporation's discretion:
- 5.9.1 the person who has breached any one or more of clauses 2.1-2.3; or
 - 5.9.2 an owner who is in breach of clause 2.2 or 2.3 by failing to use the necessary reasonable endeavours or take the reasonable steps.
- 5.10 **Schedule B Costs** means any costs which a strata managing agent is entitled to charge the Owners Corporation under Schedule B of their agency agreement, or any non-routine duties charges.
- 5.11 **SSMA** means the *Strata Schemes Management Act 2015*.
- 5.12 Any term used in this by-law that is defined in the SSMA will have the same meaning in this by-law as it does in the Act.
- 5.13 If there is any conflict between this by-law and any other by-law of the strata scheme, or any approval given by the Owners Corporation to carry out work, this by-law will apply to the extent of that conflict.
- 5.14 Any provision that is invalid, unenforceable or illegal must be read down to the extent necessary to avoid that effect. If that is not possible, that provision must be excluded from this by-law but only to the extent necessary to avoid that effect. All other provisions of this by-law continue to be valid and enforceable.

Recovery of Tenant Related Costs By-Law

1. Introduction

The purpose of this by-law is to assist the Owners Corporation to better manage and administer the strata scheme by requiring certain information about tenants.

2. Duties of Owners and Occupiers

2.1 Under section 258 of the SSMA, if a lot is leased, an owner must give notice of the lease to the Owners Corporation within 14 days of the commencement of the lease, and that notice must be in writing and specify:

2.1.1 The name of the Tenant;

2.1.2 The address for service of the Tenant;

2.1.3 The date of commencement of the lease; and

2.1.4 The name of any letting agent acting for the owner in respect of that lease.

2.2 In addition to the requirements in section 258(4) of the Act, the owner must provide the following information to the Owners Corporation within 14 days of commencement of the lease:

2.2.1 An Australian mobile phone number for the Tenant; and

2.2.2 An email address for the Tenant.

2.3 Each owner and occupier must make their lot available during normal business hours, as long as at least 3 business days' notice has been given to them, for fire inspections, and any other inspections required to be carried out by the Owners Corporation (and for any other purpose) under the SSMA or any other Law.

2.4 Each owner must use all reasonable endeavours to ensure that their occupiers make the lot available as set out in clause 2.3.

3. Owners Corporation's power in the event of a breach of this by-law

If an owner or occupier breaches this by-law, the Owners Corporation may:

3.1 if the breach is of clause 2.1 and/or 2.2, recover from the owner the reasonable costs issued to the Owners Corporation (including Schedule B Costs and legal costs) flowing from that breach.

3.2 if the breach is of clause 2.3 or 2.4, recover from the person responsible its reasonable costs or damages flowing from that breach, including the reasonable costs of reinspection and procuring entry to that lot, including Schedule B Costs and legal costs, and recover the reasonable expenses of recovering those debts (including but not limited to legal fees and Schedule B Costs), and the owner indemnifies the Owners Corporation in respect of those debts and the expenses of recovering those debts.

4. **Recovery**

- 4.1 A debt will, if not paid within a month of (**Interest Start Date**):
- 4.1.1 sending the invoice to the responsible person; or
 - 4.1.2 otherwise notifying the responsible person of the debt,
- bear interest at the rate of 10% per annum, calculated on a daily basis from the Interest Start Date until payment.
- 4.2 The Owners Corporation may recover all of its expenses of recovering a debt, to the extent possible on an indemnity basis.
- 4.3 All debts, interest on debts and expenses of recovering debts are payable into the Administrative Fund, as an amount payable under a by-law made under Part 7 of the Act.

5. **Interpretation**

In this by-law:

- 5.1 **common property** means the common property for this strata scheme.
- 5.2 **debt** means any amount payable to the Owners Corporation under this by-law, any costs recoverable by the Owners Corporation under clause 3 including any administrative costs (or Schedule B Costs).
- 5.3 **false fire alarm** means setting off a fire alarm (including a false fire alarm).
- 5.4 **Law** means any Act, Regulation, code, standard or other requirement, including Australian Standard AS1851, which applies to the parcel.
- 5.5 **lot** means a lot in the strata scheme.
- 5.6 **Tenant** means a person who is a tenant or sub-tenant at a lot.
- 5.7 **owner** means an owner of a lot in the strata scheme.
- 5.8 **person responsible** means, at the Owners Corporation's discretion:
- 5.8.1 the person who has breached any one or more of clauses 2.1-2.4; or
 - 5.8.2 an owner who is in breach of clause 2.3 or 2.4 by failing to use the necessary reasonable endeavours or take the reasonable steps.
- 5.9 **Schedule B Costs** means any costs which a strata managing agent is entitled to charge the Owners Corporation under Schedule B of their agency agreement, or any non-routine duties charges.
- 5.10 **SSMA** means the *Strata Schemes Management Act 2015*.
- 5.11 Any term used in this by-law that is defined in the SSMA will have the same meaning in this by-law as it does in the Act.
- 5.12 If there is any conflict between this by-law and any other by-law of the strata scheme, or any approval given by the Owners Corporation to carry out work, this by-law will apply to the extent of that conflict.
- 5.13 Any provision that is invalid, unenforceable or illegal must be read down to the extent necessary to avoid that effect. If that is not possible, that provision must be excluded from this by-law but only to the extent necessary to avoid that effect. All other provisions of this by-law continue to be valid and enforceable.

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:
 - 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.
 - 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.
 - 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 mortgagee 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 platform which enables owners to signal their vote for each motion on the agenda. Access to the voting portal is possible via the following means:

- Clicking on the link under the 'online' heading within the covering letter supplied with this meeting notice (for owners who elect to receive their correspondence via email).
- Scanning the QR Code included on the covering letter under the 'Online' voting option heading (for owners who elect to receive their correspondence via post).

