

THE OWNERS OF 67 WRAY AVENUE FREMANTLE STRATA PLAN 75068																														
MINUTES OF ANNUAL GENERAL MEETING																														
Meeting Date	1 October 2024																													
Meeting Location	Level 1 757 Canning Highway, Applecross, WA, 6153																													
Time	05:00 PM	Opened: 05:00 PM	Closed: 06:57 PM.																											
Lots Represented	<table><tr><td>Lot 1</td><td>CP</td><td>Owner present (pre-voted)</td></tr><tr><td>Lot 2</td><td>BH</td><td>Owner present (pre-voted)</td></tr><tr><td>Lot 3</td><td>CB, JAS</td><td>Owner present (pre-voted)</td></tr><tr><td></td><td>CM</td><td></td></tr><tr><td></td><td>DK</td><td></td></tr><tr><td>Lot 4</td><td>DDB</td><td>Owner present (pre-voted)</td></tr><tr><td>Lot 5</td><td>DK</td><td>Owner present</td></tr><tr><td>Lot 6</td><td></td><td>Company Nominee present</td></tr><tr><td>Lot 7</td><td></td><td>Proxy present (pre-voted)</td></tr></table>			Lot 1	CP	Owner present (pre-voted)	Lot 2	BH	Owner present (pre-voted)	Lot 3	CB, JAS	Owner present (pre-voted)		CM			DK		Lot 4	DDB	Owner present (pre-voted)	Lot 5	DK	Owner present	Lot 6		Company Nominee present	Lot 7		Proxy present (pre-voted)
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Proxies	<table><tr><td>Lot 6</td><td>L Pty Ltd</td><td>Proxy Name: DDB</td></tr><tr><td>Lot 7</td><td>E X P Pty Ltd</td><td>Proxy Name: DK</td></tr></table>			Lot 6	L Pty Ltd	Proxy Name: DDB	Lot 7	E X P Pty Ltd	Proxy Name: DK																					
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Lot 7	E X P Pty Ltd	Proxy Name: DK																												
Quorum	There being a quorum represented, the meeting opened at 05:00 PM.																													

Item 1	
Appointment of Chairperson for the meeting	
Proposed Resolution - that Tonia Apa be authorized to act as Chairperson of the strata company for the purposes of the meeting.	

Mover: DDB Secnder: BH

Motion 2	
Confirmation of Previous Minutes	Ordinary Resolution Submitted by Strata Committee
Proposed resolution - that the previously circulated minutes of the General Meeting held on 20/10/23 be verified as a true record of those proceedings.	
Motion CARRIED. VOTES	
Yes : 4 No: 1 Abs: 2 Inv: 0	

Mover: DDB Secnder: BH

Motion 3	
Adoption of Standing Orders for the conduct of general meetings	Ordinary Resolution Submitted by Strata Committee
Proposed resolution — that the strata company adopt the standing orders for the conduct of general meetings, as attached to and forming part of the notice of this meeting.	

Motion CARRIED.	Yes : 4	No: 0	Abs: 3	Inv: 0
VOTES				

Mover: DK Seconder: P

Motion 4	
Constitution of the Council	Ordinary Resolution Submitted by Strata Committee
Proposed Resolution - that the Council of Owners of the strata company shall consist of 3 owners.	

Motion CARRIED.	Yes : 3	No: 1	Abs: 3	Inv: 0
VOTES				

Mover: DK Seconder: CP

Election of the Council			
The Chairperson will call for nominations of candidates for election to the Council of Owners. If required, the Chairperson will also conduct a ballot to elect members of the Council.			
CM, MM, CP, L Pty Ltd have been elected to the committee.			
Name	Details	Votes	Outcome
CM, MM		0	Elected, reason: Elected Unopposed
CP		0	Elected, reason: Elected Unopposed
L Pty Ltd		3	Elected, reason: Elected Unopposed

Motion 6	
Consideration of Statement of Accounts	Ordinary Resolution Submitted by Strata Committee
Proposed resolution –	

that the financial statement of accounts, as presented, be adopted as a true and correct record of the financial transactions of the strata company for the period ending 30th of June 2024.

**Motion CARRIED.
VOTES**

Yes : 4 No: 0 Abs: 3 Inv: 0

Mover: DDB Secnder: DK

Motion 7

Insurance

Ordinary Resolution

Submitted by Strata Committee

Proposed resolutions –

that copies of the current certificates and schedules for the insurance required under section 127(3)(c) of the Act, as tabled, be received and incorporated into the records of the strata company. and;

that the Financial Services Guide and Product Disclosure Statement be received and incorporated into the records of the strata company. and;

that the Council be directed to insure for such risks and sums insured as it deems appropriate after taking professional advice in respect of workers compensation, flood, floating floors, office bearers liability, machinery breakdown, government audit costs, appeal expenses, legal defence expenses, catastrophe cover, workers compensation, Lot owners fixtures and improvements, loss of market value. and;

that the Council be directed to renew the current insurance policy prior to its expiry date or secure insurance with a different insurer in such sums and on terms which are not less than the current policy, or as are recommended by qualified professional advisors.

