



ABN: 97 138 181 389

Telephone: (02) 8819 2073

Facsimile: (02) 9801 0914

Mobile: 0413 539 556

Email: info@stratapi.com.au

PO Box 112

Epping NSW 1710

Strata Title Pre-Purchase Records Report

ORDERED BY Soliform

VENDOR Karl Nelson

STRATA TITLE DETAILS

STRATA PLAN 40414

LOT NUMBER 48

STREET ADDRESS: 48/267-277 Castlereagh Street, Sydney – “Museum Towers”.

REFERRED BY:

INVOICE No: 00006525

DATE OF INSPECTION: 26 May 2022

We have carried out an inspection of the books and records held by the Strata Manager / Owners' Corporation of the above Strata Plan as per Section 182 of the ACT.

The information found/provided is recorded in this report.

The information provided as part of this report is as per the date inspected.

We take no responsibility for any discrepancies that the strata manager has or has not provided.

We do not provide any comment as to whether the property is suitable for purchase. Please discuss this with your Conveyancer or Solicitor.

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1. DICTIONARY

- 1.1 “**The Act**”-refers to the Strata Schemes Management Act 2015.
- 1.2 “**FAGM**” – refers to the First Annual General Meeting.
- 1.3 “**AGM**” – refers to the Annual General Meeting.
- 1.4 “**EGM**”- refers to an Extraordinary General Meeting.
- 1.5 “**SCM**” - refers to the Strata Committee (previously known as Executive Committee).
- 1.6 “**N/A**” - refers to Not Applicable.
- 1.7 “**UTD**” – refers to Unable to Determine
- 1.8 “**BMC**”- refers to the Building Management Committee.
- 1.9 “**U/E**”- refers to the Unit Entitlement.
- 1.10 “**O/C**” – refers to the Owners Corporation.
- 1.11 “**The Scheme**” – refers to the Strata Title Scheme.

Throughout the report there are references made to the Administrative (admin) and Capital Works Fund (capital). Primarily the Administrative Fund is raised to cover costs that are ongoing annually (for example cleaning, insurance, repairs and maintenance, common property water and electricity, management fees). However the Capital Works Fund money is raised to cover major expenditure such as painting, guttering, carpeting and fence replacement, which is done every 5 to ten years on average.

2. TITLE DEED

- 2.1 A copy of the Certificate of Title for the common property was sighted. Edition number 30
- Date issued:** 29/9/2021
Folio Identifier: CP/SP40414
- 2.2 The strata plan was first registered on 06/01/1992
- 2.3 Number of Lots in the Strata Plan 151
- 2.4 Number of Units in the building 144 (RESIDENTIAL & COMMERCIAL)
- 2.5 Have there been any subdivisions Yes:-
Lots 121, 122 & 123 subdivided now being SP66740 lot 133, 134 & 135
Lot 133 & 137 subdivided now being SP78425 lots 138-151
Lots 134 & 135 subdivided now being SP77216 lots 136-137
- 2.6 Is the strata part of a Community Association or BMC? No
If yes, who is the manager of the Scheme?

3. STRATA ROLL

- 3.1 Is there a Strata Roll Yes
- 3.2 From the entries on the Strata Roll does the Initial Period appear to have expired? Yes (according to Strata Roll entries)

Note: The following must be recorded in the strata roll according to the Strata Schemes Management Act 2015

- 3.3 Lot details for Lot: 48
- Vendor: The recorded owner is Karl Nelson
C/-Colin Dunston, Solicitor
PO Box 228
Killara NSW 2071
- Original Owner is: Developed by Meriton Apartments Pty Limited
- 3.4 **Mortgagees:** The recorded mortgagee is National Australia Bank
- 3.5 **Unit Entitlement:** The Unit Entitlement (U/E) is: 139, / 22,035

Note: The Owners' Corporation must prepare and maintain the strata roll in accordance with this section of the SSM Act. The strata roll can be recorded or stored mechanically, electronically or by other means.

4. INSURANCE'S

Insurance of Buildings- information gained from Certificates of Currency - Copies attached for the Building and Machinery Breakdown.

Building cover: \$126,495,600
Premium: \$129,844.57
Policy number: 06S2153845
Due date: 30/12/2022

4.1 The excess is \$ 10,000 burst pipes/water damage, \$2,500 all other claims,

Equipment Insurance of \$100,000,000 Premium \$4,259.23

4.2 Insurance Broker is: Coverforce Brokers

4.3 Insurance Company is: CGU & Vero

4.4 Valuation -Building

Has a valuation been carried out in the last 5 years? Yes

If yes who by? Keen Property Dated 30/9/2020 Value \$126,495,600

Note: It is a requirement of the SSM Act that the owners' corporation undertake a property valuation for insurance purposes at least once every 5 years and have the building insured for its current replacement value.

5. RECORDS OF NOTICES AND ORDERS

5.1 How are the records presented for inspection? Electronically - remotely

Records are scanned onto a computer system by some strata management companies. In some instances, we are required to inspect computer systems and loose copies of records, therefore, we cannot guarantee that what we sighted as part of this inspection is all that the manager has in their possession.

We are aware that the strata managers do view a different computer system to that of inspectors. A stand-alone system is viewed by searchers.

The documents provided for inspection have been downloaded onto the strata manager's link using the following system:- Smata, a system developed specifically for Jamesons. Documents are downloaded by the strata manager to this system at their discretion. We rely on this being done regularly to ensure we see the most recent information relating to the scheme.

6. DOCUMENTATION RETENTION

6.1 Are documents retained for the prescribed period? **(Seven Years)** Yes

7. BOOKS OF ACCOUNT

- 7.1 What was the approximate balance of the Administrative Fund? \$ 740,646.83 as at 26 MAY 2022
- 7.2 What was the approximate balance of the Capital Works Fund? \$ 393,458.12 + invested \$1,201,956.16 as at 26 MAY 2022
- 7.3 How were these approximate balances ascertained? PC Printout
- 7.4 Are there any arrears for the Scheme \$293,795.52 owing to 30 June 2022
- 7.5 Has an Accountant been appointed? Yes

8. CONTRIBUTIONS

- 8.1 The records indicate that current standard contributions for the subject lot are as follows:
- Administrative Fund \$ 2,168.45 per quarter
 - Capital Works Fund \$ 1,439.85 per quarter
 - Other \$
 - Levies due 1 January 1 April 1 July 1 October
- 8.2 Are there any arrears for the subject lot? \$0.00. Paid to 30/6/2022
The quarter commencing 1/7/2022 will be as stated above
- 8.3 Are there any current special levies periodic or lump sum payments? **No**
- 8.4 Details of current special levies are:
- Fund
 - Total amount \$ -
 - For the subject lot \$ -
 - Due date/s -
 - Purpose
- 8.5 Do the records disclose the possibility of special levies in the near future? Not that the records provided for this inspection indicate
- 8.6 if so, what are the likely details?
- Fund -
 - Amount \$ -
 - Likely Date -
 - Purpose -
- Note:** Special levy amounts listed are for the entire Strata Plan. To work out the proportion for the listed lot divide the amount of the special levy by the Unit Entitlement Aggregate (Agg) and then multiply by the U/E. Then divide by the number of installments/quarters.

9. BY-LAWS

- 9.1** Are there Special By-Laws registered? Yes:- 39 Special By-Laws have been registered.
A copy should form part of the Contract for Sale
- 9.2** Are there any By-Laws that have not been registered in the last two years? No
- 9.3** What is the attitude of the Owners Corporation to the keeping of animals? As per By-Laws
- 9.4** Were any common property rights by-laws registered for the subject lot? Special By-Law 9 is applicable

10. MANAGING AGENT

- Strat
- 10.1 Managing Agent: Jameson & Associates (who bought out one of the previous strata companies - Kooper & Levi)
60 Harbour Street
Mosman
- Phone: 8969 3300
- 10.2 This Managing Agent / Owners Corporation was appointed in 2022.
A written appointment and delegation was sighted, dated 24/3/2022 for 36 months

11. MINUTES

- 11.1 Date of FAGM Not provided
- 11.2 Date of last AGM 12 October 2021
- 11.3 Last meeting posted in minute book sighted AGM 2021
- 11.4 Copy of Minutes attached AGM' s 2021 & 2020
- Minute book inspected dated from 2010, over several inspections done at different times.

12. STRATA COMMITTEE MEMBERS

- 12.1 The duly elected members of the committee
- Please see attached appointed members as per AGM

13. INCOME TAX

- 13.1 Does the Owners' Corporation appear to receive taxable income? Yes
- 13.2 If so: ➤ What is the source of that income? Interest on Savings
➤ Are Income Tax Returns lodged? Yes

14. BREACH of BY-LAWS/HARMONY

So far as was possible to ascertain from the Owners' Corporation records:

- 14.1 State of harmony in building
by-law Infringements: No infringements were sighted

15. BUILDING MATTERS

15.1 BUILDING MATTERS

Fire Order

City of Sydney issued a Fire Order on 18 May 2016. The reason for the Fire Order include:

1. The building is considered to be unsafe fire safety condition, lacking among other things proper provision for the deletion, controlling and extinguishment of fire and adequate provision for escape in the event of fire emergency.
2. The building does not have a current safety certificate for installed fire safety measures.
3. The mechanical air handling system serving the building/car park is not maintained so to prevent the spread of fire and smoke throughout the building.

A copy of the Fire Order is attached.

A special levy of \$570,000 + GST was raised at the EGM 22/06/2016 for the Fire Order work and façade work. An update from Eagle Fire & Safety on the work completed so far was attached to the AGM 2016. It included fire dampers, mechanical air handling system, pressurizing systems and smoke control systems. A Modification of the Fire Order dated 19/10/2016 is attached. The updated Fire Order has 2 outstanding items and is due by 14/05/2017. To date \$133,130 has been spent of Fire Order works.

2022 Approved to install balcony fire sprinklers to an upper limit of \$10,000.

Eagle Fire Consultants will continue to review the fire safety report now required by Council to signoff the Fire Order, negotiate with Council and if necessary prepare specifications and call tenders and supervise work to obtain the Council signoff as soon as possible.

Fire stopping Contract with Bowers approved for \$250,000 with a project amount of \$325,000.

Eagle Fire recommend plaster and painting repairs for the ceiling opening and closing of fire seals per floor of \$4,500 per floor and \$112,500 + GST.

Matter ongoing.

Pool refurbishment

2022 Approved to proceed with pool area repairs and refurbishment at an upper limit cost of \$106,485 + GST or less.

Matter ongoing.

Foyer concrete cancer

2020 The Motion to paint the common property foyers on level 10-35 was defeated for a cost of up to \$75,000 + GST.

2022 Approved to engage a structural engineer to further investigate and confirm next actions over the foyer concrete cancer.

Costin Roe Consulting provided a report on their findings. We only sighted an extract and a copy is attached. No quotes obtained to date.

Matter ongoing.

Carpeting

2020 Approved to re-carpet the upper floor of the commercial and residential foyers (aside from levels 23-26 which were previously done). The Committee is to select the carpet.

We could not see that this has been completed to date.

Electrical infrastructure audit report

2022 Webb Consultants provide a report on the electrical infrastructure in the building. Copy attached.

This has been done in collaboration with the Fire Order work.

Matter ongoing

CCTV cameras

2020 CCTV cameras installed for \$117,265.

Work completed.

2022 Approved to install security cameras to the commercial levels and carpark, with the cost not to exceed \$30,000. An additional security cameras required to the roof quote of \$2,500 was tabled at the EGM and approved.

Work completed.

Façade Work

The EGM 22/06/2017 indicated the cost of the Façade Works would be \$100,000 + GST to work already committed to and 2 more sections over the next 12-24 months. The approximate cost \$2,000,000 + GST. A special levy of \$570,000 + GST was raised at the EGM 22/06/2016 for the Fire Order work and Façade work.

2022 Façade refurbishment expenses paid to date \$467,591.13.

The matter would appear to be ongoing.

Lift Upgrade

The EGM 22/12/2016 approved a quote from Kone's for the upgrade of the lift. The quote is for \$1,290,200+GST. A special levy of \$1,290,200+GST has been raised to fund the work.

Work completed

Roof membrane

2017 Approved to authorise the Committee to arrange the replacement of the roof membrane. Roof repairs were undertaken 2020/21 included in the cost with the façade work.

Work completed.

15.2 LITIGATION / OTHER MATTERS

An application to the Tribunal has been extended to 18/01/2017. The application is to supervisor contractors to undertake structural works to rectify structural inadequacies. Matter concluded.

16. COMPLIANCE REPORTS

IT IS USUAL PRACTICE FOR THE OWNERS' CORPORATION TO VOTE AT THE ANNUAL GENERAL MEETING WHETHER THE FOLLOWING REPORTS ARE TO BE UNDERTAKEN OR REVIEWED.

AT THE TIME OF OUR INSPECTION THE RECORDS PRESENTED TO US CONTAINED THE FOLLOWING REPORTS:

OCCUPATIONAL HEALTH & SAFETY

O H & S Report YES NO Dated: 2018

SINKING FUND/CAPITAL WORKS FUND ANALYSIS

Has the owners' corporation complied with the SSM Act 2015 in respect of carrying out this inspection?

YES NO YEAR: 2018 Copy attached

ANNUAL TERMITE REPORT

Has the owners' corporation complied with the recommendations of AS3660.1 & 4349.1 in respect to having this inspection carried out? YES NO

ANNUAL FIRE SAFETY STATEMENT (FORMALLY 15A CERTIFICATE)

Was a current AFSS sighted in the files presented?

YES NO CURRENTLY UNDERGOING A FIRE ORDER.

We recommend that own enquiries be made with Local Council in respect of the subject complex that, if applicable, Annual Fire Safety Certification (formerly Form 15A) has been lodged and /or that all fire safety requirements at the complex comply with current standards.

ASBESTOS REGISTER & MANAGEMENT PLAN

Was a current Asbestos Report or Management Plan sighted in the files presented?

YES NO DATED 2018 Copy attached

SWIMMING POOL

Was a current Swimming Pool Registration or Certification sighted in the files presented?

YES NO DUE TO EXPIRE 21/9/2023

CHILD SAFETY WINDOW DEVICES

By Law, owners' corporations in NSW must have window safety devices installed on all above ground windows by 13 March 2018. Has this been complied with to date?

YES NO DATED 2017/18

LIFT CERTIFICATION

YES NO DUE TO EXPIRE: 22/4/2023

COMBUSTIBLE CLADDING

Has this scheme complied with the new Regulations as of 22/10/2018 and registered any ACP cladding on the Government online portal/or had an inspection undertaken?

YES NO N/A

17. HISTORICAL INFORMATION

The following details are that of work carried out at the property as recorded in the **STATEMENT OF INCOME AND EXPENDITURE REPORTS** held by the Managing Agent / Owners Corporation. Where possible we have accessed and inspected the records for the last five years (some Managing Agents & Owners Corporations do not present 5 years of information for inspection)

Repairs and Maintenance [R&M] (Admin) / Replacements – Capital works / Special levy works / One off Projects

BUILDING ISSUES / WORK CARRIED OUT RELATING TO LOT No. 48

No specific expenditure was sighted in relation to this lot in the financial reports presented.

BUILDING ISSUES / WORK CARRIED OUT RELATING TO COMMON PROPERTY

No prior financial records available

2012/13	Special levy expense	\$282,953 (Concrete spalling)
	Fire Protection	\$11,273
	General replacement	\$76,940
	Insurance repairs	\$10,347
	Pool renovation	\$208,791
2013/14	Special levy expense	\$10,807
	Air conditioning	\$5,990
	Consultants	\$65,681
	Fire Protection	\$91,078
	General replacement	\$179,148
	Pool renovation	\$72,094
2014/15	Special levy expense	\$205,349 (Rooftop balustrade)
	Air conditioning	\$2,960
	Building Improvement	\$5,480
	Consultant	\$53,050
	Doors & Windows	\$2,340
	Fire Protection	\$8,653
	General replacement	\$160,377
	Plumbing & Drainage	\$4,844
	Structural rectification	\$2,160
	Security Upgrade	\$11,700
	Fencing – boundary	\$13,025
	Pool renovation	\$2,450
2015/16	Building Improvement	\$3,129
	Consultants	\$98,545
	Electrical	\$26,938
	Fire Protection	\$133,130
	General replacement	\$48,250
	Lift refurbishment	\$5,300
	Plumbing & Drainage	\$6,800
	Structural Improvements	\$20,408
	Security Upgrade	\$9,065
2016/17	Air conditioning	\$4,250
	Consultant	\$152,557
	Electrical	\$89,415
	Garage Doors	\$3,000
	General repairs	\$104,229
	Replacement bins	\$3,205
	Structural Improvements	\$9,689

2017/18	Building improvements	\$95,158
	Building repairs	\$15,654
	Consultant fees	\$288,991
	General replacement	\$61,874
	Electrical repairs	\$1,034
	Fire upgrade work	\$75,000
	Plumbing	\$25,838
2018/19	Special levy expenses	\$163,725
	Building improvements	\$10,370
	Building repairs	\$155,421
	Consultant fees	\$337,985
	General replacement	\$43,175
	Lift upgrade	\$3,175
	Plumbing	\$48,422
Major services upgrade	\$407,380	
2019/20	Special levy expenses	\$18,657
	LBJN fibre backbone	\$58,003
	CCTV cameras	\$117,265
	Repairs Nth & Sth façade	\$818
	Consultant fees	\$191,963
	Fire consultants	\$47,460
	General replacement	\$98,673
	Lift upgrade	\$4,295
	Plumbing	\$54,245
	Emergency warning system	\$51,282
	Smoke detector	\$23,136
	Sprinkler pump	\$7,264
	Air handling system	\$1,850
	Fire doors	\$27,110
Commercial air con	\$18,048	
2020/21	Special levy expenses	\$53,259
	Building repairs	\$47,562
	Cooling tower	\$27,072
	Fan repairs	\$1,246
	Consultants –external works	\$237,036
	Fire control consultants	\$35,348
	Hydraulic consultants	\$2,875
	Intercom system	\$5,785
	LBN fibre backbone	\$18,294
	CCTV cameras	\$3,219
	Door repairs	\$14,934
	External façade & roof	\$1,588,746
	DA costs	\$50,888
	Fire equipment	\$670
	Upgrade emergency warning system	\$106,203
	Sprinkler system	\$5,700
	Fire dampers	\$187,430
	Smoke detectors	\$25,000
	Detector replacement	\$2,250
	Hydraulic repairs	\$8,760
	Plumbing	\$22,511
	Gym/pool refurbishment	\$15,344
Upper floor foyer refurb	\$45,508	
Waste repairs	\$2,500	
Garbage room repairs	\$4,177	
Lift upgrade	\$5,418	

2021/22 to date

Air con/fans/ventilation	\$61,532
Consultant fees	\$157,637
Doors/screens/windows	\$16,295
Electrical repairs	\$98,892
Façade refurbishment	\$467,591
Fire doors	\$720
Fire protection	\$60,214
Foyer refurbishment	\$18,977
General replacement	\$53,507
Plumbing	\$25,833
Security surveillance	\$12,331

17. HISTORICAL INFORMATION

(cont)

HISTORY OF SPECIAL LEVIES RAISED

\$350,000+GST For Concrete spalling repairs resolved @ EGM, 2012 Payable 15/05/12 & 01/07/12
\$290,000 For Rooftop balustrade resolved @ AGM, 2013 Payable 01/07/14 & 01/10/14
\$570,000 + GST For Fire Order Work & Facade resolved @ EGM, 22/06/2016 Payable 01/10/16,
01/01/17, 01/04/17 & 01/07/17
\$1,291,200 + GST For Lift Upgrade resolved @ EGM, 22/12/2016 Payable 01/04/17, 01/07/17,
01/10/17 & 01/01/18

Note: This section can indicate whether the Owners Corporation / Managing Agent are in control of the budget and expenses.

OUTSTANDING BUILDING WORKS

2022 The Fire Order matter is still ongoing.
The matter of the façade refurbishment is still being addressed.
The pool refurbishment is still being addressed.
The foyer concrete cancer is still being addressed/discussed.
The electrical infrastructure report and implications is still being discussed.

Note: Shows details of works quoted but not yet resolved, Building works not yet complete and unpaid invoices (etc).

BUDGET ANALYSIS

ARE ESTIMATES MADE AT THE AGM? Yes

YEAR	ADMINISTRATIVE FUND	CAPITAL WORKS FUND
2013	BUDGET \$896,000 + GST	BUDGET \$525,000 + GST
2014	BUDGET \$947,400 + GST	BUDGET \$571,250 + GST
2015	BUDGET \$1,049,658.50	BUDGET \$628,375
2016	BUDGET \$953,642 + GST	BUDGET \$591,000 + GST
2017	BUDGET \$1,025,000 + GST	BUDGET \$1,539,000 + GST
2018	BUDGET \$1,271,875	BUDGET \$1,872,337.50
2019	BUDGET \$990,000	BUDGET \$1,980,000
2020	BUDGET \$1,375,000	BUDGET \$913,000
The Budget at the 2021 AGM was deferred to:-		
2022 (EGM)	BUDGET \$1,375,000	BUDGET \$913,000 (copy of the Budget is attached)

Note: This section shows increases / decreases in the budget over recent years when records are available for inspection. It gives an indication of cost trends for the Scheme.

18. INSPECTOR'S SPECIAL NOTES

The financial year-end for this scheme is 30 June.
In this regard the annual meeting is usually held around November.

The façade is Heritage listed and composed of sandstone and brick as part of a warehouse originally built in 1901.

The strata plan was registered in 1992 after the site was developed by Meriton Apartment P/L.
The complex has a manager's office, recreational facilities on level 8 including an indoor heated pool, spa, sauna, squash court and gymnasium. BBQ facilities are provided on the roof and on level 6.
There are By-Laws for the use of these facilities.

The owners' corporation employs a Building Manager, Sky Management, to administer the day to day repairs and maintenance matters onsite.

19. IMPORTANT NOTES

- a. During the course of the subject inspection, no attempt was made to ascertain whether any Managing Agent has complied with the detailed accounting requirements of the Property, Stock and Business Agents Act 2002 legislation or whether the prescribed accounting and prescribed financial statement requirements are being complied with by the Owners' Corporation. This would necessitate a detailed examination of the records by a qualified auditor/consultant.
- b. The information contained in this report was extracted from the books and records of the Owners' Corporation. This report covers a period of 5 years unless otherwise stated, or unless the plan is less than 5 years old. Due to time constraints and the volume of records often presented for large plans, we deal with the most relevant and current issues.
- c. Special procedures were followed to minimise the possibility of records not being made available for inspection. However, your attention is directed to the possibility that all of the Owners' Corporation Records may not have been made available for inspection or, alternatively, that the records may have been archived offsite by the manager or Secretary of a scheme.
- d. This report is issued to the named client and if that person is a solicitor or conveyancer, the client of that solicitor or conveyancer, Strata Property Inspections P/L will not accept any responsibility to any other person who relies upon this report to their detriment unless it has agreed in writing to accept such responsibility.
- e. Under the Home Building Act 1989, new buildings of four (4) floors or more commencing construction on or after 1st January 2004, are no longer covered under the Home Owners Warranty Insurance for building defects. Thus, all costs to rectify problems become the Owners Corporation's responsibility. It should be noted that commercial plans are not covered for HOW Insurance, even if part of a large residential scheme.
- f. The Completion date of a strata building occurs on the issue of an Occupation Certificate allowing the whole building to be used and occupied. This will have a bearing in relation to the new Building Warranty Laws effective 1 Dec 2014, that state warranty is for 2 years only now for non-standard defects, 6 years for structural defects.
- g. Strata schemes with over 100 lots (not counting parking, storage or other utility lots) now have specific rules applying to them. These lots must from 7/2/2005 carry out the following:
 - have the scheme's financial accounts audited every year (to the requirements of the Australian Auditing Standards) before the AGM
 - specifically identify in the annual budget amounts expected to be spent on individual items
 - obtain at least two (2) quotations for any expenditure of over \$25,000
 - give all lot owners at least 72 hours personal notice (which may be by email) of upcoming executive committee meetings.
 - give all lot owners personal notice (which may also be by email) of the decisions of the executive committee within seven (7) days of the meeting taking place
 - Lot owners wanting to utilise a proxy vote at an owners corporation meeting must give the secretary the written proxy arrangements at least 24 hours before the scheduled meeting.
 - Executive Committees of large schemes are limited in what they can spend. Other than in the case of an emergency, the executive committee may not spend more than 10% above the budgeted amount for any item.

