

## Form 1—Vendor's statement

(Section 7 *Land and Business (Sale and Conveyancing) Act 1994*)

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### Preliminary

#### To the purchaser:

The purpose of a statement under section 7 of the *Land and Business (Sale and Conveyancing) Act 1994* is to put you on notice of certain particulars concerning the land to be acquired.

If you intend to carry out building work on the land, change the use of the land or divide the land, you should make further inquiries to determine whether this will be permitted. For example, building work may not be permitted on land not connected to a sewerage system or common drainage scheme if the land is near a watercourse, dam, bore or the River Murray and Lakes.

The *Aboriginal Heritage Act 1988* protects any Aboriginal site or object on the land. Details of any such site or object may be sought from the "traditional owners" as defined in that Act.

If you desire additional information, it is up to you to make further inquiries as appropriate.

#### Instructions to the vendor for completing this statement:

means the Part, Division, particulars or item may not be applicable.

If it is applicable, ensure the box is ticked and complete the Part, Division, particulars or item.

If it is not applicable, ensure the box is empty or strike out the Part, Division, particulars or item. Alternatively, the Part, Division, particulars or item may be omitted, but not in the case of an item or heading in the table of particulars in Division 1 of the Schedule that is required by the instructions at the head of that table to be retained as part of this statement.

\* means strike out or omit the option that is not applicable.

All questions must be answered with a YES or NO (inserted in the place indicated by a rectangle or square brackets below or to the side of the question).

If there is insufficient space to provide any particulars required, continue on attachments.

**Part A—Parties and land**

- 1 Purchaser:  
Address:
- 2 Purchaser's registered agent: \_\_\_\_\_  
Address:
- 3 Vendor: **Alan John Joyce**  
Address: **2C/58 William Street NORWOOD SA 5067**
- 4 Vendor's registered agent: **Ouwens Casserly Real Estate Pty Ltd**  
Address: **210 Greenhill Road EASTWOOD 5063**
- 5 Date of contract (if made before this statement is served):     /     /20
- 6 Description of the land:  
*[Identify the land including any certificate of title reference]*

**Unit 9 Strata Plan 461 in the area named Norwood Hundred of Adelaide and known as 2C/58 William Street NORWOOD SA 5067 being the whole of the land comprised in Certificate of Title Volume 5047 Folio 643**

**Part B—Purchaser's cooling-off rights and proceeding with the purchase**

To the purchaser:

**Right to cool-off (section 5)****1—Right to cool-off and restrictions on that right**

You may notify the vendor of your intention not to be bound by the contract for the sale of the land UNLESS—

- (a) you purchased by auction; or
- (b) you purchased on the same day as you, or some person on your behalf, bid at the auction of the land; or
- (c) you have, before signing the contract, received independent advice from a legal practitioner and the legal practitioner has signed a certificate in the prescribed form as to the giving of that advice; or
- (d) you are a body corporate and the land is not residential land; or
- (e) the contract is made by the exercise of an option to purchase not less than 5 clear business days after the grant of the option and not less than 2 clear business days after service of this form; or
- (f) the sale is by tender and the contract is made not less than 5 clear business days after the day fixed for the closing of tenders and not less than 2 clear business days after service of this form; or
- (g) the contract also provides for the sale of a business that is not a small business.

**2—Time for service**

The cooling-off notice must be served—

- (a) if this form is served on you before the making of the contract—before the end of the second clear business day after the day on which the contract was made; or
- (b) if this form is served on you after the making of the contract—before the end of the second clear business day from the day on which this form is served.

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However, if this form is not served on you at least 2 clear business days before the time at which settlement takes place, the cooling-off notice may be served at any time before settlement.

### 3—Form of cooling-off notice

The cooling-off notice must be in writing and must be signed by you.

### 4—Methods of service

The cooling-off notice must be—

- (a) given to the vendor personally; or
- (b) posted by registered post to the vendor at the following address:  
**2C/58 William Street NORWOOD SA 5067**  
  
(being the vendor's last known address); or
- (c) transmitted by fax or email to the following fax number or email address:  
**markb@ocre.com.au**  
(being a number or address provided to you by the vendor for the purpose of service of the notice); or
- (d) left for the vendor's agent (with a person apparently responsible to the agent) at, or posted by registered post to the agent at, the following address:  
**210 Greenhill Road EASTWOOD SA 5063**  
(being \*the agent's address for service under the *Land Agents Act 1994*/~~an address nominated by the agent to you for the purpose of service of the notice~~).

**Note**—Section 5(3) of the *Land and Business (Sale and Conveyancing) Act 1994* places the onus of proving the giving of the cooling-off notice on the purchaser. It is therefore strongly recommended that—

- (a) if you intend to serve the notice by leaving it for the vendor's agent at the agent's address for service or an address nominated by the agent, you obtain an acknowledgment of service of the notice in writing;
- (b) if you intend to serve the notice by fax or email, you obtain a record of the transmission of the fax or email.

### 5—Effect of service

If you serve such cooling-off notice on the vendor, the contract will be taken to have been rescinded at the time when the notice was served. You are then entitled to the return of any money you paid under the contract other than—

- (a) the amount of any deposit paid if the deposit did not exceed \$100; or
- (b) an amount paid for an option to purchase the land.

### Proceeding with the purchase

If you wish to proceed with the purchase—

- (a) it is strongly recommended that you take steps to make sure your interest in the property is adequately insured against loss or damage;
- (b) pay particular attention to the provisions in the contract as to time of settlement - it is essential that the necessary arrangements are made to complete the purchase by the agreed date - if you do not do so, you may be in breach of the contract;
- (c) you are entitled to retain the solicitor or registered conveyancer of your choice.

**Part C—Statement with respect to required particulars**

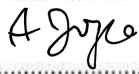
(section 7(1))

To the purchaser:

I, Alan John Joyce  
of 2C/58 William Street NORWOOD SA 5067

being the vendor/person authorised to act on behalf of the vendor(s) in relation to the transaction  
state that the Schedule contains all particulars required to be given to you pursuant to section 7(1)  
of the *Land and Business (Sale and Conveyancing) Act 1994*.

Date: 28 September 2025

Signed: 

**Part D—Certificate with respect to prescribed inquiries by registered agent**



(section 9)


To the purchaser:

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certify \*that the responses/~~that, subject to the exceptions stated below, the responses to the~~  
inquiries made pursuant to section 9 of the *Land and Business (Sale and Conveyancing) Act 1994*  
confirm the completeness and accuracy of the particulars set out in the Schedule.

Exceptions:

Nil

Date: 26 September 2025 

Signed: .....

\*Vendor's/Purchaser's agent

\*Person authorised to act on behalf of \*Vendor's/Purchaser's agent

## Schedule—Division 1—Particulars of mortgages, charges and prescribed encumbrances affecting the land

### (section 7(1)(b))

#### Note—

Section 7(3) of the Act provides that this statement need not include reference to charges arising from the imposition of rates or taxes less than 12 months before the date of service of the statement.

Where a mortgage, charge or prescribed encumbrance referred to in column 1 of the table below is applicable to the land, the particulars in relation to that mortgage, charge or prescribed encumbrance required by column 2 of the table must be set out in the table (in accordance with the instructions in the table) unless—

- (a) there is an attachment to this statement and—
  - (i) all the required particulars are contained in that attachment; and
  - (ii) the attachment is identified in column 2; and
  - (iii) if the attachment consists of more than 2 sheets of paper, those parts of the attachment that contain the required particulars are identified in column 2; or
- (b) the mortgage, charge or prescribed encumbrance—
  - (i) is one of the following items in the table:
    - (A) under the heading 1. General—
      - 1.1 Mortgage of land
      - 1.2 Lease, agreement for lease, tenancy agreement or licence
      - 1.3 Caveat
      - 1.4 Lien or notice of a lien
    - (B) under the heading 36. Other charges—
      - 36.1 Charge of any kind affecting the land (not included in another item); and
  - (ii) is registered on the certificate of title to the land; and
  - (iii) is to be discharged or satisfied prior to or at settlement.

**Table of particulars**

**Column 1**

**Column 2**

**Column 3**

*[If an item is applicable, ensure that the box for the item is ticked and complete the item.]*

*[If an item is not applicable, ensure that the box for the item is empty or else strike out the item or write "NOT APPLICABLE" or "N/A" in column 1. Alternatively, the item and any inapplicable heading may be omitted, but not in the case of—*

- (a) the heading "1. General" and items 1.1, 1.2, 1.3 and 1.4; and*
- (b) the heading "5. Development Act 1993 (repealed)" and item 5.1; and*
- (c) the heading "6. Repealed Act conditions" and item 6.1 and*
- (d) the heading "29. Planning, Development and Infrastructure Act 2016" and items 29.1 and 29.2,*

*which must be retained as part of this statement whether applicable or not.]*

*[If an item is applicable, all particulars requested in column 2 must be set out in the item unless the Note preceding this table otherwise permits. Particulars requested in **bold type** must be set out in column 3 and all other particulars must be set out in column 2.]*

*[If there is more than 1 mortgage, charge or prescribed encumbrance of a kind referred to in column 1, the particulars requested in column 2 must be set out for each such mortgage, charge or prescribed encumbrance.*

*[If requested particulars are set out in the item and then continued on an attachment due to insufficient space, identify the attachment in the place provided in column 2.*

*If all of the requested particulars are contained in an attachment (instead of in the item) in accordance with the Note preceding this table,*

*identify the attachment in the place provided in column 2 and (if required by the Note) identify the parts of the attachment that contain the particulars.]*

**1. General**

1.1	Mortgage of land  <b>[Note-</b>  Do not omit this item. The item and its heading must be included in the statement even if not applicable]	<b>Is this item applicable?</b>  <b>Will this be discharged or satisfied prior to or at settlement?</b>  <b>Are there attachments?</b> If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars): <b>Certificate of Title Volume 5047 Folio 643</b>  Number of mortgage (if registered): <b>10297810</b>  Name of mortgagee: <b>AUSTRALIAN CENTRAL CREDIT UNION LTD.</b>	☑  YES  YES
1.2	Easement (whether over the land or annexed to the land)  <b>Note—</b>  "Easement" includes rights of way and party wall rights  <b>[Note-</b>  Do not omit this item. The item and its heading must be	<b>Is this item applicable?</b>  <b>Will this be discharged or satisfied prior to or at settlement?</b>  <b>Are there attachments?</b> If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars): <b>Refer to pages 12 &amp; 13 of Property Interest Report</b>  Description of land subject to easement: <b>Portion of the Land in Certificate of Title Volume 5047 Folio 643</b>  Nature of easement: <b>Statutory Easements</b>	☑  NO  YES

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*included in the statement even if not applicable]*

Are you aware of any encroachment on the easement?  
**NO**  
 If YES, give details:  
 If there is an encroachment, has approval for the encroachment been given?  
 [\*YES/NO]  
 If YES, give details:

1.2	Easement (whether over the land or annexed to the land)  <b>Note—</b>  "Easement" includes rights of way and party wall rights  <b>[Note-</b> <i>Do not omit this item. The item and its heading must be included in the statement even if not applicable]</i>	<p><b>Is this item applicable?</b> <input checked="" type="checkbox"/></p> <p><b>Will this be discharged or satisfied prior to or at settlement?</b> <b>NO</b></p> <p><b>Are there attachments?</b> <b>YES</b>  <i>If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars): Certificate of Title Volume 5047 Folio 643 and Strata Plan 461</i></p> <p>Description of land subject to easement: <b>Land marked N</b></p> <p>Nature of easement: <b>Right(s) of way</b></p> <p>Are you aware of any encroachment on the easement?  <b>NO</b>                  If YES, give details:                  If there is an encroachment, has approval for the encroachment been given?                  [*YES/NO]                  If YES, give details:</p>	
1.3	Restrictive covenant  <b>[Note-</b>  <i>Do not omit this item. The item and its heading must be included in the statement even if not applicable]</i>	<p><del><b>Is this item applicable?</b></del> <input type="checkbox"/></p> <p><b>Will this be discharged or satisfied prior to or at settlement?</b> YES/NO</p> <p><b>Are there attachments?</b> YES/NO  <i>If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars):</i></p> <p>Nature of restrictive covenant:</p> <p>Name of person in whose favour restrictive covenant operates:</p> <p>Does the restrictive covenant affect the whole of the land being acquired?  <b>YES/NO</b>                  If NO, give details:</p> <p>Does the restrictive covenant affect land other than that being acquired?  <b>YES/NO</b></p>	
1.4	Lease, agreement for lease, tenancy agreement or licence  (The information does not	<p><del><b>Is this item applicable?</b></del> <input type="checkbox"/></p> <p><b>Will this be discharged or satisfied prior to or at settlement?</b> YES/NO</p>	

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include information about any sublease or subtenancy. That information may be sought by the purchaser from the lessee or tenant or sublessee or subtenant.)

**[Note-**

*Do not omit this item. The item and its heading must be included in the statement even if not applicable]*

**Are there attachments?**

YES/NO

*If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars):*

Names of parties: \_\_\_\_\_

Period of lease, agreement for lease etc:

From \_\_\_\_\_ to \_\_\_\_\_

Amount of rent or licence fee:

\$ \_\_\_\_\_ per \_\_\_\_\_ (period)

Is the lease, agreement for lease etc in writing?

[\*YES/NO]

If the lease or licence was granted under an Act relating to the disposal of Crown lands, specify—

— (a) \_\_\_\_\_ the Act under which the lease or licence was granted:

— (b) \_\_\_\_\_ the outstanding amounts due (including any interest or penalty):

**5. Development Act 1993 (repealed)**

5.1 section 42—Condition (that continues to apply) of a development authorisation

**Is this item applicable?**

**Will this be discharged or satisfied prior to or at settlement?**

YES/NO

**[Note-**

*Do not omit this item. The item and its heading must be included in the statement even if not applicable]*

**Are there attachments?**

YES/NO

*If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars):*

Conditions of Authorisation:

**6. Repealed Act conditions**

6.1 Condition (that continues to apply) of an approval or authorisation granted under the *Building Act 1971 (repealed)*, the *City of Adelaide Development Control Act 1976 (repealed)*, the *Planning Act 1982 (repealed)* or the *Planning and Development Act 1966 (repealed)*

**Is this item applicable?**

**Will this be discharged or satisfied prior to or at settlement?**

YES/NO

**Are there attachments?**

YES/NO

*If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars):*

**[Note-**

*Do not omit this item. The item and its heading must be included in the statement even if not applicable]*

Nature of condition(s):

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**7. Emergency Services Funding Act 1998**

7.1	section 16—Notice to pay levy	<b>Is this item applicable?</b>	<input checked="" type="checkbox"/>
		<b>Will this be discharged or satisfied prior to or at settlement?</b>	YES
		<b>Are there attachments?</b> <i>If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars):</i> EMERGENCY SERVICES LEVY CERTIFICATE	YES
		Date of notice: SEE ATTACHED EMERGENCY SERVICES LEVY CERTIFICATE	
		Amount of levy payable: SEE ATTACHED EMERGENCY SERVICES LEVY CERTIFICATE	

**21. Local Government Act 1999**

21.1	Notice, order, declaration, charge, claim or demand given or made under the Act	<b>Is this item applicable?</b>	<input checked="" type="checkbox"/>
		<b>Will this be discharged or satisfied prior to or at settlement?</b>	YES
		<b>Are there attachments?</b> <i>If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars):</i> SEE CERTIFICATE OF RATES AND CHARGES ATTACHED TO RESPONSES TO ENQUIRIES FROM CITY OF NORWOOD PAYNEHAM & ST PETERS	YES
		Date of notice, order etc.: SEE CERTIFICATE OF RATES AND CHARGES ATTACHED TO RESPONSES TO ENQUIRIES FROM CITY OF NORWOOD PAYNEHAM & ST PETERS	
		Name of council by which, or person by whom, notice, order etc. is given or made: SEE CERTIFICATE OF RATES AND CHARGES ATTACHED TO RESPONSES TO ENQUIRIES FROM CITY OF NORWOOD PAYNEHAM & ST PETERS	
		Land subject thereto: SEE CERTIFICATE OF RATES AND CHARGES ATTACHED TO RESPONSES TO ENQUIRIES FROM CITY OF NORWOOD PAYNEHAM & ST PETERS	
		Nature of requirements contained in notice, order etc.: SEE CERTIFICATE OF RATES AND CHARGES ATTACHED TO RESPONSES TO ENQUIRIES FROM CITY OF NORWOOD PAYNEHAM & ST PETERS	
		Time for carrying out requirements: SEE CERTIFICATE OF RATES AND CHARGES ATTACHED TO RESPONSES TO ENQUIRIES FROM CITY OF NORWOOD PAYNEHAM & ST PETERS	

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Amount payable (if any): **SEE CERTIFICATE OF  
RATES AND CHARGES ATTACHED TO  
RESPONSES TO ENQUIRIES FROM CITY OF  
NORWOOD PAYNEHAM & ST PETERS**