Owners who may not be able to attend the meeting, or prefer to cast their vote electronically may do so via the electronic platform. There are however the following limitations as imposed in the Strata Schemes Management Regulation 2016 (Regulation 14):

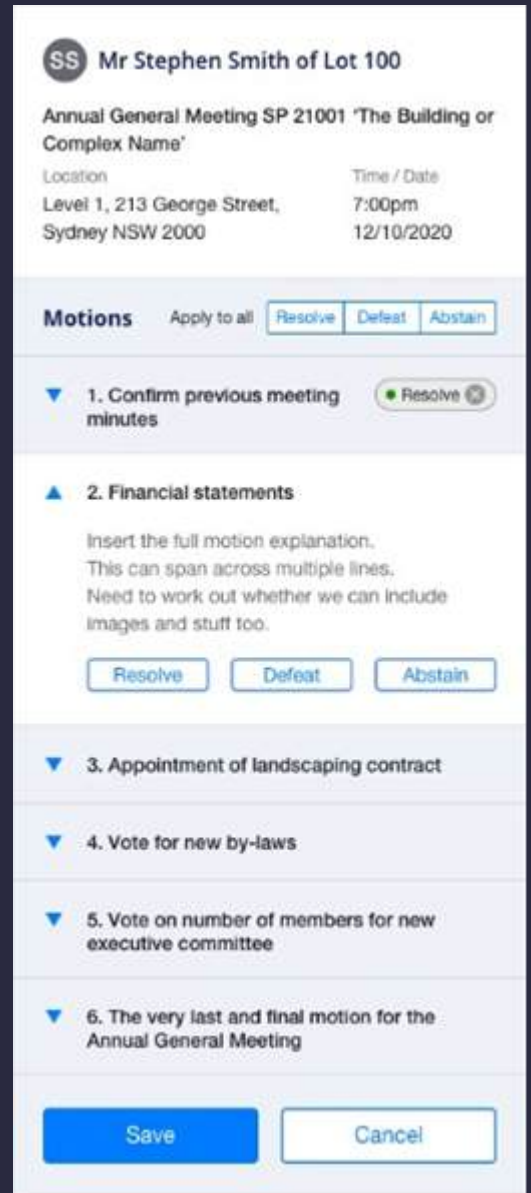
1. The pre-meeting vote may have no effect where a motion is amended at a meeting;
2. A motion that is to be determined wholly by pre-meeting electronic voting may not be amended at the meeting for which the pre-meeting electronic voting is conducted;
3. A motion that is to be determined partly by pre-meeting 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.

PRE-MEETING VOTING

VOTING ELECTRONICALLY

Each Motion will appear on the portal:

- Owners can signal whether they would like to 'Resolve', 'Defeat' or 'Abstain' from voting on each motion on the agenda (except for a strata committee election).
- Once a motion has been voted on, the vote will appear next to the motion and owners will then be led to vote on the next motion.
- If an owner would like to change their vote, this is possible by selecting the relevant motion and changing the vote to be submitted.
- Selecting 'Save' confirms the votes being cast.
- At the commencement of the meeting, all pre-meeting electronic votes which have been cast for each motion are provided to the strata manager who will declare the votes submitted.



SS Mr Stephen Smith of Lot 100

Annual General Meeting SP 21001 'The Building or Complex Name'

Location	Time / Date
Level 1, 213 George Street, Sydney NSW 2000	7:00pm 12/10/2020

Motions Apply to all

▼ 1. Confirm previous meeting minutes ☒ Resolve

▲ 2. Financial statements

Insert the full motion explanation.
This can span across multiple lines.
Need to work out whether we can include images and stuff too.

▼ 3. Appointment of landscaping contract

▼ 4. Vote for new by-laws

▼ 5. Vote on number of members for new executive committee

▼ 6. The very last and final motion for the Annual General Meeting

Traditionally, owners corporation meetings involve gathering all members in a physical location, which can be time-consuming, inconvenient, and sometimes difficult to achieve due to conflicting schedules. By utilising the Pre-Meeting Electronic Voting platform, owners may participate in the decision-making processes, without physically attending the meeting, by casting a vote conveniently and efficiently from the comfort of their own home or wherever they may be.

By embracing Pre-Meeting Electronic Voting, we can collectively enhance the efficiency, transparency, and inclusivity of the decision-making process within your owners corporation. Together, we will continue to build a stronger and more vibrant community.

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, our office has implemented an electronic voting platform which enables owners to signal their vote for each motion on the agenda. Access to the voting portal is possible via the following means:

- Clicking on the link under the 'online' heading within the covering letter supplied with this meeting notice (for owners who elect to receive their correspondence via email).
- Scanning the QR Code included on the covering letter under the 'Online' voting option heading (for owners who elect to receive their correspondence via post).

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.

[illegible]



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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



Capital Works Plan

| Maintenance is better than repair



CWP22.0067

Date
3/08/2022
Revision
00

SP 94402

Property Address
2 Charles Street, Canterbury NSW 2193
Building Name
The Charles

Internal Reference

CWP22.0067

Document Control

Update	Revision	Date	Prepared by	Quality Assurance	Authorised by
Update Report 1	00	3/08/2022	FK	SB	SS
Initial Report	00	13/10/2017	QN	-	SS

Distribution Log

Recipient	Email	Date	Report Sent
Suzi Bellas	suzi.bellas@netstrata.com.au	3/08/2022	Update Report 1, Rev 00

Disclaimer

This report has been prepared for the sole purpose of providing a Capital Works Plan in accordance with the relevant Strata Schemes Management Act and Regulation for the strata building. Archi-QS Pty Limited, its agents, and employees are not liable to any person for any damage or loss, which has occurred or may occur in relation to that person taking, or not taking action in respect of any representation, statement, opinion or advice referred to above.

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AIA | A+ Practice of the Australian Institute of Architects No. E9104

Samuel Star | Principal, Certified Quantity Surveyor FAIQS, CQS, No. 2752
Sarah Bozionelos | Senior Manager, Nominated Architect RAlA NSW ARB 10024

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1. Introduction

1.1 Instructions

Instructions were received from Netstrata Pty Ltd, dated 8 June 2022, to carry out a Capital Works Plan (CWP) on behalf of the Owners Corporation (OC) for the strata building SP 94402 located at 2 Charles Street, Canterbury NSW 2193, known as The Charles. We wish to confirm that this is an update of the initial report completed by our company in 13 October 2017.

1.2 Purpose

The purpose of this report is to create a CWP to cover the anticipated future expenditure required to maintain and update the subject building over a forecast period of 10 years. The assessment involves the identification and quantification of assets and issues within the common property, valued against a predicted life span in order to forecast the likely expenses. This is used as a basis to calculate reasonable contributions in order to retain the building's integrity, whilst reducing the need for special capital works levies, and future exhaustive maintenance or reinstatement major costs.