DISCLAIMER OF LIABILITY TO THIRD PARTIES:- This report is made solely for the benefit of the client named on the face of this report and no liability or responsibility whatsoever is accepted to any third party who may rely on the Report wholly or in part. Any third party acting or relying on this report whether in whole or in part do so at their own risk.

Professional Indemnity Insurance Policy: LPS013921467/0920

Yours sincerely

STRATA PROPERTY INSPECTIONS

IMPORTANT INFORMATION

Things to do once you have purchased the property

1. Make sure that you're Licensed Conveyancer / Solicitor has sent a completed **Section 184 Notice** to the Strata Managing Agent / Owners' Corporation (*listed on page 8 of the report*) notifying them of your purchase.
(Failure to do so will leave you liable for un-paid levies and restrict your voting rights at any general meeting.)
2. If your property is to be rented ensure that your appointed Property Manager has sent the Strata Managing Agent / Owners' Corporation (*listed on page 8 of the report*) a completed **Section 184 Notice** with all the tenant's details and emergency contact details for yourself.
3. Make contact with the Strata Managing Agent / Owners' Corporation to introduce yourself and check that all of the legal documentation mentioned above has been received and entered against your lot in the strata roll.
4. If you are to be an **OWNER OCCUPIER** you will need to ensure that you have adequate contents insurance, (this includes floor coverings which are not considered common property).
The policy held by the Owners' Corporation only covers the building.
5. If you are an **INVESTOR** you will need to ensure that you have adequate landlords insurance as personal injury caused by or in your lot will not be covered by the policy held by the Owners' Corporation.
6. If you are an **INVESTOR** renting the property it is your responsibility to ensure that your tenant receives a copy of the current By-Laws.
7. Obtain a current copy of the By-Laws pertaining to the building that you have purchased in.

For information in relation to by-laws and your responsibilities whilst living in strata visit the **Department of Fair Trading website www.fairtrading.nsw.gov.au** and view "buying into a strata scheme?"



Strata Roll

PO Box 2001 Spit Junction NSW 2088
T: (02) 8969 3300
info@jamesons.com.au
www.jamesons.com.au

Liability limited by a scheme approved
under Professional Standards Legislation

Owners Strata Plan 40414

Museum Towers, 267-277 Castlereagh Street, SYDNEY NSW
2000

INDIVIDUAL LOT

Lot 48

Associated lots:

Unit no. 48

Unit entitlements

Levy Entitlement 139.00 / 22,035.00

Owners

Name	Address for service of notices
Karl Christopher & Christine Imperial Nelson	C/- Colin Dunston, Solicitor, PO Box 228, KILLARA NSW 2071
Email Address colin@dunstonsolicitor.com.au	
Date of entry 07/04/2022	Date of purchase 10/11/2021

Mortgages

None

Leases

None

Lessee	Term	Address for service of notices	Date of termination	Date of entry
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Owner Ledger

Start Date: 01/05/2020
End Date: 31/05/2024
Owners: One only

PO Box 2001 Spit Junction NSW 2088
T: (02) 8969 3300
info@jamesons.com.au
www.jamesons.com.au

Liability limited by a scheme approved
under Professional Standards Legislation

Owners Strata Plan 40414

Museum Towers, 267-277 Castlereagh Street, SYDNEY NSW 2000

Lot 48 Unit 48 K C & C I Nelson

UE / AE: 139.00 / 22,035.00

Levies

Levy no.	Due date	Frequency	Details	Admin Fund		Sinking Fund		Interest paid	Discount	Levy type	Status	Group
				Due	Paid	Due	Paid					
Balance brought forward				0.00		0.00						
1	01/04/2022	Quarterly	Quarterly Admin/Sinking Levy	2,168.45	2,168.45	1,439.85	1,439.85	0.00	0.00%	Standard	Normal	None
2	01/07/2022	Quarterly	Quarterly Admin/Sinking Levy	2,168.45	0.00	1,439.85	0.00	0.00	0.00%	Standard	Normal	None

Current position: Unallocated prepayments \$0.00

Levy arrears & owner invoices due \$0.00

Interest on levy arrears \$0.00

Receipts

Date	Receipt no.	Subtype	Status	Source	Admin Fund		Sinking Fund		Unallocated		Total amount	Cheque no.	Levy no.
					Paid	Interest	Paid	Interest	Paid				
11/05/2022	47	Receipt	Banked		2,168.45	0.00	1,439.85	0.00	0.00		3,608.30		1



Balance Sheet

As at 26/05/2022

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T: (02) 8969 3300
info@jamesons.com.au
www.jamesons.com.au

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Owners Strata Plan 40414

Museum Towers, 267-277 Castlereagh Street,
SYDNEY NSW 2000

	Current period
Owners' funds	
Administrative Fund	
Operating Surplus/(Deficit)--Admin	465,176.14
Owners Funds at Start of Year--Admin	437,254.33
	<u>902,430.47</u>
Sinking Fund	
Operating Surplus/(Deficit)--Sinking	(140,556.42)
Owners Funds at Start of Year--Sinking	1,840,565.23
	<u>1,700,008.81</u>
Net owners' funds	<u><u>\$2,602,439.28</u></u>

Represented by:

Assets

Administrative Fund

Cash at Bank--Admin	740,646.83
Cash on Hand	(2,880.00)
Prepaid Expenses--Admin	63,656.22
Receivable--Levy Arrears--Ordinary--Admin	175,992.95
Receivable--Owners Charges--Admin	4,389.14
	<u>981,805.14</u>

Sinking Fund

Cash at Bank--Sinking	393,458.12
Investments--Sinking 3	1,201,956.16
Receivable--Levy Arrears--Ordinary--CPT WRKs	117,802.57
	<u>1,713,216.85</u>

Unallocated Money

0.00

Total assets

2,695,021.99

Less liabilities

Administrative Fund

Creditor--GST--Admin	(35,816.43)
Creditors--Other--Admin	26,133.00
Deposits Received--Damage Bond--Admin	10,495.97
Prepaid Levies--Admin	0.58
Reserve--Other--Admin	78,543.19
Sundry Creditors--Admin	18.36
	<u>79,374.67</u>

Sinking Fund

	Current period
Creditor--GST--Sinking	18,850.27
Prepaid Levies--Sinking	0.38
Provision--Income Tax--Sinking	(5,642.61)
	<hr/> 13,208.04
Unallocated Money	<hr/> 0.00
<i>Total liabilities</i>	<hr/> 92,582.71
Net assets	<hr/> \$2,602,439.28 <hr/>



Statement of Income and Expenditure
for the financial year-to-date
01/07/2021 to 26/05/2022

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Owners Strata Plan 40414

Museum Towers, 267-277 Castlereagh Street,
SYDNEY NSW 2000

Administrative Fund

Current period

01/07/2021-26/05/2022

Revenue

Interest on Arrears--Admin	3,877.34
Key Sales	8,384.14
Levies Receivable--Ordinary-- Admin	1,250,003.07
Miscellaneous Income--Admin	1,727.27
Status Certificate Fees	1,089.00

Total revenue 1,265,080.82

Less expenses

Admin--Agent Disbursements	14,546.17
Admin--Agent--Management Fees--Additional	9,235.07
Admin--Agent--Management Fees--Standard	18,829.02
Admin--Auditors--Audit Services	2,185.00
Admin--Bank Charges	1,185.88
Admin--Bank Charges--With GST	1.09
Admin--Computer Expenses--OC	269.10
Admin--Legal Fees--Other	24,842.47
Admin--Status Certificate Fees Paid	871.00
Admin--Taxation Services	1,000.90
Admin--Telephone Charges	2,944.16
Insurance--Building Insurance Premiums	129,844.57
Maint Bldg--Airconditioning--Maint Repairs	9,263.72
Maint Bldg--Building--General Repairs	6,443.17
Maint Bldg--Carpet Cleaning	660.00
Maint Bldg--Cleaning	135,928.00
Maint Bldg--Contractor Compliance	79.20
Maint Bldg--Electrical--General Repairs	9,160.17
Maint Bldg--Fire Protection--Contract	7,574.54
Maint Bldg--Fire Protection--False Alarms Fees	4,843.65
Maint Bldg--Fire Protection--Repairs	6,645.00
Maint Bldg--Gym Equipment/Room	7,518.30
Maint Bldg--Hot Water Service	1,093.04
Maint Bldg--Insurance Claims--Payments	(17,504.55)
Maint Bldg--Lift--Maintenance Contract	34,906.56
Maint Bldg--Locks, Keys & Card Keys	2,977.00
Maint Bldg--Pest/Vermin Control	4,626.36

Administrative Fund**Current period**

01/07/2021-26/05/2022

Maint Bldg--Plumbing--General Repairs	7,023.90
Maint Bldg--Security Service--Contract	194,643.34
Maint Bldg--Security Surveillance Equipment	1,968.58
Maint Grounds--Pool Maintenance & Req's	4,917.23
Staff--Contract Building Manager	130,778.42
Utility--Electricity Supply	52,273.10
Utility--Rubbish Removal/Garbage Rates	1,308.58
Utility--Waste Management	13,122.12
Utility--Water & Sewerage	(26,099.18)
<i>Total expenses</i>	<u>799,904.68</u>
Surplus/Deficit	<u>465,176.14</u>
Opening balance	437,254.33
Closing balance	<u><u>\$902,430.47</u></u>

Sinking Fund**Current period**

01/07/2021-26/05/2022

Revenue

Interest on Investments--Sinking	10,101.12
Levies Receivable--Ordinary--Sinking	830,002.49
Miscellaneous Income--Sinking	1,527.27

Total revenue 841,630.88

Less expenses

Admin--Income Tax--Sinking	8,655.00
Maint Bldg--Airconditioning, Ventilation, Fans	61,532.00
Maint Bldg--Consultants	157,637.11
Maint Bldg--Doors, Screens & Windows	16,295.85
Maint Bldg--Electrical	98,892.72
Maint Bldg--Facade Refurbishment	467,591.13
Maint Bldg--Fire Protection--Fire Doors	720.00
Maint Bldg--Fire Protection--Replacement	60,214.40
Maint Bldg--Foyer Refurbishment	18,977.79
Maint Bldg--General Replacement	53,507.24
Maint Bldg--Plumbing & Drainage	25,833.06
Maint Bldg--Security Surveillance Equipment	12,331.00

Total expenses 982,187.30

Surplus/Deficit(140,556.42)

Opening balance 1,840,565.23

Closing balance\$1,700,008.81



CERTIFICATE OF CURRENCY

To Whom It May Concern

Date: 30.12.21
Policy No.: 06S2153845
Type of Insurance: Residential Strata Insurance
Period Of Insurance: : From 4.00pm 30th December 2021
 To 4.00pm 30th December 2022

This policy referred to is current at the date of issue of this certificate and whilst a due date has been indicated, it should be noted that the policy may be cancelled in the future. Accordingly, reliance should not be placed on the expiry date.

This is to certify cover has been granted in terms of the Insurers Standard Policy, a copy of which is available on request.

This certificate is not a substitute for the Policy of Insurance issued to you. The Policy, not this certificate, details your rights and obligations and the extents of your insurance cover.

Insured :	Strata Plan 40414	
Situation :	267-277 Castlereagh Street Sydney NSW 2000	
Section 1 :	Building including common contents	\$ 126,495,600
	Loss of Rent/Temporary Accommodation (15%)	\$ 18,974,340
	Catastrophe or Emergency (15%)	\$ 18,974,340
	Additional Loss of Rent	\$ Not Insured
	Additional Catastrophe	\$ 18,974,340
	Floating Floors	\$ Included
Section 2 :	Glass	\$ Included
Section 3 :	Theft	\$ Included
Section 4 :	Liability	\$ 50,000,000
Section 5 :	Fidelity Guarantee	\$ 100,000
Section 6 :	Office Bearers Liability	\$ 20,000,000
Section 7 :	Voluntary Workers (Weekly/ Capital Benefit)	\$2000/200,000
Section 8 :	Government Audit Costs	\$ 25,000
Section 9 :	Legal Expenses	\$ 50,000
Section 10:	Workplace, Health & Safety Breaches	\$ 100,000
Section 11:	Machinery Breakdown	\$ Not Insured
Section 12:	Lot Owners Improvements (Per Lot)	\$ 250,000
Section 13:	Workers Compensation	Not Insured
Excesses :		
Section 1	\$ 10,000	bursting, leaking, discharging or overflowing of pipes and/or apparatus and any resultant damage
Section 1	\$ 10,000	all water damage claims
Section 1	\$ 2,500	all other claims + as per policy wording
Section 2	\$ 2,500	all claims
Section 3	\$ 2,500	all claims

Attention: Maya Chugh
Broker: COVERFORCE PTY LTD

11 June 2021

CERTIFICATE OF CURRENCY

This is to certify that the following policy reference is current as at the date stated above.

This certificate provides a summary of the policy cover and is not intended to amend, extend, replace, or override the policy terms and conditions contained in the actual policy document.

INSURED: Strata Plan 40414

POLICY NUMBER: MEB011883625

POLICY PERIOD: **From:** 30/06/2021
To: 30/06/2022 at 4:00pm

BUSINESS ACTIVITIES: Property Owners

CLASS OF INSURANCE: Equipment Breakdown

INTRESTED PARTY: N/A

SITUATION: 267-277 Castlereagh Street, SYDNEY, NSW - 2000

LIMITS:

Equipment Breakdown	\$119,622,800
Machinery Business Interruption	\$17,943,420

INSURED BY: AAI Limited ABN 48 005 297 807 trading as Vero Insurance

This certificate is issued as a matter of information only and confers no rights upon the Certificate holder.

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS CORPORATION SP 40414

MINUTES of the Annual General Meeting of the Owners-Strata Plan No 40414 held on Tuesday 12th October 2021 via Zoom Video Conference at 6.00pm.

PRESENT – M Mulally (Lot 2), G Flynn (Lot 4), M Dong (Lots 22 & 34), R Christie (Lot 23), E Gervay (Lot 29), S Dafnakis (Lot 36), C Wright (Lot 40), S Ruben (Lots 56 & 108), R Lindsay (Lot 58), A Antonio (Lot 60 & 78), Y Wu (Lot 76), W Wong (Lot 86), J Duane (Lot 87), M Gallagher & R Balakrishnan (Lot 88), H L De Mamiel (Lot 90), M Briers (Lot 91), K Cleary (Lot 94), J & M Lee (Lot 107), Y Hernot (Lot 110), N Yuksel (Lot 112), S Bastian (Lot 115), A Peart (Lot 119), R Maurice (Lot 124), A Sukkar (Lot 125), A Sarkar (Lot 127), Castlereagh Muse Pty Ltd (Representative – J Scott Lot 128), DCB & SJEB Balog Family Superannuation Fund (Representative – D Balog Lot 129), P Demetre (Lot 141), Adisan L, ITNOL Invest P/L (Representative – R Zitek Lot 143), AS & FS Pty Ltd (Representative – A Sarkar Lot 149), Heart of Gold Holdings (Representative – J Scott Lot 150)

PROXY – Lots 1, 81, 119, 140, 144 (Proxy to A Peart), Lots 14, 16, 43, 57, 66, 93, 148 (Proxy to K Cleary), Lots 17, 126, 130, 136, 145, 147, 151 (Proxy to D Balog), Lots 20, 106, 111, (Proxy to A Sarkar), Lots 27, 55 (Proxy to D Mehta), Lot 31 (Proxy to C Wright), Lots 21, 46, 53, 70, 85, 96, 100 (Proxy to S Bastian), Lots 71, 114 (Proxy to S Ruben), Lot 73 (Proxy to C Bramley), Lot 98 (Proxy to M Briers), Lots 132, 138, 139, 142, 143, 146 (Proxy to R Zitek)

IN ATTENDANCE – Ted Merewether (unit 6.30pm), C Bramley, M Maher & P Kelly (BGIS) & R Smith (The Strata Collective)

APOLOGIES – Nil

CHAIRPERSON – R Smith (The Strata Collective)

It was resolved that the meeting be recorded by the strata manager and form part of the Strata Records.

MINUTES

1. **RESOLVED** that the minutes of the last general meeting be adopted as a true and accurate account of the proceedings of that meeting, subject to the amendment the C Bramley (Lot 73) was in attendance.

INSURANCE

2. **RESOLVED** that the owners corporation insurances as listed in the Annexures to the Agenda of the meeting be confirmed and the Strata Committee be delegated the function of increasing, altering or adding insurances should it be resolved to include further insurances.

KEY FINANCIAL INFORMATION

3. **MOTION DEFERRED** that the attached statements of key financial information for the administrative fund, the capital works fund and any other fund prepared by the owners corporation together with the relevant auditor's report be adopted.

AUDITOR

4. **RESOLVED** that an auditor be appointed for the financial year 1 July 2021 to 30 June 2022.

LEVY CONTRIBUTIONS

5. **MOTION DEFERRED**

PAYMENT PLANS

6. **RESOLVED** that the Owners Corporation RESOLVES by ordinary resolution in accordance with section 85(5) of the Strata Schemes Management Act 2015 to consider and determine payment plans in respect of overdue contributions, on a case by case basis for each occasion with a repayment period of no longer than three months permitted.

LEVY COLLECTION

7. **RESOLVED** that the Owners Corporation RESOLVES by ordinary resolution that should any owner, mortgagee in possession or former owner of a lot not pay contributions by their due date in relation to a lot that:
 - (a) The Strata Manager may issue 1st (34 days), 2nd (48 days) & 3rd (64 days) each requesting payment within 14 days of the reminder letter;
 - (b) If the owner, mortgagee in possession or former owner has not made payment of any outstanding amount in accordance with any reminder letter sent by the Strata Manager, Bannermans Lawyers be engaged and instructed to:
 - (i) Prepare and issue to any relevant lot owner, mortgagee in possession or former lot owner a notice of proposed action to recover by way of proceedings in a court of competent jurisdiction on behalf of the owners corporation setting out:
 1. The amount of the contribution, interest or expenses sought to be recovered;

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ABN: 44 616 974 193

Phone: 02 9137 2320

Web: thestratacollective.com.au

Email: info@thestratacollective.com.au

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Sydney NSW 2000

2. The proposed recovery action by way of proceedings in a court of competent jurisdiction;
 3. The date the contribution was due to be paid;
 4. Whether a payment plan may be entered into in accordance with section 85(5) of the *Strata Schemes Management Act 2015*; and
 5. Any other action that may be taken to arrange for payment of the contribution;
- (c) The Strata Committee determine and depending on it's determination:
- (i) Provide advice regarding recovering outstanding contributions;
 - (ii) Commence, maintain, defend or discontinue court proceedings against any lot owner, mortgagee in possession or former lot owner where outstanding contributions are due in relation to the relevant lot;
 - (iii) Take legal action to recover unpaid contributions, interest on unpaid contributions or related expenses by enforcing any judgment obtained including:
 1. Obtaining any necessary writ(s) for the levy of property; and
 2. Obtaining any necessary garnishee order(s).

RESTRICTED MATTERS – MOTION DEFERRED - MOTIONS 8-9

COMMISSIONS AND TRAINING SERVICES

10. **RESOLVED** that the following report be received from the Strata Managing Agent on commissions and training services received in the past 12 months, in accordance with s.60 of the SMAA 2015 and on estimate of commissions and training services to be received in the next 12 months.

Commissions - \$7,800 + GST commissions (for six month renewal) were received in the past 12 months, and an amount of \$110 per lot in commissions is expected to be received in the next 12 months.

Training - The equivalent of \$1 per lot in training services were received in the past 12 months, and an amount of \$1 in training services is expected to be received in the next 12 months.

STRATA COMMITTEE

11. **RESOLVED** that nominations be received for the election of the strata committee members and the owners corporation determine the number of persons to be elected to the strata committee and elect same.

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THE STRATA COLLECTIVE

Nominees: S Bastian, A Peart, D Balog, R Maurice, E Gervay, S Dafnakis, R Zitek, M Lee, M Gallagher, A Sarkar

A vote was taken on the number of candidates for the Strata Committee. It was determined to set the number as seven (7). A ballot was held post meeting, at the elected candidates were: D Balog, R Maurice, E Gervay, R Zitek, M Lee, M Gallagher & A Sarkar.

MANAGEMENT APPOINTMENT

12. MOTION DEFERRED

ANNUAL FIRE SAFETY STATEMENT

13. RESOLVED that the Owners Corporation resolves to do the following:

- (a) Engage a suitably qualified contractor to carry out an annual Fire Safety Statement (and report) in accordance with Part 9, Division 5 of the NSW Environmental Planning and Assessment Regulations 2000 as amended; and
- (b) To submit any corrective actions report to the Strata Committee to determine what action is required, if any; and
- (c) To delegate to the strata manager the following functions pursuant to the Agency Agreement additional duties schedule:
 - i. undertake the seeking of quotations and engaging the contractor to prepare the statement; and
 - ii. sign the statement on behalf of the scheme and lodge the statement with local Council and cause a copy of the statement to be given to the Fire Commissioner

ADDITIONAL MOTIONS – MOTIONS 14-29 – MOTION DEFERRED

Motion from Lot 90 owner

30. MOTION AMENDED AND RESOLVED that all future AGM's include a list of current contracts; and the list of contracts be presented in manner similar to this table:

Contract Reference	Counterparty ie who contract with	Services to be provided	Estimated annual value	Term of contract	Remaining term of contract	Expiration date of contract	Whether there are any options to extend contract	Whether there are any early termination clauses

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Contract Reference	Counterparty who contract with	Services to be provided	Estimated annual value	Term of contract	Remaining term of contract	Expiration date of contract	Whether there are any options to extend contract	Whether there are any early termination clauses
1	XYZ Strata Co	Strata management	\$20,000	3 years	1 year	October 20xx	NA	NA
2	Buildings R US	Building/facility management	\$180,000	3 years	2 years	August 20xx	If both parties agree option to rollover contract for another 3 years, prices to escalate in line with CPI	Clause to terminate for gross negligence
3	EFG Company	Security services	\$250,000	3 years	18 months	May 20xx	If both parties agree option to rollover contract for another 3 years, prices to escalate in line with CPI	Clause to terminate for gross negligence
4	QRS Cleaning	cleaning of common areas	\$100,000	3 years	18 months	May 20xx	If not formally terminated at expiry contract to rollover for 3 years, prices to escalate in line with CPI	Clause to terminate for gross negligence
5	EnergyAustralia	electricity	\$50,000	??	??	??	NA	NA
6	National water	Servicing cooling tower	\$10,000					
7	Joe's Pool Services	Regular maintenance of swimming pool and spa	\$6,000					
8	Structial	Remediation of building facades	\$2 million	1 year	6 months	May 20xx	NA	NA

Motion from Lot 141 owner

31. **RESOLVED** that all future service contracts (such as cleaners, security and building management etc) are based on the following:

New contractors are provided with a 3 years contract with a clause that either party can terminate the contract on the first or second anniversary of the contract (giving 3 months prior notice), therefore if we are not happy with the contractor's performance we can terminate their service and vice versa.