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**29. Planning, Development and Infrastructure Act 2016**

29.1	Part 5- Planning and Design Code  [Note - Do not omit this item. The item and its heading must be included in the attachment even if not applicable.]	<p><b>Is this item applicable?</b> <input checked="" type="checkbox"/></p> <p><b>Will this be discharged or satisfied prior to or at settlement?</b> NO</p> <p><b>Are there attachments?</b> YES</p> <p>If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars):</p> <p><b>Refer Plan SA Section 7 Report attached to enquiries from City of Norwood Payneham &amp; St Peters and page 8 of the Property Interest Report</b></p> <p>Title or other brief description of zone, subzone and overlay in which the land is situated (as shown in the Planning and Design Code)::</p> <p><b>Refer Plan SA Section 7 Report attached to enquiries from City of Norwood Payneham &amp; St Peters</b></p> <p>Is the land situated in a State Heritage place? NO</p> <p>Is the land designated as a place of local heritage value? NO</p> <p>Is there a tree declared to be a significant tree or a stand of trees declared to be significant trees on the land? UNKNOWN</p> <p>Is there a current amendment to the Planning and Design Code released for public consultation by the State Planning Commission on which consultation is continuing or on which consultation has ended but whose proposed amendment has not yet come into operation? YES</p> <p>Note:- For further information about the Planning and Design Code visit <a href="http://www.code.plan.sa.gov">www.code.plan.sa.gov</a></p>
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29.2	<p>section 127—Condition (that continues to apply) of a development authorisation</p> <p>[Note- Do not omit this item. The item and its heading must be included in the statement even if not applicable.]</p>	<p><b>Is this item applicable?</b> <input type="checkbox"/></p> <p><b>Will this be discharged or satisfied prior to or at settlement?</b> YES/NO</p> <p><b>Are there attachments?</b> YES/NO</p> <p>If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars):</p> <p>Date of authorisation: _____</p> <p>Name of relevant authority that granted authorisation:</p> <p>Condition(s) of authorisation:</p>
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**34. Water Industry Act 2012**

34.1	Notice or order under the Act requiring payment of charges or other amounts or making other requirement	<b>Is this item applicable?</b>	<input checked="" type="checkbox"/>
		<b>Will this be discharged or satisfied prior to or at settlement?</b>	YES
		<b>Are there attachments?</b>	YES
	<i>If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars): SEE SA WATER CERTIFICATE</i>		
	Date of notice or order: <b>SEE SA WATER CERTIFICATE</b>		
	Name of person or body who served notice or order: <b>SEE SA WATER CERTIFICATE</b>		
	Amount payable (if any) as specified in the notice or order: <b>SEE SA WATER CERTIFICATE</b>		
	Nature of other requirement made (if any) as specified in the notice or order: <b>SEE SA WATER CERTIFICATE</b>		

**36. Other charges**

36.1	Charge of any kind affecting the land (not included in another item)	<b>Is this item applicable?</b>	<input checked="" type="checkbox"/>
		<b>Will this be discharged or satisfied prior to or at settlement?</b>	YES
		<b>Are there attachments?</b>	YES
	<i>If YES, identify the attachment(s) (and, if applicable, the part(s) containing the particulars): SEE STRATA CORPORATION STATEMENT PURSUANT TO SECTION 41</i>		
	Person or body in whose favour charge exists: <b>SEE STRATA CORPORATION STATEMENT PURSUANT TO SECTION 41</b>		
	Nature of charge: <b>SEE STRATA CORPORATION STATEMENT PURSUANT TO SECTION 41</b>		
	Amount of charge (if known): <b>SEE STRATA CORPORATION STATEMENT PURSUANT TO SECTION 41</b>		

**Schedule—Division 2—Other particulars**  
**(section 7(1)(b))**

**Particulars relating to strata unit**

- 1 Name of strata corporation: **Strata Corporation No. 461 Inc.**  
 Address of strata corporation: **58 William Street NORWOOD SA 5067**
- 2 Application must be made in writing to the strata corporation for the particulars and documents referred to in 3 and 4. Application must also be made in writing to the strata corporation for the articles referred to in 6 unless the articles are obtained from the Lands Titles Registration Office.
- 3 Particulars supplied by the strata corporation or known to the vendor:
  - (a) particulars of contributions payable in relation to the unit (including details of arrears of contributions related to the unit): **SEE SECTION 41 STATEMENT AND ATTACHMENTS**
  - (b) particulars of the assets and liabilities of the strata corporation: **SEE SECTION 41 STATEMENT AND ATTACHMENTS**
  - (c) particulars of expenditure that the strata corporation has incurred, or has resolved to incur, and to which the unit holder of the unit must contribute, or is likely to be required to contribute: **SEE SECTION 41 STATEMENT AND ATTACHMENTS**
  - (d) particulars of the unit entitlement of the unit: **6125/248,500**

*[If any of the above particulars have not been supplied by the strata corporation by the date of this statement and are not known to the vendor, state "not known" for those particulars.]*

- 4 Documents supplied by the strata corporation that are enclosed:
  - (a) a copy of the minutes of the general meetings of the strata corporation and management committee for the 2 years preceding this statement/~~since the deposit of the strata plan;~~  
 (\*Strike out or omit whichever is the greater period)  
**YES**
  - (b) a copy of the statement of accounts of the strata corporation last prepared;  
**YES**
  - (c) a copy of current policies of insurance taken out by the strata corporation.  
**YES**

*[For each document indicate (YES or NO) whether or not the document has been supplied by the strata corporation by the date of this statement.]*

- 5 If "not known" has been specified for any particulars in 3 or a document referred to in 4 has not been supplied, set out the date of the application made to the strata corporation and give details of any other steps taken to obtain the particulars or documents concerned:
- 6 A copy of the articles of the strata corporation is enclosed.
- 7 The following additional particulars are known to the vendor or have been supplied by the strata corporation:

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8 Further inquiries may be made to the secretary of the strata corporation or the appointed strata manager.

Name: **Luke Hayden**

Address: **Strata Manager**

### Note—

- 1 A strata corporation must (on application by or on behalf of a current owner, prospective purchaser or other relevant person) provide the particulars and documents referred to in 3(a)—(c), 4 and 6 and must also make available for inspection its accountancy records and minute books, any contract with a body corporate manager, the register of unit holders and unit holder entitlements that it maintains, the duplicate certificate of title for the common property and any documents in its possession relating to the design and construction of the buildings or improvements on the site or relating to the strata scheme.
- 2 Copies of the articles of the strata corporation may also be obtained from the Lands Titles Registration Office.
- 3 All owners of a strata unit are bound by the articles of the strata corporation. The articles regulate the rights and liabilities of owners of units in relation to their units and the common property and matters of common concern.
- 4 For a brief description of some of the matters that need to be considered before purchasing a strata unit, see Division 3 of this Schedule.

## Matters to be considered in purchasing a community lot or strata unit

The property you are buying is on strata or community title. There are **special obligations and restrictions** that go with this kind of title. Make sure you understand these. If unsure, seek legal advice before signing a contract. For example:

### Governance

You will automatically become a member of the **body corporate**, which includes all owners and has the job of maintaining the common property and enforcing the rules. Decisions, such as the amount you must pay in levies, will be made by vote of the body corporate. You will need to take part in meetings if you wish to have a say. If outvoted, you will have to live with decisions that you might not agree with.

If you are buying into a mixed use development (one that includes commercial as well as residential lots), owners of some types of lots may be in a position to outvote owners of other types of lots. Make sure you fully understand your voting rights, see later.

### Use of your property

You, and anyone who visits or occupies your property, will be bound by rules in the form of **articles or by-laws**. These can restrict the use of the property, for example, they can deal with keeping pets, car parking, noise, rubbish disposal, short-term letting, upkeep of buildings and so on. Make sure that you have read the articles or by-laws before you decide whether this property will suit you.

Depending on the rules, you might not be permitted to make changes to the exterior of your unit, such as installing a television aerial or an air-conditioner, building a pergola, attaching external blinds etc without the permission of the body corporate. A meeting may be needed before permission can be granted. Permission may be refused.

Note that the articles or by-laws **could change** between now and when you become the owner: the body corporate might vote to change them. Also, if you are buying before the community plan is registered, then any by-laws you have been shown are just a draft.

### Are you buying a debt?

If there are unpaid contributions owing on this property, you can be made to pay them. You are entitled to **know the financial state of the body corporate** and you should make sure you see its records before deciding whether to buy. As a prospective owner, you can write to the body corporate requiring to see the records, including minutes of meetings, details of assets and liabilities, contributions payable, outstanding or planned expenses and insurance policies. There is a fee. To make a request, write to the secretary or management committee of the body corporate.

### Expenses

The body corporate can **require you to maintain your property**, even if you do not agree, or can carry out maintenance and bill you for it.

The body corporate can **require you to contribute** to the cost of upkeep of the common property, even if you do not agree. Consider what future maintenance or repairs might be needed on the property in the long term.

### Guarantee

As an owner, you are a **guarantor** of the liabilities of the body corporate. If it does not pay its debts, you can be called on to do so. Make sure you know what the liabilities are before you decide to buy. Ask the body corporate for copies of the financial records.

### Contracts

The body corporate can make contracts. For example, it may engage a body corporate manager to do some or all of its work. It may contract with traders for maintenance work. It might engage a caretaker to look after the property. It might make any other kind of contract to buy services or products for the body

## ESSENTIAL forms & contracts pty ltd

corporate. Find out **what contracts the body corporate is committed to and the cost.**

The body corporate will have to raise funds from the owners to pay the money due under these contracts. As a guarantor, you could be liable if the body corporate owes money under a contract.

### **Buying off the plan**

If you are buying a property that has not been built yet, then you **cannot be certain** what the end product of the development process will be. If you are buying before a community plan has been deposited, then any proposed development contract, scheme description or by-laws you have been shown could change.

### **Mixed use developments—voting rights**

You may be buying into a group that is run by several different community corporations. This is common in mixed use developments, for example, where a group of apartments is combined with a hotel or a group of shops. If there is more than one corporation, then you should not expect that all lot owners in the group will have equal voting rights. The corporations may be structured so that, even though there are more apartments than shops in the group, the shop owners can outvote the apartment owners on some matters. Make enquiries so that you understand how many corporations there are and what voting rights you will have.

### **Further information**

The Real Estate Institute of South Australia provides an information service for enquiries about real estate transactions, see [www.reisa.com.au](http://www.reisa.com.au).

A free telephone Strata and Community Advice Service is operated by the Legal Services Commission of South Australia: call 1300 366 424. Information and a booklet about strata and community titles is available from the Legal Services Commission at [www.lsc.sa.gov.au](http://www.lsc.sa.gov.au).

You can also seek advice from a legal practitioner.

**Annexures**

- \* The following documents are annexed hereto -
    - \* Certificate of Title Volume 5047 Folio 643
    - \* Strata Plan 461
    - \* Responses to Enquiries from the City of Norwood Payneham & St Peters (Including PlanSA Section 7 Report)
    - \* Emergency Services Levy Certificate
    - \* Land Tax Certificate
    - \* SA Water Certificate
    - \* Strata Corporation – Particulars supplied pursuant to section 41 and enclosures
      - Articles
      - Strata Plan
    - \* Property Interest Report
    - \* Form R3 – Buyers Information Notice
- 

**Acknowledgement of Receipt**

\*I/We, the abovenamed Purchaser(s), hereby acknowledge having received this day this Statement under section 7 under the *Land and Business (Sale and Conveyancing) Act* with the annexures as set out above.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20

Signed: \_\_\_\_\_

\_\_\_\_\_  
Purchaser(s)

(\*Strike out whichever is not applicable)

**CERTIFICATE OF TITLE**  
**VOLUME 5047 FOLIO 643**



Product	Register Search (CT 5047/643)
Date/Time	17/09/2025 10:54AM
Customer Reference	13011
Order ID	20250917003375

REAL PROPERTY ACT, 1986



The Registrar-General certifies that this Title Register Search displays the records maintained in the Register Book and other notations at the time of searching.



## Certificate of Title - Volume 5047 Folio 643

Parent Title(s)	CT 3788/9		
Creating Dealing(s)	CONVERTED TITLE		
Title Issued	03/10/1991	Edition	6
		Edition Issued	19/09/2005

### Estate Type

FEE SIMPLE (UNIT)

### Registered Proprietor

ALAN JOHN JOYCE  
OF C2/58 WILLIAM STREET NORWOOD SA 5067

### Description of Land

UNIT 9 STRATA PLAN 461  
IN THE AREA NAMED NORWOOD  
HUNDRED OF ADELAIDE

### Easements

TOGETHER WITH RIGHT(S) OF WAY OVER THE LAND MARKED N ON SP 461 (T 105152)

### Schedule of Dealings

Dealing Number	Description
10297810	MORTGAGE TO AUSTRALIAN CENTRAL CREDIT UNION LTD.

### Notations

Dealings Affecting Title NIL

Priority Notices NIL

#### Notations on Plan

Lodgement Date	Dealing Number	Description	Status
12/04/2016	12509663	APPLICATION TO AMEND ARTICLES	FILED

Registrar-General's Notes NIL

Administrative Interests NIL

**ESSENTIAL forms & contracts pty ltd**

**SP 461**

STRATA PLAN

461

1ST OF 3 SHEETS



Alpha Easement Identifier vide  
Oct 4370/1975 pro RG. 27-9-91

MICROFILMED  
1-10-91

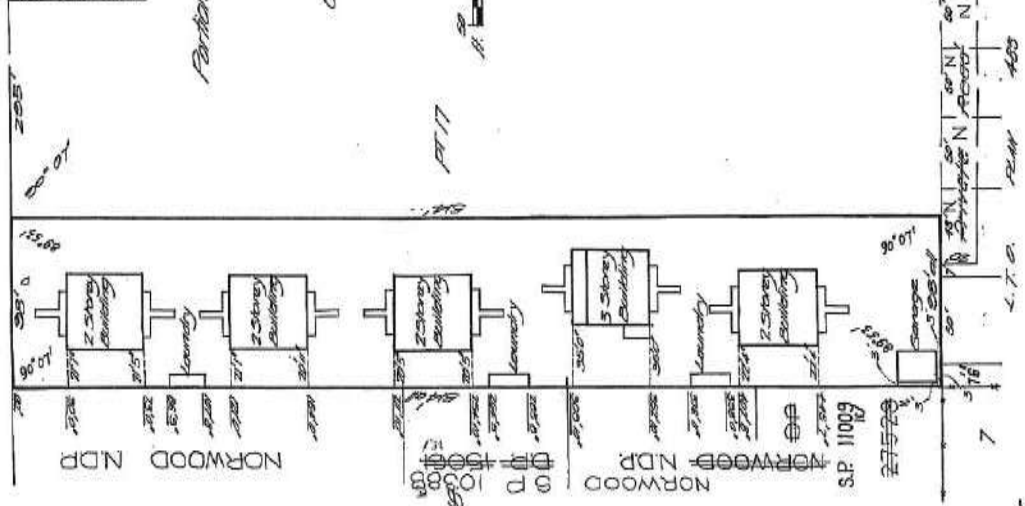
STRATA 58 PLAN WILLIAM STREET No 461 INCORPORATED NORWOOD 5067

Williams Street

ELIZABETH

- Site Plan -

Hd. of Adelaide  
Part of Blk 17 of Section 261  
in the area named  
NORWOOD  
C.T. Volume 535 Folio 31



PT 17



I, Leslie Danks Chapman a Licensed Surveyor within  
the meaning of the Surveyors Act 1885/1987 do hereby  
certify:

1. That all the units and unit subdivisions and of  
buildings and other structures depicted hereon are  
truly compared with the documents of the land  
deposited in this Strata Plan.
2. That this Strata Plan represents an accurate deline-  
ation of the units and unit subdivisions as certified  
and laid out on the plan.

Dated this 10th day of May 1977

L. D. Chapman  
Licensed Surveyor

L. D. CHAPMAN  
Licensed Surveyor  
33 High Street  
Burnside



STRATA PLAN

461

3<sup>RD</sup> of 3 SHEETS

ACCEPTED AND DEPOSITED  
*B. H. Weather*  
 CHIEF DRAFTSMAN  
 Pro Registrar General  
 25/8/1977

MICROFILMED  
 1-10-91

SCHEDULE OF UNIT ENTITLEMENT

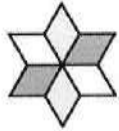
UNIT NO	UNIT ENTITLEMENT	CURRENT C's of T.		UNIT NO	UNIT ENTITLEMENT	CURRENT C's of T.	
		VOLUME	FOLIO			VOLUME	FOLIO
1	6125			27	6000		
2	6125			28	6000		
3	6125			29	6000		
4	6125			30	6000		
5	6125			31	6000		
6	6125			32	6000		
7	6125			33	6000		
8	6125			34	6000		
9	6125			35	6000		
10	6125			36	6000		
11	6125			37	6000		
12	6125			38	6000		
13	6125			39	6000		
14	6125			40	6000		
15	6125			41	6000		
16	6125						
17	6125						
18	6125						
19	6125						
20	6125						
21	6000						
22	6000						
23	6000						
24	6000						
25	6000						
26	6000						
AGGREGATE				AGGREGATE	248,500		

Authenticated Vide Application No 3224302



*H. J. Collins*  
 Registrar General.