**Motion CARRIED.
VOTES**

Yes : 4 No: 0 Abs: 3 Inv: 0

Mover: CM Secnder: DDB

Motion 8

Annual report of the Strata Manager

Ordinary Resolution

Submitted by Strata Committee

Proposed resolution –

that the annual report of the Strata Manager be received.

**Motion CARRIED.
VOTES**

Yes : 4 No: 0 Abs: 3 Inv: 0

Mover: DDB Secnder: DK

Motion 9

Consideration of budget of estimated expenditure from the Administrative Fund	Ordinary Resolution Submitted by Strata Committee
<p>Proposed resolutions – that the budget of estimated expenditure from the Administrative Fund for the period 01/07/2024 to 30/06/2025 amounting to \$21,388.50, be adopted. and;</p> <p>that the above administrative fund expenditure estimates shall become the following financial years budget until it can be revised at the next AGM.</p>	
<p>Motion CARRIED. VOTES</p> <p>Yes : 4 No: 0 Abs: 3 Inv: 0</p>	

Mover: DDB Seconder: CP

Motion 10

Determination of the levy of contributions for the financial year

Ordinary Resolution
Submitted by Strata Committee

Proposed resolutions –
that the levy of contributions on owners for the Administrative Fund be payable in advance, inclusive of GST (if applicable), by instalments due and payable in the amounts and on the dates as shown below. and;

that these interim contributions be continued on a quarterly basis until otherwise determined by the strata company in general meeting.

Period From	Period To	Due	Admin Fund	Per Lot Entitlement
01 Jul 2024	30 Sep 2024	01 Jul 2024	\$5,347.12	\$53.4712
01 Oct 2024	31 Dec 2024	01 Oct 2024	\$5,347.12	\$53.4712
01 Jan 2025	31 Mar 2025	01 Jan 2025	\$5,347.12	\$53.4712
01 Apr 2025	30 Jun 2025	01 Apr 2025	\$5,347.14	\$53.4714
01 Jul 2024	30 Jun 2025		\$21,388.50	\$213.8850

Interim Periods

Period From	Period To	Due	Admin Fund	Per Lot Entitlement
01 Jul 2025	30 Sep 2025	01 Jul 2025	\$5,347.12	\$53.4712
01 Jul 2025	30 Sep 2025		\$5,347.12	\$53.4712

Motion CARRIED. VOTES	Yes : 4	No: 0	Abs: 3	Inv: 0
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Mover: CM Seconder: DDB

Motion 11

Consideration of the 10-year plan and proposed provision for the Reserve Fund

Ordinary Resolution
Submitted by Strata Committee

Proposed resolutions –
that the 10-year plan be adopted as presented (if applicable). and;

that the levy of contributions on owners for the Reserve Fund be payable in advance, inclusive of GST (if applicable), by instalments due and payable in the amounts and on the dates as shown below. and;

that these interim contributions be continued on a quarterly basis until otherwise determined by the strata company in general meeting.

Period From	Period To	Due	Reserve Fund	Per Lot Entitlement
01 Jul 2024	30 Sep 2024	01 Jul 2024	\$656.25	\$6.5625
01 Oct 2024	31 Dec 2024	01 Oct 2024	\$656.25	\$6.5625
01 Jan 2025	31 Mar 2025	01 Jan 2025	\$656.25	\$6.5625
01 Apr 2025	30 Jun 2025	01 Apr 2025	\$656.25	\$6.5625
01 Jul 2024	30 Jun 2025		\$2,625.00	\$26.2500

Interim Periods

Period From	Period To	Due	Reserve Fund	Per Lot Entitlement
01 Jul 2025	30 Sep 2025	01 Jul 2025	\$656.25	\$6.5625
01 Jul 2025	30 Sep 2025		\$656.25	\$6.5625

Motion CARRIED. VOTES	Yes : 4	No: 0	Abs: 3	Inv: 0
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Mover: DK Seconder: DDB

Motion 12

Next AGM	Ordinary Resolution Submitted by Strata Committee
Proposed resolution — that the next AGM be scheduled after the end of the financial year and no later than 15 months after the date of this AGM.	
Motion CARRIED. VOTES <div> Yes : 4 No: 0 Abs: 3 Inv: 0 </div>	