This report is carried out in accordance with the Strata Schemes Management Act. Archi-QS aim to maintain the interest of the OC and where appropriate, offer cost effective alternatives to defects and deterioration identified during inspection, and take a common sense approach to such issues. It ultimately falls on the OC to make their own decision in adopting, partly adopting or shelving the recommendations.

1.3 Limitations

1. The inspection is based on visual identification and unobtrusive methods only. It is limited to readily accessible common areas, being those areas that during inspection were directly accessible without requiring the removal or movement of building elements and that were clear from obstruction. It does not include an inspection within private property/individual lots.
2. The recommendations included in this report are only applicable to the state of the property at the time of inspection.

2. Exclusions and Assumptions

2.1 General Exclusions

Unless specifically noted, the CWP does NOT make allowances for expenditure resulting directly or indirectly from:

- Unforeseeable events;
- Changes to the use of the building;
- Pest control;
- Utility bills for common use areas;
- Minor repairs and maintenance;
- Insurance premiums and excesses;
- Building valuations;
- Tax return fees, bank charges, auditing and other taxes;
- Running costs of the Executive Committee or strata management fees (if not self-managed);
- Any items and issues covered by the Administration Fund.
- Work to comply with government legislation, building codes, Work Health and Safety or Australian Standards.

2.2 Defect Exclusions

This report does NOT include details of defect identification, method of rectification nor costs to rectify. Provisional allowances have been made where works are identified as urgent or have been subject to extensive wear and tear. If such items were put to tender, it would be expected that quotations would vary quite significantly and it is recommended that several quotations are sources as far in advance of any anticipated works. Where quotes for scheduled works have been provided by the OC they are included in the 10 Year CWP Forecast.

Should the OC require a detailed defects assessment and cost to rectify, or an independent review and verification of the sub-contractors and suppliers quotes and scope of works obtained, this can be requested in addition to this report from our company at an additional fee dependant on the state of the property (i.e. the number of defects found).

3. Inspection Details

Inspection by	Samuel Star
Owners' corporation representative present	Richard (Building Manager)
Inspection date	16/06/2022
Inspected areas	Readily accessible common areas only

4. Strata Plan Details

Registered SP date	27/10/2016
Total lot entitlements	10,000
Number of lots	229

5. Analysis of Current Capital Works Plan

Opening balance date	1/10/2022
Opening balance (incl. GST)	\$100,429.00
Current annual contributions (incl. GST)	\$35,000.00

The following tabled figures are a summary of the CWP projected over the next ten (10) years, should the current contributions be upheld. As becomes evident the closing balance will be too low to maintain a reasonable capital works fund balance, falling into deficit in year nine (9).

Table 1: Current CWP

Financial Year End	Opening Balance	Annual Contributions	Anticipated Expenditure (incl. contingency)	Closing Balance
2023	\$100,429	\$35,000	\$17,928	\$117,501
2024	\$117,501	\$36,400	\$15,785	\$138,116
2025	\$138,116	\$37,856	\$42,736	\$133,236
2026	\$133,236	\$39,370	\$17,073	\$155,533
2027	\$155,533	\$40,945	\$72,716	\$123,762
2028	\$123,762	\$42,583	\$21,812	\$144,533
2029	\$144,533	\$44,286	\$113,413	\$75,407
2030	\$75,407	\$46,058	\$41,093	\$80,371
2031	\$80,371	\$47,900	\$296,172	-\$167,901
2032	-\$167,901	\$49,816	\$21,603	-\$139,687

Notes

Opening Balance + Total Annual Contribution - Total Anticipated Expenditure = Closing Balance
All figures are GST inclusive

6. Recommended Capital Works Plan

Forecast opening balance date	1/10/2023
Recommended annual contributions (incl. GST)	\$55,000.00

The recommended CWP contribution is higher than the current annual levy, as the current contribution is inconsistent with the condition, type, scale, age and location of the subject property. The 10 year capital works plan forecast is attached in Appendix B. A summary of the projected levies over 10 years for each lot, is attached in Appendix C.

The following tabled figures are a summary of the CWP projected over the next ten (10) years, should the recommended contributions be implemented and maintained.

Table 2: Recommended CWP

Financial Year End	Opening Balance	Annual Contributions	Anticipated Expenditure (incl. contingency)	Closing Balance
2023	\$100,429	\$55,000	\$17,928	\$137,501
2024	\$137,501	\$57,200	\$15,785	\$178,916
2025	\$178,916	\$59,488	\$42,736	\$195,668
2026	\$195,668	\$61,868	\$17,073	\$240,463
2027	\$240,463	\$64,342	\$72,716	\$232,089
2028	\$232,089	\$66,916	\$21,812	\$277,193
2029	\$277,193	\$69,593	\$113,413	\$233,373
2030	\$233,373	\$72,376	\$41,093	\$264,656
2031	\$264,656	\$75,271	\$296,172	\$43,755
2032	\$43,755	\$78,282	\$21,603	\$100,435

Notes

Opening Balance + Total Annual Contribution - Total Anticipated Expenditure = Closing Balance

All figures are GST inclusive

7. Methodology

7.1 Assessment method

The following tabled information is used to generate a 10 Year CWP Forecast (attached in Appendix B).

1	Assets	The included assets are items which are understood to be the responsibility of the OC that cannot be economically repaired or maintained without reinstatement. They are common property items only. Archi-QS have reviewed the strata plans and are not aware of any by-laws or other agreements which alter the extent of assets for which the OC is responsible. Where we have been unable to examine an area of common property we have assumed the current condition, building materials and construction methods bearing in mind the age and character of the building.
2	Costs	Reinstatement costs are the estimated expenditures to restore items back to their original state. The costs are based on industry standards, the current market and the input of the quantity surveyor. The costs: ▫ Assume the work will be carried out by qualified and independent tradespeople; ▫ Are current at the date of this report; ▫ Consider the availability of replacement parts; ▫ May allow for partial restoration or total replacement; ▫ Are inclusive of GST; ▫ Factors in inflation.
3	Effective Life (EL)	Aside from the reinstatement cost, the CWP is based upon the anticipated Effective Life (EL) and Remaining Life (RL) of each asset. The EL is the amount of time anticipated before reinstatement of the item is required. The EL of various assets has been derived from the Property Depreciation Handbook and the Australian Construction Handbook. Our report is also based on manufacturer's guidelines (which are always adjusted) and the input of the quantity surveyor.
4	Remaining Life (RL)	The RL is based on the adopted EL, the current age of the building, and where applicable, the current condition at the time of the site inspection and / or reported relevant defects and works to be completed or in progress.
5	Inflation	The estimated building inflation rate is anticipated over the life of the CWP. Variances in inflation can significantly impact a funds cash position, and we recommend the plan be periodically updated to address inflation discrepancies.
6	Goods and Services Tax (GST)	All figures in this report include GST, unless otherwise specified.
7	Current CWP fund	The assessment of the sustainability of the CWP takes into consideration of the current annual levy and opening balance at the financial year start, in order to recommend the proposed contributions of each lot apportioned by their unit entitlements.