All current contractors whose contract is being renewed should be renewed for 3 years not 1 year as current practice. This is a cost and time saver for all but most importantly it provides stability in securing good contractors.

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Motions from Lot 91 owner

32. **MOTION AMENDED AND RESOLVED** that the new Strata Committee and Strata Manager answer the following questions to all owners within 6 weeks of this meeting in relation to the SC's decision to replace the Cleaning Contractor and scenarios related to their contract that justifies their decision.

Minutes, agendas, and questions pertinent to this motion include:

- Dec 4th, 2019 AGM a report was promised to clarify all cleaning issues, procedures, costings, etc, but not as a review to replace the incumbent. As of yet, we've received nothing.
 - April 27th, 2020 SC Meeting. Update on the recommended cleaning company appointed to replace the existing one.
 - What's the reason for the cleaning contractor to be replaced after 7 years?
 - Why haven't the OC been informed or involved through any step of this process?
 - Why were the SC oblivious to a contract that expires in September that's resulting in a far from the ideal outcome?
 - What has been done to resolve the situation?
 - Are there any other details that the OC should be aware of that are relevant to the present predicament regarding the incumbent cleaning contractor?
 - Who were the companies that tendered, where are the proposals submitted, and what was the successful quote for the work?
 - Why wasn't the OC presented with any of this information involving a major building contract for clarification prior to this decision?
 - Due to the confusion at the last meeting, this contract should be tabled at the EGM for the benefit of the OC to provide clarity and stability moving forward.
33. **MOTION AMENDED AND RESOLVED** that all common property renovations using Owners Corporation funds be put on hold until a motion is passed by a General Meeting resolution.

It was noted that S Bastian offered to reimburse the Owners Corporation his portion of Level 34 floor renovation.

Owners Motions – MOTIONS 34 – 37 – MOTION DEFERRED

38. **MOTION DEFEATED** that in accordance with section 85(5) of the Strata Schemes Management Act 2015 the owners' corporation decrease cleaning services by contractors by 30% and owners and residents participate in cleaning of their own levels (floors).

Owners Motions – MOTIONS 39 & 40 – MOTION DEFERRED for the strata committee to provide a response.

Owners Motions – MOTIONS 41 – 43 – MOTION DEFERRED

WITH NO FURTHER MATTERS TO CONSIDER, THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 10.10 PM.

STRATA COMMITTEE MEETING

Minutes of meeting of the Strata Committee for SP 40414 held on 12 October 2021 commencing immediately following the Annual General Meeting.

THIS MEETING WAS NOT HELD AS THE STRATA COMMITTEE HAVE NOT YET BEEN ELECTED

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MINUTES OF THE EXTRAORDINARY GENERAL MEETING OF THE OWNERS CORPORATION SP 40414

MINUTES of the Extraordinary General Meeting of the Owners-Strata Plan No 40414 held on Wednesday 23 March 2022 by Zoom Video Conference. The meeting commenced at 6.00pm.

PRESENT – M Mulally (Lot 2), J Olsen (Lot 14), E Gervay (Lot 29), S Dafnakis (Lot 36), S Ruben (Lots 56, 108), A & F Antonio (Lots 60, 78), Y Wu (Lot 76), K Metja (Lot 83), W Wong (Lot 86), A Stewart (Lot 87), J & M Lee (Lot 107), N Yuksel (Lot 112), D Keen (Lot 114), A Sukkar (Lot 125), DCB & SJEB Balog Family Super – Representative D Balog (Lot 129), Adisan P/L, ITNOL Invest P/L – Representative R Zitek (Lot 143)

PROXY - Lots 16, 140, 141, 144 (Proxy to N Yuksel), Lots 17, 126, 129, 130, 132, 136, 145, 151 (Proxy to D Balog), Lots 21, 23, 31, 96, 147, 148 (Proxy to S Dafnakis), Lots 27, 33, 34, 119 (Proxy to A Peart), Lot 40 (Proxy to M Gallagher), Lots 46, 66, 70, 85, 93 (Proxy to J Olsen), Lot 73 (Proxy to C Bramley), Lot 98 (Proxy to M Briers), Lots 106, 111 (Proxy to A Sarkar), Lot 110 (Proxy to J Lee), Lots 138, 143, 146 (Proxy to R Zitek)

IN ATTENDANCE – A Peart, P Kelly and M Maher (Sky Building Management), R Smith (The Strata Collective)

APOLOGIES – Nil

CHAIRPERSON – D Balog

ACKNOWLEDGEMENT - We acknowledge the Gadigal people of the Eora Nation, who are the traditional custodians of the land on which we work and walk.

MINUTES

- ORDINARY RESOLUTION – RESOLVED** that the minutes of the last general meeting be adopted as a true and accurate account of the proceedings of that meeting.

KEY FINANCIAL INFORMATION

Committee	Chair	Vice Chair	Executive Brief See Pages
i. Financial/ Budget and Expenditure Analysis	Richard Maurice	Robert Zitek	47-48

- ORDINARY RESOLUTION - RESOLVED** that the attached statements of key financial information

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for the administrative fund, the capital works fund and any other fund prepared by the owners corporation together with therelevant auditor's report be adopted.

LEVY CONTRIBUTIONS

3. ORDINARY RESOLUTION - RESOLVED that:

- a. In accordance with Section 79(2) and 81 of the Strata Schemes Management Act 2015 the owners corporation estimates that the proposed budget (estimated receipts and payments)
- b. for the administrative fund and the capital works fund, be adopted by the owners corporation;
- c. that levy contributions be determined in accordance with section 81 of the Act for the 12-month period from 1 July 2021 as follows:

Due date	Administrative Fu (incl GST)	Capital Works Fund (incl GST)	Total (inc GST)
1 01 July 2021 (already invoiced)	\$343,750.00	\$228,250.00	\$572,000.00
2 01 October 2021 (already invoiced)	\$343,750.00	\$228,250.00	\$572,000.00
3 01 January 2022	\$343,750.00	\$228,250.00	\$572,000.00
4 01 April 2022	\$343,750.00	\$228,250.00	\$572,000.00
TOTALS	\$1,375,000.00	\$913,000.00	\$2,288,000.00
5 1 July 2022	\$343,750.00	\$228,250.00	\$572,000.00

- c. the levy instalment amount due and payable on 1 July 2022 continues to fall due and payable on a quarterly basis in successive periods until re-determined at next year's annual general meeting;
- d. All items in the capital works fund expenditure are confirmed to be essential repairs to Owners Corporation common property in accordance with the 10 Year Plan as required under the Strata Management Act 2015. These are all repairs not improvements of a capitalnature;
- e. the Strata Managing Agent be authorised to levy those contributions by written notice on each Lot owner liable to pay them.

RESTRICTED MATTERS

4. **ORDINARY RESOLUTION - RESOLVED** that the owners corporation remove the limitation relating to expenditure in excess of 10% on any single line item in the budget.
5. **ORDINARY RESOLUTION - RESOLVED** that the owners corporation determine that no matters shall be a restricted matter that canonly be decided at a general meeting.

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ABN: 44 616 974 193

Phone: 02 9137 2320

Web: thestratacollective.com.au

Email: info@thestratacollective.com.au

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CAPITAL WORKS FUND REPORT

6. **ORDINARY RESOLUTION - RESOLVED** that the Owners Corporation engage Napier & Blakley at a cost of \$5632 to update the 10 year Capital Works Fund Plan.

Committee	Chair	Vice Chair	Executive Brief See Pages
Building Works/Fire Orders	Simon Ruben	Robert Zitek	49-52

EMERGENCY FIRE SPRINKLER SAFETY REQUIREMENTS

TRIAL INSTALLATION OF BALCONY SPRINKLERS

7. **ORDINARY RESOLUTION - RESOLVED** that the Owners – Strata Plan No. 40414 proceed with the trial installation of the Fire Sprinklers on unit a balcony to be selected by the building manager with a funding upper limit of \$10,000.00 to be carried out by Newsound Fire.

INSTALLATION OF BALCONY FIRE SPRINKLERS

8. **ORDINARY RESOLUTION - RESOLVED** that the Owners – Strata Plan No. 40414 resolve to commence the installation of Balcony Fire Sprinklers which are required to satisfy the items of the fire order and specified by the appointed fire engineer Eagle Fire with an upper limit of \$500,000.00 and agree to authorise the Strata Committee to finalise the scope of work and to execute any necessary contracts for the works on behalf of the Owners Corporation.

Committee	Chair	Vice Chair	Executive Brief See Pages
Security	Mel Gallagher	Robert Zitek	57-58

CCTV CAMERAS

9. **ORDINARY RESOLUTION - RESOLVED** that the Owners – Strata Plan No. 40414 SPECIALLY RESOLVE pursuant to section 108 of the *Strata Schemes Management Act 2015* (“**Act**”) to add to common property by installing security cameras to the commercial levels and carpark as per the locations and specifications attached to the agenda of this meeting; and the Strata Committee be authorised to select a contractor to perform the works at a cost not to exceed \$30,000. – Additional security cameras are required on the roof to give full vision of all areas. The building manager obtained a quotation of \$2,500 for this work. See Executive report attached to the agenda.

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FIRE ORDER

10. **ORDINARY RESOLUTION - RESOLVED** that the Owners – Strata Plan 40414 RESOLVE Eagle Fire consultants to continue to review the Fire Safety Report now required by Council to signoff the Fire Order, negotiate with Council to minimise any requested upgrading/repair works outlined by the fire contractor and if necessary prepare specifications and call tenders and supervise work to obtain the Council fire order signoff as soon as possible.

CLEANING SERVICES CONTRACT

11. **ORDINARY RESOLUTION – MOTION AMENDED AND RESOLVED** that TH Maintenance be referred back to the cleaning sub committee to provide an executive brief recommending a cleaner from a tender of cleaners at the next General Meeting.

WH&S REPORT & HERITAGE FRONTAGE

12. **ORDINARY RESOLUTION - RESOLVED** that the Owners – Strata Plan 40414 RESOLVE to undertake a new Work Health & Safety Report and authorise the Strata Committee to organize replacement of the corroded louvres in heritage frontage.

POOL REFURBISHMENT

13. **ORDINARY RESOLUTION - RESOLVED** that the Owners – Strata Plan 40414 RESOLVE to proceed with pool area repairs and refurbishments at an upper limit of cost of \$106,485 plus GST or less.

FOYER CONCRETE CANCER

14. **ORDINARY RESOLUTION - RESOLVED** that the Owners – Strata Plan 40414 RESOLVE to engage a structural engineer to further investigate and confirm next actions required.

Note – the Strata Committee is to prepare an executive report for the sub committee to redo the ground floor exit door to assist those with disabilities.

ELECTRICAL INFRASTRUCTURE AUDIT

15. **MOTION WITHDRAWN**

GYM OPENING

16. **MOTION WITHDRAWN**

ROOF LIGHTING & SECURITY CAMERAS

17. **ORDINARY RESOLUTION - RESOLVED** that the Owners – Strata Plan 40414 RESOLVE to approve

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the quote provided by the building manager for \$2,500.00 plus GST for installation of additional security cameras and additional fee proposals for lighting design/supervision and drafting a roof access policy/by-law.

FIRE STOPPING WORK

18. **ORDINARY RESOLUTION - RESOLVED** that the Owners – Strata Plan 40414 RESOLVE the Strata Committee to execute a fire stopping contract with Bowers for \$250,000.00 with a project amount of \$325,000.00.

MOTIONS REQUESTED BY LOT OWNERS

Motion from Lot 115 owner – Stephen Bastian Level 34

19. **MOTION DEFERRED**

Motions from Lot 143 owner – Robert Zitek Level 5

20. **MOTION WITHDRAWN**

Motion from Lot 119 owner - John Peart & Rosemary Peart Level 35

21. **MOTION WITHDRAWN**

Motions from Lot 65 owner – Khai Bui Level 22

22. **ORDINARY RESOLUTION – MOTION DEFERRED**

Motions from Lot 65 owner – Khai Bui Level 22

23. **MOTION DEFERRED**

Motions from Lot 65 owner – Khai Bui Level 22

24. **MOTION DEFERRED**

Motion from Lot 94 owner - William Cleary & J Jie Kenneth Level 29

25. **MOTION DEFERRED**

Motion from Lot 140 & 144 owner – Ugur Nedim Lower Ground Level 1

26. **MOTION DEFERRED**

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Motions from Lot 86 owner - Panayotis Tsambos & Wendy Wong Level 27

27. MOTION RULED OUT OF ORDER BY THE CHAIRPERSON

Motions from Lot 86 owner - Panayotis Tsambos & Wendy Wong Level 27

28. MOTION DEFERRED

Motions from Lot 86 owner - Panayotis Tsambos & Wendy Wong Level 27

29. MOTION DEFERRED.

The Security Sub Committee to provide a response.

Motions from Lot 130 owner - Cam Hung Ly and Phillip Canh Hung Ly Level 9 – Special Resolution Required

30. MOTION DEFERRED

Motions from Unit 2 (Level 10) Re: Tonin Acoustic Consultant's Report and Acoustic Report regarding Replacement of floor covering special resolution required

31. MOTION DEFERRED

TERMINATION OF SERVICES OF MANAGING AGENT

32. 7.1 **RESOLVED** that the appointment of The Strata Collective as the strata managing agent for StrataScheme 40414 be terminated in accordance with Section 50(3) of the Strata Schemes

Management Act 2015 and that the secretary is authorised to give notice of the termination in accordance with the terms of the original appointment.

7.2 That the delegation of functions to The Strata Collective of; the Owners Corporation – Strata Scheme 40414, its Strata Committee, Chairperson, Secretary and Treasurer be revoked in accordance with Section 52(5) of the Strata Schemes Management Act 2015, effective on the earliest date permissible under the current “fixed term agreement” or on a date mutually agreed and that the Secretary is authorised to give notice of the revocation in accordance with the terms of the original delegation.

MANAGEMENT APPOINTMENT – THE STRATA COLLECTIVE

33. **MOTION DEFEATED** that the Owners Corporation RESOLVES by ordinary resolution to appoint **The Strata Collective Pty Limited (Agent)** as strata managing agent on the terms and conditions set out in the proposed strata management agency agreement (**Agreement**), a copy attached to the

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notice for this meeting, that the following be delegated to the Agent:

- (a) All of the functions of the Owners Corporation (other than its power to make a delegation, to make a decision on a matter that is required to be decided by the Owners Corporation or to make a determination relating to the levying or payment of contributions); and
- (b) The functions of chairperson, secretary and treasurer necessary to enable the Agent to carry out the services as defined in the Agreement;
- (c) the delegation to the Agent is subject to the conditions and limitations listed in the Agreement;
- (d) the Owners Corporation is to execute the Agreement to give effect to this appointment and delegation under the common seal of the Owners Corporation.

with effect from the date of this meeting.

APPOINTMENT OF MANAGING AGENT – JAMESONS

34. RESOLVED that in accordance with Section 49 of the Strata Schemes Management Act, 2015 (“Act”);
- (a) Jameson Strata Management (“Agent”) be appointed as strata managing agent of Strata Scheme No. 40414.
 - (b) The Owners Corporation delegate to the agent all of the functions (other than those listed in Section 52(2) of the Act) of the Chairperson, Secretary and Treasurer and as per annexure within the Strata Management Agency Agreement;
 - (c) The Owners Corporation execute the written agreement (“Agreement”), a copy of which has been provided to the Strata Committee, to give effect to this appointment and delegation;
 - (e) The delegation is to be subject to the conditions and limitations set out in the Agreement; and
 - (f) Authority is given for the common seal pursuant to section 273 of the Strata Schemes Management Act 2015 to be affixed to the Agreement and for two Strata Committee members to sign the Agreement on behalf of the Owners Corporation.

Change of Address for Service of notice

35. i) RESOLVED that, pursuant to section 265 of the Strata Schemes Management Act 2015, the Owners Corporation change its address for the services of notices to;

c-/ Jamesons Strata
Management PO
BOX 2001
SPIT JUNCTION NSW 2088

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Phone: 02 9137 2320

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ii) That, the Owners Corporation authorises the Managing Agent to progress any necessary paperwork required to progress part “i)” of this motion, including the affixing of the common seal if/when required.

**RESPONSES TO QUESTIONS FROM OWNERS AT AGM HELD 12 OCTOBER 2021 – ORDINARY
RESOLUTION REQUIRED**

36. **RESOLVED** that the attached executive report located on pages 92-104 detailing responses to questions from owners at the AGM held 12 October 2021 be tabled and accepted.

PROCEDURAL MOTION – MOTION PASSED that the Executive Briefs be tabled and noted as part of the agenda.

WITH NO FURTHER BUSINESS TO BE CONSIDERED, THE MEETING WAS CLOSED AT 10.30PM

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MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS CORPORATION SP 40414

MINUTES of the Annual General Meeting of the Owners-Strata Plan No 40414 held on Thursday 24th September 2020 by Zoom Remote meeting commencing at 6.00pm.

- PRESENT –** J & M Lee (Lots 2 & 107), S Flynn (Lot 4), R Christie (Lot 23), E Gervay (Lot 29), S Dafnakis (Lot 36), S Ruben (Lots 56 & 108), F Antonio (Lots 60 & 78), D Lim (Lot 68), L Tan (Lot 70), Y Ye Wu (Lot 76), P Tsambos & W Wong (Lot 86), J Duane (Lot 87), M Gallagher & R Balakrishnan (Lot 88), H De Mamiel (Lot 90), M Briers (Lot 91), N Yuksel (Lot 112), D Keen (Lot 114), S Bastian (Lot 115), J Peart (Lot 119), R Maurice (Lot 124), A Sukkar (Lot 125), S Brown (Lot 131), Castlereagh Muse Pty Ltd (representative J Scott Lot 128), Adisan P/L (representative R Zitek Lot 146), Heart of Gold Holdings Pty Ltd (representative J Scott Lot 150)
- PROXY –** J & W Leeken (Lot 1) proxy to S Bastian, J Olsen (Lot 14) proxy to S Dafnakis, C Lam (Lot 16) proxy to R Christie, A Le (Lot 20) proxy to D Mehta, S & Z Xufeng (Lot 21) proxy to S Dafnakis, MD & JT Holdings (Lot 22) proxy to S Dafnakis, J Chen (Lot 31) proxy to S Dafnakis, Y & Y Shi (Lot 32) proxy to D Mehta, M Dong (Lot 34) proxy to S Dafnakis, C Wright (Lot 40) proxy to S Ruben, P & A Spira (Lot 41) proxy to D Balog, A Lau (Lot 43) proxy to R Christie, F Liu (Lot 46) proxy to S Bastian, E Imperial (Lot 48) proxy to S Bastian, A & A Hanna (Lot 53) proxy to S Bastian, S & R Singh (Lot 66) proxy to R Christie, L Bramley (Lot 73) proxy to C Bramley, N Sachdev (Lot 77) proxy to D Mehta, M Sadler (Lot 83) proxy to M Briers, S Su (Lot 85) proxy to S Bastian, M Lee (Lot 93) proxy to D Mehta, M Finsterer (Lot 96) proxy to R Christie, M Wei & W Feng (Lot 98) proxy to M Briers, J Lin (Lot 111) proxy to D Mehta, B Deacon & L Edward (Lot 120) proxy to S Bastian, Kulin Holdings Pty Ltd (Lot 126) proxy to D Balog, S & A Prosperity 138 Pty Limited (Lot 127) proxy to D Balog, DCB & SJEB Balog Family SUPER (Lot 129) proxy to D Balog, C & P Ly (Lot 130) proxy to D Balog, B & P Capitanelis Pty Ltd (Lot 132) proxy to R Zitek, Scowen Corporation Pty Ltd (Lot 136) proxy to D Balog, P & S McLaughlin (Lot 138) proxy to R Zitek, AKO PRODUCTS PTY LTD (Lot 139) proxy to R Zitek, U Nedim (Lot 140 & 144) proxy to S Dafnakis, C & P Demetre (Lot 141) proxy to R Christie, Sueche Pty Ltd atf Suen & Associates Unit Trust No. 1 (Lot 145) proxy to R Zitek, Anchorcrete Pty Limited (Lot 146) proxy to R Zitek, SS Barton Pty Limited (Lot 147) proxy to S Bastian, Haoyah.com Pty Limited (Lot 148) proxy to D Mehta, Masters Superannuation Pty Ltd (Lot 151) proxy to D Balog.
- IN ATTENDANCE –** M Maher (Sky Building Management) and R Smith (The Strata Collective).
- APOLOGIES –** Nil
- CHAIRPERSON –** R Smith

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MINUTES

1. **RESOLVED** that the minutes of the last general meeting be adopted as a true and accurate account of the proceedings of that meeting.

Insurance

2. **RESOLVED** that the owners corporation insurances as listed in the Annexures to the Agenda of the meeting be confirmed and the Strata Committee be delegated the function of increasing, altering or adding insurances should it be resolved to include further insurances.
3. **RESOLVED** that the owners corporation confirm the additional insurances as referred to in Section 165 (2) and advise if any additional insurances should be taken out.
4. **RESOLVED** that the owners corporation arrange for an insurance valuation (last report completed 2018).

Commissions and training services

5. **RESOLVED** that the following report be received from the Strata Managing Agent on commissions and training services received in the past 12 months, in accordance with s.60 of the SMAA 2015 and on estimate of commissions and training services to be received in the next 12 months.

Commissions - \$99.73 per lot in commissions were received in the past 12 months, and an amount of \$100 per lot in commissions is expected to be received in the next 12 months.

Training - The equivalent of \$1 per lot in training services were received in the past 12 months, and an amount of \$1 in training services is expected to be received in the next 12 months.

Key financial information

6. **RESOLVED** that the attached statements of key financial information for the administrative fund, the capital works fund and any other fund prepared by the owners corporation together with the relevant auditor's report be adopted including page 31.

Auditor

7. **RESOLVED** that an auditor be appointed for the 2020-2021 Financial Year.