Mover: DB Seconder: CP

Item 13	
Matters without notice for discussion and referral to the Council	
<p>Such matters may only be raised at the discretion of the Chair and with leave of the meeting.</p> <p>-“Rough sleepers” continuing to be an issue at the complex. Discussions relating to the clean up of rough sleepers. It was decided that the Strata Manager would obtain a quote from a contractor to attend to call outs for clean ups.</p> <p>-Discussions regarding amenities signage to be changed to “Staff Only” to deter public use</p> <p>-CCTV access. Dom to arrange remote access for lot owners</p> <p>-Discussions regarding the addition of a Bulders Spindle to be made to the tap</p>	

Mover: CM Seconder: DDB

Close of meeting
There being no further business, the Chairperson declared the meeting closed at 06:57 PM.

Signed as true record

Chairperson

Date



Issue date: 02 August 2024

Certificate of Insurance

This document certifies that the policy referred to below is currently intended to remain in force until 4.00pm on the expiry date shown in the Period of Insurance below and will remain in force until that date, unless the policy is cancelled, lapsed, varied or otherwise altered in accordance with the relevant policy conditions or the provisions of the "Insurance Contracts Act, 1984".

INSURED:	The Owners of Strata Plan 75068	
INTERESTED PARTY(S):	Name	Classification
DESCRIPTION OF INSURED BUSINESS:	Residential Strata	
SITUATION OF RISK:	67 WRAY AVENUE, FREMANTLE, WA 6160	
SECTION 1:	<u>Property - Physical Loss, Destruction or Damage</u> Buildings - \$2,726,847.00 Common Contents - \$27,268.00	
SECTION 2:	<u>Voluntary Workers Personal Accident</u> Accidental Death & Disablement - Insured Weekly Benefits - Insured	
SECTION 3:	<u>Office Bearers' Liability</u> Limit of Indemnity - \$250,000.00 in the aggregate Period of Insurance	
SECTION 4:	<u>Fidelity Guarantee</u> Limit - \$100,000.00 in the aggregate Period of Insurance	
SECTION 5:	<u>Machinery Breakdown</u> Limit - \$5,000 in the aggregate Period of Insurance	
SECTION 6:	<u>Public Liability</u> Limit of Indemnity - \$20,000,000.00 each and every Occurrence	
SECTION 7:	<u>Government Audit Costs, Workplace Health and Safety Breaches and Legal Expenses</u> (a) Taxation and Audit Costs Limit of Indemnity - \$30,000 in the aggregate Period of Insurance (b) Workplace Health and Safety Breaches Limit of Indemnity - \$150,000 in the aggregate Period of Insurance (c) Legal Defence Expenses Limit of Indemnity - \$50,000 in the aggregate Period of Insurance	
POLICY NUMBER:	LNG-STR-20039089	
PERIOD OF INSURANCE:	6 August 2024 expiring on 06 August 2025 at 4pm Local Standard Time	
INSURER:	Chubb Insurance Australia Limited	

This certificate has been arranged by Us in our capacity as agents for the insurer/s named above. It does not reflect in detail the policy terms or conditions and merely provides a very brief summary of the insurance that is in existence at the date we have issued this certificate. If you wish to review the details of the policy terms, conditions, restrictions, exclusions or warranties, you must refer to the policy wording, schedule and any other associated policy document.

DISCLAIMER - In arranging this certificate, we do not guarantee that the insurance outlined will continue to remain in force for the period referred to as the policy may be cancelled or altered by either party to the contract at any time in accordance with the terms and conditions of the policy or in accordance with the terms of the Insurance Contracts Act 1984. We accept no responsibility or liability to advise any party who may be relying on this certificate of such alteration or cancellation to the policy of insurance.

This policy is issued by Longitude Insurance Pty Ltd (ABN 86 152 337 267) as an Authorised Representative (AR 424867) of Austagencies Pty Ltd (ABN 76 006 09 464) (Austagencies). Austagencies have binding authority from Chubb Insurance Australia Limited (ABN 23 001 642 020, AFSL 239687).

Notice of Levies Due in July 2025

Notice is hereby given pursuant to Sections 43, 47 and 100 of the Strata Titles Act (STA) 1985 that the following contributions are due

Issued 17/06/2025 on behalf of:

The Owners of 67 Wray Avenue Fremantle
ABN 18614816210
67 Wray Avenue Fremantle
67 Wray Avenue
FREMANTLE WA 6160
for Lot 4 Unit 4

4/67 Wray Avenue
Fremantle WA 6160

Due date	Details	Amounts due (\$)		Total
		Admin Fund	Reserve Fund	
01/07/2025	Quarterly Admin/Reserve Levy	855.54	105.00	960.54
	Total levies due in month	855.54	105.00	960.54

Total of this levy notice	960.54
Levies in arrears	0.00
Interest on levies in arrears	0.00
Outstanding owner invoices	0.00
Subtotal of amount due	960.54
Prepaid	0.00
Total amount due	\$960.54

Late Payment: Section 100 of the Strata Titles Act 1985 provides for interest on unpaid levies to be charged at 11.00% p.a.