7.2 Recommendations Method

The above information helps to generate the recommended contributions, levies and any special levies as follow:

8	Contributions	The reinstatement cost of each item is apportioned over its RL and annual contributions increase with inflation to ensure sufficient funds are available at reinstatement. Once reinstatement is complete, annual contributions are recalculated to ensure sufficient funds are available to reinstate the item based on the new reinstatement date. The recommended annual contribution, which is the basis of the individual lot levies, is the sum of all annual contributions. The recommended contributions are generally attributed to the following: ▫ The building/assets age, current condition and insured duration; ▫ Historical performance of the asset and similar items; ▫ Local conditions and the assets ability to carry out its intended function; ▫ The owners' corporations required standards. Subsequent contributions will increase gradually to ensure that future costs are met, and that a rational balance between anticipated and actual expenditure is maintained. As a building ages it becomes more expensive to maintain as the major cost items fall past the ten (10) years shown in the 10 Year CWP Forecast, and are increasingly present once the building life cycle reaches twenty (20) years.
9	Levies	The levies are the annual contribution spread across each lots unit entitlement. It is the recommended amount that the owners' corporation should adopt in avoiding a CWP deficit, particularly in the case where a large lump sum asset requires reinstatement. The assessment always tries to maintain reasonable contributions in order to retain the subject building's integrity, whilst reducing the need for special levies and needless repairs.
10	Special Levy	A special levy is additional to the CWP levy and consists of a one-off lump sum figure allocated usually within the first year. Costs are shared by each property owner based on their unit entitlement. This levy is recommended when the current contributions and existing balance are too low to cover the works required, despite efforts to create a reasonable levy. The special levy is rare, however, it provides the best solution to affected properties. Examples could be a fire and engineering upgrade to a large building, lift replacement, or replacement of a driveway.

8. Owners Obligations

8.1 Duty to provide a Capital Works Plan

Division 2 Section 79 (2) of the Strata Schemes Management Act states:

An Owners Corporation must, at each annual general meeting, estimate how much money it will need to credit to its capital works fund for actual and expected expenditure.

This recognises that all lot owners' contribute to the costs of repair, renewal and replacement of common property items.

8.2 Benefits of Future Planning

The CWP forms a process of future planning. Benefits of this are as follow:

- Limits the burden of current owners at the time of capital reinstatement;
- Reduces the financial hardship of costly special levies;
- Improves a strata's cash flow provision;
- Improves a strata's ability to react to sudden or emergency events;
- Positively impacts on capital values;
- Maintains the buildings desired appearance and performance;
- Allows existing savings to be invested to reduce owner's annual contributions;
- May provide taxation advantages for investors as they are entitled to the deductions if contributions are paid into a general purpose CWP.

8.3 Review of the Capital Works Plan

Division 2 Section 80 (3) of the Strata Schemes Management Act states:

An owners corporation may, by resolution at a general meeting, review, revise or replace a 10-year plan prepared under this section and must review the plan at least once every 5 years.

Hence, we recommend this report be updated at least once every five (5) years as per the act to ensure that the capital works fund reflects the actual aging and associated works of the building, as well as any changes in circumstances within the common property and the allocation of funds.

8.4 Update Reports

If this or future reports are updates of CWP's previously carried out by our office, there will be variations in the calculations and descriptions of certain assets. Although such variances can often be mistaken for errors or oversights, they are in fact a part of our evolving services in keeping abreast of the ever changing strata and building industries. The adjustments are usually due to three factors:

1. The asset has been deleted as it was not identified on site during the most recent inspection, or its EL is beyond the 40 years (approximately over 80 years) and will not have an impact on the calculation.
2. The asset has been added as it was identified during the most recent site inspection and now forms a part of the common property and consequently, the calculations.
3. The asset has been re-categorised under a different description.

8.5 Queries

It is our company policy that all queries relating to the property in question should be arranged once only in point form (as opposed to drip feed enquiries) and sent through to Archi-QS Pty Limited from the Strata Manager directly. This will ensure that the strata manager remains informed and avoid any misunderstandings between the parties. Queries are NOT to be handled directly, nor via phone between the owners' corporation and our company. If queries are sent through individually and are proven not to be the fault of Archi-QS Pty Limited, they shall be charged at \$350+GST per hour.

9. Recommendations

- The recommended CWP contribution is detailed in Section 4 of this report and is higher than the current annual levy, as the current contribution is inconsistent with the condition, type, scale, age and location of the subject property.
- We recommend this report be updated at least once every five (5) years as per the Act to ensure that the CWP reflects the actual aging of the subject building, any changes within the common property, and the allocation of funds.

We trust you find this report in order.

Yours truly,



SAMUEL STAR

Principal

FAIQS, CQS No. 2752

QS Tax Agent no. 82624000

Registered Strata Defects Inspector Panel Member AIQS

Registered Defect Rectification Costs Panel Member AIQS

Registered Expert Witness Panel Member AIQS

Appendix A: References and Definitions

References (APA)

1. Strata Schemes Management Act No 50 (2015). Retrieved from <https://legislation.nsw.gov.au/#/view/act/2015/50/historical2015-11-05/full>.
2. Strata Schemes Management Regulation 2016 (Under the Strata Schemes Management Act 2015). Retrieved from <https://legislation.nsw.gov.au/view/html/inforce/current/sl-2016-0501>.