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Levy Contributions

8. RESOLVED that:

- a. in accordance with Section 79(2) and 81 of the *Strata Schemes Management Act 2015* the owners corporation estimates that the proposed budget of estimated receipts and payments for the administrative fund and the capital works fund be adopted by the owners corporation;
- b. that levy contributions be determined in accordance with section 81 of the Act for the 12 month period from 1 July 2020 as follows:

Date	Administrative Fund Total (incl GST)	Capital Works Fund Total (incl GST)	Total (incl GST)
01/07/2020 already invoiced	\$330,000.00	\$242,000.00	\$572,000.00
1/10/2020	\$348,333.33	\$223,666.67	\$572,000.00
1/01/2021	\$348,333.33	\$223,666.67	\$572,000.00
1/04/2021	\$348,333.34	\$223,666.66	\$572,000.00
TOTAL	\$1,375,000.00	\$913,000.00	\$2,288,000.00
1/07/2021	\$343,750.00	\$228,250.00	\$572,000.00

- c. the levy instalment amount due and payable on 1 July 2021 continues to fall due and payable on a quarterly basis in successive periods until re-determined at next year's annual general meeting;
- d. All items in the capital works fund expenditure are confirmed to be essential repairs to Owners Corporation common property in accordance with the 10 Year Plan as required under the Strata Management Act 2015. These are all repairs not improvements of a capital nature;
- e. the Strata Managing Agent be authorised to levy those contributions by written notice on each Lot owner liable to pay them.

Payment Plans

9. RESOLVED that the Owners Corporation RESOLVES by ordinary resolution in accordance with section 85(5) of the *Strata Schemes Management Act 2015* for the Strata Committee to decide whether to offer payment plans in respect of overdue contributions, either generally or in particular cases which include the following terms:

- (a) the schedule of payments for the amounts owing and the period for which the plan applies;
- (b) the manner in which the payments are to be made; and

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- (c) contact details for a member of the strata committee or a strata managing agent who is to be responsible for any matters arising in relation to the payment plan.

Levy Collection

- 10. RESOLVED** that the Owners Corporation RESOLVES by ordinary resolution that should any owner, mortgagee in possession or former owner of a lot not pay contributions by their due date in relation to a lot that:
- (a) The Strata Manager may issue 1st (34 days), 2nd (48 days) & 3rd (64 days) each requesting payment within 14 days of the reminder letter;
 - (b) If the owner, mortgagee in possession or former owner has not made payment of any outstanding amount in accordance with any reminder letter sent by the Strata Manager, Bannermans Lawyers be engaged and instructed to:
 - (i) Prepare and issue to any relevant lot owner, mortgagee in possession or former lot owner a notice of proposed action to recover by way of proceedings in a court of competent jurisdiction on behalf of the owners corporation setting out:
 1. The amount of the contribution, interest or expenses sought to be recovered;
 2. The proposed recovery action by way of proceedings in a court of competent jurisdiction;
 3. The date the contribution was due to be paid;
 4. Whether a payment plan may be entered into in accordance with section 85(5) of the *Strata Schemes Management Act 2015*; and
 5. Any other action that may be taken to arrange for payment of the contribution;
 - (c) The Strata Committee determine and depending on it's determination:
 - (i) Provide advice regarding recovering outstanding contributions;
 - (ii) Commence, maintain, defend or discontinue court proceedings against any lot owner, mortgagee in possession or former lot owner where outstanding contributions are due in relation to the relevant lot;
 - (iii) Take legal action to recover unpaid contributions, interest on unpaid contributions or related expenses by enforcing any judgment obtained including:
 1. Obtaining any necessary writ(s) for the levy of property; and
 2. Obtaining any necessary garnishee order(s).

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Restricted matters

11. **RESOLVED** that the owners corporation remove the limitation relating to expenditure for 10% on a single line item and place a limit of expenditure of 5% of the overall budget.
12. **RESOLVED** that the owners corporation determine that no matters shall be a restricted matter that can only be decided at a general meeting.

Strata Committee

13. The following nominations were made to the Strata Committee:

- Simon Ruben
- Mel Gallagher
- Darren Keen
- Stephen Bastian
- Stephen Dafnakis
- Rod Christie
- Robert Zitek
- Darshan Mehta
- Elizabeth Gervey
- David Balog

A vote was taken on the number of candidates for the Strata Committee. It was determined to set the number as five (5). A ballot was held post meeting, at the elected candidates were:

Simon Ruben, Darren Keen, Stephen Bastian, Stephen Dafnakis & Rod Christie.

Annual Fire Safety Statement

14. **MOTION WITHDRAWN** *that the Owners Corporation resolves to do the following:*
 - (a) *Engage a suitably qualified contractor to carry out an annual Fire Safety Statement (and report) in accordance with Part 9, Division 5 of the NSW Environmental Planning and Assessment Regulations 2000 as amended; and*
 - (b) *To submit any corrective actions report to the Strata Committee to determine what action is required, if any; and*
 - (c) *To delegate to the strata manager the following functions pursuant to the Agency Agreement additional duties schedule:*

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- i. undertake the seeking of quotations and engaging the contractor to prepare the statement; and
- ii. sign the statement on behalf of the scheme and lodge the statement with local Council and cause a copy of the statement to be given to the Fire Commissioner

Note: The next Annual Fire Safety Statement will be completed 12 months after the current fire order is finalised with Sydney Council.

Remote / Online Voting

15. **RESOLVED** that the Owners – Strata Plan No. **40414** RESOLVES by ordinary resolution to adopt the following alternate means of voting (not being elections) at meetings of the owners corporation and/or meetings of the strata committee:
- (a) Voting by means of teleconference while participating in a meeting from a remote location;
 - (b) Voting by means of video-conferencing while participating in a meeting from a remote location;
 - (c) Voting by means of other electronic means while participating in a meeting from a remote location;
 - (d) Voting by means of email before the meeting; or
 - (e) Voting by means of other electronic means before the meeting.

16. Lot 23 Bathroom Renovation

RESOLVED that the Owners – Strata Plan No. 40414 SPECIALLY RESOLVES pursuant to sections 108 and 143 of the *Strata Schemes Management Act 2015* (“Act”) to:

1. Authorise the Owner of Lot 23 to add to, alter and erect new structures on the common property by carrying out of the Works (as that term is defined in the Special By-Law set out below), subject to the terms and conditions of the Special By-Law set out below; and
2. Grant the Owner of Lot 23 the exclusive use of the Exclusive Use Area (as that term is defined in the Special By-Law set out below),

subject to the terms and conditions of the Special By-Law set out below, and to make a by-law on the terms and conditions of the Special By-Law set out below, and that notification of this change to the by-laws be lodged for registration in accordance with section 141 of the Act at the Registrar-General’s Office.

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PART 1

GRANT OF RIGHT

Notwithstanding anything contained in any by-law applicable to the strata scheme, the Owner has the special privilege to carry out the Works (at the Owner's cost and to remain the Owner's fixture) and the right of exclusive use and enjoyment of those parts of the common property attached to or occupied by the Works, subject to the terms and conditions contained in Part 3 of this by-law.

PART 2

DEFINITIONS & INTERPRETATION

2.1 Definitions

In this by-law, unless the context otherwise requires:

- (a) **Act** means the Strata Schemes Management Act 2015.
- (b) **Authority** means any government, semi-government, statutory, public or other authority having any jurisdiction over the Lot or the Building including the council.
- (c) **Building** means the building situated at 267-277 Castlereagh Street, Sydney NSW 2000.
- (d) **Insurance** means:
 - (i) contractors all risk insurance (including public liability insurance) in the sum of \$10,000,000.00;
 - (ii) insurance required under the Home Building Act 1989 (if any); and
 - (iii) workers' compensation insurance.
- (e) **Lot** means lot 23 in strata plan 40414;
- (f) **Owner** mean(s) the owner(s) of the Lot.
- (g) **Works** means the works to the Lot and common property to be carried out for and in connection with the Owner's installation, repair, maintenance and replacement (if necessary), of:
 - * renovating the Lot in accordance with the following scope of works

Scope of Works Lot 23– Renovation

- Supply/Install floor protection to common areas

Bathroom

- Remove and dispose of existing wall and floor tiles to bathroom
- Remove and dispose of existing taps and fittings
- Remove and dispose of existing vanity
- Remove and dispose of existing toilet
- Remove and dispose of bath
- Remove and dispose of shower and screen
- Remove plaster cove cornice
- Remove render to footprint of existing tiles

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- Supply/Install new render to footprint of existing tiles
- Relocate plumbing to suit new concealed cistern toilet
- Disconnect and terminate wall plumbing to bath
- Supply/Install new false wall to conceal toilet plumbing
- Supply/Install new wall and floor tiles from floor to ceiling
- Supply/Install new plaster cove cornice
- Supply/Install 2 x new LED downlights
- Supply/Install new vanity
- Supply/Install new basin and mixer
- Supply/Install new shower taps and spout
- Supply/Install new frameless fixed glass panel shower screen
- Supply/Install new toilet
- Supply/Install new fixed mirror (to suit length of vanity)

Ensuite

- Remove and dispose of existing wall and floor tiles to bathroom
- Remove and dispose of existing taps and fittings
- Remove and dispose of existing vanity
- Remove and dispose of existing toilet
- Remove and dispose of shower and screen
- Remove plaster cove cornice
- Remove render to footprint of existing tiles
- Supply/Install new render to footprint of existing tiles
- Supply/Install new waterproof membrane
- Supply/Install new wall and floor tiles from floor to ceiling
- Supply/Install new plaster cove cornice
- Patch plasterboard ceiling
- Supply/Install 2 x new LED downlights off existing switch location
- Supply/Install 1 x new vanity wall
- Supply/Install new vanity, taps and spout/or mixer
- Supply/Install new shower taps and spout
- Supply/Install new semi frameless shower screen
- Supply/Install new toilet from range provided
- Supply/Install new fixed mirror (to suit length of vanity)

General

- Remove and dispose of carpet to unit
- Supply/Install new laminate floating floor with the approved Museum Towers acoustic timber flooring as per the flooring report from Renzo Tonin to footprint of new floating floor
- Supply/Install new door handles to internal doors
- Remove and replace all light switches to existing locations
- Replace existing light fittings with new to existing locations
- Supply/Install new built-in robe to conceal existing partition wall with timber hinged doors and melamine internal shelving and hanging space to footprint
- Supply/Install new bulkhead and cornice to new built in robes
- Prepare and paint all walls, ceilings, doors and frames (2 x coats, windows and external doors excluded)

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- Remove trade related rubbish and clean site
- Together with the restoration of lot and common property if damaged by the works, all of which are to be conducted strictly in accordance with the specification above and the provisions of this by-law.

2.2 Interpretation

2.2.1 In this by-law, unless the context otherwise requires:

- (a) the singular includes the plural and vice versa;
- (b) any gender includes the other genders;
- (c) any terms in the by-law will have the same meaning as those defined in the Act;
- (d) references to legislation include references to amending and replacing legislation;
- (e) references to the Owner in this by-law include any of the Owner's executors, administrators, successors, permitted assigns or transferees;
- (f) where a term of the by-law is inconsistent with any by-law applicable to the strata scheme, then the provisions of the by-law shall prevail;
- (g) references to any Works under this by-law include, where relevant, the condenser, coils, pipes, conduits, wires, flanges, valves, ductwork, caps, insulation and all other ancillary equipment and fittings whatsoever and any obligation under this by-law applies to all such ancillary equipment.

PART 3 CONDITIONS

3.1 Prior to commencement of the Works

Prior to the commencement of the Works, the Owner shall:

- (a) obtain all necessary approvals/consents/permits from any Authority and provide a copy to the owners corporation;
- (b) provide the owners corporation's nominated representative(s) access to inspect the Lot within forty-eight (48) hours of any request from the owners corporation;
- (c) effect and maintain Insurance and provide a copy to the owners corporation;
- (d) provide (if required) to the owners corporation a report from an engineer approved by the owners corporation concerning the impact of the Works on the structural integrity of the Building and Lot and common property; and
- (e) pay the owners corporation's reasonable costs in preparing, making and registering the by-law (including legal and strata management costs).

3.2 During installation of the Works

During the process of the installation of the Works, the Owner must:

- (a) use duly licensed employees, contractors or agents to conduct the installation;
- (b) ensure the Works are conducted in a proper and workmanlike manner and comply with the current Building Code of Australia and Australian Standards;
- (c) ensure the installation is carried out expeditiously and with a minimum of disruption;
- (d) ensure that any electricity or other services required to operate the Works are installed so they are connected to the Lot's electricity or appropriate supply;

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Web: thestratacollective.com.au

Email: info@thestratacollective.com.au

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- (e) carry out the installation between the hours of 7:00am and 7:00pm Monday- Friday or between 7:00am and 5:00pm on Saturday or such other times reasonably approved by the owners corporation;
- (f) perform the installation within a period of two (2) months from its commencement or such other period of time as may be approved by the owners corporation;
- (g) transport all construction materials, equipment and debris as reasonably directed by the owners corporation;
- (h) protect all affected areas of the Building outside the Lot from damage relating to the installation or the transportation of construction materials, equipment and debris;
- (i) ensure that the installation works do not interfere with or damage the common property or the property of any other lot owner other than as approved in this by-law and if this occurs the Owner must rectify that interference or damage within a reasonable period of time;
- (j) provide the owners corporation's nominated representative(s) access to inspect the Lot within 24 hours of any request from the owners corporation (for clarity more than one inspection may be required); and
- (k) not vary the Works without first obtaining the consent in writing of the owners corporation.

3.3 After installation of the Works

1.3.1 After the installation of the Works is completed, the Owner must without unreasonable delay:

- (a) notify the owners corporation that the installation of the Works has been completed;
- (b) notify the owners corporation that all damage, if any, to lot and common property caused by the installation and not permitted by this by-law has been rectified;
- (c) provide the owners corporation with a copy of any certificate or certification required by an Authority to indicate completion of the Works;
- (d) provide (if required) the owners corporation with certification from a suitably qualified engineer(s) approved by the owners corporation that the installation or works required to rectify any damage to lot or common property have been completed in accordance with the terms of this by-law;
- (e) provide the owners corporation's nominated representative(s) access to inspect the Lot within 48 hours of any request from the owners corporation to assess compliance with this by-law or any consents provided under this by-law; and
- (f) provide (if required) the Owners Corporation with certification from a suitably qualified engineer(s) approved by the owners corporation that the Works have been completed satisfactorily and in accordance with this by-law.

3.3.2 The owners corporation's right to access the Lot arising under this by-law expires once it is reasonably satisfied that paragraphs (a) to (f) immediately above have been complied with.

1.4 Enduring rights and obligations The Owner must:

- (a) not carry out any alterations or additions or do any works (other than the Works expressly approved under this by-law);
- (b) properly maintain and upkeep the Works in a state of good and serviceable repair;

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- (c) property maintain and upkeep those parts of the common property in contact with the Work
- (d) ensure that the Works (where applicable) do not cause water escape or water penetration to lot or common property;
- (e) indemnify and keep indemnified the owners corporation against any costs or losses arising out of or in connection with the Works including their installation, repair, maintenance, replacement, removal and/or use;
- (f) repair and/or reinstate the common property or personal property of the owners corporation to its original condition if the Works are removed or relocated.

3.5 Failure to comply with this by-law

If the Owner fails to comply with any obligation under this by-law the owners Corporation may:

- (a) by its agents, contractors or employees enter upon the Lot and carry out all work necessary to perform that obligation;
- (b) recover the costs of such work from the Owner as a debt due; and
- (c) recover from the Owner the amount of any fine or fee which may be charged to the owners corporation for the cost of any inspection, certification or order;

3.6 Ownership of Works

The Works will always remain the property of the Owner.

3.7 Applicability

In the event that the Owner desires to remove the Works installed under this by-law (or otherwise), the provisions of Part 3 shall also apply in relation to that removal.

17. **RESOLVED** that the Owners – Strata Plan No. 40414 **SPECIALLY RESOLVES** pursuant to section 141 of the *Strata Schemes Management Act 2015* (“the Act”) to add the following new by-laws be added as outlined in the document marked “*SP 40414 By Laws June 2020*” with the new numbering to be registered on title and to form the new sequencing of the Owners Corporation by-laws and that notification of this change to the by-laws be lodged for registration in accordance with the Act with NSW Land Registry Services.

NEW BY-LAWS

New By-law Reference	Page on “ <i>SP 40414 By Laws June 2020</i> ”
1.20 Cooking on Balconies	28
1.21 Window Coverings (Blinds, Shutters and Curtains)	29
1.22 Unlawful Short Term Rental Accommodation	29
1.23 Occupancy Limits	32
1.24 - Use of recreational areas in the building	33

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1.25 Free Standing Car Park Storage	43
1.27 Fire Alarms	44
1.28 Fire Compliance	46
1.29 Deliveries and Couriers	48
1.31 Renovations	49
Definitions	See Definitions Document

18. **MOTION AMENDED AND RESOLVED** that the Owners – Strata Plan No. 40414 SPECIALLY RESOLVE pursuant to section 136 of the *Strata Schemes Management Act 2015* (“**the Act**”) to amend the below listed by-laws being dealing AN357180 on the terms and the numbering outlined in the document marked “*SP 40414 By Laws June 2020*” to be registered on title and to form the new sequencing of the Owners Corporation by-laws and that notification of this change to the by-laws be lodged for registration in accordance with section 141 of the Act at the Registrar-General’s Office.

CHANGE OF WORDING AND NUMBERING

Current By-Law Reference	New By-law Reference	Page on “ <i>SP 40414 By Laws June 2020</i> ”
By-Law 1	1.1 - Noise	5
By-Law 7	1.6 - Children playing on common property in building	10
By-Law 8	1.7 - Behaviour of invitees	10
By-Law 9	1.8 - Depositing rubbish and other material on common property	10
By-Law 12	1.11 - Use and storage of inflammable liquids and other substances and materials	10
By-Law 13	1.12 - Moving furniture and other objects on or through common property	10
By-Law 15	1.12 - Garbage Disposal	11
By-Law 16	1.14 - Keeping of Animal	16
By-Law 17	1.15 – Appearance of Lot	18
By-Law 18	1.16 – Notice Board	18
Special By-Law 1	2.29 – Exclusive Use Lot 132	222
Special By-Law 11	1.19 – Building Security	21
Special By-Law 16	1.26 – No Smoking	44

It was noted that By-Law 1.2 - Vehicles was not put as this motion conflicts with the existing developer by-law (i)

19. **RESOLVED** that the Owners – Strata Plan No. 40414 SPECIALLY RESOLVE pursuant to section 136 of the *Strata Schemes Management Act 2015* (“**the Act**”) to amend the below listed by-laws being dealing AN357180 on the terms outlined in the document marked “*SP 40414 By Laws June 2020*” with the new numbering to be registered on title and to form the new sequencing of the Owners

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Phone: 02 9137 2320

Web: thestratacollective.com.au

Email: info@thestratacollective.com.au

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Corporation by-laws and that notification of this change to the by-laws be lodged for registration in accordance with section 141 of the Act at the Registrar-General's Office.

CHANGE OF NUMBERING ONLY (NO WORDING CHANGES IN THE BY-LAWS)

Current By-Law Reference	New By-law Reference	Page on "SP 40414 By Laws June 2020"
By-Law 3	1.3 Obstruction of Common Property	9
By-Law 4	1.4 Damage to Lawns and Plants on Common Property	9
By-Law 5	1.5 Damage to Common Property	9
By-Law 10	1.9 Drying of Laundry Item	10
By-Law 11	1.10 – Cleaning of windows and doors	10
By-Law 19	1.17 – Change in Use of Lot to be Notified	18
Developer By-Law p9	1.18 Developer By-Law	19
Special By-Law 6	2.28 – Erection of wall Lot 132	222
Special By-Law 7	2.33 – By-Law Building Works (Lot 133)	238
Special By-Law 8	2.34 - Building works (Lots 133, 134 and 135)	240
Special By-Law 12	2.30 – Works by Lot 132	225
Special By-Law 13	2.25 - Building works (lot 115)	217
Special By-Law 18	2.26 – Works By Law (Lot 127)	219
Special By-Law 19	2.27 – Exclusive Use (Lot 127)	222
Special By-Law 20	2.6 – Works by Lot 31	102
Special By-Law 21	1.30 – Service of Documents	49
Special By-Law 10	2.1 – Enclosure of Car Spaces	81
Special By-Law 23	2.2 – Transformation of 8 th floor lounge area	81
Special By-Law 24	2.15 – Works for Lot 70	156
Special By-Law 26	2.19 – Works to the boundary of Lot 90	180
Special By-Law 27	2.13 – Works for Lot 64	145
Special By-Law 28	2.8 – Works for Lots 56 & 108	113
Special By-Law 29	2.24 – Works for Lot 114	209
Special By-Law 30	2.4 – Works for Lot 13	90
Special By-Law 32	2.23 – Works for Lot 109	202
Special By-Law 33	2.10 – Works for Lot 58	121
Special By-Law 34	2.36 – Works By-Law Lot 146	329
Special By-Law 35	2.31 – New café fit out 132	228
Special By-Law 36	2.9 – By Law Renovations Lot 58	121
Special By-Law 37	2.22 – By-Law Works Authorisation Lot 107	194
Special By-Law 38	2.21 – By-Law Works Authorisation Lot 105	188
Special By-Law 39	2.11 – By-Law Renovations Lot 60 & 78	130

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Special By-Law 40	2.7 – By-Law Works for Lot 39	97
Special By-Law 41	2.35 – Works Lot 142 / Suite 505	321
Special By-Law 42	2.16 – Renovations Lot 87	161
Special By-Law 43	2.5 – Works for Lot 27	97
Special By-Law 44	2.37 – By-Law 44 – Suite 604 (Lot 150)	339
Special By-Law 45	2.17 – Authorise the owner of Lot 87 to add to, alter and erect new structures on the common property and exclusive use	168
Special By-Law 46	2.32 - Exclusive Use By-Law 132	237
Special By-Law 47	2.3 - By law – to authorise the owner of lot 5 to add to, alter and erect new structures on the common property and exclusive use	81
Special By-Law 48	2.12 - Lot 61 - By law – to authorise the owner of lot 61 to add to, alter and erect new structures on the common property and exclusive use	140
Special By-Law 49	2.14 – Lot 69 By law – to authorise the owner of lot 69 to add to, alter and erect new structures on the common property and exclusive use	152
Special By-Law 50	2.20 - Lot 102 By law – to authorise the owner of lot 102 to add to, alter and erect new structures on the common property and exclusive use	180
Special By-Law 51	2.18 - Works for Lot 88	174

20. **RESOLVED** that the Owners – Strata Plan No. 40414 SPECIALLY RESOLVE pursuant to section 136 of the *Strata Schemes Management Act 2015* (**‘the Act’**) to repeal the following by laws & special by-laws being dealing AN357180 and that notification of this change to the by-laws be lodged for registration in accordance with section 141 of the Act at the Registrar-General’s Office:

- Repeal by-law 6 – behaviour of owners or occupiers
- Repeal by-law 14 – floor coverings
- Repeal Special by-law 3 – visitor parking
- Repeal Special by-law 4 - exclusive use lots 130 & 131
- Repeal Special by-law 5 – disposal of rubbish by invitees from building
- Repeal Special by-law 9 – levy contributions
- Repeal Special by-law 10 – compliance with use and occupancy
- Repeal Special by-law 15 – security of building
- Repeal Special by-law 17 – floor coverings
- Repeal Special by-law 22 – recovery of costs
- Repeal Special by-law 25 – installation of air conditioners

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- Repeal Special by-law 31 - by law for any building or renovation work

21. MOTION DEFERRED that motion 6 of the EGM of 7 May 2020, proposing to replace foyer carpets now, be rescinded for the following reasons:

1. The capital works fund levies were raised specifically for structural/essential works, not cosmetic/beautification works. Each years budget had clearly identified projects behind the numbers. We can't afford to undertake cosmetic works whilst major structural issues have not been addressed.
2. There was no cost variation, quotes or exact scope of works presented in regards motion 6 of 7 May, to allow a more informed decision by the owners.
3. With the motion to reduce the levies having been approved, it's essential that our capital works fund monies are not misspent on wasteful projects.
4. It wasn't on the agenda for discussion at any previous meeting by the building, either strata committee or owners corporation. Therefore, making it unreasonable to ask the owners to vote on such a large outlay, without the appropriate and prior information.
5. Five years ago, the building paid for a Designer to lay out plans for the complete refurbishment of foyers after all essential work was completed. In the original design an appropriate carpet was advised. Not the charcoal/black one that was laid resulting from the insurance claim, that's now being proposed for all foyers. A carpet that would cause more problems than it solves, from a practicality perspective.
6. All the works below should be considered before any carpet is laid on the residential foyers.
 - The original, damaged, dated wallpaper should be removed and the walls possibly skimmed. Only then should money be spent painting them
 - Many cornices around lift panels have been cut into and need removing. Not patching up, but upgrading to a higher standard relevant to the money being spent.
 - Trims on the walls and apartment doors removed. This was suggested by the Designer for the planned upgrade. Providing a better quality finish and improved aesthetic
 - Foyer mirrors replaced or removed.
 - Door handles and numbers replaced to a more contemporary design e.g. timeless stainless steel, also suggested by the Designer.
7. Ultimately beautification works should be undertaken after all the structural issues have been completed.