Cheques should be made payable to 'The Owners of 67 Wray Avenue Fremantle'

Levy Payment due 01/07/2025



DEFT
PAYMENT SYSTEMS

*Registration is required for payments from cheque or savings accounts. Please complete registration at www.deft.com.au. You do not need to re-register for the internet service if already registered.

Cindy Ann Mulcahy, Mark Edmund
Strata Scheme 75068
Lot 4 Unit 4



*496 218628857 1020025



Pay over the Internet from your Bank account. Register at www.deft.com.au



Credit card payments can be made over the internet. Log onto www.deft.com.au and follow the instructions. A surcharge will be applicable if you use this option



Pay by mailing this payment slip with your cheque to:
DEFT Payment Systems
GPO Box 2174, Melbourne VIC 3001



Pay in-store at Australia Post by cheque or EFTPOS.

Contact your participating financial institution to make a BPAY payment from your cheque or savings account. Enter the biller code and your DEFT reference number. To use the QR code, use the reader within your mobile banking app. More info: www.bpay.com.au

Salt Strata Management Pty Ltd

DEFT Reference Number

2186288571020025

Amount Due

\$960.54

Due Date

01/07/2025

Amount Paid

\$



Acumentis®

Acumentis Pty Ltd
ABN 30 109 670 671

Telephone: 1300 882 401

Maintenance Plan Report

67 Wray Avenue, Fremantle WA 6160



Report Date: 15 November 2023
Acumentis Ref: 2310011706



15.11.2023

The Owners of 67 Wray Avenue, Fremantle Strata Plan 75068
C/- Salt Strata Management
a.gorjy@saltproperty.com.au
FREMANTLE WA 6160

Dear Committee,

RE: 67 WRAY AVENUE, FREMANTLE – MAINTENANCE PLAN FORECAST REPORT

As requested, we have carried out a Maintenance Plan for the above-mentioned property.

We have prepared this Maintenance Plan Report based on the inspection carried out on 3 November 2023.

The committee are encouraged to review the report and engage in a consultative process in order to further implement the recommendations of the report.

If you have any questions or require clarification, Acumentis is available to discuss the contents of the report at any stage.

We thank you for your business and look forward to assisting you in the future.

Kind Regards,

Zac Gleeson *BUrbDev (QuantSurv) Hons MAIQS, CQS*

Quantity Surveyor



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1 Executive Summary

1.1 Basis of Report

Property Address:	67 Wray Avenue, Fremantle WA 6160
Strata Plan:	Strata Plan 75068
Plan Type:	Strata Plan
Inspection Date:	3 November 2023
Prepared By:	Chris Podmore <i>BUrbDev (QuantSurv) Hons</i>
Authorised By:	Zac Gleeson <i>BUrbDev (QuantSurv) Hons MAIQS, CQS</i>
Starting Reserve Fund Balance:	\$8,255 (as at 30.06.2023)
Building Cost Inflation:	3.5%
Interest Rate on Bank Deposits:	2.00%
Income Tax Rate Payable (on interest)	30%
Goods and Services Tax (GST):	Included

1.2 Maintenance Plan Summary

This Maintenance Plan is relevant to the subject site only as per the instructions received on behalf of the Body Corporate. It is relevant to the subject site as at the date of the inspection or as at the date of commission (if no inspection was undertaken). This Maintenance Plan assumes normal ongoing maintenance has occurred to achieve the recommended effective lives of individual assets / works. This Maintenance Plan assumes all applicable information has been supplied by the Body Corporate which may effect the outcome of this report. Works within the boundaries of the site are allowed for only.

Reserve Fund levies for the 2023 / 2024 financial year have been estimated to be **\$2,500** including GST.

We would recommend that in the best interest of the client, a record should be kept of all building activity on the site as this may affect the outcome of the Maintenance Plan in the future.

1.3 Disclaimer

This report does not provide specific building or plant maintenance or condition advice. A non-invasive inspection has been undertaken only. We do not accept any contractual, tortious, or other form of liability for any consequences, loss or damage which may arise as a result of any other person acting upon or using the information within this report.

2 Clarifications

2.1 Scope of Work

We have been instructed, on behalf of the Body Corporate to prepare a report to analyse the anticipated expenditure for the next fifteen [15] years for replacing the common area capital items.

The site is located at 67 Wray Avenue, Fremantle WA 6160.