Definitions

Common property	In relation to a strata scheme or a proposed strata scheme, means any part of a parcel that is not comprised in a lot (including any common infrastructure that is not part of a lot).
Contributions	The contributions are the amounts payable by the owners' corporation to account for future liabilities.
Readily accessible areas	Those areas that, during inspection were directly accessible without requiring the removal or movement of building elements and that were clear from obstruction.
Registered	Means registered by the Registrar-General.
Strata plan	Means a plan that is registered as a strata plan, and includes any information, certificate or other document required by this Act or the regulations to be included with the plan before it may be registered.
Unit entitlement	The unit entitlement of a lot in a strata scheme means the unit entitlement of the lot shown on the schedule of unit entitlement as recorded in the registered strata plan for the scheme.

Appendix B: 10 Year CWP Forecast

Asset	Estimates			Date										
				Year	1	2	3	4	5	6	7	8	9	10
	Reinstatement cost (incl.GST)	EL	RL	Month	10	10	10	10	10	10	10	10	10	10
				Date	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
WOODWORK	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace skirting and architraves	90,000	30	23		-	-	-	-	-	-	-	-	-	-
METALWORK	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace letterbox & hardware	46,000	25	18		-	-	-	-	-	-	-	-	-	-
Replace signage	183,200	30	23		-	-	-	-	-	-	-	-	-	-
Replace drainage grates	75,900	40	33		-	-	-	-	-	-	-	-	-	-
Replace bike rack	22,900	40	33		-	-	-	-	-	-	-	-	-	-
Replace vehicular safety goods	10,000	20	13		-	-	-	-	-	-	-	-	-	-
Replace mesh storage partitions in basement	206,100	30	23		-	-	-	-	-	-	-	-	-	-
Replace mesh partitions and gates	29,400	30	23		-	-	-	-	-	-	-	-	-	-
Replace security / ventilation screens / grilles	10,000	40	33		-	-	-	-	-	-	-	-	-	-
Replace security roller shutter & motor to basement	40,000	30	23		-	-	-	-	-	-	-	-	-	-
Replace traffic mirrors	1,000	15	8		-	-	-	-	-	-	-	1,320	-	-
BALUSTRADING	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace metal balustrades and handrails to basements	10,000	40	33		-	-	-	-	-	-	-	-	-	-
Replace metal balustrades to balconies	12,500	40	33		-	-	-	-	-	-	-	-	-	-
Replace frame and frosted glass balustrades to balconies	651,350	40	33		-	-	-	-	-	-	-	-	-	-
WINDOWS & DOORS	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace glazed entry door	30,000	40	33		-	-	-	-	-	-	-	-	-	-
Replace hardware to glazed entry door	15,000	25	18		-	-	-	-	-	-	-	-	-	-
Replace caulking to windows and sliding doors	458,000	40	33		-	-	-	-	-	-	-	-	-	-
Replace hardware to windows and sliding doors	458,000	25	18		-	-	-	-	-	-	-	-	-	-
Replace child safety locks to the required windows	68,700	40	33		-	-	-	-	-	-	-	-	-	-

Appendix B: 10 Year CWP Forecast

Asset	Estimates			Date										
				Year	1	2	3	4	5	6	7	8	9	10
	Reinstatement cost (incl.GST)	EL	RL	Month	10	10	10	10	10	10	10	10	10	10
				Date	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
WALL & CEILING FINISHES	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace false ceilings to common areas	46,200	40	33		-	-	-	-	-	-	-	-	-	-
GROUND & FLOOR FINISHES	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace balcony tiling	916,000	40	33		-	-	-	-	-	-	-	-	-	-
Repaint concrete floor sealer to basements	94,420	15	15		-	-	-	-	-	-	-	-	-	-
Replace internal floor and skirtings tiling	68,420	40	33		-	-	-	-	-	-	-	-	-	-
Replace carpet	73,600	7	7		-	-	-	-	-	-	94,208	-	-	-
Replace tactile indicators	1,000	10	3		-	-	1,120	-	-	-	-	-	-	-
Replace rubber wheel stoppers	45,800	25	18		-	-	-	-	-	-	-	-	-	-
Replace matwell	15,000	15	8		-	-	-	-	-	-	-	19,800	-	-
DOORS & HARDWARE	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace unit entry doors	458,000	25	18		-	-	-	-	-	-	-	-	-	-
Replace hardware to unit entry doors	229,000	25	18		-	-	-	-	-	-	-	-	-	-
Replace common property doors	222,000	25	18		-	-	-	-	-	-	-	-	-	-
Replace hardware to common property doors	148,000	25	18		-	-	-	-	-	-	-	-	-	-
PAINTING	-	-	-		-	-	-	-	-	-	-	-	-	-
Repaint internal surfaces	202,500	16	9		-	-	-	-	-	-	-	-	275,400	-
Repaint line marking	45,800	6	5		-	-	-	-	54,960	-	-	-	-	-
WATERPROOFING	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace balcony waterproofing	458,000	18	11		-	-	-	-	-	-	-	-	-	-
Replace shower recesses / tray waterproofing	572,500	21	14		-	-	-	-	-	-	-	-	-	-