**RESPONSES TO ENQUIRIES  
FROM  
CITY OF NORWOOD PAYNEHAM & ST PETERS  
(Including PlanSA Section 7 Report)**



City of  
Norwood  
Payneham  
& St Peters

**City of Norwood Payneham & St Peters**

Head Office: 175 The Parade, Norwood  
Mailing Address: PO Box 204, KENT TOWN SA 5071  
Telephone (08) 8366 4555

**Property Information and Particulars**  
in response to an enquiry pursuant to Section 7 of the  
**Land & Business (Sale & Conveyancing Act 1994)**

To: Essential Conveyancing Pty Ltd  
Suite 7A, 259 Glen Osmond Road  
FREWVILLE SA 5063

Certificate Date: 18/09/2025  
Certificate No: 27132

**Details of Property Referred To:**

Rates Assessment Number : 11088 8  
Valuer General Number : 1500620163  
Owner Details : Mr AJ Joyce  
Property Address : 2C/58 William Street NORWOOD 5067  
Property Description : Lot: 9 SP: 461 CT: 5047/643  
Hundred : Adelaide  
Ward : West Norwood/Kent Town Ward - Ward 5

**Prescribed Encumbrances for 2C/58 William Street NORWOOD 5067**

Column 1 Prescribed encumbrance	Column 2 Other particulars required
<b>Development Act 1993 (repealed)</b>	
section 42—Condition (that continues to apply) of a development authorisation	Date of authorisation: <b>N/A</b> Name of relevant authority that granted authorisation: Condition(s) of authorisation:
<b>Repealed Act conditions</b>	
Condition (that continues to apply) of an approval or authorisation granted under the <i>Building Act 1971</i> (repealed), the <i>City of Adelaide Development Control Act 1976</i> (repealed), the <i>Planning Act 1982</i> (repealed) or the <i>Planning and Development Act 1966</i> (repealed)	Nature of condition(s): <b>N/A</b>

Column 1 Prescribed encumbrance	Column 2 Other particulars required
<b>Planning, Development and Infrastructure Act 2016</b>	
Part 5 – Planning and Design Code	<p>Title or other brief description of zone, subzone and overlay in which the land is situated (as shown in the Planning and Design Code):</p> <p><b>(Refer to PlanSA Section 7 extract report)</b></p> <p>Is there a State heritage place on the land or is the land situated in a State heritage area? <b>NO</b></p> <p>Is the land designated as a local heritage place? <b>NO</b></p> <p>Is there a tree or stand of trees declared in Part 10 of the Planning and Design Code to be a significant tree or trees on the land? <b>NO</b></p> <p>Is there a current amendment to the Planning and Design Code released for public consultation by a designated entity on which consultation is continuing or on which consultation has ended but whose proposed amendment has not yet come into operation?</p> <p><b>YES</b></p> <p>For information on any proposed Code Amendments which may interest you, please refer to the PlanSA Website:</p> <p><a href="https://code.plan.sa.gov.au">https://code.plan.sa.gov.au</a></p>
Section 127 - Condition (that continues to apply) of a development authorisation	<b>(Refer to PlanSA Section 7 extract report)</b>
<b>Development Act 1993 (repealed)</b>	
section 50(1)—Requirement to vest land in a council or the Crown to be held as open space	<b>NO</b>
section 50(2)—Agreement to vest land in a council or the Crown to be held as open space	<b>NO</b>
section 55—Order to remove or perform work	<b>NO</b>
section 56—Notice to complete development	<b>NO</b>
section 57—Land management agreement	<b>NO</b>
section 69—Emergency order	<b>NO</b>
section 71—Fire safety notice	<b>NO</b>

<p align="center"><b>Column 1</b></p> <p align="center"><b>Prescribed encumbrance</b></p>	<p align="center"><b>Column 2</b></p> <p align="center"><b>Other particulars required</b></p>
<p>section 84—Enforcement notice</p>	<p align="center"><b>NO</b></p>
<p>section 85(6), 85(10) or 106— Enforcement order</p>	<p align="center"><b>NO</b></p>
<p>Part 11 Division 2—Proceedings</p>	<p align="center"><b>NO</b></p>
<p><b><i>Fire and Emergency Services Act 2005</i></b></p>	
<p>section 105F (or section 56 or 83 (repealed))—Notice to take action to prevent outbreak or spread of fire</p>	<p align="center"><b>NO</b></p>
<p><b><i>Food Act 2001</i></b></p>	
<p>section 44—Improvement notice</p>	<p align="center"><b>NO</b></p>
<p>section 46—Prohibition order</p>	<p align="center"><b>NO</b></p>
<p><b><i>Housing Improvement Act 1940 (repealed)</i></b></p>	
<p>section 23—declaration that house is undesirable or unfit for human habitation</p>	<p align="center"><b>NO</b></p>
<p>Part 7 (rent control for substandard houses) – Notice or declaration</p>	<p align="center"><b>N/A</b></p>
<p><b><i>Land Acquisition Act 1969</i></b></p>	
<p>Section 10 – Notice of intention to acquire</p>	<p align="center"><b>NO</b></p>
<p><b><i>Local Government Act 1934 (repealed)</i></b></p>	
<p>Notice, order, declaration, charge, claim or demand given or made under the Act</p>	<p align="center"><b>NO</b></p>
<p><b><i>Local Government Act 1999</i></b></p>	
<p>Notice, order, declaration, charge, claim or demand given or made under the Act</p>	<p align="center"><b>NO</b></p>
<p><b><i>Local Nuisance and Litter Control Act 2016</i></b></p>	
<p>Section 30 – Nuisance or litter abatement notice</p>	<p align="center"><b>N/A</b></p>

Column 1 Prescribed encumbrance	Column 2 Other particulars required
<b><i>Planning, Development and Infrastructure Act 2016</i></b>	
section 141 – Order to remove or perform work	NO
section 142 – Notice to complete development	NO
section 155 – Emergency order	NO
section 157 – Fire safety notice	NO
Section 192 or 193 – Land management agreement	(Refer to PlanSA Section 7 extract report)
section 198(1) – Requirement to vest land in a council or the Crown to be held as open space	NO
section 198(2) – Agreement to vest land in a council or the Crown to be held as open space	NO
Part 16 Division 1 – Proceedings	NO
section 213 – Enforcement notice	NO
section 214(6), 214(10) or 222- Enforcement order	Date order made: <b>N/A</b> Name of court that made order: Action number: Name of parties: Terms of order: Building work (if any) required to be carried out:
<b><i>Public and Environmental Health Act 1987 (repealed)</i></b>	
Part 3—Notice	NO
Public and Environmental Health (Waste Control) Regulations 2010 (or 1995) (revoked) Part 2—Condition (that continues to apply) of an approval	NO

<p align="center"><b>Column 1</b></p> <p align="center"><b>Prescribed encumbrance</b></p>	<p align="center"><b>Column 2</b></p> <p align="center"><b>Other particulars required</b></p>
<p>Public and Environmental Health (Waste Control) Regulations 2010 (revoked) regulation 19—Maintenance order (that has not been complied with)</p>	<p><b>NO</b></p>
<p><b><i>South Australian Public Health Act 2011</i></b></p>	
<p>Section 92-Notice</p>	<p><b>NO</b></p>
<p>South Australian Public Health (Wastewater) Regulations 2013 Part 4-Condition (that continues to apply) of an approval</p>	<p><b>NO</b></p>
<p><b>Other charges</b></p>	
<p>Charge of any kind affecting the land (not included in another item)</p>	<p>Person or body in whose favour charge exists: <b>N/A</b></p> <p>Nature of charge:</p> <p>Amount of charge (if known):</p>

### Particulars of Building Indemnity Insurance

**Note—Building indemnity insurance is not required for—**

- (a) domestic building work for which approval under the *Planning, Development and Infrastructure Act 2016*, the repealed *Development Act 1993* or the repealed *Building Act 1971* is or was not required; or
- (b) minor domestic building work (see section 3 of the *Building Work Contractors Act 1995*); or
- (c) domestic building work commenced before 1 May 1987; or
- (d) building work in respect of which an exemption from the application of Division 3 of Part 5 of the *Building Work Contractors Act 1995* applies under the *Building Work Contractors Regulations 2011*; or
- (e) building work in respect of which an exemption from the application of Division 3 of Part 5 of the *Building Work Contractors Act 1995* has been granted under section 45 of that Act.

### Details of building indemnity insurance still in existence for building work on the land:

Building Indemnity Insurance is required... **NO** (refer above note):

- 1 Name(s) of person(s) insured:.....
- 2 Name of insurer:.....
- 3 Limitations on the liability of the insurer:.....
- 4 Name of builder:.....
- 5 Builder's licence number:.....
- 6 Date of issue of insurance:.....
- 7 Description of insured building work:.....  
.....  
.....

### Exemption from holding insurance:

If particulars of insurance are not given, has an exemption been granted under section 45 of the *Building Work Contractors Act 1995* from the requirement to hold an insurance policy in accordance with Division 3 of Part 5 of that Act?

**N/A**

If **YES**, give details:

- (a) Date of the exemption:.....
- (b) Name of builder granted the exemption:.....
- (c) Licence number of builder granted the exemption:.....
- (d) Details of building work to which the exemption applies: .....  
.....  
.....
- (e) Details of conditions (if any) to which the exemption is subject: .....  
.....  
.....

## ***Particulars relating to Environment Protection***

### **Further information held by councils**

Does the council hold details of any development approvals relating to—

- (a) commercial or industrial activity at the land; or
- (b) a change in the use of the land or part of the land (within the meaning of the *Development Act 1993*) or the *Planning, Development and Infrastructure Act 2016*?

**NO**

**Note—**

The question relates to information that the council for the area in which the land is situated may hold. If the council answers "YES" to the question, it will provide a description of the nature of each development approved in respect of the land. The purchaser may then obtain further details from the council (on payment of any fee fixed by the council). However, it is expected that the ability to supply further details will vary considerably between councils.

A "YES" answer to paragraph (a) of the question may indicate that a ***potentially contaminating activity*** has taken place at the land (see sections 103C and 103H of the *Environment Protection Act 1993*) and that assessments or remediation of the land may be required at some future time.

It should be noted that—

- (a) the approval of development by a council does not necessarily mean that the development has taken place;
- (b) the council will not necessarily be able to provide a complete history of all such development that has taken place at the land.

This statement is made the **23 September 2025**

MARIO BARONE  
CHIEF EXECUTIVE OFFICER

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# CERTIFICATE OF RATES AND CHARGES

Issued under Section 187 of the Local Government Act 1999



City of  
Norwood  
Payneham  
& St Peters

To: Essential Conveyancing Pty Ltd  
Suite 7A, 259 Glen Osmond Road  
FREWVILLE SA 5063

Date: 18/09/2025

Particulars of the Property:	
Assessment No	11088
Owner's Name	Mr AJ Joyce
Valuation No	1500620163
Property Address	2C/58 William Street NORWOOD 5067
Property Description	Lot: 9 SP: 461 CT: 5047/643

175 The Parade  
Norwood SA 5067

PO Box 204  
Kent Town SA 5071

Telephone  
8366 4555

Email  
townhall@npsp.sa.gov.au

Website  
www.npsp.sa.gov.au

Particulars of Rates and Charges in the 2025-2026 Financial Year:	
Balance b/forward 2024-2025	\$4,162.58
<b>2025-2026 Rates + Landscape Levy</b>	<b>\$1,405.30</b>
Plus Legal Fees	\$421.12
Plus Fines & Interest	\$33.56
Less Concession/Rebate	\$0.00
Less Payments	\$0.00
Plus Property Related Debts	
<b>Balance Now Due and Payable</b>	<b>\$5,601.44</b>
<b>Settlement via BPay</b>	Billor Code: 3251 Reference: 0110888



100% Australian Made  
Recycled Paper

<b>2025-2026 Rates including Landscape Levy</b>	<b>\$1,405.30</b>
<b>2025-2026 Capital Value</b>	<b>\$295,000</b>

Note the Rates 1<sup>st</sup> Quarter in the 2025-2026 financial year will be due 5 September 2025.

### Notes for your information:

- The next date for Fines and Interest to be calculated is 19 September 2025.
- If Balance Due above is Nil, the rates have been paid to 30 June 2026.
- Upon settlement of the property, the total balance to 30 June 2026 is required to be paid to the Council. Action to recover unpaid rates will be taken against the owner of the property at the time of declaration of rates.
- A fine of 2% will be imposed on any current Rate not paid by the due date and interest at the prescribed rate will be added each month on unpaid arrears.
- This certificate relates only to the abovementioned assessment. If other assessments are included at the same address (eg: tenancies/shops) additional certificates will only be issued upon payment of additional fees.

Mario Barone  
**CHIEF EXECUTIVE OFFICER**

Community  
Well-being is...  
Social Equity  
Cultural Vitality  
Economic Prosperity  
Environmental  
Sustainability

## Data Extract for Section 7 search purposes

Valuation ID 1500620163

**Data Extract Date:** 23/09/2025

### Important Information

*This Data Extract contains information that has been input into the Development Application Processing (DAP) system by either the applicant or relevant authority for the development for which approval was sought under the Planning, Development and Infrastructure Act 2016. The Department for Housing and Urban Development does not make any guarantees as to the completeness, reliability or accuracy of the information contained within this Data Extract and councils should verify or confirm the accuracy of the information in the Data Extract in meeting their obligations under the Land and Business (Sale and Conveyancing) Act 1994.*

**Parcel ID:** S461 UN9

**Certificate Title:** CT5047/643

**Property Address:** UNIT 2C 58 WILLIAM ST NORWOOD SA 5067

Zones

Established Neighbourhood (EN)

Subzones

No

Zoning overlays

Overlays

**Airport Building Heights (Regulated) (All structures over 45 metres)**

The Airport Building Heights (Regulated) Overlay seeks to ensure building height does not pose a hazard to the operation and safety requirements of commercial and military airfields.

**Heritage Adjacency**

The Heritage Adjacency Overlay seeks to ensure development adjacent to State and Local Heritage Places maintains the heritage and cultural values of those places.

**Prescribed Wells Area**

The Prescribed Wells Area Overlay seeks to ensure sustainable water use in prescribed wells areas.

**Regulated and Significant Tree**

The Regulated and Significant Tree Overlay seeks to mitigate the loss of regulated trees through appropriate development and redevelopment.

**Stormwater Management**

The Stormwater Management Overlay seeks to ensure new development incorporates water sensitive urban design techniques to capture and re-use stormwater.

### **Traffic Generating Development**

The Traffic Generating Development Overlay aims to ensure safe and efficient vehicle movement and access along urban transport routes and major urban transport routes.

### **Urban Tree Canopy**

The Urban Tree Canopy Overlay seeks to preserve and enhance urban tree canopy through the planting of new trees and retention of existing mature trees where practicable.

Is the land situated in a State Heritage Place/Area

No

Open the SA Heritage Places Database Search tool to find the locations' Heritage Place Details.

<http://maps.sa.gov.au/heritagesearch/HeritageSearchLocation.aspx>

Is the land designated as a Local Heritage Place

No

Open the SA Heritage Places Database Search tool to find the locations' Heritage Place Details.

<http://maps.sa.gov.au/heritagesearch/HeritageSearchLocation.aspx>

Is there a tree or stand of trees declared in Part 10 of the Planning and Design Code (the Code) to be a significant tree or trees on the land? (Note: there may be regulated and/or significant trees on the land that are not listed in the Code - see below).

No

Under the Planning, Development and Infrastructure Act 2016 (the Act), a tree may be declared as a significant tree in the Code, or it may be declared as a significant or regulated tree by the Planning, Development and Infrastructure (General) Regulations 2017. Under the Act, protections exist for trees declared to be significant and/or regulated trees. Further information regarding protected trees can be found on the PlanSA website: <https://plan.sa.gov.au/>

Open the Online Planning and Design Code to browse the full Code and Part 10 - Significant Trees for more information.

<https://code.plan.sa.gov.au/>

### **Associated Development Authorisation Information**

*A Development Application cannot be enacted unless the Development Authorisation for Development Approval has been granted.*

No

Land Management Agreement (LMA)

No

# **EMERGENCY SERVICES LEVY CERTIFICATE**



ABN 19 040 849 865  
Emergency Services Funding Act 1998

# CERTIFICATE OF EMERGENCY SERVICES LEVY PAYABLE

The Emergency Services Levy working for all South Australians

The details shown are current as at the date of issue.