It was noted that these works will not be completed until the sub committee review has been completed (motion 22) and after the major building works currently in place.

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Email: info@thestratacollective.com.au

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22. **RESOLVED** that a future plan be developed for repairs to the building including painting, replacing worn carpeting, roof and level 8 repairs and the establishment of a planning sub-committee/process be undertaken.
23. **RESOLVED** that the Strata Committee be requested to investigate the potential for conversion of the squash court to alternative common property uses for the benefit of the owners and report back to the owners for further consideration of this matter.
24. **MOTION RULED OUT OF ORDER** that in accordance with section 85(5) of the Strata Schemes Management Act 2015 the owners' corporation cancel or reverse, or refunds, any interest charged on outstanding levies for the year calendar year 2020, due to COVID19 the situation, for any owner, mortgagee in possession or former owner of a lot who does not pay contributions by their due date.

The motion was ruled out of order as the owner of Lot 65 was unfinancial at the time of meeting and so the motion was unable to be put.

WITH NO FURTHER MATTERS TO DISCUSS, THE MEETING WAS CLOSED AT 8.15PM

STRATA COMMITTEE MEETING

Minutes of meeting of the Strata Committee for SP 40414 held on 24 September 2020 commencing immediately following the Annual General Meeting.

THIS MEETING WAS NOT HELD AS THE STRATA COMMITTEE HAVE NOT YET BEEN ELECTED

THE STRATA COLLECTIVE PTY LTD

ABN: 44 616 974 193

Phone: 02 9137 2320

Web: thestratacollective.com.au

Email: info@thestratacollective.com.au

Level 3, 3 Spring Street

Sydney NSW 2000

From: Paul Culbi

Sent: Tuesday, 17 May 2022 6:59 AM

To: Reports

Subject: FW: Agenda for SC Meeting on Monday 16th May 2022

Attachments: ELECTRICAL INFRASTRUCTURE AUDIT V2 Executive Report Template docx.docx; Fire Consultant Fee Proposal Executive Report V2 docx.docx; SP 40414 SC AGD BALCONY FIRE SPRINKLERS - SAMPLE UNIT V3A.docx; SP 40414 SC AGD FIRE STOPPING QUOTES V2.docx; Webb Final Audit Report 5th April 2022.pdf

JAMESONS.

Paul Culbi

Licensee in Charge & Managing Director

02 8089 3401

Level 1, 483 Riley Street

Surry Hills NSW 2010

www.jamesons.com.au

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From: Simon Ruben <simonrubenworldwide@outlook.com>

Sent: Saturday, 14 May 2022 10:15 AM

To: D Balong <David@dcb-law.com>; Mun-Kit lee <lmkchina@hotmail.com>; Wendy Phillipa Wong <ww@flashpoint.com.au>; Melanie Gallagher <melaniegallagher@icloud.com>; E Gervay <eagervay@gmail.com>; Museum Towers Building Manager <MuseumTowers@skybm.com.au>; R Zitek <robert@corporateexpress.com.au>; R Maurice <rickmlawyer@gmail.com>; Paul Culbi <PaulC@jamesons.com.au>

Subject: RE: Agenda for SC Meeting on Monday 16th May 2022

Caution: This email was sent from outside the organisation – be cautious, particularly with links and attachments.
When in doubt, contact ITonCloud Support support@itoncloud.com

Good Morning Fellow SC Members,

To assist in summarising Kit's detailed report, I have attached the Executive Reports for each agenda item submitted to Paul Culbi (our strata manager) during the week prior to issuing the SC agenda.

This also includes the electrical infrastructure audit report and recommendations, for your information.

To summarise, SC approval is sought for the following items, all approved at the 23/3/22 EGM:

- Execution of the contract with Bowers for the fire stopping.
- Commencement of installation of balcony fire sprinklers into sample units by Newsound Fire to assess most cost effective methodology to enable the Newsound Fire budget

quotation, (recommended by the fire consultant), to be firmed up and subsequent installation of balcony fire sprinklers installed into balance of units.

- Engagement of Eagle Fire & Safety to supervise all fire works, certify satisfactory completion, submit all necessary documentation to Council to ensure fire order is lifted.
- Electrical infrastructure audit report to be noted (budget repair costs \$750K) and tender documentation to be completed to enable tendered costs to be submitted to a future EGM.

Regards,
Simon

From: David Balog <david@dcb-law.com>
Sent: Saturday, 14 May 2022 7:47 AM
To: Simon Ruben <simonrubenworldwide@outlook.com>
Subject: Fwd: Agenda for SC Meeting on Monday 16th May 2022

Hi Simon

Can you send to the committee or just me your summary of what Kit has put together i.e. what we have to do and why

Sent from my iPad

Begin forwarded message:

From: Elizabeth Anne <eagervay@gmail.com>
Date: 14 May 2022 at 5:44:51 am AEST
To: Mun-Kit lee <lmkchina@hotmail.com>
Cc: David Balog <David@dcb-law.com>, Richard Maurice <rickmlawyer@gmail.com>, Robert Zitek <robert@corporateexpress.com.au>, Mel Gallagher <melaniegallagher@icloud.com>, Simon Ruben <simonrubenworldwide@outlook.com>, Museum Towers Building Manager <MuseumTowers@skybm.com.au>, Paul Culbi <PaulC@jamesons.com.au>, ww@flashpoint.com.au
Subject: Re: Agenda for SC Meeting on Monday 16th May 2022

Hi Kit

Thanks for the input/effort. It needs actions. At the end of the day I suspect the committee will take a vote and we can move forward.

Yours
Elizabeth

On Fri, 13 May 2022 at 23:51, Mun-Kit lee <lmkchina@hotmail.com> wrote:

Dear All

Attached please find the brief on the status of the fire order to be considered by the SC as instructed by David. Please excuse any typos, poor grammar etc as I have only been informed of the meeting a few days ago and the working group (Simon, Peter and myself) had only

finished is cussing this on Thursday afternoon. I had spent 24 man hours on this and am upset that this has cut into my TV watching time.

I will try to complete other less items but still important items this weekend.

Regards

Kit

**ELECTRICAL INFRASTRUCTURE AUDIT REPORT
SUB-COMMITTEE REPORT
SP 40414**

We acknowledge the Gadigal people of the Eora Nation,
who are the traditional custodians of the land on which we work and walk

Date: 6th May 2022

Chair: Mun Kit Lee

Vice Chair: Simon Ruben

Contributors:

Purpose: TO INFORM OWNERS OF THE ELECTRICAL INFRASTRUCTURE AUDIT RECOMMENDATIONS

Sub-committees

Provide recommendations for action and determination by the Strata Committee and or the General Meeting in accordance with the STRATA SCHEMES MANAGEMENT ACT 2015 and regulations.

Sub-Committee's investigate, issue a summary report containing:

- Overview-Purpose-Purview
- Summary of Investigation
- Recommended Actions
- Recommended Resolutions

This report and the recommended actions and resolutions are to be added to the Agenda for the Strata Committee and or General Meeting as determined by the Strata Committee from time to time.

Overview-Purpose-Review

To inform owners of essential work required on the electrical infrastructure in the building.

Summary of Investigation

Deficiencies in the electrical infrastructure were first highlighted in 2019. The EGM in May 2020 resolved to engage Webb consultants to undertake an investigation and audit of all electrical infrastructure.

The audit and report, now completed, details essential work required to the electrical infrastructure.

The report highlights that there are major deficiencies in the electrical infrastructure which potentially could result in future catastrophic failure of electricity supply to the building and endanger occupants and tradespeople working on the electrical infrastructure.

The audit report contains extensive details and photographs of what is deficient and what is required to be done.

The main switchboard, located in the visitor parking area, requires replacement and most of the distribution boards, located on occupied floors, all require replacement. The indicative cost of undertaking this work is approximately \$760,000, including contingency. It estimated that the work would take up to 12 months to complete. During the final installation of the new switchboards the power to the building would be turned off for one to two days.

Stage 2 of the Webb fee proposal, previously submitted and approved, includes the design preparation, tender documentation and calling of tenders for all the works. Webb's are currently undertaking this now to enable tendered costs to be put to a future EGM for approval. The works will require the construction of a new main switch room in the visitor car park in an area currently used as bike storage. A new area for bike storage has been identified.

Issues requiring clarification include the requirement to apply for Council Exempt Development Consent which needs to be determined by a Town Planner and the design/documentation of the new main switch room by an architect.

The main incoming power line and connection to the switch board is in a "Link Box" located in an area underneath the Visitor car park exit driveway which is part lot 121. This link box requires modification including fire protection (it does not currently comply) and the installation of new supply cables running through lot 121 to the new main switch room. Agreement from the owner of lot 121 needs to be sought.

Recommended Actions:

Webb's to complete design and tender documentation and call tenders on behalf of the Owner's Corporation as per stage 2 of their approved fee proposal. Town planner and architectural input to be sought as required.

Reasons:

Tendered quotes are needed to establish a fixed cost and a firm timeframe for this work which can then be presented to Owners at a general meeting for approval.

Recommended Resolutions

Strata Committee	Audit Report to be noted, Webb's to finalise design and call tenders. Town Planner and architectural input approved as required.		

**FIRE CONSULTANT FEE PROPOSAL
SUB-COMMITTEE REPORT
SP 40414**

We acknowledge the Gadigal people of the Eora Nation,
who are the traditional custodians of the land on which we work and walk

Date: - 6th May 2022

Chair: Simon Ruben

Vice Chair:

Contributors:

Purpose

Sub-committees

Provide recommendations for action and determination by the Strata Committee and or the General Meeting in accordance with the STRATA SCHEMES MANAGEMENT ACT 2015 and regulations.

Sub-Committee's investigate, issue a summary report containing:

- Overview-Purpose-Purview
- Summary of Investigation
- Recommended Actions
- Recommended Resolutions

This report and the recommended actions and resolutions are to be added to the Agenda for the Strata Committee and or General Meeting as determined by the Strata Committee from time to time.

Overview-Purpose-Review

Confirmation of Fire Engineer engagement to supervise fire works and arrange to have fire order lifted.

Summary of Investigation

The 23/3/22 EGM approved the engagement of Eagle Fire & Safety (based on their fee proposal dated 3rd March 2022). That fee proposal included fixed fees for supervision of the fire stopping work by Bowers and the balcony fire sprinkler installation work by Newsound Fire.

The fee proposal also included the collation of ALL fire measures required to lift the Council fire order, submission to Council and the final removal of the fire order on an hourly rate basis.

Further discussion will be held to establish an upper limit on fees.

Recommended Actions

In accordance with the 23/3/22 EGM approval the engagement of Eagle Fire Consultants on the above fee proposal basis.

Reasons:

Eagle Fire have been project managing the previous stages of rectification work required to lift the fire order. They are best placed to finalise this work and arrange the lifting of the fire order.

Recommended Resolutions

Strata Committee	Eagle Fire be engaged to project manage the remaining works required to lift the fire order as outlined in their fee proposal.		
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**BALCONY FIRE SPRINKLERS – TRIAL UNIT
SUB-COMMITTEE REPORT
SP 40414**

We acknowledge the Gadigal people of the Eora Nation,
who are the traditional custodians of the land on which we work and walk

Date:- 6th May 2022

Chair: Simon Ruben

Vice Chair:

Contributors:

Purpose

Sub-committees

Provide recommendations for action and determination by the Strata Committee and or the General Meeting in accordance with the STRATA SCHEMES MANAGEMENT ACT 2015 and regulations.

Sub-Committees investigate, issue a summary report containing:

- **Overview-Purpose-Purview**
- **Summary of Investigation**
- **Recommended Actions**
- **Recommended Resolutions**

This report and the recommended actions and resolutions are to be added to the Agenda for the Strata Committee and or General Meeting as determined by the Strata Committee from time to time.

Overview-Purpose-Purview

In accordance with 23/3/22 EGM approval to engage Newsound Fire and MCM Pty Ltd to install balcony fire sprinkler(s) in sample units to test construction methodology and assess final cost and proceed with balcony fire sprinkler installation in balance of units.

Summary of Investigation

The 23/3/22 EGM resolved and approved the trial installation of balcony fire sprinklers into several test units to assess the methodology of getting the fire sprinkler pipe work onto the unit balconies through the existing sliding door and window framing and the subsequent approval to install balcony fire sprinklers into the remaining balance of units.

The Newsound Fire quote relies on the ability to utilise several possible methods of the fire sprinkler pipe penetrating through the frame of the sliding door and window frame.

The availability of units (as advised by the Building Manager) to undertake this test procedure (recommended by Ted Merewether and the Building Manager) will allow the confirmation of the proposed method and also the cost of having all units completed firming up the existing budget quote that was approved by the 23/3/22 EGM received from Newsound Fire.

Opening and subsequent repairing/painting of lounge bulkheads is required to access the existing fire sprinkler pipes. Peter Kelly will engage MCM Pty Ltd on an initial hourly rate basis (with an upper limit of \$29,000 for the sample units) to enable a fixed cost to be established for the balance of the units.

If required the Building Manager will engage a glazier and /or metal fabricator to repair/assist with the fire sprinkler pipe penetrations onto the balcony area.

Recommended Actions:

In accordance with the 23/3/22 EGM approval SC approval be given to fund and proceed with the trial installation of balcony fire sprinkler(s) in units to be undertaken by Newsound Fire and MCM P/L and subsequently finalise the installation of fire sprinklers to the remaining balance of all units as approved by the 23/3/22 EGM..

Reasons:

This trial installation will confirm the best method to install balcony fire sprinklers and potentially lead to reduced cost of current quotes to install balcony fire sprinklers in all units and subsequently the installation of fire sprinklers into the remaining balance of units as required by the Council's fire order.

Recommended Resolutions

1. Strata Committee	Motion to approve funding and proceeding with the trial installation of balcony fire sprinkler(s) (as recommended by Ted Merewether and the Building Manager) and subsequently the installation of fire sprinklers into the remaining balance of units as required by the Council's fire order.		
2.			

**FIRE STOPPING WORK
SUB-COMMITTEE REPORT
SP 40414**

We acknowledge the Gadigal people of the Eora Nation,
who are the traditional custodians of the land on which we work and walk

Date:- 6th May 2022

Chair: Simon Ruben

Vice Chair:

Contributors:

Purpose

Sub-committees

Provide recommendations for action and determination by the Strata Committee and or the General Meeting in accordance with the STRATA SCHEMES MANAGEMENT ACT 2015 and regulations.

Sub-Committees investigate, issue a summary report containing:

- **Overview-Purpose-Purview**
- **Summary of Investigation**
- **Recommended Actions**
- **Recommended Resolutions**

This report and the recommended actions and resolutions are to be added to the Agenda for the Strata Committee and or General Meeting as determined by the Strata Committee from time to time.

Overview-Purpose-Purview

In accordance with the 23/3/22 EGM approval to enter into a contract with Bowers to undertake the fire stopping project Strata Committee approval to execute that contract is sought.

Summary of Investigation

FLOOR SLAB & LIFT LOBBY GAPS – Following EGM approval to enter into a contract with Bowers to fill the gaps in floor slabs (where pipe and cable penetrations have not been properly filled) and the gaps between the residential lift lobby/unit dividing walls and the underside of floor slabs with fireproof mastic, strata committee approval to execute that contract is recommended.

The quote is Bowers \$250K +GST

Bowers have provided a fixed quotation and schedule of rates to fireproof all these gaps. Because of slight variations floor to floor, the fixed price quotes may need slight adjustment using the schedule of rates.

Peter Kelly has obtained separate quotes for the cost of cutting and repairing the lift lobby cornices and is recommending M5 Constructions Pty Ltd at an upper limit of cost of \$125,000. Negotiations are underway to possibly reduce this amount.

In addition to the quotes a 10% contingency is allowed

Recommended Actions

- 1. SC approval be given to execute the contract with Bowers and engage M5 Constructions P/L to undertake cutting and repairing of lift lobby ceilings.**

Reasons:

Council have granted an extension to the Fire Order until June 2022 for this and other fire rectification work. Work on all outstanding aspects must proceed ASAP to meet this deadline. Building insurance premiums are impacted by the outstanding fire order.

Recommended Resolutions

1. Strata Committee	Motion to approve executing contact with Bowers for \$250K and engage M5Constructions to cut and repair lift lobby ceilings.		
2.			



**MUSEUM TOWERS
167-277 CASTLEREAGH STREET SYDNEY NSW**

**REPORT ON
ELECTRICAL AUDIT**

PREPARED BY:

WEBB AUSTRALIA GROUP (NSW) PTY LTD

CONSULTING ENGINEERS

ABN 48 050 056 712 sydney@webbaustralia.com.au www.webbaustralia.com.au

LEVEL 4 828 PACIFIC HIGHWAY GORDON NSW 2072 AUSTRALIA T +61 2 9418 1444 F +61 2 9418 1191

ELECTRICAL LIGHTING MECHANICAL SECURITY COMMUNICATIONS AUDIO VISUAL

BRISBANE CANBERRA DOHA GOLD COAST MELBOURNE NEWCASTLE SUNSHINE COAST SYDNEY

O226JREP001
REVISION C DATE 05 APRIL 2022

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Rev No.	Date	Status	Author	Reviewer		Approved By	
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1. PURPOSE

Webb Australia was commissioned by the Museum Tower Management to undertake an Electrical Audit of the existing building electrical infrastructure with respect to identify the electrical ageing problems that may need rectification, report and cost the rectification.

2. SUMMARY OF RECOMMENDED SCOPE OF WORK

Throughout our investigation a number of findings have been explained in this report and summarised as follows:

- Replace the existing main switchboard with Form 3 B construction new main switchboard.
- Provide a new main switch room to accommodate the new main switchboard.
- Provide an SPD (Service Protection Device) to the incoming supply within the new main switchboard.
- Maintain the existing main switch room to house the existing Power Factor equipment, NBN connections, house services distribution board and establish a link box for extension of the existing submains, sub-circuits etc. to the new main switchboard.
- Provide a new consumers mains with a full size neutral from the incoming link box to the new main switchboard.
- The new main switchboard will consist of the same quantity of switches as per the existing main switchboard.
- A new house services board will be established in the existing MSB room this will be a 48 pole board giving thought to the EV charger units to car park level 1 - 4. The existing board is 30 poles and is full.
- The main switchboard will have the ability to connect a diesel generator to the new MSB.
- The existing unmetered distribution boards from level 7 to level 35 must be replaced with new. These boards are showing signs of aging insulation and should be replaced. The tee-off situation is not protected. We have allowed a fused tee-off. This will allow localised protection of any future faulty in lieu of affecting the whole rising submain.
- In short, the main objective is to establish and activate both the existing MSB and the new MSB simultaneously so that transfer over of the existing submains can be achieved progressively and in a timely fashion to minimise lengthy outage times.
- We have included the rental of a 1MVA diesel generator containerised and acoustically treated.
- Refer our program of the proposed works at the end of this report.
- Total Budget cost \$756,000 and project time of 11 months.

Why must these items be modified:

If this scope was not to be carried out, then the risk of a catastrophic fault occurring increase exponentially and possibility the isolation of the entire building for lengthy periods of time.

- No SPD means a failure of the MSB you cannot isolate the supply without calling the Supply Authority to pull the existing fuses.
- The distribution boards insulation is cracking and risking the crossing over of a phase-to-phase fault
- The MSB is a form 1 board which means access to all modes of the circuit breaker including incoming and outgoing cables are contained in the one space. The new MSB will be a form 3B which segregates the outgoing and incoming cables/ bus for the circuit breaker.
- Our current Australian Standards does not allow for any modifications to the existing main switchboard which leaves the supply of the new main switchboard the only option.

3. GLOSSARY OF TERMS

ABBREVIATION	DESCRIPTION
MSB	Main Switchboard
SPD	Service Protection Device
EV CHARGER	Electric Vehicle Charger
.....A	Ampere (Current)
L & P	Light and Power
CU	Copper
DB	Distribution Board
RCD	Residual-Current Device
XLPE	Cross Link Polyethylene
NBN	National Broadcast Network
FAULT LEVEL	This the maximum fault current that will flow when a fault occurs
SINGLE LINE DIAGRAM	Is a drawing that illustrates the electrical reticulation and the controlling devices
GRADING	To set the devices to trip closes to the fault but grade the system so the incomings devices do not trip unless of excessive fault level.
IP RATING	Defines the Ingress Protection rating of the equipment

4. BUILDING HISTORY

The building is a 35 storey high rise established by a Type 1 builder more than 30 years ago.

The building contains a variety of user functions namely:

- Residential Apartments.
- Residential Units.
- Office Suites.
- Minor Retail.
- Basement Carparks.

Based on the readings from the substation I would say that 800A could be approved for this site subject to a completed connection application being submitted and required grading of the customer's SPD, etc. however the cable from the LV pit to the premises may be required to be replaced due to the half-sized neutrals. However, this requirement would depend on the proposed works on site.

The substation is a Sydney CBD triplex arrangement and could have a fault level in the order of 63KA. There was no rating labels or indication that the existing MSB is rated to withstand this level of fault and would be unlikely given the age.

6. AUDIT EXCEPTIONS

The auditors are not responsible for the compliance with the latest Building Code of Australia or NCA. It is concerned with the longevity of the building electrical infrastructure and functions.

We are also not assessing the residential apartment, tenancies or office suites switchboards.

7. AUDIT

Our main concentration will be centred around the incoming supply, main switchboard, existing house services boards and existing riser cupboards which serve the tenants throughout the building.