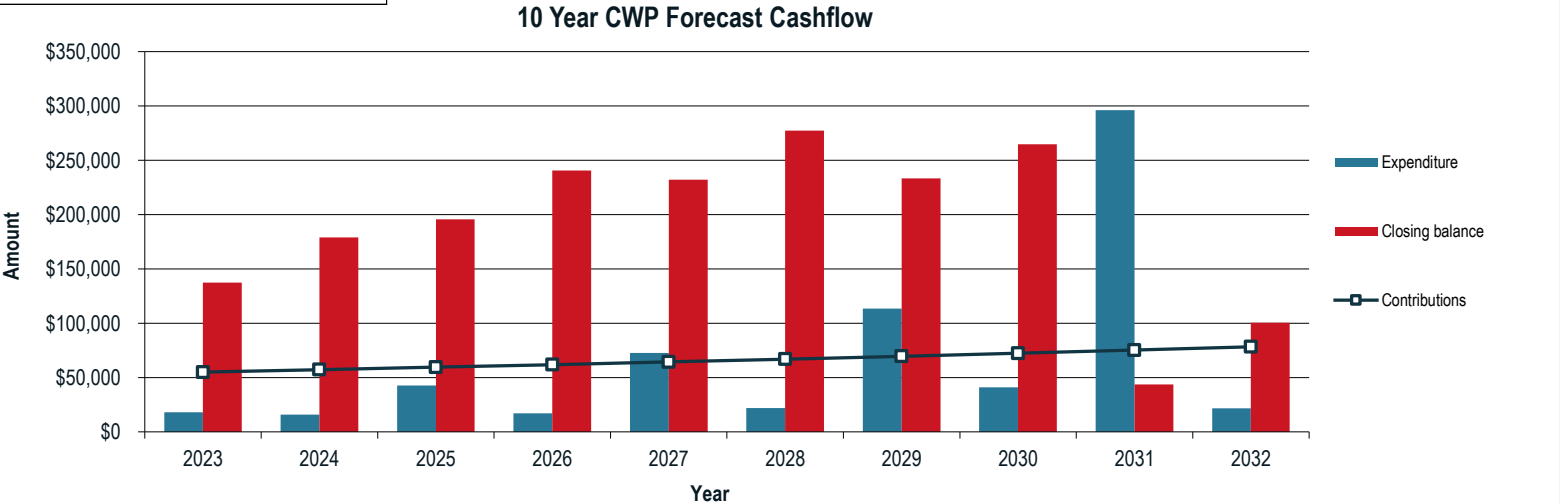
Appendix B: 10 Year CWP Forecast

Asset	Estimates			Date										
				Year	1	2	3	4	5	6	7	8	9	10
	Reinstatement cost (incl.GST)	EL	RL	Month	10	10	10	10	10	10	10	10	10	10
				Date	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
WASTE HANDLING	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace garbage chute	250,000	25	18		-	-	-	-	-	-	-	-	-	-
Replace hot water system to garbage rooms	25,000	20	13		-	-	-	-	-	-	-	-	-	-
Reapply epoxy coating to garbage room floors	22,500	10	3		-	-	25,200	-	-	-	-	-	-	-
Reapply coved skirtings to garbage room	14,000	20	13		-	-	-	-	-	-	-	-	-	-
Replace garbage compactor motor	150,000	25	18		-	-	-	-	-	-	-	-	-	-
HYDRAULIC/SEWER/HOT/COLD WATER SERVICES	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace internal common area pipes and taps	916,000	40	33		-	-	-	-	-	-	-	-	-	-
Replace central hot water system	229,000	20	13		-	-	-	-	-	-	-	-	-	-
Replace silt arrester to Car Wash Bay	10,000	25	18		-	-	-	-	-	-	-	-	-	-
ELECTRICAL SERVICES	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace internal common area wiring, switches, powerpoints, subboards, meter room mains and safety switches	458,000	40	33		-	-	-	-	-	-	-	-	-	-
Replace internal common area light fittings	68,700	18	11		-	-	-	-	-	-	-	-	-	-
SECURITY SYSTEMS	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace audio intercom	229,000	25	18		-	-	-	-	-	-	-	-	-	-
Replace access control/swipe card	343,500	20	13		-	-	-	-	-	-	-	-	-	-
Replace CCTV system	229,000	12	12		-	-	-	-	-	-	-	-	-	-
LIFT SERVICES	-	-	-		-	-	-	-	-	-	-	-	-	-
Replace residential lift incl. motor, lift car, brakes, cables	1,785,000	40	33		-	-	-	-	-	-	-	-	-	-
Refurbish residential lift interiors	75,000	18	11		-	-	-	-	-	-	-	-	-	-
Refurbish garbage lift	15,000	40	33		-	-	-	-	-	-	-	-	-	-

Appendix B: 10 Year CWP Forecast

Asset	Estimates			Date										
				Year	1	2	3	4	5	6	7	8	9	10
	Reinstatement cost (incl.GST)	EL	RL	Month	10	10	10	10	10	10	10	10	10	10
				Date	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Sub-Total					\$0	\$0	\$26,320	\$0	\$54,960	\$0	\$94,208	\$21,120	\$275,400	\$0
Contingency allowance					\$15,178	\$15,785	\$16,416	\$17,073	\$17,756	\$18,466	\$19,205	\$19,973	\$20,772	\$21,603
Archi-QS CWP Fees					\$2,750	-	-	-	-	\$3,346	-	-	-	-
Total Anticipated Expenditure					\$17,928	\$15,785	\$42,736	\$17,073	\$72,716	\$21,812	\$113,413	\$41,093	\$296,172	\$21,603
Opening Balance					\$100,429	\$137,501	\$178,916	\$195,668	\$240,463	\$232,089	\$277,193	\$233,373	\$264,656	\$43,755
Total Contributions					\$55,000	\$57,200	\$59,488	\$61,868	\$64,342	\$66,916	\$69,593	\$72,376	\$75,271	\$78,282
Closing Balance					\$137,501	\$178,916	\$195,668	\$240,463	\$232,089	\$277,193	\$233,373	\$264,656	\$43,755	\$100,435

Notes
All figures include GST unless otherwise specified
EL = Effective Life
RL = Remaining Life



Appendix C: Proposed Owners Levies

Lot No.	Dates												Review
	Year	1	2	3	4	5	Review	6	7	8	9	10	
	Month	10	10	10	10	10		10	10	10	10	10	
	Date	2023	2024	2025	2026	2027		2028	2029	2030	2031	2032	
	UE												
1	51	\$281	\$292	\$303	\$316	\$328		\$341	\$355	\$369	\$384	\$399	
2	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	
3	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
4	34	\$187	\$194	\$202	\$210	\$219		\$228	\$237	\$246	\$256	\$266	
5	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	
6	39	\$215	\$223	\$232	\$241	\$251		\$261	\$271	\$282	\$294	\$305	
7	39	\$215	\$223	\$232	\$241	\$251		\$261	\$271	\$282	\$294	\$305	
8	39	\$215	\$223	\$232	\$241	\$251		\$261	\$271	\$282	\$294	\$305	
9	31	\$171	\$177	\$184	\$192	\$199		\$207	\$216	\$224	\$233	\$243	
10	32	\$176	\$183	\$190	\$198	\$206		\$214	\$223	\$232	\$241	\$251	
11	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
12	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
13	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
14	52	\$286	\$297	\$309	\$322	\$335		\$348	\$362	\$376	\$391	\$407	
15	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
16	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
17	35	\$193	\$200	\$208	\$217	\$225		\$234	\$244	\$253	\$263	\$274	
18	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	
19	40	\$220	\$229	\$238	\$247	\$257		\$268	\$278	\$290	\$301	\$313	
20	40	\$220	\$229	\$238	\$247	\$257		\$268	\$278	\$290	\$301	\$313	
21	40	\$220	\$229	\$238	\$247	\$257		\$268	\$278	\$290	\$301	\$313	
22	40	\$220	\$229	\$238	\$247	\$257		\$268	\$278	\$290	\$301	\$313	
23	40	\$220	\$229	\$238	\$247	\$257		\$268	\$278	\$290	\$301	\$313	
24	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	