PIR Reference No: 2712252

**ESSENTIAL CONVEYANCING  
SUITE 7A, 259 GLEN OSMOND RD  
FREWVILLE SA 5063**

**DATE OF ISSUE**  
17/09/2025

**ENQUIRIES:**  
Tel: (08) 8372 7534  
Email: contactus@revenuesa.sa.gov.au

<b>OWNERSHIP NUMBER</b>		<b>OWNERSHIP NAME</b>		
13736316		A J JOYCE		
<b>PROPERTY DESCRIPTION</b>				
U2C 58 WILLIAM ST / NORWOOD SA 5067 / UNIT 9				
<b>ASSESSMENT NUMBER</b>	<b>TITLE REF.</b> <small>(A "+" indicates multiple titles)</small>	<b>CAPITAL VALUE</b>	<b>AREA / FACTOR</b>	<b>LAND USE / FACTOR</b>
1500620163	CT 5047/643	\$295,000.00	R4 1.000	RE 0.400
<b>LEVY DETAILS:</b>		<b>FIXED CHARGE</b>	\$	50.00
		<b>+ VARIABLE CHARGE</b>	\$	99.80
<b>FINANCIAL YEAR</b>		<b>- REMISSION</b>	\$	60.05
2025-2026		<b>- CONCESSION</b>	\$	0.00
		<b>+ ARREARS / - PAYMENTS</b>	\$	219.32
		<b>= AMOUNT PAYABLE</b>	\$	309.07

**Please Note:** If a concession amount is shown, the validity of the concession should be checked prior to payment of any outstanding levy amount. The expiry date displayed on this Certificate is the last day an update of this Certificate will be issued free of charge. **It is not the due date for payment.**

**EXPIRY DATE** 16/12/2025



**Government of South Australia**

See overleaf for further information

DETACH AND RETURN THE PAYMENT REMITTANCE ADVICE WITH YOUR PAYMENT

## CERTIFICATE OF EMERGENCY SERVICES LEVY PAYABLE

PAYMENT REMITTANCE ADVICE

**OWNERSHIP NUMBER**  
13736316

**OWNERSHIP NAME**  
A J JOYCE

**ASSESSMENT NUMBER**  
1500620163

**AMOUNT PAYABLE**  
\$309.07

**AGENT NUMBER**  
100019061

**AGENT NAME**  
ESSENTIAL CONVEYANCING

**EXPIRY DATE**  
16/12/2025

+70081846110022> +001571+ <0550396313> <0000030907> +444+

**OFFICIAL: Sensitive**

**Please Note:**

Please check that the property details shown on this Certificate are correct for the land being sold.

The amount payable on this Certificate is accurate as at the date of issue.

This Certificate is only valid for the financial year shown.

If the change of ownership will occur in the following financial year, you must obtain another Certificate after 30 June.

Payment should be made as part of the settlement process.

The amount payable on this Certificate must be paid in full even if only a portion of the subject land is being sold. RevenueSA cannot apportion the ESL.

If the amount payable is not paid in full, the purchaser may become liable for all of the outstanding ESL as at the date of settlement.

The owner of the land as at 12:01am on 1 July in the financial year of this Certificate will remain liable for any additional ESL accrued before the date of this Certificate, even if the amount payable on this Certificate has been paid.




Provision of this Certificate does not relieve the land owner of their responsibility to pay their Notice of ESL Assessment by the due date.

If the owner of the subject land is receiving an ESL pensioner concession but was not living in the property as their principal place of residence as at 12:01am on 1 July of the current financial year, or is now deceased, you must contact RevenueSA prior to settlement.

For more information:

Visit: [www.revenuesa.sa.gov.au](http://www.revenuesa.sa.gov.au)  
 Email: [contactus@revenuesa.sa.gov.au](mailto:contactus@revenuesa.sa.gov.au)  
 Phone: (08) 8372 7534

**PAYMENT OPTIONS FOR THIS CERTIFICATE SHOWN BELOW**

 <p><b>Billers Code:</b> 456285 <b>Ref:</b> 7008184611</p> <p>Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account.                  More info: <a href="http://www.bpay.com.au">www.bpay.com.au</a>                  © Registered to BPAY Pty Ltd                  ABN 69 079 137 515</p>	 <p><b>To pay via the internet go to:</b>  <a href="http://www.revenuesaonline.sa.gov.au">www.revenuesaonline.sa.gov.au</a></p>	 <p>Send your cheque or money order, made payable to the <b>Community Emergency Services Fund</b>, along with this <b>Payment Remittance Advice</b> to:  <b>Please refer below.</b>                  Revenue SA                  Locked Bag 555                  ADELAIDE SA 5001</p>
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**ACTION REQUIRED:** In line with the Commonwealth Government's cheque phase-out, RevenueSA will stop accepting cheque payments after 30 June 2027. To ensure a smooth transition, we encourage you to switch to one of the other payment options listed above.

# LAND TAX CERTIFICATE



ABN 19 040 349 866  
Land Tax Act 1936

# CERTIFICATE OF LAND TAX PAYABLE

**This form is a statement of land tax payable pursuant to Section 23 of the Land Tax Act 1936. The details shown are current as at the date of issue.**

PIR Reference No: 2712252

**ESSENTIAL CONVEYANCING  
SUITE 7A, 259 GLEN OSMOND RD  
FREWVILLE SA 5063**

**DATE OF ISSUE**  
17/09/2025

**ENQUIRIES:**  
Tel: (08) 8372 7534  
Email: [contactus@revenuesa.sa.gov.au](mailto:contactus@revenuesa.sa.gov.au)

<b>OWNERSHIP NAME</b>		<b>FINANCIAL YEAR</b>	
A J JOYCE		2025-2026	
<b>PROPERTY DESCRIPTION</b>			
U2C 58 WILLIAM ST / NORWOOD SA 5067 / UNIT 9			
<b>ASSESSMENT NUMBER</b>	<b>TITLE REF.</b> <small>(A "+" indicates multiple titles)</small>	<b>TAXABLE SITE VALUE</b>	<b>AREA</b>
1500620163	CT 5047/643	\$151,000.00	0.0000 HA
<b>DETAILS OF THE LAND TAX PAYABLE FOR THE ABOVE PARCEL OF LAND:</b>			
<b>CURRENT TAX</b>	\$ 0.00	<b>SINGLE HOLDING</b>	\$ 0.00
<b>- DEDUCTIONS</b>	\$ 0.00		
<b>+ ARREARS</b>	\$ 0.00		
<b>- PAYMENTS</b>	\$ 0.00		
<b>= AMOUNT PAYABLE</b>	\$ 0.00		

**Please Note:** If the Current Tax details above indicate a Nil amount, the property may be subject to an Exemption. This exemption should be validated prior to settlement. In order to ensure indemnity for the purchaser of this land, full payment of the amount payable is required:

**ON OR BEFORE** 16/12/2025



See overleaf for further information

DETACH AND RETURN THE PAYMENT REMITTANCE ADVICE WITH YOUR PAYMENT



Land Tax Act 1936

# CERTIFICATE OF LAND TAX PAYABLE

PAYMENT REMITTANCE ADVICE

**No payment is required on this Certificate**

**OFFICIAL: Sensitive**

**Please Note:**

Please check that the property details shown on this Certificate are correct for the land being sold.

This Certificate is only valid for the financial year shown.

If the change of ownership will occur in the following financial year, you must obtain another Certificate after 30 June.

Payment should be made as part of the settlement process.

The amount payable on this Certificate must be paid in full even if only a portion of the subject land is being sold. RevenueSA cannot apportion the land tax.

If the amount payable is not paid in full on or before the due date shown on this Certificate, the purchaser will not be released from liability of the whole amount of the land tax outstanding as at the date of settlement.

The owner of the land as at midnight on 30 June immediately before the financial year of this Certificate will remain liable for any additional land tax accrued before the date of this Certificate, even if the amount payable on this Certificate has been paid.

The amount payable on this Certificate is the land tax payable at the date of issue. However, land tax for a particular financial year may be reassessed at any time, changing the amount payable.

Should a reassessment occur after this Certificate has been paid in full, the purchaser will remain indemnified and will not be responsible for payment of the new land tax payable amount. The owner at the beginning of the relevant financial year will be responsible for payment of any additional land tax payable.

Should a reassessment occur after this Certificate has been issued but not paid in full, the purchaser will not be indemnified and may become responsible for payment of the new land tax payable amount.




Should a reassessment occur after this Certificate has been paid in full and the Certificate is subsequently updated, the purchaser will not be indemnified and may become responsible for payment of the new land tax payable amount.

Provision of this Certificate does not relieve the land owner of their responsibility to pay their Notice of Land Tax Assessment by the due date.

For more information:

Visit: [www.revenuesa.sa.gov.au](http://www.revenuesa.sa.gov.au)  
 Email: [contactus@revenuesa.sa.gov.au](mailto:contactus@revenuesa.sa.gov.au)  
 Phone: (08) 8372 7534

**PAYMENT OPTIONS FOR THIS CERTIFICATE SHOWN BELOW**

 <p><b>Billers Code:</b> 456293 <b>Ref:</b> 7008184520</p> <p>Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account.                  More info: <a href="http://www.bpay.com.au">www.bpay.com.au</a>                  Registered to BPAY Pty Ltd                  ABN 69 079 137 516</p>	 <p><b>To pay via the internet go to:</b>  <a href="http://www.revenuesaonline.sa.gov.au">www.revenuesaonline.sa.gov.au</a></p>	 <p>Send your cheque or money order, made payable to the <b>Commissioner of State Taxation</b>, along with this <b>Payment Remittance Advice</b> to:  <b>Please refer below.</b>                  Revenue SA                  Locked Bag 555                  ADELAIDE SA 5001</p>
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**ACTION REQUIRED:** In line with the Commonwealth Government's cheque phase-out, RevenueSA will stop accepting cheque payments after 30 June 2027. To ensure a smooth transition, we encourage you to switch to one of the other payment options listed above.

# SA WATER CERTIFICATE



Account Number <b>15 00620 16 3</b>	L.T.O Reference CT5047643	Date of issue 17/9/2025	Agent No. 1848	Receipt No. 2712252
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ESSENTIAL CONVEYANCING  
 SUITE 7A, 259 GLEN OSMOND ROAD  
 FREWVILLE SA 5063  
 Kathy@essentialconveyancing.com.au

Section 7/Elec

## Certificate of Water and Sewer Charges & Encumbrance Information

**Property details:**

**Customer:** MR AJ JOYCE & MRS A NAGATSUM  
**Location:** U2C 58 WILLIAM ST NORWOOD UNIT9 S461  
**Description:** H/U **Capital Value:** \$ 295 000  
**Rating:** Residential

**Periodic charges**

Raised in current years to 30/9/2025

			\$
	Arrears as at: 30/6/2025	:	1,179.25
Water main available:	1/7/1972	Water rates	82.30
Sewer main available:	1/7/1972	Sewer rates	94.00
		Water use	0.00
		SA Govt concession	0.00
		Recycled Water Use	0.00
		Service Rent	0.00
		Recycled Service Rent	0.00
		Other charges	10.20
		Goods and Services Tax	0.00
		Amount paid	0.00
		<b>Balance outstanding</b>	<b>1,365.75</b>

Degree of concession: 00.00%  
 Recovery action taken: RECOVERY NOTICE

**Next quarterly charges:** Water supply: 82.30 Sewer: 94.00 Bill: 1/10/2025

This account has no meter of its own but is supplied from account no 15 00619 99 8.

The Water Use apportionment option is Nil.

If your property was constructed before 1929, it's recommended you request a property interest report and internal 'as constructed' sanitary drainage drawing to understand any specific requirements relating to the existing arrangements.

As constructed sanitary drainage drawings can be found at <https://maps.sa.gov.au/drainageplans/>.

SA Water has no record of an Encumbrance on this property as at the date of issue of this certificate.



South Australian Water Corporation  
 250 Victoria Square/Tarntanyangga  
 Adelaide SA 5000  
 GPO Box 1751 Adelaide SA 5001

1300 SA WATER  
 (1300 729 283)  
 ABN 69 336 525 019  
[sawater.com.au](http://sawater.com.au)



Next action may be the forwarding of debt details to a collection agency for recovery of the unpaid charges (no costs incurred at this stage). Recovery action may include a visit to the property, restriction of water supply and/or commencement of legal action. All costs incurred will be on charged to the property. If further information is required please contact SA Waters Collection Unit on telephone (08) 7424 1560.



## South Australian Water Corporation

**Name:**

MR AJ JOYCE &amp; MRS A NAGATSUM

**Water & Sewer Account**

Acct. No.: 15 00620 16 3

**Amount:** \_\_\_\_\_

**Address:**

 U2C 58 WILLIAM ST NORWOOD UNIT9  
 S461

### Payment Options

**EFT**
**EFT Payment**

Bank account name:	SA Water Collection Account
BSB number:	065000
Bank account number:	10622859
Payment reference:	1500620163



<b>Bill code: 8888</b> <b>Ref: 1500620163</b>
--

Telephone and Internet Banking — BPAY®

Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More information at [bpay.com.au](http://bpay.com.au)


**Paying online**

Pay online at [www.sawater.com.au/paynow](http://www.sawater.com.au/paynow) for a range of options. Have your account number and credit card details to hand.


**Paying by phone**

Call 1300 650 870 and pay by phone using your Visa/Mastercard 24/7.

SA Water account number: 1500620163


 Government of  
 South Australia

 South Australian Water Corporation  
 250 Victoria Square/Tarntanyangga  
 Adelaide SA 5000  
 GPO Box 1751 Adelaide SA 5001

 1300 SA WATER  
 (1300 729 283)  
 ABN 69 336 525 019  
[sawater.com.au](http://sawater.com.au)

**STRATA CORPORATION:**

- **STATEMENT AND ATTACHMENTS PURSUANT TO SECTION 41**
- **ARTICLES**
- **STRATA PLAN**



**Better communities.  
The Whittles way.**

176 Fullarton Road  
Dulwich SA 5065

08 8291 2300  
whittles.com.au

23/09/25

Whittles Management  
Services Pty Ltd atf  
Whittles Strata Unit Trust  
ABN 31 493 603 726

ESSENTIAL CONVEYANCING  
SE 7A / 259 GLEN OSMOND ROAD'  
FREWVILLE, SA, 5063

Dear Sir/Madam

**RE:** Strata Corporation 461 Inc.  
58 WILLIAM STREET, NORWOOD  
ABN: 51996723587  
Unit: 00009 Address known as: UNIT 2C , 58 WILLIAM STREET, NORWOOD  
OWNER: A J Joyce

The following details are provided pursuant to your request for information under the Strata Titles Act 1988.

**Unit Entitlement Value:**

The Unit Entitlement Value is 6125 of a total 248500.

**Financial Status of the Unit Owner:**

The contribution payable to the Administration Fund is currently \$345.00 per quarter paid to 14/09/23. No GST is included within this contribution.

The contribution payable to the Sinking Fund is currently \$164.00 per quarter paid to 14/09/23. No GST is included within this contribution.

Specific Information relating to Unit 9 In Debt Recovery.

**NOTE: The Administration Fund has increased to \$446.00 per quarter. The Sinking Fund has increased to \$214.00 per quarter.**

**NOTE: An additional \$40.00 debt management fee will be charged monthly via Swift Collect.**

**NOTE: A Solicitor fee of \$132.00 will be charged to this account.**

Arrears are as follows:

Admin Fund: \$3,505.00	Interest: \$674.50
Sinking Fund: \$1,676.00	Other Arrears: \$2,430.56

TOTAL ARREARS ARE: \$8,286.06 as at 22/09/2025. NEXT CONTRIBUTION IS DUE 15/12/25  
**Please see attached levy notice for outstanding amounts.**

*(NOTE: An interest rate of 15 % per annum calculated daily applies)*

*The details provided are, to the best of our knowledge, accurate to this date. As this information could change prior to settlement, Conveyancers are urged to confirm them by telephone IMMEDIATELY PRIOR TO SETTLEMENT.  
Please contact Whittles on 8291 2300 or info.adelaide@whittles.com.au*

**Known Extraordinary Expenses**

Known extraordinary expenses likely to be incurred by the Corporation are as follows:

Water Consumption paid by Strata Corporation.

Car Parking 2008

The issue of parking on the common property was discussed. After a short discussion it was resolved that downstairs units be approved to park 1 car in front of the door of the unit & the upstairs units be approved to park 1 car in front of the bedroom window of the downstairs unit.

A 7 year painting contract is in place at a cost of approx \$18K per year which will be included in each financial year budget. Majority of the major painting works completed end of 2019 with contract to run until 2025.

31/10/2024 - AGM discussion on roofing. Refer notes in AGM minutes.

**\*\*Prospective owners to refer to general business discussions at last Annual General Meeting\*\***

Please refer to Minutes of Corporation Meetings and other enclosures for other known liabilities.

**Special Levies**

No Special Levies Payable.

**Financial Status of the Strata Plan**

The Corporation's funds are maintained in a bank account at Macquarie Bank Limited.

The fund currently stands to the credit of:

Administrative Fund	\$22,467.14CR
Sinking Fund	\$50,194.77CR (for future projects)

**Enclosures**

Enclosed are Minutes of General and Management Committee meetings for the past two years.