2.2 Documentation and Inspections

A representative inspected the property on 3 November 2023.

The estimate has been based upon dimensions ascertained by one or a combination of the following methods:

- a) From available drawings provided to us.
- b) From discussions with the owner and representatives.
- c) From measurements physically taken on site.
- d) From information prepared by third parties.
- e) From industry reference material.

2.3 Purpose of Report

The purpose of this document is to provide a Maintenance Plan forecast to plan for the reservation of funds towards capital cost items anticipated to require maintenance, repair, renewal, or replacement (other than of a routine nature) in the period covered by the plan.

As per the Strata Titles Act 1985 regulations, a covered item is defined as common property or personal property of the strata company.

A maintenance plan budget must allow for raising a reasonable capital amount from contributions to provide for necessary and reasonable spending for the current financial year, and also to reserve an amount to meet likely spending for at least the next nine [9] years (this forecast includes for the next 14 years) after the current financial year, having regard to:

- likely spending of a capital or non-recurrent nature.
- replacement of major capital items.
- other costs that should reasonably be met from capital.

2.4 Method

A fifteen [15] year forecast period has been adopted which is in excess of the recommended minimum forecast of ten [10] years.

If the identified capital items within this schedule were put to tender, it would be reasonable to expect that the quotations would vary significantly. However, we believe that the allowances shown provide for good workmanship and suitable materials and are therefore a fair and reasonable allowance.

The following schedules are supplied to assist the Body Corporate in calculating a suitable provision, which should be allowed for future works as described in Section 2.0 above. However, to conform with the Regulations, it is recommended that the maintenance plan schedules be reviewed on a yearly basis to account for major capital works items falling outside the forecasted period of fifteen [15] years.

3 Schedules

3.1 Cash Flow Summary

The table below summarises our forecasted cash flow of the reserve fund

Year	Date			Opening Balance	Sinking Fund Levies	Estimated Sinking Fund Expenditure	Interest Earned	Tax on interest	Closing Balance
		-	2023	-	-	-	-	-	8,255
1	2023	-	2024	8,255	2,500	(1,087)	180	(54)	9,793
2	2024	-	2025	9,793	5,000	(0)	247	(74)	14,966
3	2025	-	2026	14,966	7,000	(2,993)	341	(102)	19,212
4	2026	-	2027	19,212	8,750	(2,008)	454	(136)	26,272
5	2027	-	2028	26,272	9,109	(4,626)	574	(172)	31,156
6	2028	-	2029	31,156	9,515	(1,291)	709	(213)	39,877
7	2029	-	2030	39,877	9,810	(33,242)	569	(171)	16,843
8	2030	-	2031	16,843	10,621	(922)	437	(131)	26,848
9	2031	-	2032	26,848	11,158	(2,385)	628	(188)	36,060
10	2032	-	2033	36,060	11,609	(0)	842	(252)	48,258
11	2033	-	2034	48,258	12,041	(4,453)	1,047	(314)	56,579
12	2034	-	2035	56,579	12,556	(0)	1,264	(379)	70,021
13	2035	-	2036	70,021	13,051	(1,095)	1,529	(459)	83,047
14	2036	-	2037	83,047	13,561	(2,833)	1,779	(534)	95,021
15	2037	-	2038	95,021	14,058	(24,543)	1,809	(543)	85,802

3.2 Capital Asset Summary

The table below represents our estimate of the current replacement cost allocated to each capital cost item. It also details, in our opinion, the expected life expectancy of the asset along with the estimated remaining life until capital expenditure will need to occur to replace/maintain the capital cost item.

No.	Location	Work Type	Description	Estimated Life in Years	Estimated Remaining Life	Estimated Current Replacement Cost	Required fund to date	Actual fund to date
1	Roof	Repair	Roof sheeting (screws / flashings)	25	20	11,745	-	-
2	Roof	Maintain / repair	Gutters and downpipes	25	20	5,220	-	-
3	External	Repaint	External surfaces	12	7	20,760	8,650	5,036
4	External	Maintain / repair	Windows and doors	25	20	4,550	-	-
5	Balconies, accessways, stairs, entries	Replace / repair	Balustrades, handrails	30	25	4,140	-	-
6	Car parking or basement	Replace / repair	Security gate	30	25	12,800	-	-
7	Car parking or basement	Repaint	Linemarking	8	3	600	375	218
8	Common amenities	Refurbish	Amenities	25	20	3,800	-	-
9	Electrical	Replace	Lighting & emergency lighting fixtures (progressive)	5	1	1,050	840	489
10	Electrical	Replace / repair	Switchboard	30	25	8,800	-	-
11	Security	Replace / repair	CCTV	10	7	2,300	690	402
12	Fire	Replace	Fire indicator panel	20	15	6,800	-	-
13	Fire	Replace / repair	Fire detection and alarm system fixtures (progressive)	10	5	1,500	750	437
14	Fire	Replace	Fire extinguishers	10	5	720	360	210
15	Siteworks	Replace	Mailboxes	20	15	1,575	-	-
16	Siteworks	Replace	Security gate motor	10	5	1,675	838	488
17	Siteworks	Repair	Bitumen accessway	12	7	1,668	695	405
18	Siteworks	Replace / repair	Aluminium screens / gates	30	25	6,300	-	-
19	General Allowances	Maintain / repair	Building works	4	3	1,400	350	204
20	General Allowances	Repair	Electrical works allowance	5	3	700	280	163
21	General Allowances	Repair	Plumbing / pipework (allowance)	5	4	1,750	350	204
22	Miscellaneous	Replace	Signage	20	15	980	-	-
							14,178	8,255