Appendix C: Proposed Owners Levies

Lot No.	Dates												
	Year	1	2	3	4	5	Review	6	7	8	9	10	Review
	Month	10	10	10	10	10		10	10	10	10	10	
	Date	2023	2024	2025	2026	2027		2028	2029	2030	2031	2032	
	UE												
25	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
26	36	\$198	\$206	\$214	\$223	\$232		\$241	\$251	\$261	\$271	\$282	
27	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
28	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
29	53	\$292	\$303	\$315	\$328	\$341		\$355	\$369	\$384	\$399	\$415	
30	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	
31	36	\$198	\$206	\$214	\$223	\$232		\$241	\$251	\$261	\$271	\$282	
32	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
33	40	\$220	\$229	\$238	\$247	\$257		\$268	\$278	\$290	\$301	\$313	
34	40	\$220	\$229	\$238	\$247	\$257		\$268	\$278	\$290	\$301	\$313	
35	40	\$220	\$229	\$238	\$247	\$257		\$268	\$278	\$290	\$301	\$313	
36	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	
37	36	\$198	\$206	\$214	\$223	\$232		\$241	\$251	\$261	\$271	\$282	
38	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
39	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	
40	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
41	53	\$292	\$303	\$315	\$328	\$341		\$355	\$369	\$384	\$399	\$415	
42	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
43	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
44	36	\$198	\$206	\$214	\$223	\$232		\$241	\$251	\$261	\$271	\$282	
45	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
46	40	\$220	\$229	\$238	\$247	\$257		\$268	\$278	\$290	\$301	\$313	
47	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	
48	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	

Appendix C: Proposed Owners Levies

Lot No.	Dates												
	Year	1	2	3	4	5	Review	6	7	8	9	10	Review
	Month	10	10	10	10	10		10	10	10	10	10	
	Date	2023	2024	2025	2026	2027		2028	2029	2030	2031	2032	
	UE												
49	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	
50	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	
51	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
52	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
53	36	\$198	\$206	\$214	\$223	\$232		\$241	\$251	\$261	\$271	\$282	
54	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
55	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
56	53	\$292	\$303	\$315	\$328	\$341		\$355	\$369	\$384	\$399	\$415	
57	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
58	36	\$198	\$206	\$214	\$223	\$232		\$241	\$251	\$261	\$271	\$282	
59	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
60	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	
61	40	\$220	\$229	\$238	\$247	\$257		\$268	\$278	\$290	\$301	\$313	
62	41	\$226	\$235	\$244	\$254	\$264		\$274	\$285	\$297	\$309	\$321	
63	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
64	37	\$204	\$212	\$220	\$229	\$238		\$248	\$257	\$268	\$279	\$290	
65	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
66	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
67	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
68	53	\$292	\$303	\$315	\$328	\$341		\$355	\$369	\$384	\$399	\$415	
69	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
70	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
71	36	\$198	\$206	\$214	\$223	\$232		\$241	\$251	\$261	\$271	\$282	
72	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	

Appendix C: Proposed Owners Levies

Lot No.	Dates												
	Year	1	2	3	4	5	Review	6	7	8	9	10	Review
	Month	10	10	10	10	10		10	10	10	10	10	
	Date	2023	2024	2025	2026	2027		2028	2029	2030	2031	2032	
	UE												
73	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
74	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
75	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
76	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
77	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
78	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
79	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
80	37	\$204	\$212	\$220	\$229	\$238		\$248	\$257	\$268	\$279	\$290	
81	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
82	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
83	53	\$292	\$303	\$315	\$328	\$341		\$355	\$369	\$384	\$399	\$415	
84	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
85	37	\$204	\$212	\$220	\$229	\$238		\$248	\$257	\$268	\$279	\$290	
86	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
87	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
88	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
89	42	\$231	\$240	\$250	\$260	\$270		\$281	\$292	\$304	\$316	\$329	
90	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
91	37	\$204	\$212	\$220	\$229	\$238		\$248	\$257	\$268	\$279	\$290	
92	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
93	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
94	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
95	54	\$297	\$309	\$321	\$334	\$347		\$361	\$376	\$391	\$406	\$423	
96	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	

Appendix C: Proposed Owners Levies

Lot No.	Dates												
	Year	1	2	3	4	5	Review	6	7	8	9	10	Review
	Month	10	10	10	10	10		10	10	10	10	10	
	Date	2023	2024	2025	2026	2027		2028	2029	2030	2031	2032	
	UE												
97	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
98	36	\$198	\$206	\$214	\$223	\$232		\$241	\$251	\$261	\$271	\$282	
99	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
100	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
101	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
102	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
103	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
104	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
105	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
106	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
107	37	\$204	\$212	\$220	\$229	\$238		\$248	\$257	\$268	\$279	\$290	
108	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
109	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
110	54	\$297	\$309	\$321	\$334	\$347		\$361	\$376	\$391	\$406	\$423	
111	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
112	37	\$204	\$212	\$220	\$229	\$238		\$248	\$257	\$268	\$279	\$290	
113	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
114	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
115	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
116	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
117	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
118	37	\$204	\$212	\$220	\$229	\$238		\$248	\$257	\$268	\$279	\$290	
119	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
120	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	

Appendix C: Proposed Owners Levies

Lot No.	Dates												Review
	Year	1	2	3	4	5	Review	6	7	8	9	10	
	Month	10	10	10	10	10		10	10	10	10	10	
	Date	2023	2024	2025	2026	2027		2028	2029	2030	2031	2032	
	UE												
121	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
122	55	\$303	\$315	\$327	\$340	\$354		\$368	\$383	\$398	\$414	\$431	
123	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
124	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
125	37	\$204	\$212	\$220	\$229	\$238		\$248	\$257	\$268	\$279	\$290	
126	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
127	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
128	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
129	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
130	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
131	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
132	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
133	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
134	37	\$204	\$212	\$220	\$229	\$238		\$248	\$257	\$268	\$279	\$290	
135	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
136	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
137	55	\$303	\$315	\$327	\$340	\$354		\$368	\$383	\$398	\$414	\$431	
138	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
139	37	\$204	\$212	\$220	\$229	\$238		\$248	\$257	\$268	\$279	\$290	
140	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
141	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
142	43	\$237	\$246	\$256	\$266	\$277		\$288	\$299	\$311	\$324	\$337	
143	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
144	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	