Also enclosed is a summary of policies, special resolutions and approvals granted by the Corporation. Further details of these are available upon request.

**Insurance Details**

Refer to the attached Certificate of Currency / Certificate of Insurance.

**Records**

The Corporation's records of accounts, minutes and other prescribed documentary material can be viewed and are available for inspection at our offices at 176 Fullarton Road, Dulwich during normal working hours.

Due to the COVID-19 pandemic we have adapted our office processes to keep our staff and clients safe while maintaining our professional standards and service levels. As a result of these modified processes we ask that you first contact us by email or telephone if you require an appointment to view those records.

### **Pets**

Please note this property is part of a Strata/Community Plan, additional approval for pets may be required. This process involves seeking consent from the Corporation which may include a notice period and additional fees. Approval is not guaranteed and is subject to the rules and regulations of the Strata/Community Plan. Please refer to By-Laws and/or Articles and Resolutions for further details.

### **Special Notes**

Conveyancers should note that it is the Unit holder's legal responsibility to notify the Corporation immediately of a change in ownership, change in address of the owner or change in occupancy of the Unit.

This statement is issued on the basis that any payment by the Unit holder by cheque or otherwise will be honoured at the first presentation.

This statement does not take into account any decisions or transactions of the Corporation at or subsequent to its issue.

Conveyancers should check with SA Water for any liability for additional water charges, and refer to the Corporation's financial budget for the year to ascertain whether such liability will be met by the Corporation or by the Unit holder.

Yours faithfully



Luke Hayden  
Strata Manager  
luke.hayden@whittles.com.au

**WHITTLES MANAGEMENT SERVICES PTY LTD**

On behalf of the Corporation 22/09/2025

**STRATA CORP.00461 INC**

ABN: 51996723587  
 58 William Street  
 NORWOOD SA 5067  
 Accounts enquiries: (08) 8291 2300  
 Accounts email: accounts.sa@whittles.com.au

Your account number  
**JOYC04**

Date of issue  
**22 Sep 2025**

Total amount payable  
**\$8383.66**

New charges due for payment  
**15 Oct 2025**

**TAX INVOICE**

A J Joyce  
 Unit 2C  
 58 William Street  
 NORWOOD SA 5067

Property Address  
 Unit 2C  
 58 William Street  
 NORWOOD SA 5067

Unit number  
**9**  
 Lot number  
**9**

Details	Period	Amount	GST Incl	Total
Brought Forward Balance				8286.06
Interest On Overdue Levies To 14/09/25		57.60	0.00	57.60
Debt management fee September 2025 Document Number: 65491		40.00	0.00	40.00
				8383.66
<b>TOTAL DUE IF PAID BY 15/10/25 (Includes GST of \$0.00)</b>		<b>\$8383.66</b>		

Interest will be charged on any overdue fees/charges at an annual rate of 15%



DEFT Reference Number  
 3051827680099

Date due                      Amount due  
 15 Oct 2025                  \$8383.66

Plan:            000461  
 Unit:            00009  
 Account:      JOYC04



\*496 305182768 0099

Registration is required for payments from cheque or savings accounts. Please register at [www.deft.com.au](http://www.deft.com.au).  
 Registration is not required for one-off credit card payments.  
 Direct Debit or Online payments can be made using Visa, Mastercard, American Express or Diners. Surcharges will apply.  
 BPAY payments can be made using Visa or Mastercard. No surcharge will apply and loyalty points may not accrue.

**PAYMENT OPTIONS**

Credit Card  
[www.deft.com.au](http://www.deft.com.au)

Visit [www.deft.com.au](http://www.deft.com.au) to make a secure credit card payment over the Internet. Payments by credit cards will attract a surcharge.

Direct Debit  
[www.deft.com.au](http://www.deft.com.au)

Register at [www.deft.com.au](http://www.deft.com.au) to setup Biller or Customer initiated direct debit payments from your nominated bank account or credit card.

BPAY  
 Biller code: 96503

Contact your financial institution to make a payment from your cheque, savings or credit card. Please use your DEFT Reference number when making your payment.

Australia Post

Present this bill at any Post Office to make cheque or EFTPOS payments.

**Administrative Fund Statement of Income & Expenditure**

STRATA CORP.00461 INC  
 58 William Street NORWOOD SA 5067  
 1 September 2023 to 31 August 2024  
 Printed 24/09/24 10:05

	YTD Actual	YTD Budget	Variance	Last Year
<b>FUND INCOME</b>				
Contributions	63,557.80	62,000.00	1,557.80	60,252.75
Fines/penalties	100.00	0.00	100.00	0.00
Interest-Contributions arrears	1,312.20	0.00	1,312.20	1,425.25
Keys & fobs	10.00	0.00	10.00	0.00
Laundry	181.00	0.00	181.00	151.00
Special levy-Insurance renewal	0.00	3,400.00	(3,400.00)	0.00
<b>TOTAL FUND INCOME</b>	<b>65,161.00</b>	<b>65,400.00</b>	<b>(239.00)</b>	<b>61,829.00</b>
<b>FUND EXPENDITURE</b>				
Audit prep. incl of auditor fee	586.30	586.30	0.00	586.30
Cleaning	0.00	0.00	0.00	124.00
Common property	1,255.00	2,500.00	1,245.00	2,528.63
Debt collection fees	1,977.06	0.00	(1,977.06)	1,159.69
Debt collection fees recovery	(1,445.69)	0.00	1,445.69	(4,600.50)
Electrical	1,029.55	500.00	(529.55)	0.00
Grounds	11,033.00	10,500.00	(533.00)	8,976.00
Gutters & downpipes	3,349.50	3,000.00	(349.50)	3,113.00
Insurance renewals	13,920.00	20,000.00	6,080.00	18,264.99
Legal fees	(176.00)	0.00	176.00	0.00
Management - Additional services fee	44.00	220.00	176.00	352.00
Management - Agreed Services	9,878.00	9,878.00	0.00	9,578.00
Management - Asset Maintenance Services	615.00	615.00	0.00	615.00
Management - Disbursement Fees	3,517.56	3,517.60	0.04	2,845.10
Owner expense	1,485.87	0.00	(1,485.87)	1,450.20
Owner recovery	(1,282.37)	0.00	1,282.37	(1,791.38)
Plumbing	8,198.61	4,000.00	(4,198.61)	5,826.06
Reports	0.00	0.00	0.00	1,636.00
Roofing	1,232.00	0.00	(1,232.00)	0.00
Rubbish	4,127.00	3,120.00	(1,007.00)	2,520.00
Utilities-Electricity	827.84	900.00	72.16	893.68
Utilities-Water	5,577.53	5,300.00	(277.53)	5,257.77
<b>TOTAL FUND EXPENDITURE</b>	<b>65,749.76</b>	<b>64,636.90</b>	<b>(1,112.86)</b>	<b>59,334.54</b>
<b>FUND SURPLUS (DEFICIT)</b>	<b>(588.76)</b>	<b>763.10</b>	<b>(1,351.86)</b>	<b>2,494.46</b>

### Administrative Fund Statement of Assets & Liabilities

STRATA CORP.00461 INC  
 58 William Street NORWOOD SA 5067  
 31 August 2024  
 Printed 24/09/24 10:05

	<b>YTD Actual</b>	<b>Last Year</b>
<b>OWNERS FUNDS</b>		
Balance Brought Forward	12,550.38	10,055.92
Surplus/(Deficit) For Period	(588.76)	2,494.46
<b>TOTAL FUNDS</b>	<b>11,961.62</b>	<b>12,550.38</b>
<b>ASSETS</b>		
Cash at Bank (MBL)	12,092.62	12,984.93
<b>TOTAL ASSETS</b>	<b>12,092.62</b>	<b>12,984.93</b>
<b>LIABILITIES</b>		
Unallocated Advances	131.00	434.55
<b>TOTAL LIABILITIES</b>	<b>131.00</b>	<b>434.55</b>
<b>NET ASSETS</b>	<b>11,961.62</b>	<b>12,550.38</b>

### Sinking Fund Statement of Income & Expenditure

STRATA CORP.00461 INC  
 58 William Street NORWOOD SA 5067  
 1 September 2023 to 31 August 2024  
 Printed 24/09/24 10:05

	YTD Actual	YTD Budget	Variance	Last Year
<b>FUND INCOME</b>				
Contributions	28,032.00	26,664.00	1,368.00	28,332.00
<b>TOTAL FUND INCOME</b>	<b>28,032.00</b>	<b>26,664.00</b>	<b>1,368.00</b>	<b>28,332.00</b>
<b>FUND EXPENDITURE</b>				
Common property	5,557.20	0.00	(5,557.20)	0.00
Painting	17,492.08	17,000.00	(492.08)	16,819.31
Plumbing	3,822.00	0.00	(3,822.00)	0.00
<b>TOTAL FUND EXPENDITURE</b>	<b>26,871.28</b>	<b>17,000.00</b>	<b>(9,871.28)</b>	<b>16,819.31</b>
<b>FUND SURPLUS (DEFICIT)</b>	<b>1,160.72</b>	<b>9,664.00</b>	<b>(8,503.28)</b>	<b>11,512.69</b>

### Sinking Fund Statement of Assets & Liabilities

STRATA CORP.00461 INC  
 58 William Street NORWOOD SA 5067  
 31 August 2024  
 Printed 24/09/24 10:05

	<b>YTD Actual</b>	<b>Last Year</b>
<b>OWNERS FUNDS</b>		
Balance Brought Forward	40,005.91	28,493.22
Surplus/(Deficit) For Period	1,160.72	11,512.69
<b>TOTAL FUNDS</b>	<b>41,166.63</b>	<b>40,005.91</b>
<b>ASSETS</b>		
Cash at Bank (MBL)	41,166.63	40,005.91
<b>TOTAL ASSETS</b>	<b>41,166.63</b>	<b>40,005.91</b>
<b>LIABILITIES</b>		
<b>TOTAL LIABILITIES</b>	<b>0.00</b>	<b>0.00</b>
<b>NET ASSETS</b>	<b>41,166.63</b>	<b>40,005.91</b>

**Consolidated Statement of Assets & Liabilities**

STRATA CORP.00461 INC  
 58 William Street NORWOOD SA 5067  
 31 August 2024  
 Printed 24/09/24 10:05

	YTD Actual	Last Year
<b>OWNERS FUNDS</b>		
Balance Brought Forward	52,556.29	38,549.14
Surplus/(Deficit) For Period	571.96	14,007.15
<b>TOTAL FUNDS</b>	<b>53,128.25</b>	<b>52,556.29</b>
<b>ASSETS</b>		
Cash at Bank (MBL)	53,259.25	52,990.84
<b>TOTAL ASSETS</b>	<b>53,259.25</b>	<b>52,990.84</b>
<b>LIABILITIES</b>		
Unallocated Advances	131.00	434.55
<b>TOTAL LIABILITIES</b>	<b>131.00</b>	<b>434.55</b>
<b>NET ASSETS</b>	<b>53,128.25</b>	<b>52,556.29</b>

**Notes to the Financial Statements**

STRATA CORP.00461 INC  
 58 William Street NORWOOD SA 5067  
 31 August 2024  
 Printed 24/09/24 10:05

**Investments**

Nil

The following balances relate to amounts received or owing as at 31/08/2024

**Receivables - Owner Arrears**

Unit/Lot Details	Admin			Sinking	C/Fwd
	Contributions	Debt collection fees recovery	Final notice fee	Contributions	
00007					0.00
00009	1,327.00	275.00	220.00	656.00	2,478.00
00012					0.00
00016					0.00
00025					0.00
00026					0.00
00027					0.00
00030	770.45		88.00	322.00	1,180.45
00040	386.00	33.00	44.00	161.00	624.00
<b>Totals</b>	<b>2,483.45</b>	<b>308.00</b>	<b>352.00</b>	<b>1,139.00</b>	<b>4,282.45</b>

**Receivables - Owner Arrears (continued)**

Unit/Lot Details	B/Fwd	Other	Total
00007	0.00	86.55	86.55
00009	2,478.00	176.75	2,654.75
00012	0.00	133.10	133.10
00016	0.00	92.80	92.80
00025	0.00	79.90	79.90
00026	0.00	79.40	79.40
00027	0.00	91.95	91.95
00030	1,180.45	47.95	1,228.40
00040	624.00	13.70	637.70
<b>Totals</b>	<b>4,282.45</b>	<b>802.10</b>	<b>5,084.55</b>

**Debtors**

Nil

**Allocated Advance Payments**

Unit/Lot Details	Admin	Sinking	Admin	Other	Total
	Contributions	Contributions	Fines/penalties		
00002	394.00	164.00			558.00
00011	394.00	164.00			558.00
00013	394.00	164.00			558.00
00017	394.00	164.00			558.00

**Notes to the Financial Statements**

STRATA CORP.00461 INC  
 58 William Street NORWOOD SA 5067  
 31 August 2024  
 Printed 24/09/24 10:05

**Allocated Advance Payments (continued)**

Unit/Lot Details	Admin	Sinking	Admin	Other	Total
	Contributions	Contributions	Fines/penalties		
00028	386.00	161.00			547.00
00033	386.00	161.00			547.00
00034	386.00	161.00	50.00	88.00	685.00
00035	386.00	161.00			547.00
00036	386.00	161.00			547.00
00038	386.00	161.00			547.00
00039	386.00	161.00			547.00
<b>Totals</b>	<b>4,278.00</b>	<b>1,783.00</b>	<b>50.00</b>	<b>88.00</b>	<b>6,199.00</b>

**Outstanding Creditors** Nil

**Unallocated Advance Payments**

Unit/Lot Details	Admin
00013	131.00-
<b>Totals</b>	<b>131.00-</b>

**Remuneration**

Commissions received by Whittles are disclosed in the Services Agreement between the Body Corporate and Whittles  
 Commissions received by Whittles for the financial year of the body corporate: \$1,469.28

## Summary of Significant Accounting Policies

STRATA CORP.00461 INC  
58 William Street NORWOOD SA 5067  
1 September 2023 to 31 August 2024  
Printed 24/09/24 10:05

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### Basis of Preparation

The Body Corporate agent has prepared the financial statements on the basis that the Body Corporate is a non-reporting entity because there are no users dependent on general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared to meet the information needs of members.

The financial statements have been prepared in accordance with the significant accounting policies disclosed below, which the Body Corporate agent has determined are appropriate to meet the purposes of preparation. Such accounting policies are consistent with the prior period unless otherwise stated.

### Basis of Accounting

The financial statements have been prepared on a cash basis where income is recorded when received and expenditure is recorded when paid and are based on historical costs.

### Cash and cash equivalents

Cash and cash equivalents comprise deposits held on call with banks and other short-term highly liquid investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

### Goods and Services Tax

Income, expenditure and assets of the Corporation are recognised net of the amount of Goods and Services Tax (GST), except where the GST incurred is not recoverable from the Australian Taxation Office (ATO).

The net amount of GST payable to, or recoverable from, the ATO represents the unpaid portion of the aggregate of GST on income received and expenditure paid and is presented as the GST Control Account on the Statement of Assets and Liabilities.

### Income Tax

Income tax is the tax payable on taxable income calculated using applicable income tax rates enacted, or substantially enacted, during the financial year.

Only the non-member income of the Corporation is assessable for income tax purposes, as member income is excluded under the principle of mutuality.

The income tax expense recorded in the Statement of Income and Expenditure represent amounts that have been paid to, or recovered from, the ATO.



MGI Assurance (SA) Pty. Ltd.  
ABN 31 118 195 547  
212 Greenhill Road, Eastwood 5063  
PO Box 96, Fullarton SA 5063  
Tel: 08 8299 8888  
Fax: 08 8373 1451

Website: [www.mgiadelaide.com.au](http://www.mgiadelaide.com.au)

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF STRATA CORPORATION 461 INC**

**Report on the Audit of the Financial Report**

***Opinion***

We have audited the accompanying financial report, being a special purpose financial report, of STRATA CORPORATION 461 INC, which comprises the Statements of Assets and Liabilities as at 31 August 2024 and the Admin Fund and Sinking Fund Income and Expenditure Statements for the year then ended. The financial report has been prepared in accordance with the cash basis of accounting as described in the summary of significant accounting policies. No assets or liabilities are recorded other than cash and bank balances.

In our opinion, the financial report presents fairly, in all material respects, the financial position of STRATA CORPORATION 461 INC as at 31 August 2024, and of its financial performance for the year then ended in accordance with the accounting policies described in the summary of significant accounting policies and the *Community Titles Act 1996 (SA)*

***Basis for Opinion***

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

***Emphasis of Matter - Basis of Accounting***

Without modifying our opinion, we draw attention to the basis of accounting, which is the cash basis of accounting. The financial report is prepared to provide information to the MEMBERS of STRATA CORPORATION 461 INC and, as a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

***Responsibility of Management for the Financial Report***

Management is responsible for the preparation of the financial report that gives a true and fair view and have determined that the cash basis of accounting is appropriate to meet the needs of members. Management's responsibility also includes such internal control as management determines is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.