The audit will be a two to three day operation involving the following nominated personnel (combined with mobile no):

- WEBB Australia Group Phillip Stennett, Principal Electrical Engineer M: 0418 258 987
- Stowe Australia Dan Martins M: 0432 446 946
- Stowe Australia Joshua Alford M: 0400 815 055

8. DAY ONE OPERATION

We investigated the source of the power supply being the incoming mains and existing main switchboard.

Stowe Australia opened up the main switchboard enclosures to all controlling main switches.

Each device will be inspected for compliance and age and a data logger will be attached to the power supplies so the load may be monitored over a 24 – 48 time frame.

The data loggers will be connected to a total of 6 main switches being:

- Main incoming supply (800amp capacity).
- Unmetered tenancies 1 - residential units levels 10 – level 35.
- Unmetered tenancies 2 level 7.
- Meriton Offices level 5 and level 6.
- House DB 1 and DB1A.
- Unmetered level 5 and level 6.

In addition to the data loggers, we will open and inspect all devices on the Main switchboard and address the following:

- Submain type.
- Circuit breaker type, rating- (amp and fault) and age.
- Cable type and reticulation.
- The Main switchboard construction form.
- We will try to ascertain the busbar size and rating.

We will list all the non-conformities as best as we can identify.

8.1 RESULTS OF DAY ONE ACTIVITIES

Day One did manage to install data loggers to all noted supplies, with the exception of one, being the house services DB1 and DB1A.

We also identified a problem with the controlling/protection main switches. Access to the enclosure was not possible without the turning off the main switches and therefore, in three of the data logger submains, the downstream locations where they were installed on level 7, level 11 and Meriton offices level 5 and level 6.

So, from the information to be provided the incoming supply **minus** the unmetered tenancies 1 residential units level 10 - level 35 **minus** the unmetered tenancies 2 level 7 **minus** Meriton Offices level 5 and level 6 **should equal** house DB1 and DB1A + house services, essential services ie. lift etc.

These inspections were undertaken without the need to turn off the power supply.

We used the internet to try and find the manufacturer of the main isolation switches being PBL. We had no success as some of the sub-circuits and tenancies main switches were Bovara Manufacturer, but this style of breaker did not exist.

8.1.1 Existing Arrangement

The building main switchboard comprises a front connected metalclad enclosure comprising the following sections:

- House Section (Essential and Life Safety).
- House DB-1 (Non-Essential).
- Unmetered tenancies 1 - main switch / tee-off - residential units Levels 10-35.

- Unmetered tenancies 2 - main Switch / tee-off – multi-use Tenants Lev 7.
- Other enclosures have been retrofitted adjacent the MSB including:
- Power Factor Correction Unit main switch / tee-off.
- Unmetered tenancies – main switch / tee-off – multi-use tenants Meriton Offices level 5 and level 6.
- Café meter panel and SPD.
- Unmetered tenancies - main switch / tee-off – multi-use tenants level and level 6 Riser.
- House DB-1A (foyer AC).

The MSB covers or panels opened however it appears to be of original building age (circa 35 Years) and past its design life.

The switchboard ratings could not be identified however we would assume to be 800A to match the incoming supply.

8.2 COMPLIANCE ISSUES

Our visual inspection and observations of compliance issues include:

- Age and condition are at end of life and at risk of failing and leaving building without power and un-occupiable possible wear and tear from vibration of trains.
- The main switchboard is not fitted with a SPD.
- Life safety switchgear separation inadequate to prevent a fault in one CB affecting another.
- IP rating inadequate to prevent accidental tripping off of life safety equipment.
- House L&P subcircuits not RCD protected.
- House L&P section has a faulty breaker.
- House L&P section no spare capacity.
- No drawings.
- Labelling is confusing.
- Lift 2 and 3 share a single supply.
- Unmetered sections not sealed.
- MSB fault rating undetermined.
- No grading/ discrimination.
- 800A rating requires second egress door from switch-room.
- No power monitoring/ meters required for energy management reporting, NABERS assessment etc.

8.3 SUPPLY AUTHORITY METERING

Supply authority meters located in the main switchroom:

- Strata Plan 40414
- Café
- NBN
- Meter NMI No NCCC006499.
- Meter NMI No TBC.
- Meter NMI No TBC.

8.4 DISTRIBUTION BOARDS

8.4.1 Existing Arrangement

The table below identifies each significant distribution board including a brief description and compliance issues using the key letters (A-J) below and recommendations made in the comments column.

8.5 COMPLIANCE ISSUES KEY

- A Age and condition are at end of life and at risk of failing and leaving building without power and unoccupiable.
- B Some subcircuits not RCD protected and non-compliant to current wiring rules.
- C No spare capacity/ poles.
- D No drawings.
- E Labelling is confusing.
- F DB fault rating undetermined and risk of total failure in an overload.
- G No grading and discrimination and risk of total failure in an overload instead of locally isolating the fault.
- H No door or protection against accidental damage or tripping.
- I The DB has no main isolator/ SPD.
- J Unmetered sections are not sealed.

9. MAIN SWITCHBOARD

9.1 CONSTRUCTION FORM

Is considered a Form 1 construction which means is a switchboard with no internal separation of busbars terminals for outgoing cables and all functional units are installed on a single central section. Form 1 segregation is suitable for smaller, lower power switchboards. This Form of switchboard has limited protection and isolation from a fault. We would consider the new main switchboard to be a Form 3 B construction

Form 3 B construction gives the installation a better safety, ease of maintenance and reliability because it is possible to isolate and perform maintenance on each starter without having to power down the whole switchboard. Serious faults within a starter are also more likely to be contained within a cubicle meaning adjacent starters are unaffected and can operate normally.

The main switchboard therefore must be replaced giving a higher construction form, more spare capacity, greater maintenance control. The main switchboard is dangerous to work on/safety issues.

9.2 FAULT LEVEL

We were only able to view the functional units serving the essential circuits and these were rated at 40KA.

9.3 CABLE TYPE

This was and XLPE cable 2 per phase with ½ neutral dia = 29mm being a 300mm² XLPE cable.

9.4 SWITCHBOARD OPTIONS

Our client has considered replacing the existing isolators with the latest devices but this is against the rules of AS 61439 unless we know the existing switchboard manufacturer and the manufacturer's type testing information this cannot be considered an option. The existing manufacturer is not known.

The existing switchboards has no SPD (Service Protection Device) which must be graded with the substation fuses which if blown cannot be replaced by the customer. The SPD gives this ability to control and work on the main switchboard accordingly. Currently the isolation of the main switchboard is via the 20 off main and sub switches being the control of the unmetered supplies and the essential supply breakers and switches.

We considered there was more than one option but with respect to the above the only option is to replace the main switchboard.

The important step is the first stage and that is the establishment of the Service Protection Device (SPD) with the busbar sections that will contain a number of the unmetered and essential services breakers.

Stage 1 will also involve the paralleling the existing incoming supply so that two main switchboards will be in operation until the full transfer of submains and sub circuits has occurred. This stage will involve the turning off the supply to the entire building to parallel the incoming supply so a diesel generator will be needed to be considered for this period of time estimated to be a 2 day operation. The Diesel generator may sit in the car park entry containerised and rated for the full capacity. Consideration maybe given to the permanent installation of a Diesel Generation and could be included in the Main switchboard redesign and installation.

The location of the new Main switchboard will need a new location within the basement area close to the existing. The existing MSB room has a number of problems.

- Entry stair is too high.
- Only one door entry is the MSB is over 3m then two entry doors will be required.
- If we mount the new MSB in front of the existing a 600mm clearance would be required. This might be a problem with doors covers on the new MSB.
- The existing MSB will be used as a link box for extending the existing submains to the new controllers in the New MSB
- The existing MSB room will also leave the Power Factor correction equipment and the NBN power supply in this room



Item	Description/Scope of Work	Priority
1	Provide SPD Form 3 B switchboard cubicle incorp metering CTS	
2	Paralleled incoming mains	
3	Transfer over the existing submains/ sub circuits to new MSB	
4	Build a new main switch room directly behind the existing MSB c/w two entry doors 4 hour rated, two entry doors	
5	Establish the existing main switch room as a link box room for extending the existing submains to the new MSB	
6	Remove the old main switchboard once all work complete	
7	Consideration of a diesel generator	
	SUB-TOTAL	

10. ELECTRICAL RISER CUPBOARDS on OCCUPIED FLOORS

10.1 DISTRIBUTION BOARDS

10.1.1 Existing Arrangement

The table below identifies each significant distribution board including a brief description and compliance issues using the Key letters (A-K) below and recommendations made in the Comments column.

10.2 COMPLIANCE ISSUES KEY

- Age and condition are at end of life and at risk of failing and leaving building without power and unoccupiable.
- Some subcircuits not RCD protected and non-compliant to current Wiring Rules.
- No spare capacity/ poles.
- No drawings.
- Labelling is confusing.
- DB Fault rating undetermined and risk of total failure in an overload.
- No grading and discrimination and risk of total failure in an overload instead of locally isolating the fault.
- No door or protection against accidental damage or tripping.
- The DB has no main Isolator/ SPD.
- Unmetered sections are not sealed.
- Levels 35 to 29, level 7 and level 11 were inspected.

10.3 GENERAL COMMENT

The type of switchboards similar to that on level 7 and 10 should be replaced in full the signs of serious ageing to the busbar insulation is a major issue and have been noted accordingly. This is a dangerous situation and could lead to a fire

The tables below are marked with red shading means immediate replacement and upgrade.

10.8 LEVEL 31 – NIL



10.9 LEVEL 30



1	Replacement of the existing tenants unmetered switchboards	
2	Redo the tee-off and replace with fused	

10.10 LEVEL 29 – NIL

10.11 LEVEL 28 – NIL



10.12 LEVEL 27 – NIL

10.13 LEVEL 26



1	Replacement of the existing tenants unmetered switchboards	
2	Redo the tee-off and replace with fused	

10.14 LEVEL 25



10.15 LEVEL 24 – NIL

10.16 LEVEL 23



1	Replacement of the existing tenants unmetered switchboards	
2	Redo the tee-off and replace with fused	

10.17 LEVEL 22



10.18 LEVEL 21 – NIL

10.19 LEVEL 20



1	Replacement of the existing tenants unmetered switchboards	
2	Redo the tee-off and replace with fused	

10.20 LEVEL 19



10.21 LEVEL 18 – NIL

10.22 LEVEL 17



1	Replacement of the existing tenants unmetered switchboards	
2	Redo the tee-off and replace with fused	

10.23 LEVEL 16



10.24 LEVEL 15 – NIL

10.25 LEVEL 14



1	Replacement of the existing tenants unmetered switchboards	
2	Redo the tee-off and replace with fused	

10.26 LEVEL 13



10.27 LEVEL 12 – NIL

10.28 LEVEL 11



1	Replacement of the existing tenants unmetered switchboards	
2	Re do the tee-off and replace with fused	

10.29 LEVEL 10



10.30 LEVEL 9 – NIL

10.31 LEVEL 8



10.32 LEVEL 7

Level 7 is the best example of this style of Distribution board. If you take a closer look at the busbar frame and insulation you will see the insulation is cracking. The red phase bolt and washers is resting on the white insulation. This is a fault just waiting to happen. Therefore, it is our recommendation that all this style of switchboard be replaced as a high priority.

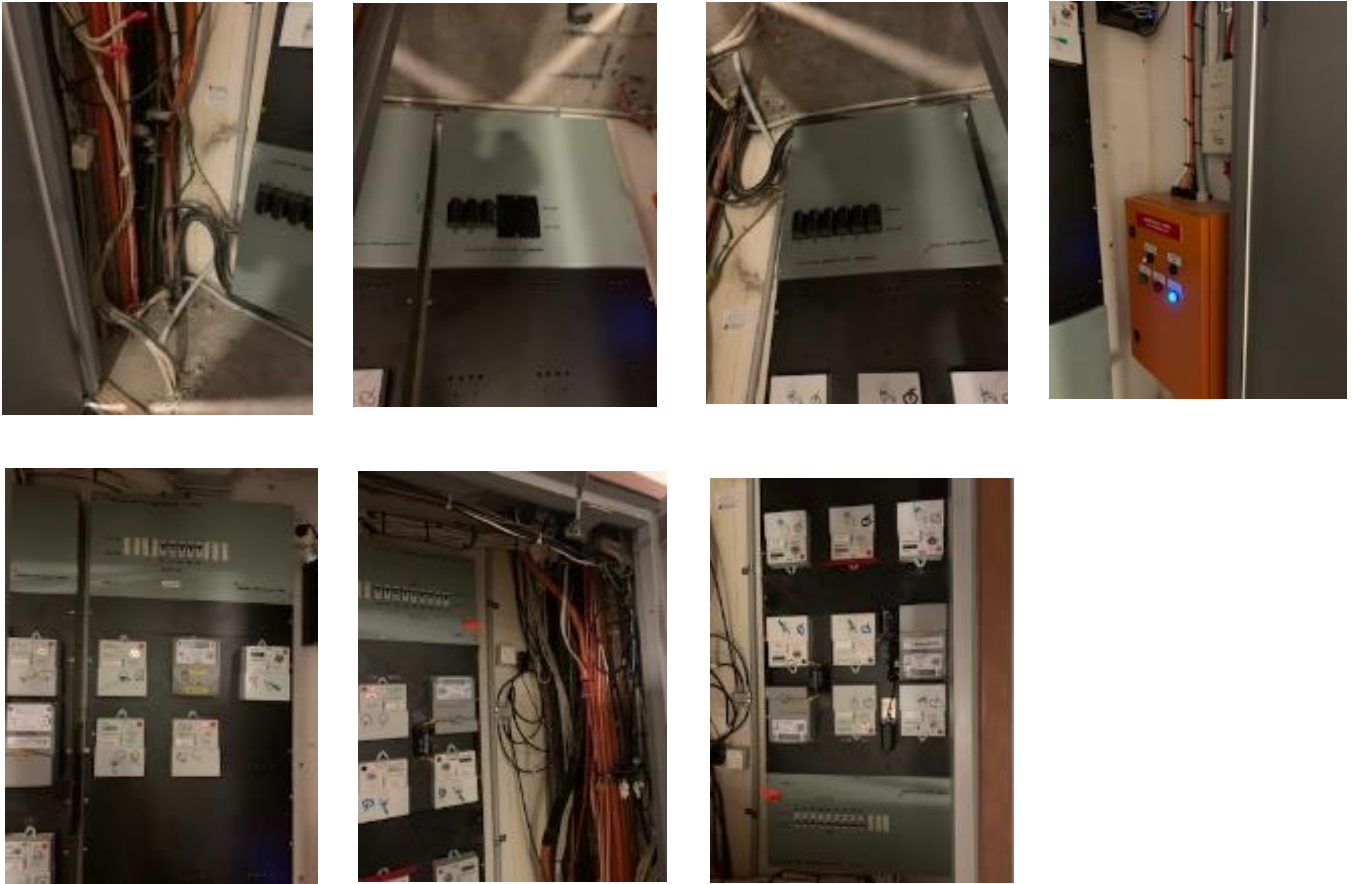


1	Replacement of the existing tenants unmetered switchboards	
2	Redo the tee-off and replace with fused tee-off	

10.33 LEVEL 6



10.34 LEVEL 5



1	Tidy up the existing riser cabling and segregate the communication cabling from the power cabling	
---	---	--

10.35 LEVEL 4 – CARPARK - NIL

10.36 LEVEL 3 – CARPARK - NIL

10.37 LEVEL 2 – CARPARK - NIL

10.38 LEVEL 1 – CARPARK – NIL

1	Future EV chargers requiring LV supplies only (chargers not included in price)	
---	--	--

10.39 GROUND LEVEL – FOYER AND COFFEE SHOP - NIL

11. DAY TWO OPERATION

This involved the removal of the data loggers and further inspections of the riser cupboards throughout the building.

11.1 RESULTS OF DAY TWO ACTIVITIES

We removed the data loggers and will obtain the results in the following days.

We also completed the inspections of the riser cupboards to the entire buildings as noted below.

12. RESULTS

12.1 DEMAND LOGGING DATA

As explained prior we were not able to log all the planned loads but a summary of the finding are as follows:

Main Incoming Supply -monitored over 15/03/2022- 8.06.47am to 17/3/2022 – 8.13.45am

Amps Maximum	A	B	C
	232.4A 16/03 – 8.54am	275.9A 16/03-12.52pm	198A 16/03 – 11.36am
Amps at the same time as phase B	203.7A		156A

In summary the incoming supply is rated as 800Amps per phase.

Unmetered Levels 5 and 6

Amps Maximum	A	B	C
	37.06A 15/03-1.19pm	54.19A 15/03 - 2.58am	40.66A 16/03 – 4.52pm

Unmetered Levels 10 to 35

Amps Maximum	A	B	C
	102.3A 15/03-7.01pm	111.9A 16/03 – 8.56pm	86A 16/03 – 11.04pm

Meriton Offices

Amps Maximum	A	B	C
	27.8A 15/03-10.18pm	49.4A 15/03 – 8.54pm	47.6A 16/03 – 3.17pm

Unmetered Level 7

Amps Maximum	A	B	C
	23.16A 15/03-4.00pm	21.78A 16/03 – 9.06am	7.55A 15/03 – 6.27pm

If I take the time at the max of the incoming and the same time of all others ie. B phase 12.52pm 16/03

- Unmetered levels 5 and 6 – 39.45A
- Unmetered levels 10 to 35 – 57.7A
- Meriton Offices – 21.9A
- Unmetered Level 7 – 13.94A
- Totals – 132.99A
- Incoming supply – 275.9 A -132.99A = 142.91A being the house services DB1 and DB1A + Essentials lifts etc.

Based on the building being 70% if occupied if 100% = 357.5 Amps per phase. Measurements taken between 2000 and 2009 measured greater than 558 Amps per phase over 6 readings.

13. COST ESTIMATE

13.1 EXISTING MAIN SWITCHBOARD



Item	Description/Scope of Work	Cost Estimate
1	Provide SPD form 3b switchboard cubicle incorp metering CTS	\$150,000
2	Paralleled incoming mains	\$60,000
3	Transfer over the existing submains/ sub circuits	\$50,000
4	Build a new Main Switch Room directly behind the existing MSB c/w two entry doors 4 hour fire rated	\$50,000
5	Establish the existing Main Switch Room as a link box room for extending the existing submains to the new MSB	\$20,000
6	Remove the old Main switchboard once all work complete	\$30,000
	Generation rental	\$30,000
	SUB-TOTAL	\$390,000

13.2 LEVEL 35

Recommendation



Item	Description/Scope of Work	Cost Estimate
1	Remove and relocate the switchboard off the ceiling	\$5,000
2	Tidy up the cabling in the corner	\$5,000

13.3 LEVEL 34



Item	Description/Scope of Work	Cost Estimate
1	Replacement of the existing tenants unmetered switchboards	\$10,000
2	Redo the tee-off and replace with fused tee-off	\$5,000
3	Remove the existing	\$3,000

13.4 LEVEL 33 – NIL

13.5 LEVEL 32 – NIL

13.6 LEVEL 31 -NIL



13.7 LEVEL 30



Item	Description/Scope of Work	Cost Estimate
1	Replacement of the existing tenants unmetered switchboards	\$10,000
2	Redo the tee-off and replace with fused	\$5,000
3	Remove the existing	\$3,000

13.8 LEVEL 29 – NIL

13.9 LEVEL 28 -NIL



13.10 LEVEL 27 -NIL

13.11 LEVEL 26



Item	Description/Scope of Work	Cost Estimate
1	Replacement of the existing tenants unmetered switchboards	\$10,000
2	Redo the tee-off and replace with fused	\$5,000
3	Remove the existing	\$3,000

13.12 LEVEL 25 -NIL



13.13 LEVEL 24 - NIL

13.14 LEVEL 23



Item	Description/Scope of Work	Cost Estimate
1	Replacement of the existing tenants unmetered switchboards	\$10,000
2	Tidy up the MATV system add more GPO's instead of power boards	\$5,000
3	Redo the tee-off and replace with fused	\$5,000
4	Remove the existing	\$3,000

13.15 LEVEL 22 – NIL



13.16 LEVEL 21 - NIL

13.17 LEVEL 20



Item	Description/Scope of Work	Cost Estimate
1	Replacement of the existing tenants unmetered switchboards	\$10,000
2	Redo the tee-off and replace with fused	\$5,000
3	Remove the existing	\$3,000

13.18 LEVEL 19 -NIL



13.19 LEVEL 18 -NIL

13.20 LEVEL 17



Item	Description/Scope of Work	Cost Estimate
1	Replacement of the existing tenants unmetered switchboards	\$10,000
2	Redo the tee-off and replace with fused	\$5,000
3	Remove the existing	\$3,000

13.21 LEVEL 16 -NIL



13.22 LEVEL 15 -NIL

13.23 LEVEL 14



Item	Description/Scope of Work	Cost Estimate
1	Replacement of the existing tenants unmetered switchboards	\$10,000
2	Redo the tee-off and replace with fused	\$5,000
3	Remove the existing	\$3,000

13.24 LEVEL 13



13.25 LEVEL 12 - NIL

13.26 LEVEL 11



Item	Description/Scope of Work	Cost Estimate
1	Replacement of the existing tenants unmetered switchboards	\$30,000
2	Re do the tee-off and replace with fused tee	\$15,000
3	Remove the existing	\$3,000

13.27 LEVEL 10 - NIL



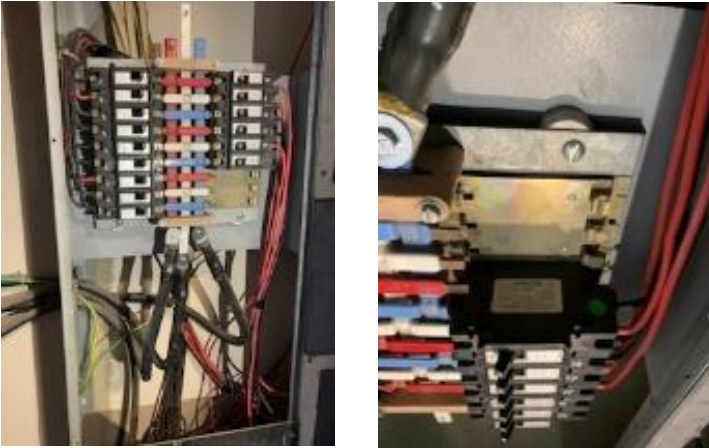
13.28 LEVEL 9 - NIL

13.29 LEVEL 8



Item	Description/Scope of Work	Cost Estimate
1	Replacement of the existing tenants unmetered switchboards	\$10,000
2	Redo the tee-off and replace with fused	\$5000
3	Remove the existing	\$3000

9.1.30 LEVEL 7



Item	Description/Scope of Work	Cost Estimate
1	Replacement of the existing tenants unmetered switchboards	\$10,000
2	Redo the tee-off and replace with fused	\$5,000
3	Remove the existing	\$3,000

13.31 LEVEL 6



13.32 LEVEL 5



Item	Description/Scope of Work	Cost Estimate
1	Tidy up the cabling riser corner	\$5,000

13.33 LEVEL 4 - CARPARK

13.34 LEVEL 3 - CARPARK

13.35 LEVEL 2 - CARPARK

13.36 LEVEL 1 – CARPARK

Item	Description/Scope of Work	Cost Estimate
1	Future EV chargers requiring LV supplies (chargers not included in price)	\$10,000

13.37 GROUND LEVEL – FOYER AND COFFEE SHOP

13.38 TOTAL ESTIMATE COSTS

Item	Description/Scope of Work	Cost Estimate
1	Riser Cupboards Sub total	\$240,000
2	Main switchboard + building works	\$390,000
	SUB-TOTAL	\$630,000
	Contingency	\$126,000
	TOTAL	\$756,000

No design fees are included in these cost.