3.3 Condition

As per the regulations the below schedule outlines the details we know about the covered items of common property and personal property. This detail was gathered from information on site as well as information provided by the Strata Management company or member of the committee.

No.	Location	Work Type	Description	Date of Installation, Construction or Acquisition	Present Condition or Operating State	Inspection of Equipment - Date Last Undertaken
1	Roof	Repair	Roof sheeting (screws / flashings)	2018	Very Good	Unknown
2	Roof	Maintain / repair	Gutters and downpipes	2018	Very Good	Unknown
3	External	Repaint	External surfaces	2018	Very Good	Unknown
4	External	Maintain / repair	Windows and doors	2018	Very Good	Unknown
5	Balconies, accessways, stairs, entries	Replace / repair	Balustrades, handrails	2018	Very Good	Unknown
6	Car parking or basement	Replace / repair	Security gate	2018	Very Good	Unknown
7	Car parking or basement	Repaint	Linemarking	2018	Good	Unknown
8	Common amenities	Refurbish	Amenities	2018	Very Good	Unknown
9	Electrical	Replace	Lighting & emergency lighting fixtures (progressive)	2018	Deteriorating	Unknown
10	Electrical	Replace / repair	Switchboard	2018	Very Good	Unknown
11	Security	Replace / repair	CCTV	2018	Very Good	Unknown
12	Fire	Replace	Fire indicator panel	2018	Very Good	Unknown
13	Fire	Replace / repair	Fire detection and alarm system fixtures (progressive)	2018	Very Good	Unknown
14	Fire	Replace	Fire extinguishers	2018	Very Good	Unknown
15	Siteworks	Replace	Mailboxes	2018	Very Good	Unknown
16	Siteworks	Replace	Security gate motor	2018	Very Good	Unknown
17	Siteworks	Repair	Bitumen accessway	2018	Very Good	Unknown
18	Siteworks	Replace / repair	Aluminium screens / gates	2018	Very Good	Unknown
19	General Allowances	Maintain / repair	Building works			
20	General Allowances	Repair	Electrical works allowance			
21	General Allowances	Repair	Plumbing / pipework (allowance)			
22	Miscellaneous	Replace	Signage	2018	Very Good	Unknown

3.4 Cashflow Forecast

The table below represents our forecast of the cashflow.

		2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
		2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
Opening Balance			8,255	9,793	14,966	19,212	26,272	31,156	39,877	16,843	26,848	36,060	48,258	56,579	83,047	95,021
Levies (from Calculated Levies)																
Interest Earned			2,500	5,000	7,000	8,750	9,109	9,515	9,810	10,621	11,158	11,609	12,041	12,556	13,561	14,058
LESS Tax on interest			180	247	341	454	574	709	569	437	628	842	1,047	1,264	1,779	1,809
Cash Income			(54)	(74)	(102)	(136)	(172)	(213)	(171)	(131)	(188)	(252)	(314)	(379)	(534)	(543)
			10,880	14,966	22,205	28,280	35,782	41,168	50,085	27,770	38,445	48,258	61,032	70,021	97,854	110,345
Expenditure																
1 Roof Repair	Roof sheeting (screws / flashings)															
2 Roof Maintain / repair	Gutters and downpipes															
3 External Repaint	External surfaces								26,413							
4 External Maintain / repair	Windows and doors															
5 Balconies, stairs, entries	Replace / repair															
6 Car parking or basement repair	Security gate															
7 Car parking or basement repair	Linemarking				665								876			
8 Common amenities	Refurbish															
9 Electrical	Amenities															
10 Electrical	Replace Lighting & emergency lighting fixtures (progressive)	1,087					1,291						1,533			
11 Security	Replace / repair								2,926							
12 Fire	Replace Fire indicator panel															11,392
13 Fire	Replace / repair						1,782									2,513
14 Fire	Fire extinguishers						855									1,206
15 Siteworks	Mailboxes															2,639
16 Siteworks	Replace Security gate motor						1,989									2,806
17 Siteworks	Repair Bitumen accessway								2,122							
18 Siteworks	Replace / repair Aluminium screens / gates															
19 General Allowances	Maintain / repair Building works				1,552				1,781				2,044			2,345
20 General Allowances	Repair Electrical works allowance				776					922				1,095		