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**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF STRATA CORPORATION 461 INC**

In preparing the financial report, management are responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intend to liquidate the entity or to cease operations, or have no realistic alternative but to do so.

Management is responsible for overseeing the entity's financial reporting process.

***Auditor's Responsibilities for the Audit of the Financial Report***

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at:

[https://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf)

This description forms part of our auditor's report.

**MGI Assurance (SA) Pty Ltd**  
Chartered Accountants

A handwritten signature in black ink, appearing to read "Clayton Lawrence", is enclosed within a circular stamp or seal.

**Clayton Lawrence**  
Director

Eastwood, South Australia  
30 September 2024



*Strata and Community Title Services*

2 July 2025

Dear Corporation Member,

Please find enclosed a copy of the Minutes of the recent Extraordinary General Meeting for STRATA CORP.00461 INC 58 William Street, NORWOOD, SA, 5067.

Should you have any queries or concerns please do not hesitate to contact this office.

Yours faithfully  
Luke Hayden  
Body Corporate Manager



Strata and Community Title Services

Minutes of the Extraordinary General Meeting  
STRATA CORP.00461 INC

**Minutes of the Extraordinary General Meeting  
STRATA CORP.00461 INC**

<b>Meeting Date</b>	Wednesday, 02 July 2025		
<b>Meeting Location</b>	Via Video Conference		
<b>Time</b>	10:00 AM	Closed: 10:10 AM	
<b>Lots Represented</b>	00011	Mr & Mrs Wilkinson	Electronic vote
	00017	A Castellucci	Owner present
	00020	K & C Brownfoot	Owner present
	00028	R Harrison	Electronic vote
	00030	G H W Alwis & A U A Samaraweera	Electronic vote
	00034	S Emanuel	Electronic vote
	00035	S J Evans	Electronic vote
	00036	S Song	Electronic vote
	00039	B Wang & Q Zhang	Electronic vote
	00041	C C Sossa & J E C Carrillo	Owner present
<b>Chairperson</b>	Luke Hayden - Whittles presided over the meeting. It was agreed that Luke Hayden, Body Corporate Manager, would assist by conducting the meeting.		
<b>Additional Attendees</b>	Luke Hayden representing Whittles Management Services Pty Ltd		
<b>Quorum</b>	The Body Corporate Manager declared a quorum was present (in person or by proxy). Those owners who were in arrears were not considered towards the quorum count.		

<b>Item 1</b>			
<b>Declaration of Interest</b>			
All owners or their nominees, are reminded that they are required to advise the meeting if they have any direct or indirect pecuniary interest in any matter to be considered by the meeting. Whittles refers all members to the agreement for disclosure of all its relevant interests.			

<b>Motion 2</b>				
<b>Acceptance of Minutes</b>	<b>Ordinary Resolution</b>			
It was resolved that in accordance with s33(4b)(b) of the <i>Strata Titles Act 1988</i> , the minutes of the Annual General Meeting held on 31 OCT 2024 and sent to owners be accepted as a true and correct record of the proceedings of that meeting.				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 9	No: 0	Abs: 1	Inv: 0



Strata and Community Title Services

<b>Motion 3</b>				
<b>Owners of Lot 41 (Unit 9D) seeking approval to install electrical line to their rear garage</b>		<b>Special Resolution</b>		
<p>The owners of Lot 41 (Unit 9D) are seeking approval from the Corporation to install electrical cabling from their electrical meter on the side of Block D to their garage at the rear of the property.</p> <p>Please refer attached diagram showing the path of the installation.</p> <p>The wire will run from the electrical meter of Unit 9D, across the driveway and then down the side of the driveway to the rear of the property and then across the rear of the property to the garage.</p> <p>The installation is to be carried out by a qualified tradesperson in a proper and work like manner at the Owners cost;</p> <p>The Owners will be responsible for repairing any damage to the common property as a consequence of the installation;</p> <p>The Owner must maintain the improvement made under this authority in good condition; All costs associated with the installation/removal and maintenance of the air conditioner will be borne by the Owner of that Unit and/or their successors</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 9	No: 0	Abs: 1	Inv: 0
<b>Notes</b>				
<p>Resolved: Owner of Lot 20 noted they were worried about the installation affecting nearby trees when conduit put into ground. Owner of Unit 40 noted that contractor will use a mixture of digging equipment and manual labour to install and will manually clear areas near tress/tree roots/service infrastructure.</p> <p>Owner of Lot 17 queried if any conduit will be visible above ground after installation. Owner of Unit 40 confirmed all conduit will be underground with nothing visible. Also confirmed was that no cutting into driveway, the conduit will run on the western side of driveway.</p>				

<b>Item 4</b>		
<b>Meeting Closure</b>		

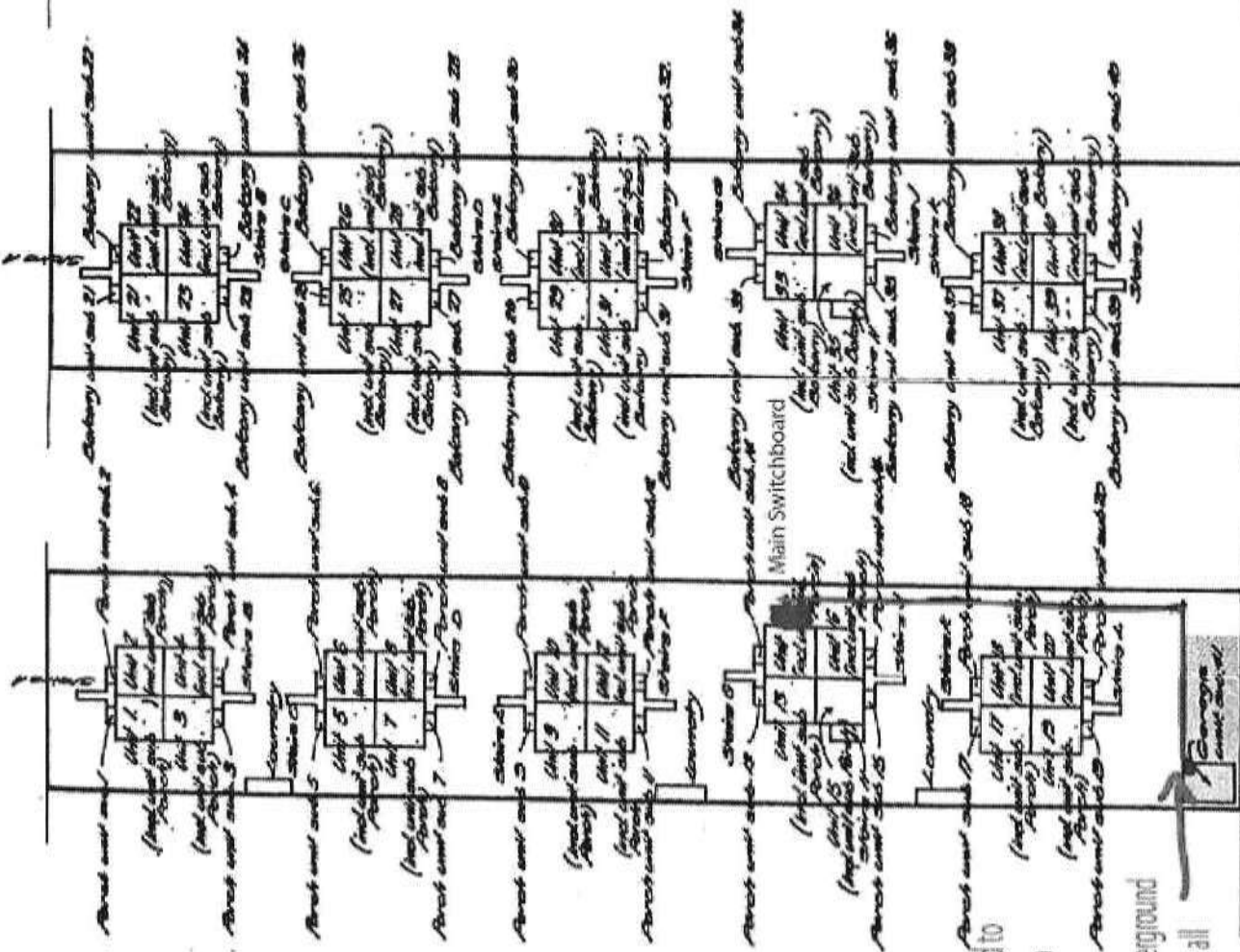
**Owners are able to access & update their personal details through the Whittles Owner Portal online.**

To access your account go to [www.whittles.com.au](http://www.whittles.com.au) and login using either your registered mobile number or email address.

**\* Please note that Whittles recommends receiving all correspondence and account notices via email for timely delivery.**

**If you have another property, you'd like to consider for management by Whittles, please let your manager know so we can arrange a proposal. Alternatively, you can request a quote through our website.**

*Legend -  
The type boundaries of  
the following forming out  
of 21/1-10 mile  
are 80' above the respective  
floor.  
Abstract of cases from  
upper summary of the  
Company (Sheet 48)*



cable to run out from switchboard to  
driveway along driveway edge to  
back of property across back  
carpark/driveway to shed all underground  
with electrical danger tape above all  
underground conduit

**L. D. CHAPMAN**  
Licensed Surveyor  
33 High Street  
Burnside

Ground Floor Plan

First Floor Plan

Second Floor Plan



*Strata and Community Title Services*

13 November 2024

Dear Corporation Member

Please find enclosed a copy of the Minutes of the recent Reconvened Annual General Meeting for STRATA CORP.00461 INC 58 William Street, NORWOOD, SA, 5067.

Management and staff appreciate your confidence in appointing Whittles as your Body Corporate Managers for the coming year, and assure you of our diligent and professional attention to the Corporation's affairs.

For your information, we have forwarded to your Presiding Officer our standard form of contract for execution on the Corporation's behalf which is to be returned to this office for keeping with the Corporation's files.

Should you have any queries or require attention, please do not hesitate to contact the undersigned.

Yours faithfully

Luke Hayden  
Body Corporate Manager



Strata and Community Title Services

Minutes of the Annual General Meeting  
STRATA CORP.00461 INC

**Minutes of the Reconvened Annual General Meeting  
STRATA CORP.00461 INC.**

<b>Meeting Date</b>	Thursday, 31 October 2024		
<b>Meeting Location</b>	Via Whittles Management Video / Teleconference Facilities		
<b>Time</b>	05:30 PM	Closed: 06:49 PM	
<b>Lots Represented</b>	00001	K K Yip & C C Lai	Owner present
	00011	Mr & Mrs Wilkinson	Electronic vote
	00020	K & C Brownfoot	Owner present
	00028	R Harrison	Owner present
	00031	E B Kingisepp	Owner present
	00032	J D Viljoen & D R Melloul	Electronic vote
	00034	S Emanuel	Electronic vote
	00036	S Song	Electronic vote
	00037	D J & T L Ellis	Owner present
	00039	B Wang & Q Zhang	Electronic vote
<b>Chairperson</b>	Luke Hayden - Whittles presided over the meeting. It was agreed that Luke Hayden, Body Corporate Manager, would assist by conducting the meeting.		
<b>Additional Attendees</b>	Luke Hayden representing Whittles Management Services Pty Ltd		
<b>Quorum</b>	The Body Corporate Manager declared a quorum was present (in person or by proxy). Those owners who were in arrears were not considered towards the quorum count.		

<b>Item 1</b>		
<b>Declaration of Interest</b>		
All owners or their nominees, are reminded that they are required to advise the meeting if they have any direct or indirect pecuniary interest in any matter to be considered by the meeting. Whittles refers all members to the agreement for disclosure of all its relevant interests.		

<b>Motion 2</b>				
<b>Acceptance of Minutes</b>	<b>Ordinary Resolution</b>			
It was resolved that in accordance with s33(4b)(b) of the <i>Strata Titles Act 1988</i> , the minutes of the Annual General Meeting held on 13 NOV 2023 and sent to owners be accepted as a true and correct record of the proceedings of that meeting.				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 7	No: 0	Abs: 2	Inv: 0



Strata and Community Title Services

Minutes of the Annual General Meeting  
STRATA CORP.00461 INC

<b>Motion 3</b>				
<b>Acceptance of Statement of Accounts</b>		<b>Ordinary Resolution</b>		
It was resolved that in accordance with s33(4b)(c) of the <i>Strata Titles Act 1988</i> , the audited Statement of Accounts for the financial year ending 31 AUG 2024, which have been circulated to all members, is accepted.				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 9	No: 0	Abs: 1	Inv: 0
<b>Notes</b>				
Resolved: Owners discussed the plumbing issues over the last 12 months and the regular callouts to address plumbing issues within the storm water piping and also from the gutters.				
It was agreed to increase the storm water scheduled maintenance from 6 monthly to 3 monthly and to increase the gutter cleaning from annually to twice a year to see if this assists in keeping the storm water system working in good order and decrease the need for one off callouts to address issues.				

<b>Motion 4</b>				
<b>Appointment of Manager</b>		<b>Ordinary Resolution</b>		
It was resolved that the Body Corporate under s23(6) of the <i>Strata Titles Act 1988</i> :				
<ul style="list-style-type: none"> <li>i. appoint Whittles Management Services Pty Ltd as its Manager to supply Services,</li> <li>ii. make the appointment for a Term of twelve (12) months, being from the 1 SEP 2024 to 31 AUG 2025 and that upon expiry of the Term this agreement will continue on a month to month basis until the next Annual General Meeting or until delegation is revoked,</li> <li>iii. authorise limited powers to Whittles Management Services Pty Ltd,</li> <li>iv. agree to pay Service Fees to Whittles Management Services Pty Ltd,</li> <li>v. acknowledge the Disclosures by Whittles Management Services Pty Ltd and</li> <li>vi. execute the Services Agreement that specifies the details of the terms and conditions of the appointment, with Whittles Management Services Pty Ltd.</li> </ul>				
The Services Agreement is available for viewing at <a href="http://whittles.com.au">whittles.com.au</a> through your owner portal.				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 10	No: 0	Abs: 0	Inv: 0



Strata and Community Title Services

**Election of Office Bearers and Committee**

THAT in accordance with s23(1) and 35(1) of the *Strata Titles Act 1988*, the meeting appoints the following Office Bearers and Committee Members.

Limitations Imposed

The Body Corporate Manager advises that the Management Committee and Officers of the Body Corporate do not have powers to resolve matters subject to special or unanimous resolutions.

Committee Meetings should be conducted in accordance with s35(8) of the *Strata Titles Act 1988*.

An agenda should be forwarded to all committee members and decisions at the meeting minuted, copies of which are to be placed with the Body Corporate records.

**Election of Presiding Officer**

Unit 2 - Mr J Sack has been elected unopposed as Presiding Officer.

**Election of Secretary**

Unit 31 - Ms E B Kingisepp has been elected unopposed as Secretary.

**Election of Ordinary Member/s**

D J & T L Ellis, Unit 3 - P K Looker have been elected to the committee.

**Withdrawn Nominees**

Unit 7 - Mr R Dunn  
representing Kenyon  
Investments Pty Ltd

**Election of Treasurer**

No nominees were selected for Treasurer, this place remains to be filled.