14. PROGRAMME OF PROPOSED WORKS

Scope Item	Activity of the Works	Proposed Timing of the Activity
Design of the Upgrade Services	<ul style="list-style-type: none"> • Main Switch Boards • MSB room • Distribution boards • Incoming supply paralleling • SPD 	3 month's from acceptable of fee proposal
Construction Phase / Supervision Phase	<ul style="list-style-type: none"> • Build the new main switchroom • Shop drawings of the proposed works • Organise rental diesel generator • Paralleling the consumers mains from existing link box • Upgrade levels 7 - 35 distribution boards • Procure the new MSB • Remove the existing supply and main switchboard • Maintain the existing Power Factor units, NBN and new house services DB including EV allowances reconnect accordingly 	1 month's work 1 month's work 6 month's work
Supervision Phase	<ul style="list-style-type: none"> • Inspections etc. 	Over the same period of construction
Total Months		11 months

From: Paul Culbi
Sent: Tuesday, 17 May 2022 4:41 AM
To: Reports
Subject: FW: Lobby Concrete Spalling Report
Attachments: 5830.15-01.spec.pdf; 5830.15-01.pho.pdf

JAMESONS.

Paul Culbi
Licensee in Charge & Managing Director
02 8089 3401
Level 1, 483 Riley Street
Surry Hills NSW 2010
www.jamesons.com.au

Have a maintenance request? Click [HERE](#)
Liability limited by a scheme approved under Professional Standards Legislation.

From: Museum Towers Building Manager <MuseumTowers@skybm.com.au>
Sent: Tuesday, 17 May 2022 7:32 AM
To: chairman@museumtowers.com.au
Cc: Secretary <secretary@museumtowers.com.au>; Administrator <administrator@museumtowers.com.au>; R Zitek <robert@corporateexpress.com.au>; Kit Lee <LMKAUST@outlook.com>; Simon Ruben <simonrubenworldwide@outlook.com>; E Gervay <eagervay@gmail.com>; Paul Culbi <PaulC@jamesons.com.au>
Subject: FW: Lobby Concrete Spalling Report

Caution: This email was sent from outside the organisation – be cautious, particularly with links and attachments.
When in doubt, contact ITonCloud Support support@itoncloud.com

Good day SC
Copy of report from the engineer's report for the entrance foyer. I will start a file on this and have Elizabeth and Kit on the committee.
Any issues please advise?
Thanks

Peter



Peter Kelly
Building Manager

267 Castlereagh Street
Sydney NSW 2000
+61 401 555 252
Museumtowers@skybm.com.au
www.skybm.com.au

From: Tom Belovai <tom.belovai@costinroe.com.au>
Sent: Monday, 16 May 2022 2:19 PM
To: Museum Towers Building Manager <MuseumTowers@skybm.com.au>
Subject: Lobby Concrete Spalling Report

CO5830.15
Lobby, 267 Castlereagh St, Sydney

Hi Peter,

Further to my site inspection on 6/5/22, please see below comments and recommendations.

Photo report attached to be read in conjunction with below.

- Two (2) corroded reinforcing top bars observed within breakout area. Bars were noted to run in the east-west direction in lobby entrance. Section loss of bar was observed to be significant (**Refer photos 1-2**).
- Reinforcing bars observed to be at concrete surface (no cover) (**Refer photo 3**).
- Previous patch repairs were reported to have been completed in the area circa 7 years ago. This was evidenced by the tile bedding being a mixture of sand and concrete (**Refer photos 4-5**).
- Patch repairs appear to have been completed on northern side of lobby only as the southern section of concrete slab within the breakout area appeared to be original with sand bedding supporting the tiles (**Refer photo 6**).

Based on the above, in our opinion the drummy tiles in the lobby are due to the corroding reinforcement within the slab. The corrosion to the bars is likely due inadequate cleaning of the steel during the previous patch repairs and insufficient concrete cover. It is unclear if the corroded bars observed were from the original construction or whether they were retrofit during the patch repairs.

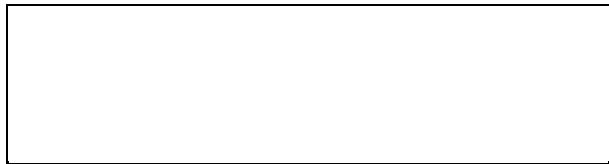
We recommend the drummy tiles along the northern side of the lobby are removed and spalled areas repaired in accordance with the attached specification. Where section loss of bar is greater than 15%, new reinforcing bars should be installed by lapping or welding to clean bar.

We understand the lobby tiles are due to be replaced in the future (6-12 months). At this time, we recommend a survey of the remaining slab areas is undertaken and any spalling found is addressed as per above.

If you have any questions regarding the above, do not hesitate to contact me.

Best Regards,

Tom Belovai
Senior Remedial Engineer



Strata Engineering Solutions
A business of Costin Roe Consulting Pty Ltd
ABN 50 003 696 446
Level 4, 8 Windmill Street, Walsh Bay
PO Box N419, Sydney, NSW 1220 Australia
tel: +61 2 9251 7699 fax: +61 2 9241 3731 mobile: 0448-007-469
email: tom.belovai@strataeng.com.au
web: www.costinroe.com.au

Postal address: PO Box N419, Sydney NSW 1220

Phone: 02-9251 7699 Fax: 02-9241 3731

Email: mail@costinroe.com.au Email: mail@strataeng.com.au Web: www.costinroe.com.au

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1.1 CONCRETE SPALLING REPAIRS

1.1.1 General

Please note, the below is a guide only and all works should be inspected by a qualified structural engineer at the following hold points:

- Upon completion of the concrete breakout
- Upon completion of reinforcement preparation
- Upon completion of repair works

1.1.2 Extent of breakout

The repairs shall be extended to include areas where corrosion stains, cracks, spalling, or other defects are identified during the remedial work surrounding this area.

The extent of breakout shall be until:

- The exposed reinforcement is not corroded and
- The surrounding concrete is sound and
- Extend 100mm beyond both the start of uncorroded steel and into sound concrete.

Depth of breakout shall be:

- To provide a minimum 20-25mm gap between the reinforcement and sound concrete.
- The perimeter of the repair shall be delineated by a square edged cut 10mm deep.

Care shall be taken to avoid cutting of reinforcement. Any reinforcement cut shall be repaired to the satisfaction of the Engineer.

All loose material shall be removed from the exposed concrete surface using a clean method to prevent surface contamination by dust, grease or other substances.

1.1.3 Reinforcement Preparation

All exposed reinforcement shall be cleaned to remove all rust and foreign matter by abrasive blasting to class 2½ (to leave only traces of slight stains in spots or stripes) for the full circumference of the steel.

In areas where 15% or greater loss of section has occurred, the Superintendent shall be consulted for repair method:

Bar Size	Diameter (mm)	Cross-Sectional Area (mm ²)	15% loss of CSA (mm ²)	15% loss Diameter (mm)
N10	10	78	66.3	9.2
N12	12	113	96.05	11.1
N16	16	201	170.85	14.7
N20	20	314	266.9	18.4

Supplementary reinforcement may need to be lapped to the existing reinforcement as instructed by the Engineer in accordance with the below guidelines:

Bar Size	Minimum Lap Length (mm)
N10	450
N12	500
N16	750
N20	1000

Alternatively, supplementary reinforcement may need to be welded to the existing reinforcement and is to be completed at the Superintendents discretion and instructions.

1.1.4 Coating the Reinforcement

Prior to placement of repair mortar, exposed steel shall be coated with an approved anticorrosive coating to provide a protective barrier against water, chlorides, sulphates and carbon dioxide in accordance with the manufacturer's recommendations.

Approved product(s):

- Nitoprime Zincrich

Product approval will normally be given on the recommendation of the manufacturer of the approved proprietary repair mortar. The use of chemicals, including rust converters, is NOT permitted.

1.1.5 Bond Coat/ Substrate primer

Prior to the placement of repair mortar, a bond coat shall be applied to the surface of exposed concrete and to the previously coated reinforcing steel.

Approved product:

- Nitobond HAR

The approved bond coat shall be applied in accordance with manufacturer's recommendations.

1.1.6 Repair Mortar

The repair mortar used to fill areas of broken out concrete shall be an approved polymer modified cementitious mortar.

Approved product:

- Renderoc HB40

The cementitious mortar shall be compatible with the bond coat and reinforcement coating.

The repair mortar shall

- Exhibit greatly reduced water and carbon dioxide permeability
- Have an improved resistance to chemicals
- Exhibit a minimal positive net expansion by volume between the period at application and initial set.

The mortar shall be supplied, applied and cured in accordance with the manufacturer's recommendations. Fully compact the repair mortar to ensure voids are eliminated, including behind and between the reinforcement. The repairs shall be carried out in layered thicknesses to meet the manufacturer's specifications.

The repair shall be made to match the existing surrounding surface as near as possible with respect to level, finish and texture unless the repair area has been locally thickened to provide cover to the reinforcement.

All repair materials shall be used in strict accordance with the manufacture's recommendations.



PHOTO 1

Two (2) corroded reinforcing top bars observed within breakout area.
Bars were noted to run in the east-west direction in lobby entrance.
Section loss of bar was observed to be significant.



PHOTO 2

Two (2) corroded reinforcing top bars observed within breakout area.
Bars were noted to run in the east-west direction in lobby entrance.
Section loss of bar was observed to be significant.



PHOTO 3

Reinforcing bars observed to be at concrete surface (no cover).



PHOTO 4

Previous patch repairs were reported to have been completed in the area circa 7 years ago. This was evidenced by the tile bedding being a mixture of sand and concrete.



PHOTO 5

Previous patch repairs were reported to have been completed in the area circa 7 years ago. This was evidenced by the tile bedding being a mixture of sand and concrete.

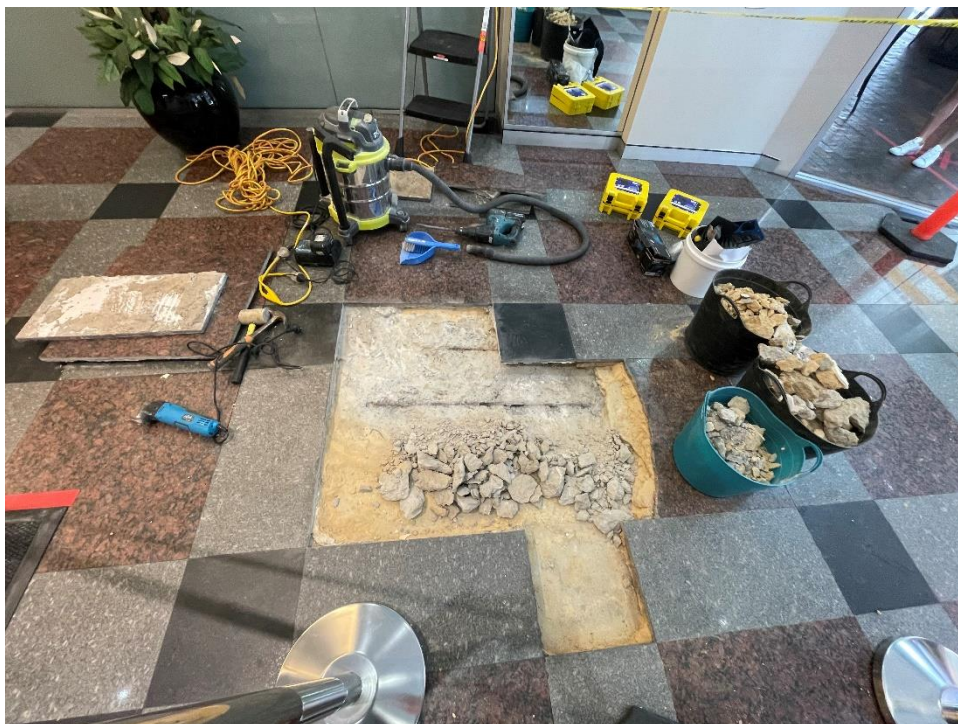


PHOTO 6

Patch repairs appear to have been completed on northern side of lobby only as the southern section of concrete slab within the breakout area appeared to be original with sand bedding supporting the tiles.

9 July 2018
File Ref 2000072847.J36039.001

The Owners SP40414
C/- Simon Ruben
P.O.Box 273 Bondi Road
BONDI NSW 2026

Dear Simon

Capital Works Fund Budget

Museum Towers SP40414, 267-277 Castlereagh Street, Sydney

Further to our proposal and your subsequent commission, we are pleased to enclose a copy of our Capital Works Fund budget for the above property.

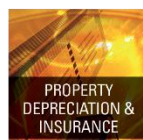
If you have any queries or require further information please contact Robert Buntine or Brian Gavahan of this office.

Yours faithfully



Napier & Blakeley Pty Ltd

Encl



Sydney

Adelaide

Melbourne

Perth

Brisbane

Singapore

Museum Towers

267-277 Castlereagh Street, Sydney

Capital Works Fund Budget

Prepared for
The Owners SP40414
C/- Simon Ruben
P.O.Box 273 Bondi Road
BONDI NSW 2026

Prepared by
Napier & Blakeley Pty Ltd
ACN 006 386 278
Level 8
120 Edward Street
BRISBANE QLD 4000
Tel 07 3221 8255 Fax 07 3229 2340

July 2018

File Ref 2000072847.J36039.001



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1. Introduction

Under instructions from The Strata Collective, we set out in this report our Capital Works Fund Budget for the common areas of the subject property.

The purpose of this report is to provide an independent analysis of the Capital Works Fund requirements of the Museum Towers SP40414.

This report identifies and evaluates the funding requirements for items requiring capital expenditure as detected by site inspection or by reference to specifications and maintenance contracts or by making an assessment of life expectancy.

Life expectancies and years to replacement used in this report are intended as a guide for the purposes of determining a reasonable budget allowance for each year covered by this report.

The Committee may wish to review the following:-

- Seek acknowledgment regarding the state of the building.
- Ascertain the future time objectives for the appearance and repair of the building, which may affect the immediate cash flow requirements.

We advise that the Capital Works Fund Budget should be reviewed annually to update any changes caused by abnormal expenditure, inflation rates, building material availability and the condition of the building.



2. Property Description

Museum Towers consists of a mixed use thirty five storey building over one basement car parking level. Levels 1-4 contain additional car parking, Levels 5-9 house commercial tenancies and Levels 10-35 contain residential units. The building also includes the following facilities and infrastructure:

- Passenger lifts
- Recreation/BBQ areas on the roof
- Swimming Pool, Gymnasium, Sauna and Squash Court
- Common Building Systems (access control, fire, ventilation and electrical)

No allowance has been made for damage caused by termites or other insects, regular maintenance checks should be carried out to detect their presence.

The building is currently undergoing major refurbishment works involving multiple areas and aspects of the building. Where possible at the request of the Owners we have included the budgeted amounts for these projects in our forecast.



3. Basis of Report

The Capital Works Fund Budget assesses the funding requirement to enable restoration to original standard of the property and items that are the responsibility of the Owner Corporation. Specifically it includes spending of a capital or non-recurrent nature; and the periodic replacement of major items of a capital nature; and other spending that should reasonably be met from capital.

We have assumed the property will be properly maintained to ensure maximum effective life of all components.

No allowance has been made in respect of potential change of use of the building or for obsolescence either functionally or technologically

The following items are deemed to be funded from the Administration Budget and do not form part of the Capital Works Fund.

- Light diffusers
- Bitumen paving - minor repairs
- Cleaning
- Costs associated with various maintenance agreements (eg. lifts mechanical services and fire services)
- Landscaping including garden watering system

The following items have a life span similar to the building structure and have been excluded from the Capital Works Fund Budget.

- Air conditioning ductwork and plant platforms
- Electrical distribution gear and circuits (including telephone)
- Security/Intercom systems (excluding major repairs)
- Water/Fire/Gas supply piping
- Garbage chute liner replacement (excluding repairs)
- Concrete/Bitumen paving (excluding major repairs)
- Wall render (excluding major repairs)
- Roller shutters (excluding repairs and painting)
- Concrete/Block walls and structures
- Site drainage (excluding major repairs)
- Tiling
- Sanitary fixtures



The attached figures have been calculated by adopting a current replacement cost of each component and apportioning the cost over the anticipated remaining life of the asset and adding an average annual inflating factor of 3.79% which is based on the average building construction cost inflation rate over the past twenty years.

Bank interest accrued on fund monies has not been included in the calculations.

The report is based on financial years. For calculation purposes, the year stated indicates the commencement of the financial year.

This is not a structural report and does not cover expenditure which occurs either directly or indirectly as a result of structural defects.

The cost for replacement includes 10% GST.



4. Capital Works Fund Budget

The Capital Works fund budget outlines our assessment of the funding requirements for items requiring expenditure of a capital or non recurrent nature.

R - Indicates the year in which expense is budgeted to occur.

The number of years until replacement of a Capital Works Fund Budget item is an assessment of the date a budgeted event is due to happen. This assessment is based on one or more of the following criteria:

- The current condition of the item
- The suitability of it to carry out its intended function
- The life expectancy of that item
- The current age of the item

The life expectancy of a Capital Works Fund Budget item is an allocation of the number of years given to a budget item if it is used for the purpose it was designed and intended.

Refer to the following Capital Works Fund Budget.



4.1 Capital Works Fund Budget - Contributions

Property Name : Museum Towers, 267-277 Castlereagh Street, Sydney
 Owners Corporation : The Owners SP40414
 Date Prepared : July 2018

Building Inflation Rate Used : **3.79%**
 Aggregate Lot Entitlement / Number of Units : 22035 / 132

Items	Years till Replacement	Life Expectancy	Current Cost 2017	Annual requirement																		*R - indicates expected year of replacement.																	
				2017		2018		2019		2020		2021		2022		2023		2024		2025		2026		2027		2028		2029		2030		2031		2032					
				R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R						
28	Enclosed Balcony Fire Compliance Investigation	2	One Off	50,000	25,000	25,948	R																																
29	Balcony Fire Compliance Rectification Works	4	One Off	300,000	75,000	77,843		80,793																															
30	Alarms & Detection System (Repair)	20	20	35,948	1,797	1,866		1,936	2,010	2,086	2,165	2,247	2,332	2,420	2,512	2,607	2,706	2,809	2,915	3,026																			
31	Fire Equipment Replacement / Repair	1	1	8,250	8,250	8,887	R	9,224	R	9,574	R	9,936	R	10,313	R	10,704	R	11,110	R	11,531	R	11,968	R	12,421	R	12,892	R	13,381	R	13,888	R	14,414	R						
32	Automatic Fire Doors - Commercial	1	20	15,000	15,000	1,124		1,167	1,211	1,257	1,305	1,354	1,406	1,459	1,514	1,571	1,631	1,693	1,757	1,824																			
33	Smoke Detectors	2	10	77,000	38,500	39,959	R	10,120	10,504	10,902	11,315	11,744	12,189	12,651	13,130	13,628	14,144	14,680	15,237	15,814																			
34	Fire Equipment Compliance Testing (Administration Fund Item)	5	5	EXCL								R					R															R							
Floor Finishes :																																							
35	Carpet - Lobbies & Common Areas (See Refurbishments for Next Replacement)	12	8	101,706	8,476	8,797		9,130	9,476	9,835	10,208	10,595	10,996	11,413	11,846	12,295	12,761	13,240	13,734	14,243	14,767	15,306	15,860	16,430	17,016	17,618	18,236	18,870	19,520	20,186	20,868	21,566	22,280	23,010					
36	Gym & Recreation Flooring (See Refurbishments for Next Replacement)	12	8	33,969	2,831	2,938		3,049	3,165	3,285	3,409	3,539	3,673	3,812	3,956	4,106	4,262	4,424	4,592	4,766	4,946	5,132	5,324	5,522	5,726	5,936	6,152	6,374	6,602	6,836	7,076	7,322	7,574	7,832					
Furniture and Fittings :																																							
37	Barbecue	2	10	2,640	1,320	1,370	R	347	360	374	388	403	418	434	450	467	485	503	522	542																			
38	Door Mats	5	5	1,045	209	217		225	234	243	R	281	292	303	314	326	R	339	351	365	378	393	R																
39	Letterboxes	5	20	8,712	1,742	1,808		1,877	1,948	2,022	R	758	787	816	847	879	913	947	983	1,020	1,059																		
40	Common Furniture	5	10	16,500	3,300	3,425		3,555	3,690	3,829	R	2,425	2,516	2,612	2,711	2,814	2,920	3,031	3,146	3,265	3,389	R																	
41	Signage	7	15	27,500	3,929	4,077		4,232	4,392	4,559		4,732	4,911	R	3,162	3,282	3,406	3,535	3,669	3,809	3,953	4,103																	
Garbage Chutes																																							
42	Chute Doors (Repair)	5	15	2,860	572	594		616	640	664	R	305	317	329	341	354	368	382	396	411	427																		
43	Garbage Chute Repairs	1	1	5,000	5,000	5,386	R	5,590	R	5,802	R	6,022	R	6,250	R	6,487	R	6,733	R	6,988	R	7,253	R	7,528	R	7,813	R	8,109	R	8,417	R	8,736	R						
44	Garbage Compactor (Replacement)	10	20	30,000	3,000	3,114		3,232	3,354	3,481		3,613	3,750	3,892	4,040	4,193	R	3,143	3,262	3,386	3,514	3,647																	
45	Garbage Compactor Repairs	1	1	2,750	2,750	2,962	R	3,075	R	3,191	R	3,312	R	3,438	R	3,568	R	3,703	R	3,844	R	3,989	R	4,140	R	4,297	R	4,460	R	4,629	R	4,805	R						
Gymnasium Equipment																																							
46	Common Gym Equipment (Periodic Replacement)	2	3	4,000	2,000	2,076	R	1,547	1,605	1,666	R	1,729	1,795	1,863	R	1,933	2,007	2,083	2,162	2,243	2,328	R	2,417																
Hand Dryers																																							
47	Electronic (Partial Replacement)	3	3	1,287	429	445		462	R	516	536	556	R	577	599	622	R	646	670	695	R	722	749	778	R														
Hardware and Mechanical Door Closers :																																							
48	Door Hardware	1	1	8,800	8,800	9,480	R	9,839	R	10,212	R	10,599	R	11,001	R	11,418	R	11,850	R	12,299	R	12,765	R	13,249	R	13,751	R	14,273	R	14,814	R	15,375	R						
49	Master Key System to Fire Stair	2	One Off	15,000	7,500	7,784	R																																
Hydraulic Systems :																																							
50	Plumbing & Drainage (Major Repair)	1	1	21,780	21,780	23,462	R	24,351	R	25,274	R	26,232	R	27,226	R	28,258	R	29,329	R	30,441	R	31,595	R	32,792	R	34,035	R	35,325	R	36,664	R	38,053	R						
51	Common Hot Water Systems	8	5	27,500	3,438	3,568		3,703	3,843	3,989		4,140	4,297	4,460	R	8,269	8,583	8,908	9,246	9,596	R	9,960	10,337																
Hydraulic Services Audit Items																																							
52	Potable Water & Fire Storage Tanks - Lid Sealing	1		6,000	6,000	R																																	
53	Potable Water & Fire Storage Tanks - Liner Sealant Investigation	1		3,000	3,000	R																																	
54	Potable Water & Fire Storage Tanks - Liner Fixing	1		2,000	2,000	R																																	