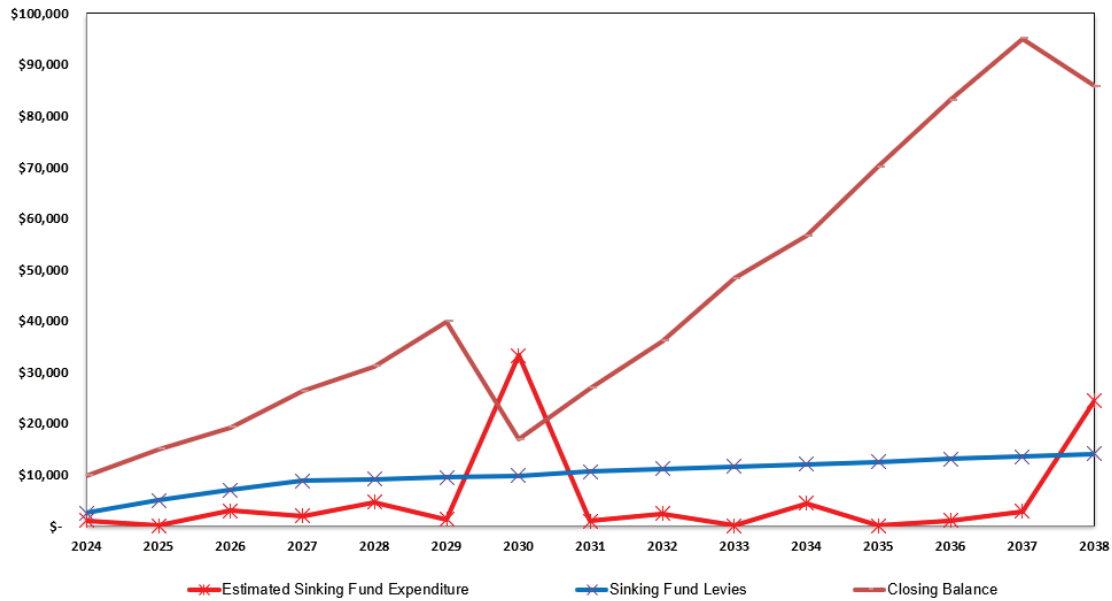
3.5 Levy Forecast

The table below reflects the breakdown of how the proposed levies were calculated and forecast over the reporting period.