Strata and Community Title Services

<b>Item 6</b>		
<b>Accredited Contractors (Advice)</b>		
<p>To ensure compliance with work health and safety requirements to protect both contractors and Body Corporates, Whittles only engage accredited contractors who comply with state and territory legislation. If the Body Corporate decides, by act or omission to engage a contractor who is not accredited with Whittles, the Body Corporate acts as the Person Conducting a Business or Undertaking, in regard to the common property for the purposes of occupational health and safety legislation. This means, that if the contractor engaged by the Body Corporate does not have the necessary accreditation, an injured party may seek damages from the Body Corporate.</p> <p>The Corporate Manager will only request quotations from, and instruct works to be undertaken on behalf of the Body Corporate, by accredited contractors. However, non-accredited contractor's invoices will be processed for payment only when instructed to do so by the Body Corporate Chairperson or a person authorised by the Body Corporate to do so.</p>		

<b>Item 7</b>		
<b>Annual Compliance Register (Advice)</b>		
<p>The <i>Work Health and Safety Act 2012</i>, recognises that a Body Corporate's common property is a workplace, as such the Body Corporate is responsible for ensuring the workplace is free from hazard, as far as reasonably practicable. Whittles has established a register to ensure owners are fully aware of their legislative and reporting requirements for the Body Corporate. Many different areas are subject to annual compliance and the Body Corporate Manager may review at the meeting all Body Corporate obligations and where necessary, update any compliance reports required to be held on file.</p> <p>All legislative compliance reports will be reviewed promptly as required and any maintenance attended to in accordance with Australian Standards or Industry best practice using qualified and reputable practitioners. To ensure that the Body Corporate obligations are met and maintained during the year, the Compliance Register will be updated throughout the year.</p>		

<b>Item 8</b>		
<b>Current Insurance Details (Advice)</b>		
<p>A copy of the Body Corporate's current certificate of currency/insurance is available for viewing at <a href="http://whittles.com.au">whittles.com.au</a> through your owner portal.</p>		



Strata and Community Title Services

Minutes of the Annual General Meeting  
STRATA CORP.00461 INC

<b>Item 9</b>		
<b>Insurance Valuation (Advice)</b>		
<p>A comprehensive professional valuation for insurance purposes performed in 12/22 recommended insurance cover of \$7,810,000 and is available for viewing at whittles.com.au through your owner portal.</p>		
<b>Notes</b>		
<p><b>Resolved:</b> There was discussion on whether the corporation needed to include "Catastrophe" cover as part of the building policy.</p> <p>Owners agreed that it was not required at this stage and could be further discussed at future annual general meetings.</p>		

<b>Motion 10</b>				
<b>Insurance Renewal</b>	<b>Ordinary Resolution</b>			
<p>It was resolved that the Body Corporate Manager is to arrange quotes and/or renewal of the Body Corporate's insurance for a sum insured of \$7,780,000 with the Authorised Representative of MGA Insurance Brokers Pty Ltd, who have an association with Whittles. A Financial Services Guide is available on request.</p> <p>Owners are reminded that where repairs are carried out under insurance and the repairs benefit a particular unit, the unit owner may be responsible for the payment of any excess subject to any explicit instructions to the contrary by the Body Corporate.</p> <p>Whittles recommends consideration be given to the following additional cover options if not already included in the policy; office bearers liability, flood or catastrophe, electrical surge, loss of rent and machinery breakdown.</p> <p><b>Contents Insurance</b> The Body Corporate Manager advises members of the necessity for them to arrange individually for adequate insurance for contents of their units, inclusive of carpets, drapes, light fittings, etc., whether or not the unit is occupied by the unit owner or tenant, and it was noted that the Body Corporate's Legal Liability cover applied primarily to common property and that unit owners should be separately insured for cover in relation to their own premises.</p> <p>The Body Corporate's Certificate of Currency/Insurance is available for viewing at whittles.com.au through your owner portal.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 9	No: 0	Abs: 1	Inv: 0



Strata and Community Title Services

<b>Item 11</b>		
<b>General Business</b>		
<p><b>Noise issues - Disturbance of other lot owners</b>                  Owners discussed the ongoing issues with residents within Block D and the ongoing complaints regarding noise issues for certain units.</p> <p>The corporation noted that owners within Block D, Units 13,14,15,16,33,34,35,36 &amp; 41 are to ensure their agents and tenants have been provided a copy of the Articles of Strata and aware of their requirements under these Articles (section 2) and the South Australian Strata Act.</p> <p><b>Roofing</b>                  - moss                  - leaks                  - future maintenance</p> <p>Owners spent quite some time discussing the roofing issues and the aging roof and options to address the issue of maintenance, water tightness and possible upgrades.</p> <p>In regard to maintenance, it was agreed that the current roof of each block does require cleaning (removal of moss/debris) and then repainting. It was agreed that a cherry picker would be required to undertake these works.</p> <p>Owners requested the corporation obtain a quote for these works to understand possible costs.</p> <p>It was also requested that the committee assist in obtaining a separate quote as well for comparison.</p> <p>Following on from the above there was also discussion amongst owners in regard to the option of roof replacement to colorbond.</p> <p>This upgrade would address the issues of the water leaks and future tile maintenance on tiles that may further dilapidate.</p> <p>The only concern with moving to colorbond was the issue of access to the roof space when Hot Water Services need replacing.</p> <p>It was requested the Body Corporate Manager liaise with Bevan Plumbing to see how this can be addressed.</p> <p>It was also requested that the corporation seek a quote from Roof and Render Pty Ltd for the roof replacement in colorbond to again allow owners to understand associated costs.</p> <p>Option presented could be that the rooves are replaced in a stage to allow funds to be raised over a period of time.</p> <p>It was also suggested that the committee obtain a separate quote for these works as well for comparison.</p> <p><b>Driveway</b>                  There was discussion on the concrete driveway and any current repairs required.</p> <p>Owners agreed that as the main section of driveway that was an issue has now been repaired and therefore the rest of the driveway remain as is for now until a requirement to repair the next section is needed.</p> <p>It was also requested that owners send in any photos of issues to allow discussion at the next duly convened meeting.</p>		



Strata and Community Title Services

**Other General Business:**

**Replacement tree at front of property**

It was raised that the corporation consider replacing the tree at the front of the property that previously fell down in a storm.

It was agreed that owner of lot 31 (U7C) to send in some options of tree types that could be suitable.

It was noted by an owner that a fruit tree be installed, however the upkeep and possible associated debris from the fruits (if not maintained) may be more of an issue and eyesore.

Owners also asked whether the local council had any sustainability/tree grants on offer. Body Corporate Manager noted owners to refer to the local council website for any further information.

**Mould issues**

Owners also discussed the issues with select units that have reported mould issues.

It was agreed that these issues stem from lack of ventilation and that owners and their tenants need to ensure their units are well ventilated (windows opened) to ensure that moisture does not build up within the unit creating an environment for mould to develop.

This was especially important in winter where the internal moisture build-up of water on the windows can be easily seen in units that do not ventilate.

<b>Motion 12</b>				
<b>Administrative Fund Budget</b>	<b>Ordinary Resolution</b>			
<p>It was resolved that in accordance with s27 of the <i>Strata Titles Act 1988</i>, the attached Administrative Fund budget be approved and adopted.</p> <p>Contributions reflected in this budget are the same as the previous budget with quarterly contributions for the Corporation of \$16,000.00 for the financial year ending 31 AUG 2025.</p> <p>This budget is based on the requirements for the Body Corporate during the coming year and DOES NOT provide for additional works as may be agreed to or arranged by owners during the year.</p> <p>Contributions will be raised in accordance with Unit Entitlement Values.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 10	No: 0	Abs: 0	Inv: 0
<b>Notes</b>				
<p><b>Resolved:</b></p> <p>There was a lot of discussion on the current budget, forecast expenditure, forecast maintenance and the requirement to ensure sufficient funds and reduce the chance that a special levy be required.</p> <p>The corporation also suffers ongoing issues with arrears form some owners which also puts pressure on the funding to meet required expenditure.</p> <p>Therefore, owners agreed a small increase per quarter of \$4,100 (\$100 each lot) total and split this 50/50 between the Administrative and Sinking funds.</p>				



Strata and Community Title Services

<b>Motion 13</b>				
<b>Sinking Fund Budget</b>		<b>Ordinary Resolution</b>		
<p>It was resolved that in accordance with s27 of the <i>Strata Titles Act 1988</i>, the attached Sinking Fund budget be approved and adopted.</p> <p>Contributions reflected in this budget are the same as the previous budget with quarterly contributions for the Corporation of \$6,666.00 for the financial year ending 31 AUG 2025.</p> <p>This budget is based on the requirements for the Body Corporate during the coming year and DOES NOT provide for additional works as may be agreed to or arranged by owners during the year.</p> <p>Contributions will be raised in accordance with Unit Entitlement Values.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 10	No: 0	Abs: 0	Inv: 0
<p><b>Resolved:</b> As per above commentary in Motion 12, owners agreed to a small increase in contribution.</p>				

<b>Motion 14</b>				
<b>Insufficient Funds Special Levy Authority</b>		<b>Ordinary Resolution</b>		
<p>It was resolved that should there be insufficient funds in the Administration Account of the Body Corporate to meet the payment of the premium for insurance, rates and taxes or other like expenses as and when those expenses become due for payment and which if unpaid would expose the Body Corporate to risk or the imposition of fines or other sanctions, then, and only then, the Body Corporate Manager is authorised, but in consultation with the Management Committee, to raise a special levy to meet the shortfall required to ensure payment of the relevant expense provided that the amount of the special levy so raised is to be in accordance with Lot Entitlement Values and must not exceed the sum of \$10,000.00.</p> <p>If the maximum levy amount is insufficient to meet the relevant expense or expenses, then any additional special levy necessary to meet such expense must be authorised by the Body Corporate at a duly convened General Meeting of owners.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 10	No: 0	Abs: 0	Inv: 0



Strata and Community Title Services

<b>Motion 15</b>				
<b>Special Levy</b>	<b>Ordinary Resolution</b>			
<p>It was resolved that a levy totalling \$3,500.00 be raised to those persons registered as proprietors of a unit and be made payable on or before 15 NOV 2024 for the purpose of Special levy for insurance renewal premium as approved at 2024 AGM.</p> <p>Contributions will be raised in accordance with Unit Entitlement Values.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 10	No: 0	Abs: 0	Inv: 0

<b>Motion 16</b>				
<b>Audit of Annual Financial Statement</b>	<b>Ordinary Resolution</b>			
<p>It was resolved that Whittles recommends that MGI Assurance (SA) be appointed to carry out an independent audit of the Body Corporate's annual statement of accounts at an estimated cost of \$586.30.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 10	No: 0	Abs: 0	Inv: 0

<b>Motion 17</b>				
<b>Interest Charged on Overdue Contributions/Levies</b>	<b>Ordinary Resolution</b>			
<p>It was resolved that in accordance with the provisions of s27(4) of the <i>Strata Titles Act 1988</i>, the Body Corporate will apply arrears interest of 15% per annum calculated daily, if payment of a contribution or levy or an instalment of a contribution or levy is not received in full within 30 days of the due date.</p> <p>The Management Committee is authorised to waive penalty interest charges in extenuating circumstances at their discretion.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 10	No: 0	Abs: 0	Inv: 0



Strata and Community Title Services

<b>Motion 18</b>				
<b>Recovery of Overdue Contributions/Levies</b>		<b>Ordinary Resolution</b>		
<p>It was resolved that in accordance with s27(5) of the <i>Strata Titles Act 1988</i>, Whittles is authorised to take all necessary action, without the need for further authority, including instructing a debt recovery company to initiate legal proceedings against owners on behalf of STRATA CORP.00461 INC when they are in arrears to recover overdue contributions and levies, penalties and recovery costs incurred.</p> <p>Whittles charge the debtor for the issue of a first arrears notice if payment of a contribution or levy or an instalment of a contribution or levy is not received in full within 27 days of the due date. (27 days or more overdue), and when issuing instructions to the debt recovery company.</p> <p>Fees charged by third party providers will be recovered from the debtor at cost per invoice.</p> <p>Owners are advised of the following debt recovery process:</p> <ol style="list-style-type: none"> <li>1. Owners are issued their contribution notice approximately 3 weeks before the due date.</li> <li>2. If this is not paid by the due date owners are issued a reminder notice approximately 14 days after the due date.</li> <li>3. Once 27 days or more overdue, a final notice is issued to the owner incurring a \$44.00 fee. Payment is to be made in full within 21 days from date of issue.</li> <li>4. Interest starts accumulating on the overdue amounts approximately 5 days after the final notice is issued.</li> <li>5. Once the 21 days has expired, the account will be referred to debt collection, which will incur a Whittles administration fee and an establishment fee from the debt collection agency.</li> </ol>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 10	No: 0	Abs: 0	Inv: 0

<b>Item 19</b>				
<b>Next Meeting &amp; Closure</b>				
The next Annual General Meeting will be held on a date and time to be advised.				

**Owners are able to access & update their personal details through the Whittles Owner Portal online.**

To access your account go to [www.whittles.com.au](http://www.whittles.com.au) and login using either your registered mobile number or email address.

**\* Please note that Whittles recommends receiving all correspondence and account notices via email for timely delivery.**

**If you have another property, you'd like to consider for management by Whittles, please let your manager know so we can arrange a proposal. Alternatively, you can request a quote through our website.**

## BUDGET

STRATA CORP.00461 INC  
58 WILLIAM STREET, NORWOOD

Year ending August 2025

### ADMINISTRATIVE FUND

	Sept-Nov 24	Dec-Feb 25	Mar-May 25	Jun-Aug 25	Annual Total
<b>INCOME</b>					
Contributions	16,000.00	18,100.00	18,100.00	18,100.00	\$70,300.00
Arrears	3,945.55	0.00	0.00	0.00	\$3,945.55
Advances	-4,416.00	-0.00	-0.00	-0.00	-\$4,416.00
Special levy - Insurance renewal	3,500.00	0.00	0.00	0.00	\$3,500.00
<b>Total</b>	<b>19,029.55</b>	<b>18,100.00</b>	<b>18,100.00</b>	<b>18,100.00</b>	<b>\$73,329.55</b>
<b>EXPENDITURE</b>					
Audit prep. incl of auditor fee	586.30	0.00	0.00	0.00	\$586.30
Common property	625.00	625.00	625.00	625.00	\$2,500.00
Electrical	125.00	125.00	125.00	125.00	\$500.00
Grounds	2,625.00	2,625.00	2,625.00	2,625.00	\$10,500.00
Gutters & downpipes	0.00	1,500.00	0.00	1,500.00	\$3,000.00
Insurance - Renewal	16,000.00	0.00	0.00	0.00	\$16,000.00
Management - Additional services fee	265.00	0.00	265.00	0.00	\$530.00
Management - Agreed Services	2,665.00	2,665.00	2,665.00	2,665.00	\$10,660.00
Management - Asset Maintenance Services	205.00	205.00	205.00	205.00	\$820.00
Management - Disbursement Fees	615.00	615.00	615.00	615.00	\$2,460.00
Plumbing	1,250.00	1,250.00	1,250.00	1,250.00	\$5,000.00
Roofing - Rige & hip cap mortar	500.00	500.00	500.00	500.00	\$2,000.00
Rubbish	875.00	875.00	875.00	875.00	\$3,500.00
Technology and System Fees	180.40	180.40	180.40	180.40	\$721.60
Utilities - Electricity	225.00	225.00	225.00	225.00	\$900.00
Utilities - Water	1,325.00	1,325.00	1,325.00	1,325.00	\$5,300.00
<b>Total</b>	<b>28,066.70</b>	<b>12,715.40</b>	<b>11,480.40</b>	<b>12,715.40</b>	<b>\$64,977.90</b>

### SINKING FUND

	Sept-Nov 24	Dec-Feb 25	Mar-May 25	Jun-Aug 25	Annual Total
<b>INCOME</b>					
Contributions	6,666.00	8,666.00	8,666.00	8,666.00	\$32,664.00
Arrears	1,139.00	0.00	0.00	0.00	\$1,139.00
Advances	-1,783.00	-0.00	-0.00	-0.00	-\$1,783.00
<b>Total</b>	<b>6,022.00</b>	<b>8,666.00</b>	<b>8,666.00</b>	<b>8,666.00</b>	<b>\$32,020.00</b>
<b>EXPENDITURE</b>					
Painting	17,500.00	0.00	0.00	0.00	\$17,500.00
<b>Total</b>	<b>17,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>\$17,500.00</b>

### CASH FLOW SUMMARY

	Sept-Nov 24	Dec-Feb 25	Mar-May 25	Jun-Aug 25	Annual Total
<b><u>ADMINISTRATIVE FUND</u></b>					
Opening Balance	11,961.62	2,924.47	8,309.07	14,928.67	\$11,961.62
Add: Contributions	16,000.00	18,100.00	18,100.00	18,100.00	\$70,300.00
Add: Special levy - Insurance renewal	3,500.00	0.00	0.00	0.00	\$3,500.00
Add: Arrears	3,945.55	0.00	0.00	0.00	\$3,945.55
Minus: Advances	4,416.00	0.00	0.00	0.00	\$4,416.00
Minus: Expenditures	28,066.70	12,715.40	11,480.40	12,715.40	\$64,977.90
<b>CLOSING BALANCE</b>	<b>2,924.47</b>	<b>8,309.07</b>	<b>14,928.67</b>	<b>20,313.27</b>	<b>\$20,313.27</b>
<b><u>SINKING FUND</u></b>					
Opening Balance	41,166.63	29,688.63	38,354.63	47,020.63	\$41,166.63
Add: Contributions	6,666.00	8,666.00	8,666.00	8,666.00	\$32,664.00
Add: Arrears	1,139.00	0.00	0.00	0.00	\$1,139.00
Minus: Advances	1,783.00	0.00	0.00	0.00	\$1,783.00
Minus: Expenditures	17,500.00	0.00	0.00	0.00	\$17,500.00
<b>CLOSING BALANCE</b>	<b>29,688.63</b>	<b>38,354.63</b>	<b>47,020.63</b>	<b>55,686.63</b>	<b>\$55,686.63</b>

### CALCULATION OF CONTRIBUTIONS

Total Unit Entitlement    248500  
 Number of Units            41

Unit Number	— Effective from 15/12/24 — UEV ADMIN Fund	— Effective from 15/12/24 — UEV SINKING Fund
21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41	6000 <b>\$437</b>	6000 <b>\$209</b>
1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20	6125 <b>\$446</b>	6125 <b>\$214</b>
<b>QUARTERLY TOTAL</b>	<u><b>\$18,097.00</b></u>	<u><b>\$8,669.00</b></u>

### CALCULATION OF LEVIES

Total Unit Entitlement    248500  
 Number of Units            41  
**Due date**                    **15/11/24**

SPECIAL LEVY - INSURANCE RENEWAL - A17523

#### Special levy for insurance renewal as approved at 2024 AGM

Unit Number	UEV	Contribution
21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41	6000	\$85
1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20	6125	\$86
<b>ONCE-OFF</b>		<b>\$3,505.00</b>



*Strata and Community Title Services*

Dear Corporation Member

Please find enclosed a copy of the Minutes of the recent Annual General Meeting for STRATA CORP.00461 INC 58 William Street, NORWOOD, SA, 5067.