4.1 Capital Works Fund Budget - Contributions

Property Name : Museum Towers, 267-277 Castlereagh Street, Sydney
 Owners Corporation : The Owners SP40414
 Date Prepared : July 2018

Building Inflation Rate Used : **3.79%**
 Aggregate Lot Entitlement / Number of Units : 22035 / 132

Items	Years till Replacement	Life Expectancy	Current Cost 2017	Annual requirement																	*R - indicates expected year of replacement.																				
				2017	2018	2018	2019	2020	2020	2021	2021	2022	2022	2023	2023	2024	2024	2025	2025	2026	2026	2027	2027	2028	2028	2029	2029	2030	2030	2031	2031	2032	2032								
Roofing :																																									
123	Membrane Replacement & Roof Recreation Area Refurbishment	3	25	625,000	208,333	216,229	224,424	R	43,744	45,401	47,122	48,908	50,762	52,686	54,682	56,755	58,906	61,139	63,455	65,860																					
124	Replace L10 Roof Membrane & Paving	3	20	79,500	26,500	27,504	28,547	R	6,419	6,663	6,915	7,177	7,449	7,732	8,025	8,329	8,644	8,972	9,312	9,665																					
Sauna and Spa Equipment :																																									
125	Sauna	5	15	13,200	2,640	2,740	2,844	2,952	3,064	R	1,409	1,462	1,518	1,575	1,635	1,697	1,761	1,828	1,897	1,969																					
126	Sauna Heating Equipment	2	8	1,980	990	1,028	R	314	326	338	351	364	378	393	407	R	423	439	456	473	491																				
Swimming Pools :																																									
127	Pool Structural Work	2	One Off	120,000	60,000	62,274	R																																		
128	Filtration Equipment (Partial Replacement)	2	3	4,180	2,090	2,169	R	1,616	1,677	1,741	R	1,807	1,875	1,946	R	2,020	2,097	2,176	R	2,259	2,344	2,433	R	2,525																	
129	Heating Equipment	5	8	9,000	1,800	1,868	1,939	2,013	2,089	R	1,596	1,657	1,719	1,785	1,852	1,922	1,995	2,071	R	2,149	2,231																				
130	Pool Fencing (Repair)	6	10	2,200	367	381	395	410	425	442	R	336	348	361	375	389	404	419	435	452																					
131	Cleaning Equipment	2	2	550	275	285	R	313	325	R	337	350	R	363	377	R	392	406	R	422	438	R	454	472	R	489															
132	Refinish Swimming Pool	6	20	30,000	5,000	5,190	5,386	5,590	5,802	6,022	R	2,708	2,811	2,918	3,028	3,143	3,262	3,386	3,514	3,647																					
Vehicle Control Equipment :																																									
133	Automated Parking System	2	15	10,000	5,000	5,189	R	955	991	1,028	1,067	1,108	1,150	1,193	1,239	1,286	1,334	1,385	1,437	1,492																					
Windows & Louvres :																																									
134	Motorised Louvre Works	1	One Off	153,200	153,200	R																																			
135	Sunroom Window Framing	2	20	40,000	20,000	20,758	R	3,112	3,230	3,352	3,479	3,611	3,748	3,890	4,038	4,191	4,349	4,514	4,685	4,863																					
136	Window Seals (Gradual Replacement)	1	1	17,424	17,424	R	18,770	R	19,481	R	20,219	R	20,986	R	21,781	R	22,607	R	23,463	R	24,353	R	25,276	R																	
CONTINGENCY					1,710,000	1,710,000	1,710,000																																		
Total capital works fund contribution PA					5,343,037	3,900,904	2,727,034	645,550	649,386	547,131	493,017	497,297	519,875	538,368	531,284	551,420	586,522	608,751	640,352																						
Total capital works fund contribution PA, per unit entitlement					242.48	177.03	123.76	29.30	29.47	24.83	22.37	22.57	23.59	24.43	24.11	25.02	26.62	27.63	29.06																						
Total capital works fund expense PA					1,692,557	2,484,912	1,239,524	270,334	541,821	835,556	646,893	149,915	219,707	169,613	230,118	542,189	147,904	269,502	195,693																						
Total capital works fund expense PA, per unit entitlement					76.81	112.77	56.25	12.27	24.59	37.92	29.36	6.80	9.97	7.70	10.44	24.61	6.71	12.23	8.88																						
Average capital works fund contribution PA					1,111,473	944,420	983,535	1,024,191	1,066,448	1,110,370	1,190,137	1,251,995	1,285,038	1,334,287	1,385,403	1,438,455	1,493,519	1,550,669	1,609,986																						
Average capital works fund contribution PA, per unit entitlement					42.70	44.41	46.18	48.03	49.95	51.94	54.01	56.82	58.32	60.55	62.87	65.28	67.78	70.37	73.06																						



4.2 Capital Works Fund Budget – Expenses

Property Name : Museum Towers, 267-277 Castlereagh Street, Sydney
 Owners Corporation : The Owners SP40414
 Date Prepared : July 2018

Items	Years till Replacement	Life Expectancy	Current Cost 2017	Expense including GST																
				2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
Air Conditioning & Mech Ventilation :																				
1	Air Conditioning System (Commercial)	2	25	215,000		219,074														
2	Common Room Units	15	15	3,850																5,060
3	Bathroom Ventilating Plant	3	20	22,000			22,844													
4	Bathroom Ventilating Ductwork (Cleaning)	12	12	38,500														47,631		
5	Carpark Ventilating Plant	1	One Off	60,000	60,000															
6	Carpark Ventilating Plant	5	5	11,296				12,185							16,386					19,736
7	Lobby Ventilating Plant	3	20	21,569			22,397													
8	Stairwell Pressurisation Fans	20	20	19,800																
9	A/C Split Systems to Plant Rooms etc.	2	5	4,400		4,483					5,709							6,876		
Consultants :																				
10	Allowance for Consultant Fees (next 5 years during major works)	1	1	66,000	66,000	71,098	73,792	76,589	79,492											
Computer Systems :																				
11	Building Management System	5	7	11,000					11,866									17,189		
Electrical, Communications (incl Security)																				
12	Emergency Lighting Installation	1	1	3,713	3,713	3,999	4,151	4,308	4,471	4,641	4,817	4,999	5,189	5,385	5,590	5,801	6,021	6,249	6,486	
13	Switchboard Thermoscans (Administration Fund Item)	2	3	EXCL																
14	Intercom & Access System (Repair)	1	8	29,040	29,040								40,588							
15	CCTV Camera System (Repair)	2	2	3,094		3,152		3,590		3,867		4,166		4,488		4,834		5,208		
16	CCTV Camera System (Update & Upgrade)	5	6	12,375					13,349							18,632				
17	Fibre Optic Building Backbone (Installation Allowance)	3	One Off	55,000		57,111														
External Works :																				
18	Driveways, Paths & Podium Areas (Major Repair)	12	30	30,122														37,267		
19	Heritage Frontage (Repair)	3	3	20,000		20,768			25,001			27,953				31,253				34,943
Façade Works :																				
20	Eastern Highrise Façade (Sandstone)	2	One Off	150,000		152,843														
21	North & South Facades (Brickwork) - Major Repairs	3	One Off	150,000		155,757														
22	Residential Balustrade Works	1	10	30,000	30,000	10,000												41,369		
23	Street Façade Windows (Heritage)	1	10	20,000	20,000	10,000												41,369		
24	Child Locks	1	One Off	13,000	13,000															
Fire Control and Alarm Systems :																				
25	Fire Damper Works	2	20	106,000		108,009														
26	Fire Damper Works (Repair)	12	10	10,000														12,372		
27	Installation of EWIS System (Upgrade)	2	One Off	300,000		305,685														



4.2 Capital Works Fund Budget – Expenses

Property Name : Museum Towers, 267-277 Castlereagh Street, Sydney
 Owners Corporation : The Owners SP40414
 Date Prepared : July 2018

Items	Years till Replacement	Life Expectancy	Current Cost 2017	Expense including GST																																				
				2017	2018	2018	2019	2019	2020	2020	2021	2021	2022	2022	2023	2023	2024	2024	2025	2025	2026	2026	2027	2027	2028	2028	2029	2029	2030	2030	2031	2031	2032							
28 Enclosed Balcony Fire Compliance Investigation	2	One Off	50,000		50,948																																			
29 Balcony Fire Compliance Rectification Works	4	One Off	300,000																																					
30 Alarms & Detection System (Repair)	20	20	35,948																																					
31 Fire Equipment Replacement / Repair	1	1	8,250	8,250	8,887		9,224	9,574	9,936	10,313	10,704	11,110	11,531	11,968	12,421	12,892	13,381	13,888	14,414																					
32 Automatic Fire Doors - Commercial	1	20	15,000	15,000																																				
33 Smoke Detectors	2	10	77,000		78,459																		120,325																	
34 Fire Equipment Compliance Testing (Adminstration Fund Item)	5	5	EXCL																																					
Floor Finishes :																																								
35 Carpet - Lobbies & Common Areas (See Refurbishments for Next Replacement)	12	8	101,706																																					
36 Gym & Recreation Flooring (See Refurbishments for Next Replacement)	12	8	33,969																																					
Furniture and Fittings :																																								
37 Barbecue	2	10	2,640		2,690																																			
38 Door Mats	5	5	1,045							1,127												1,516																		
39 Letterboxes	5	20	8,712							9,398																														
40 Common Furniture	5	10	16,500							17,799																														
41 Signage	7	15	27,500																																					
Garbage Chutes																																								
42 Chute Doors (Repair)	5	15	2,860							3,085																														
43 Garbage Chute Repairs	1	1	5,000	5,000	5,386		5,590	5,802	6,022	6,250	6,487	6,733	6,988	7,253	7,528	7,813	8,109	8,417	8,736																					
44 Garbage Compactor (Replacement)	10	20	30,000																																					
45 Garbage Compactor Repairs	1	1	2,750	2,750	2,962		3,075	3,191	3,312	3,438	3,568	3,703	3,844	3,989	4,140	4,297	4,460	4,629	4,805																					
Gymnasium Equipment																																								
46 Common Gym Equipment (Periodic Replacement)	2	3	4,000		4,076					4,818				5,386								6,022																		
Hand Dryers																																								
47 Electronic (Partial Replacement)	3	3	1,287				1,336				1,609																													
Hardware and Mechanical Door Closers :																																								
48 Door Hardware	1	1	8,800	8,800	9,480		9,839	10,212	10,599	11,001	11,418	11,850	12,299	12,765	13,249	13,751	14,273	14,814	15,375																					
49 Master Key System to Fire Stair	2	One Off	15,000		15,284																																			
Hydraulic Systems :																																								
50 Plumbing & Drainage (Major Repair)	1	1	21,780	21,780	23,462		24,351	25,274	26,232	27,226	28,258	29,329	30,441	31,595	32,792	34,035	35,325	36,664	38,053																					
51 Common Hot Water Systems	8	5	27,500																																					
Hydraulic Services Audit Items																																								
52 Potable Water & Fire Storage Tanks - Lid Sealing	1		6,000	6,000																																				
53 Potable Water & Fire Storage Tanks - Liner Sealant Investigation	1		3,000	3,000																																				
54 Potable Water & Fire Storage Tanks - Liner Fixing	1		2,000	2,000																																				



4.2 Capital Works Fund Budget – Expenses

Property Name : Museum Towers, 267-277 Castlereagh Street, Sydney
 Owners Corporation : The Owners SP40414
 Date Prepared : July 2018

Items	Years till Replacement	Life Expectancy	Current Cost 2017	Expense including GST																	
				2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032			
55	Potable Water & Fire Storage Tanks - Fire Service Compliance	1	10,000	10,000																	
56	Hot Water Plant & Pipework Level 36 & Pool Gym Ammenities Temperature	2	12,000		12,227																
57	Potable Cold Water Level 21,23,32 - Repair Previous Repairs	1	5,500	5,500																	
58	Hot Water Level 26 & 20 - Repair Pipework	1	8,300	8,300																	
59	Cold Water Delivery System - Fix Water Hammer Issues	2	54,870		55,910																
60	Hot Water Level 9 - Repair Pipework	1	1,000	1,000																	
61	Potable Cold Water Level 9,36 & Basement - Backflow Prevention	1	10,000	10,000																	
62	Potable Cold Water Basement - Backflow Prevention to Boundary	1	12,000	12,000																	
63	Stormwater Pump Plant - Replacement & System Repair	1	10,000	10,000																	
64	Grease Pit Arrestor - Reseal Lid	1	800	800																	
65	Sanitary Drainage - Reseal Floor Drain	1	800	800																	
66	Hot Water Basement Garbage Room - Signage	2	100		102																
67	Hot Water Flow & Return Pipework Level 20 - Repairs	2	1,000		1,019																
68	Hot Water Flow & Return Risers Level 21,26,28,29,30 - Repairs	2	12,000		12,227																
69	Hot Water Meter - Repairs		Note																		
70	Hot Water Meter - New Fibre Washers (Lot 605, Unit 8,23,42,47,68,71,74,82,93)	1	1,000	1,000																	
71	Hot Water Flow & Return Pipework Level 9 & 36 - Repairs	2	17,000		17,322																
72	Hot Water Plant Level 9,36 - Major Repair & Upgrade	2	25,000		25,474																
73	Potable Cold Water Pressure Pump for Basement - Level 8 Replace	1	9,000	9,000																	
74	Potable Cold Water Control Valve - Repair Leak	1	800	800																	
75	Natural Gas - Replace Gas Valve	1	800	800																	
76	Storm Water Carpark Level 4 - Repair Downpipe Leaks	1	3,000	3,000																	
77	Fire Service Carpark Levels 1,2,3 - Pipework Repairs	1	28,000	28,000																	
78	Storm Water Level 8 Plant Room - Bracket Replacement	1	1,400	1,400																	
79	Hot Water Service Level 9 - Return Pipe Replacement	1	800	800																	
80	Hot Water Plant & Pipework Level 36 & 69 - System Replacement	2	125,000		127,369																
81	Surface Stormwater Drainage Level 36 - Cast Iron Drain Replacement	2	12,000		12,227																
82	Surface Stormwater Drainage Level 36 - CCTV Investigation & Repairs	2	80,000		81,516																
83	Potable Water & Fire Storage Tanks Level 36 - Isolation Valve Replacement	2	3,000		3,057																
84	Hot Water Plant & Pipework Level 9 & 36 - Temperature Control System	2	180,000		183,411																
85	Cold Water Pressure Boosted Tank Delivery Pipework Level 12,18,22,30 -	2	70,000		71,327																
86	Cold Water Pipe Supports Level 18,22,30 - Replace	2	800		815																
87	Cold Water & Hot Water - Replace Remaining Original Isolation Valves	2	74,000		75,402																
88	Hot Water Meter - New Fibre Washers	2	7,200		7,336																
89	Hot & Cold Water - Replace Flexible Braided Hoses	2	36,000		36,682																



4.2 Capital Works Fund Budget – Expenses

Property Name : Museum Towers, 267-277 Castlereagh Street, Sydney
 Owners Corporation : The Owners SP40414
 Date Prepared : July 2018

Items	Years till Replacement	Life Expectancy	Current Cost 2017	Expense including GST																	
				2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032		
90	Hot & Cold Water Risers - Install Brackets	2		35,000		35,063															
91	Hot & Cold Water - Install Loose Jumper Valve Control Cocks	2		9,600		9,782															
92	Hot & Cold Water Level 10-14 & 20-25 - Pressure Reducing Works	2		15,000		15,284															
93	Storm Water Drainage Level 10 - Install Overflows	2		8,000		8,152															
94	Fire Hydrant Service Level 24 - Replace Corroded Fitting	2		3,000		3,057															
95	Sanitary Drainage - Upgrade Tradewaste	2		6,000		6,114															
96	Roof & Terraces Level 9 & 36 - Provide SW Overflow	3		6,000			6,230														
97	Sanitary Plumbing Level 36 - Replace Vent Pipes & Cowls	3		1,000			1,038														
98	Hot Water Plant Level 9 & 36 - Replace Storage Cylinders	3		6,000			6,230														
99	Potable Water Basement Carpark - Provide Filtration System	3		10,000			10,384														
100	Sanitary Plumbing Basement Carpark - Replace CI Pipework	3		45,000			46,727														
	Lifts and Elevators :																				
101	Lift Replacement - Part 1	1	One Off	1,100,000	1,100,000																
102	Lift Replacement - Part 2	2	One Off	500,000		509,475															
103	Major Service	16	15	150,000																	
104	Interiors	16	15	36,300																	
105	Floor Finishes	8	7	1,650								1,686							2,883		
	Painting :																				
106	Carpark & Service Area Painting	9	15	38,500									44,883								
107	Internal Walls & Ceilings (Next Occurrence in Refurbishments)	14	10	100,174															129,015		
108	External Walls & Soffits	7	10	460,937								516,785									
	Pumps :																				
109	Hot Water - See Hydraulics			Note																	
	Cold Water - See Hydraulics			Note																	
110	Fire Booster (Repair)	10	15	2,750										3,270							
111	Sprinkler Jacking Pump	1	10	20,000	20,000														30,112		
112	Sewerage - See Hydraulics			Note																	
113	Stormwater - See Hydraulics			Note																	
	Refurbishment to Common Areas :																				
114	Lobby Refurbishment Stage 1	5	30	250,000						269,682											
115	Lobby Refurbishment Stage 2	6	30	250,000							274,919										
	Roof Recreation Area (Refer to Roofing)			Note																	
116	Pool, Spa & Recreation Amenities Refurbishment	6	20	350,000								384,887									
117	Gym, Squash Court, Sauna Refurbishment	4	20	100,000				105,830													
	Roller Shutters and Entry Gates :																				
118	Entry Gates (Major Repair)	6	8	7,700							8,468								12,962		
119	Entry Gates - Motor, Control Gear	2	3	2,640		2,690				3,180			3,555				3,975		4,444		
120	Roller Shutters (Major Repair)	6	8	6,600							7,258								11,110		
121	Garage Doors - Motor, Control Gear	3	3	2,640			2,741				3,300			3,690			4,125		4,613		
122	Annual Repairs to Gates & Roller Shutters	1	1	4,400	4,400	4,740	4,919	5,106	5,299	5,500	5,709	5,925	6,150	6,383	6,625	6,876	7,136	7,407	7,688		



4.2 Capital Works Fund Budget – Expenses

Property Name : Museum Towers, 267-277 Castlereagh Street, Sydney
 Owners Corporation : The Owners SP40414
 Date Prepared : July 2018

Items	Years till Replacement	Life Expectancy	Current Cost 2017	Expense including GST																
				2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
Roofing :																				
123	Membrane Replacement & Roof Recreation Area Refurbishment	3	25	625,000			648,987													
124	Replace L10 Roof Membrane & Paving	3	20	79,500			82,551													
Sauna and Spa Equipment :																				
125	Sauna	5	15	13,200				14,239												
126	Sauna Heating Equipment	2	8	1,980		2,018								2,872						
Swimming Pools :																				
127	Pool Structural Work	2	One Off	120,000																
128	Filtration Equipment (Partial Replacement)	2	3	4,180		4,259		5,034			5,629			6,293					7,036	
129	Heating Equipment	5	8	9,000				9,709											14,597	
130	Pool Fencing (Repair)	6	10	2,200					2,419											
131	Cleaning Equipment	2	2	550		560		638		688		741		798		859			926	
132	Refinish Swimming Pool	6	20	30,000					32,990											
Vehicle Control Equipment :																				
133	Automated Parking System	2	15	10,000		10,189														
Windows & Louvres :																				
134	Motorised Louvre Works	1	One Off	153,200	153,200															
135	Sunroom Window Framing	2	20	40,000		40,758														
136	Window Seals (Gradual Replacement)	1	1	17,424	17,424	18,770	19,481	20,219	20,986	21,781	22,607	23,463	24,353	25,276						
CONTINGENCY																				
Total capital works fund expense PA				1,692,557	2,484,912	1,239,524	270,334	541,821	835,556	646,893	149,915	219,707	169,613	230,118	542,189	147,904	269,502	195,693		
Total capital works fund expense PA, per unit entitlement				76.81	112.77	56.25	12.27	24.59	37.92	29.36	6.80	9.97	7.70	10.44	24.61	6.71	12.23	8.88		



5. Capital Works Fund Available Funds Flow

The Capital Works Fund Available Funds Flow calculates the funds that are available each year by deducting the forecast expenditure and the previous fund apportionment (if required) from the Capital Works fund contribution.

Refer to the following Capital Works Fund Available Funds Flow.



5.1 Capital Works Fund Available Funds Flow

Property Name : Museum Towers, 267-277 Castlereagh Street, Sydney
 Owners Corporation : The Owners SP40414
 Date Prepared : July 2018

Year	2017 2018	2018 2019	2019 2020	2020 2021	2021 2022	2022 2023	2023 2024	2024 2025	2025 2026	2026 2027	2027 2028	2028 2029	2029 2030	2030 2031	2031 2032
Balance brought forward	1,276,035	1,805,851	265,360	9,371	763,228	821,492	629,942	706,823	1,342,539	1,941,507	2,639,817	3,328,738	3,758,641	4,637,892	5,452,696
Budgeted annual contributions	1,111,473	944,420	983,535	1,024,191	1,066,448	1,110,370	1,190,137	1,251,995	1,285,038	1,334,287	1,385,403	1,438,455	1,493,519	1,550,669	1,609,986
Budgeted Special Levies / Reductions	1,110,900				-466,364	-466,364	-466,364	-466,364	-466,364	-466,364	-466,364	-466,364	-466,364	-466,364	-466,364
Actual Annual Contributions	2,222,373	944,420	983,535	1,024,191	600,085	644,007	723,773	785,632	818,674	867,923	919,039	972,092	1,027,155	1,084,306	1,143,622
Deduct - end of year expenditure	-1,692,557	-2,484,912	-1,239,524	-270,334	-541,821	-835,556	-646,893	-149,915	-219,707	-169,613	-230,118	-542,189	-147,904	-269,502	-195,693
Total - available funds	1,805,851	265,360	9,371	763,228	821,492	629,942	706,823	1,342,539	1,941,507	2,639,817	3,328,738	3,758,641	4,637,892	5,452,696	6,400,625



6. Disclaimer

This report is the opinion of Napier & Blakeley Pty Ltd ACN 006 386 278 ATF Napier & Blakeley Unit Trust ABN 87 601 474 307 (**Napier & Blakeley**) and is to be read together with and is subject to the term and conditions of our engagement. Our opinions in this report are based on the information referred to in this report that has been made available to us by or on behalf of the addressee (**Information**).

Napier & Blakeley has not obtained independent verification of the Information. As such, our opinion may be different if the Information is incorrect or inaccurate in any way. This report was prepared solely for the addressee and its use is limited to the purpose for which it was provided. No third party may rely on this report without first obtaining the prior written consent of Napier & Blakeley.

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