Appendix C: Proposed Owners Levies

Lot No.	Dates												Review
	Year	1	2	3	4	5	Review	6	7	8	9	10	
	Month	10	10	10	10	10		10	10	10	10	10	
	Date	2023	2024	2025	2026	2027		2028	2029	2030	2031	2032	
	UE												
145	38	\$209	\$217	\$226	\$235	\$245		\$254	\$264	\$275	\$286	\$297	
146	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
147	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
148	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
149	55	\$303	\$315	\$327	\$340	\$354		\$368	\$383	\$398	\$414	\$431	
150	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
151	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
152	37	\$204	\$212	\$220	\$229	\$238		\$248	\$257	\$268	\$279	\$290	
153	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
154	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
155	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
156	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
157	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
158	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
159	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
160	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368	
161	38	\$209	\$217	\$226	\$235	\$245		\$254	\$264	\$275	\$286	\$297	
162	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
163	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
164	55	\$303	\$315	\$327	\$340	\$354		\$368	\$383	\$398	\$414	\$431	
165	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
166	38	\$209	\$217	\$226	\$235	\$245		\$254	\$264	\$275	\$286	\$297	
167	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
168	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	

Appendix C: Proposed Owners Levies

Lot No.	Dates												
	Year	1	2	3	4	5	Review	6	7	8	9	10	Review
	Month	10	10	10	10	10		10	10	10	10	10	
	Date	2023	2024	2025	2026	2027		2028	2029	2030	2031	2032	
	UE												
169	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
170	44	\$242	\$252	\$262	\$272	\$283		\$294	\$306	\$318	\$331	\$344	
171	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
172	38	\$209	\$217	\$226	\$235	\$245		\$254	\$264	\$275	\$286	\$297	
173	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
174	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
175	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
176	56	\$308	\$320	\$333	\$346	\$360		\$375	\$390	\$405	\$422	\$438	
177	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
178	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368	
179	38	\$209	\$217	\$226	\$235	\$245		\$254	\$264	\$275	\$286	\$297	
180	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
181	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
182	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
183	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
184	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
185	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
186	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368	
187	48	\$264	\$275	\$286	\$297	\$309		\$321	\$334	\$347	\$361	\$376	
188	38	\$209	\$217	\$226	\$235	\$245		\$254	\$264	\$275	\$286	\$297	
189	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368	
190	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368	
191	56	\$308	\$320	\$333	\$346	\$360		\$375	\$390	\$405	\$422	\$438	
192	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	

Appendix C: Proposed Owners Levies

Lot No.	Dates												
	Year	1	2	3	4	5	Review	6	7	8	9	10	Review
	Month	10	10	10	10	10		10	10	10	10	10	
	Date	2023	2024	2025	2026	2027		2028	2029	2030	2031	2032	
	UE												
193	38	\$209	\$217	\$226	\$235	\$245		\$254	\$264	\$275	\$286	\$297	
194	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368	
195	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
196	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
197	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
198	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
199	39	\$215	\$223	\$232	\$241	\$251		\$261	\$271	\$282	\$294	\$305	
200	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368	
201	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
202	45	\$248	\$257	\$268	\$278	\$290		\$301	\$313	\$326	\$339	\$352	
203	58	\$319	\$332	\$345	\$359	\$373		\$388	\$404	\$420	\$437	\$454	
204	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368	
205	48	\$264	\$275	\$286	\$297	\$309		\$321	\$334	\$347	\$361	\$376	
206	39	\$215	\$223	\$232	\$241	\$251		\$261	\$271	\$282	\$294	\$305	
207	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368	
208	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
209	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
210	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
211	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
212	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360	
213	48	\$264	\$275	\$286	\$297	\$309		\$321	\$334	\$347	\$361	\$376	
214	49	\$270	\$280	\$291	\$303	\$315		\$328	\$341	\$355	\$369	\$384	
215	39	\$215	\$223	\$232	\$241	\$251		\$261	\$271	\$282	\$294	\$305	
216	48	\$264	\$275	\$286	\$297	\$309		\$321	\$334	\$347	\$361	\$376	

Appendix C: Proposed Owners Levies

Lot No.	Dates													
	Year	1	2	3	4	5	Review	6	7	8	9	10	Review	
	Month	10	10	10	10	10			10	10	10	10		10
	Date	2023	2024	2025	2026	2027			2028	2029	2030	2031		2032
	UE													
217	48	\$264	\$275	\$286	\$297	\$309		\$321	\$334	\$347	\$361	\$376		
218	58	\$319	\$332	\$345	\$359	\$373		\$388	\$404	\$420	\$437	\$454		
219	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368		
220	39	\$215	\$223	\$232	\$241	\$251		\$261	\$271	\$282	\$294	\$305		
221	48	\$264	\$275	\$286	\$297	\$309		\$321	\$334	\$347	\$361	\$376		
222	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360		
223	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360		
224	46	\$253	\$263	\$274	\$285	\$296		\$308	\$320	\$333	\$346	\$360		
225	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368		
226	40	\$220	\$229	\$238	\$247	\$257		\$268	\$278	\$290	\$301	\$313		
227	48	\$264	\$275	\$286	\$297	\$309		\$321	\$334	\$347	\$361	\$376		
228	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368		
229	47	\$259	\$269	\$280	\$291	\$302		\$315	\$327	\$340	\$354	\$368		
Totals	10000	\$55,000	\$57,200	\$59,488	\$61,868	\$64,342		\$66,916	\$69,593	\$72,376	\$75,271	\$78,282		
Notes														
All figures include GST unless otherwise specified.														
The month shown refers to the financial year start date.														
This table reflects a 10 year span only, while accounting for elements with a longer life span.														
A review every five years is recommended.														
UE = Unit entitlement as shown on the registered strata plans														