No.	Location	Work Type	Description	2023 2024	2024 2025	2025 2026	2026 2027	2027 2028	2028 2029	2029 2030	2030 2031	2031 2032	2032 2033	2033 2034	2034 2035	2035 2036	2036 2037	2037 2038
1	Roof	Repair	Roof sheeting (screws / flashings)	0	0	0	0	0	1,211	1,254	1,297	1,343	1,390	1,438	1,489	1,541	1,595	1,651
2	Roof	Maintain / repair	Gutters and downpipes	0	0	0	0	0	538	557	577	597	618	639	662	685	709	734
3	External	Repaint	External surfaces	3,395	3,514	3,637	3,764	3,896	4,032	4,174	2,733	2,829	2,928	3,030	3,137	3,246	3,360	3,478
4	External	Maintain / repair	Windows and doors	0	0	0	0	0	469	486	503	520	538	557	577	597	618	639
5	Balconies, accessways, stairs, entries	Replace / repair	Balustrades, handrails	0	0	0	0	0	0	0	0	0	0	507	525	543	562	582
6	Car parking or basement	Replace / repair	Security gate	0	0	0	0	0	0	0	0	0	0	1,568	1,623	1,679	1,738	1,799
7	Car parking or basement	Repaint	Linemarking	214	222	229	97	100	104	107	111	115	119	123	127	132	136	141
8	Common amenities	Refurbish	Amenities	0	0	0	0	0	392	406	420	434	450	465	482	499	516	534
9	Electrical	Replace	Lighting & emergency lighting fixtures (progressive)	1,087	241	249	258	267	276	286	296	306	317	328	340	351	364	377
10	Electrical	Replace / repair	Switchboard	0	0	0	0	0	0	0	0	0	0	1,078	1,115	1,155	1,195	1,237
11	Security	Replace / repair	CCTV	376	389	403	417	432	447	462	352	364	377	390	404	418	432	448
12	Fire	Replace	Fire indicator panel	590	611	632	655	678	701	726	751	777	805	833	862	892	923	956
13	Fire	Replace / repair	Fire detection and alarm system fixtures (progressive)	332	344	356	368	381	214	222	230	238	246	254	263	273	282	292
14	Fire	Replace	Fire extinguishers	159	165	171	177	183	103	106	110	114	118	122	126	131	135	140
15	Siteworks	Replace	Mailboxes	137	142	146	152	157	162	168	174	180	186	193	200	207	214	221
16	Siteworks	Replace	Security gate motor	371	384	397	411	426	239	248	256	265	274	284	294	304	315	326
17	Siteworks	Repair	Bitumen accessway	273	282	292	302	313	324	335	220	227	235	243	252	261	270	279
18	Siteworks	Replace / repair	Aluminium screens / gates	0	0	0	0	0	0	0	0	0	0	772	799	827	856	885
19	General Allowances	Maintain / repair	Building works	500	517	535	423	437	453	468	485	502	519	538	556	576	596	617
20	General Allowances	Repair	Electrical works allowance	250	259	268	172	178	184	191	197	204	211	219	226	234	242	251
21	General Allowances	Repair	Plumbing / pipework (allowance)	476	493	510	528	445	460	476	493	510	528	547	566	586	606	627
22	Miscellaneous	Replace	Signage	85	88	91	94	98	101	105	108	112	116	120	124	129	133	138
Calculated Levies				8,245	7,651	7,916	7,818	7,991	10,410	10,777	9,313	9,637	9,975	14,248	14,749	15,266	15,797	16,352
Averaged Levies				2,561	5,123	7,182	8,986	9,435	9,907	10,402	10,922	11,468	12,042	12,644	13,276	13,940	14,637	15,368
LESS: Net Interest Earned on Deposits after Tax				(61)	(123)	(182)	(236)	(326)	(391)	(592)	(301)	(310)	(432)	(602)	(720)	(888)	(1,075)	(1,310)
Total Sinking Fund Levies (to Cash Flow)				2,500	5,000	7,000	8,750	9,109	9,515	9,810	10,621	11,158	11,609	12,041	12,556	13,051	13,561	14,058

3.6 Cashflow Graphical Representation

The image below is a graphical representation of the forecasted cashflow for the fund.



4 Report Use Limitations

This report has a maximum usage period of five [5] years and is recommended to be reviewed annually due to changes to the subject site, actual works undertaken, and the like. Escalation has been allowed for in this report and it is a prediction based on historical analysis of construction cost data and the changes in these costs over time. As we are only able to forecast likely cost movements, it is necessary to update this maintenance plan fund regularly as recommended.

This report excludes the following items:

- a) Structural, or potential structural defects.
- b) Refurbishment or general upgrade of common areas.
- c) Impacts / costs associated with future changes to legislation.
- d) Maintenance contracts [ie pool, lifts, and gardening].
- e) Abnormal usage of premises.
- f) Costs associated due to insufficient normal maintenance.
- g) No provision is made for work associated with contaminated land or materials.
- h) No soil analysis or geological studies were ordered or made in conjunction with this report.
- i) Part only replacement and minor items, which would occur infrequently [whereby the sum of such a replacement does not exceed [\$500.00] have not been included in this maintenance plan.
- j) The Maintenance Plan assumes the Body Corporate will maintain the Administration Fund adequately to account for future costs associated with Item i].
- k) Foundation and utility infrastructure works, or replacements have not been included in this maintenance plan analysis.
- l) Any cost implication as a direct result of Covid-19 affecting the supply of materials and labour.
- m) N.B. Goods and Services Tax [GST] IS INCLUDED.

If an inspection was undertaken, the inspection was a visual inspection limited only to areas of common property fully accessible. The inspection was non-invasive with no attempt to made to remove, modify, dismantle any fixture or fitting nor to assess or test every part of the building and associated plant. The extent of this assessment is based on the assumption that the premises were designed, approved, constructed, and certified in accordance with the relevant authority requirements of the day, and every effort has been made to maintain the premises in accordance with those requirements. The report was compiled without prejudice and in the belief that no pertinent information has been withheld, Acumentis reserves the right to review the report in the light of such information.

This report is confidential to the Body Corporate, Acumentis guarantees to the customer that it will not release any information obtained as a result of the inspection to any unrelated parties, and requests that the customer reciprocate likewise.

Acumentis shall be indemnified against any loss, damage, expense, whether consequential or otherwise, arising from matters resulting from this inspection or raised in this report. No liability is accepted in contract, tort, or any other form of liability as a result of any other person acting upon or using this estimate.

5 Photographs