Management and staff appreciate your confidence in appointing Whittles as your Body Corporate Managers for the coming year, and assure you of our diligent and professional attention to the Corporation's affairs.

For your information, we have forwarded to your Presiding Officer our standard form of contract for execution on the Corporation's behalf which is to be returned to this office for keeping with the Corporation's files.

Should you have any queries or require attention, please do not hesitate to contact the undersigned.

Yours faithfully

Luke Hayden  
Body Corporate Manager



Strata and Community Title Services

**Minutes of the Annual General Meeting STRATA CORP.00461 INC**

<b>Meeting Date</b>	13 November 2023		
<b>Meeting Location</b>	Via Teams		
<b>Time</b>	05:30 PM	Closed: 06:28 PM	
<b>Lots Represented</b>	11	Mr & Mrs Wilkinson	Electronic vote
	14	Tatachilla Trust	Electronic vote
	17	J M & R J Davis	Owner present
	20	K & C Brownfoot	Owner present
	34	S Emmanuel	Electronic Vote
	39	B Wang & Q Zhang	Electronic vote
	41	J E P Redfearn & L Huddart	Electronic vote
<b>Chairperson</b>	Luke Hayden - Whittles		
<b>Quorum</b>	The Body Corporate Manager declared a quorum was present (in person or by proxy). Those owners who were in arrears were not considered towards the quorum count.		

<b>Item 1</b>			
<b>Declaration of Interest</b>			
All owners or their nominees, are reminded that they are required to advise the meeting if they have any direct or indirect pecuniary interest in any matter to be considered by the meeting. Whittles refers all Members to the Corporation's Agreement for disclosure of all its relevant interests.			

<b>Motion 2</b>				
<b>Acceptance of Minutes</b>	<b>Ordinary Resolution</b>			
It was resolved that in accordance with s33(4b)(b) of the <i>Strata Titles Act 1988</i> , the minutes of the Annual General Meeting held on 18 OCT 2022 and sent to owners be accepted as a true and correct record of the proceedings of that meeting.				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 6	No: 0	Abs: 1	Inv: 0

<b>Motion 3</b>				
<b>Acceptance of Statement of Accounts</b>	<b>Ordinary Resolution</b>			
It was resolved that in accordance with s33(4b)(c) of the <i>Strata Titles Act 1988</i> , the audited Statement of Accounts for the financial year ending 31 AUG 2023, which have been circulated to all members, is accepted.				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 7	No: 0	Abs: 0	Inv: 0



Strata and Community Title Services

<b>Motion 4</b>				
<b>Appointment of Manager</b>		<b>Ordinary Resolution</b>		
<p>It was resolved that the Body Corporate under s23(6) of the <i>Strata Titles Act 1988</i>:</p> <ul style="list-style-type: none"> <li>i. appoint Whittles Management Services Pty Ltd as its Manager to supply Services,</li> <li>ii. make the appointment for a Term of twelve (12) months, being from the 1 SEP 2023 to 31 AUG 2024 and that upon expiry of the Term this agreement will continue on a month to month basis until the next Annual General Meeting or until delegation is revoked,</li> <li>iii. authorise limited powers to Whittles Management Services Pty Ltd,</li> <li>iv. agree to pay Service Fees to Whittles Management Services Pty Ltd,</li> <li>v. acknowledge the Disclosures by Whittles Management Services Pty Ltd and</li> <li>vi. execute the Services Agreement that specifies the details of the terms and conditions of the appointment, with Whittles Management Services Pty Ltd.</li> </ul> <p>The Services Agreement is available for viewing at <a href="http://whittles.com.au">whittles.com.au</a> through your owner portal.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 7	No: 0	Abs: 0	Inv: 0

<b>Election of Office Bearers and Committee</b>
<p>THAT in accordance with s23(1) and 35(1) of the <i>Strata Titles Act 1988</i>, the meeting appointed the following Office Bearers and Committee Members.</p> <p><u>Limitations Imposed</u> The Body Corporate Manager advises that the Management Committee and Officers of the Body Corporate do not have powers to resolve matters subject to special or unanimous resolutions.</p> <p>Committee Meetings should be conducted in accordance with s35(8) of the <i>Strata Titles Act 1988</i>.</p> <p>An agenda should be forwarded to all committee members and decisions at the meeting minuted, copies of which are to be placed with the Body Corporate records.</p>
<b>Election of Presiding Officer</b>
Jason Sack has been elected unopposed as Presiding Officer.

<b>Election of Secretary</b>
E B Kingisepp has been elected unopposed as Secretary.

<b>Election of Treasurer</b>
R J Davis has been elected unopposed as Treasurer.

<b>Election of Ordinary Member</b>
R Dunn, P K Looker have been elected to the committee.



Strata and Community Title Services

<b>Item 6</b>		
<b>Accredited Contractors (Advice)</b>		
<p>To ensure compliance with work health and safety requirements to protect both contractors and Body Corporate's, Whittles only engage accredited contractors who comply with state and territory legislation. If the Body Corporate decides, by act or omission to engage a contractor who is not accredited with Whittles, the Body Corporate acts as the Person Conducting a Business or Undertaking, in regard to the common property for the purposes of occupational health and safety legislation. This means, that if the contractor engaged by the Body Corporate does not have the necessary accreditation, an injured party may seek damages from the Body Corporate.</p> <p>The Corporate Manager will only request quotations from, and instruct works to be undertaken on behalf of the Body Corporate, by accredited contractors. However, non-accredited contractor's invoices will be processed for payment only when instructed to do so by the Body Corporate Chairperson or a person authorised by the Body Corporate to do so.</p>		

<b>Item 7</b>		
<b>Annual Compliance Register (Advice)</b>		
<p>The <i>Work Health and Safety Act 2012</i>, recognises that a Body Corporate's common property is a workplace, as such the Body Corporate is responsible for ensuring the workplace is free from hazard, as far as reasonably practicable. Whittles has established a register to ensure owners are fully aware of their legislative and reporting requirements for the Body Corporate. Many different areas are subject to annual compliance and the Body Corporate Manager may review at the meeting all Body Corporate obligations and where necessary, update any compliance reports required to be held on file.</p> <p>All legislative compliance reports will be reviewed promptly as required and any maintenance attended to in accordance with Australian Standards or Industry best practice using qualified and reputable practitioners. To ensure that the Body Corporate obligations are met and maintained during the year, the Compliance Register will be updated throughout the year.</p>		

<b>Motion 8</b>				
<b>Sinking Fund Forecast</b>	<b>Ordinary Resolution</b>			
<p>It was resolved that the Body Corporate review and accept the existing Sinking Fund Projection Report at the Annual General Meeting for the current period.</p> <p>The <i>Statutes Amendment (Community and Strata Titles) Act 2012</i>, requires that all Strata and Community Body Corporate's other than small groups (6 or less) prepare a forward budget for maintenance and capital works. This forward budget must be tabled at each Annual General Meeting and new information must be presented for consideration no less than every three (3) years for Corporations consisting of 7-20 lots and five (5) years for Corporations consisting of more than 20 lots.</p> <p>The existing Sinking Fund Forecast is available for viewing at <a href="http://whittles.com.au">whittles.com.au</a> through your owner portal.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 7	No: 0	Abs: 0	Inv: 0



Strata and Community Title Services

<b>Item 9</b>		
<b>Current Insurance Details (Advice)</b>		
A copy of the Body Corporate's current certificate of currency is attached to this meeting notice and is also available for viewing at <a href="http://whittles.com.au">whittles.com.au</a> through your owner portal.		
<b>Notes</b>		
Resolved: It was requested that the minutes highlight the current excesses applicable in the corporations current building insurance policy, which are;		
<p>EXCESS:</p> <p>Standard Excess \$ 2,500</p> <p>Flood Excess \$ 2,500</p> <p>Storm Surge Excess Not Applicable</p>		
Owners to also refer to pages 2 and 3 of the corporations policy.		

<b>Item 10</b>		
<b>Insurance Valuation (Advice)</b>		
A comprehensive professional valuation for insurance purposes performed in 15/12/2022 recommended insurance cover of \$7810000 and is available for viewing at <a href="http://whittles.com.au">whittles.com.au</a> through your owner portal.		

<b>Motion 11</b>				
<b>Insurance Renewal</b>	<b>Ordinary Resolution</b>			
<p>It was resolved that the Body Corporate Manager is to arrange quotes and/or renewal of the Body Corporate's insurance for a sum insured of \$7780000 with the Authorised Representative of MGA Insurance Brokers Pty Ltd, who have an association with Whittles. A Financial Services Guide is available on request.</p> <p>Owners are reminded that where repairs are carried out under insurance and the repairs benefit a particular unit, the unit owner may be responsible for the payment of any excess subject to any explicit instructions to the contrary by the Body Corporate.</p> <p>Whittles recommends consideration be given to the following additional cover options if not already included in the policy; office bearers liability, flood or catastrophe, electrical surge, loss of rent and machinery breakdown.</p> <p><b>Contents Insurance</b> The Body Corporate Manager advises members of the necessity for them to arrange individually for adequate insurance for contents of their units, inclusive of carpets, drapes, light fittings, etc., whether or not the unit is occupied by the unit owner or tenant, and it was noted that the Body Corporate's Legal Liability cover applied primarily to common property and that unit owners should be separately insured for cover in relation to their own premises.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 7	No: 0	Abs: 0	Inv: 0



Strata and Community Title Services

<b>Item 12</b>		
<b>General Business</b>		
<p><b>Owner of Lot 17 requested Update on Downpipe Works to Block D</b> Body Corporate Manager advised that work order had been issued to Bevan Plumbing to undertake the repairs to the downpipe and also the repairs to the base of the of the same pipe where a section of the storm water pipe has broken underground.</p> <p><b>Concrete Driveway Repairs</b> Owner of Lot 17 noted she would again follow up another quote for the concrete repairs and provide to the Body Corporate Manager once revied so that it can be communicated to the rest of the committee for assessment.</p> <p><b>Removal of Kurrajong Tree</b> Body Corporate Manager advised that work order has been issued for the removal of the Kurrajong Tree and for the grinding of the stump. Owners noted that they will keep an eye on it and advise if it needs poisoning at a later date.</p> <p><b>Regular Sewer Maintenance</b> Owners agreed to continue the regular sewer maintenance and were happy this was being done regularly.</p> <p>Owners did not though that further correspondence needs to be sent to owners to refrain from using baby wipes and flushing down the toilet. It was requested that all owners must advise their agents and tenants to reiterate this point and the importance of refraining from flushing these items.</p>		

<b>Motion 13</b>				
<b>Administrative Fund Budget</b>	<b>Ordinary Resolution</b>			
<p>It was resolved that in accordance with s27 of the <i>Strata Titles Act 1988</i>, the attached Administrative Fund budget be approved and adopted.</p> <p>Contributions reflected in this budget are an increase from the previous budget with quarterly contributions for the Corporation of \$16,000.00 for the financial year ending 31 AUG 2024.</p> <p>This budget is based on the requirements for the Body Corporate during the coming year and DOES NOT provide for additional works as may be agreed to or arranged by owners at the Annual General Meeting.</p> <p>Contributions will be raised in accordance with Unit Entitlement Values.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 7	No: 0	Abs: 0	Inv: 0



Strata and Community Title Services

<b>Motion 14</b>				
<b>Sinking Fund Budget</b>		<b>Ordinary Resolution</b>		
<p>It was resolved that in accordance with s27 of the <i>Strata Titles Act 1988</i>, the attached Sinking Fund budget be approved and adopted.</p> <p>Contributions reflected in this budget are the same as the previous budget with quarterly contributions for the Corporation of \$6,666.00 for the financial year ending 31 AUG 2024.</p> <p>This budget is based on the requirements for the Body Corporate during the coming year and DOES NOT provide for additional works as may be agreed to or arranged by owners at the Annual General Meeting.</p> <p>Contributions will be raised in accordance with Unit Entitlement Values.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 7	No: 0	Abs: 0	Inv: 0

<b>Motion 15</b>				
<b>Insufficient Funds Special Levy Authority</b>		<b>Ordinary Resolution</b>		
<p>It was resolved that should there be insufficient funds in the Administration Account of the Body Corporate to meet the payment of the premium for insurance, rates and taxes or other like expenses as and when those expenses become due for payment and which if unpaid would expose the Body Corporate to risk or the imposition of fines or other sanctions, then, and only then, the Body Corporate Manager is authorised, but in consultation with the Presiding Officer and/or Management Committee, to raise a special levy to meet the shortfall required to ensure payment of the relevant expense provided that the amount of the special levy so raised is to be in accordance with Lot Entitlement Values and must not exceed the sum of \$5,000.00.</p> <p>If the maximum levy amount is insufficient to meet the relevant expense or expenses, then any additional special levy necessary to meet such expense must be authorised by the Body Corporate at a duly convened General Meeting of owners.</p>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 7	No: 0	Abs: 0	Inv: 0



Strata and Community Title Services

<b>Motion 16</b>				
<b>Special Levy</b>	<b>Ordinary Resolution</b>			
It was resolved that a levy totalling \$3,500.00 be raised in accordance with Unit Entitlement Values to those persons registered as proprietors of a unit and be made payable on or before 30 NOV 2023 for the purpose of Special Levy - Insurance renewal premium.				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 7	No: 0	Abs: 0	Inv: 0
<b>Notes</b>				
Resolved: Body Corporate Manager noted that the corporations insurance renewal was less than expected, and as such, a Special levy is not currently required to be raised. If required at a future date, the corporations committee to be advised and they will review and provide approval.				

<b>Motion 17</b>				
<b>Audit of Annual Financial Statement</b>	<b>Ordinary Resolution</b>			
It was resolved that Whittles recommends that MGI Assurance (SA) be appointed to carry out an independent audit of the Body Corporate's annual statement of accounts at an estimated cost of \$586.30.				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 6	No: 0	Abs: 1	Inv: 0

<b>Motion 18</b>				
<b>Interest Charged on Overdue Contributions/Levies</b>	<b>Ordinary Resolution</b>			
It was resolved that in accordance with the provisions of s27(4) of the <i>Strata Titles Act 1988</i> , the Body Corporate will apply arrears interest of 15% per annum calculated daily, if payment of a contribution or levy or an instalment of a contribution or levy is not received in full within 30 days of the due date.  The Management Committee is authorised to waive penalty interest charges in extenuating circumstances at their discretion.				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 7	No: 0	Abs: 0	Inv: 0



Strata and Community Title Services

<b>Motion 19</b>				
<b>Recovery of Overdue Contributions/Levies</b>		<b>Ordinary Resolution</b>		
<p>It was resolved that in accordance with s27(5) of the <i>Strata Titles Act 1988</i>, Whittles is authorised to take all necessary action, without the need for further authority, including instructing a debt recovery company to initiate legal proceedings against owners on behalf of STRATA CORP.00461 INC when they are in arrears to recover overdue contributions and levies, penalties and recovery costs incurred.</p> <p>Whittles charge the debtor for the issue of a first arrears notice if payment of a contribution or levy or an instalment of a contribution or levy is not received in full within 27 days of the due date. (27 days or more overdue), and when issuing instructions to the debt recovery company.</p> <p>Fees charged by third party providers will be recovered from the debtor at cost per invoice.</p> <p>Owners are advised of the following debt recovery process:</p> <ol style="list-style-type: none"> <li>1. Owners are issued their contribution notice approximately 3 weeks before the due date.</li> <li>2. If this is not paid by the due date owners are issued a reminder notice approximately 14 days after the due date.</li> <li>3. Once 27 days or more overdue, a final notice is issued to the owner incurring a \$44.00 fee. Payment is to be made in full within 21 days from date of issue.</li> <li>4. Interest starts accumulating on the overdue amounts approximately 5 days after the final notice is issued.</li> <li>5. Once the 21 days has expired, the account will be referred to debt collection, which will incur a Whittles administration fee and an establishment fee from the debt collection agency.</li> </ol>				
<b>Motion CARRIED.</b>				
<b>Votes</b>	Yes: 7	No: 0	Abs: 0	Inv: 0

<b>Item 20</b>				
<b>Next Meeting &amp; Closure</b>				
To be discussed at the meeting.				

**Owners are able to access & update their personal details through Whittles Owner Portal online.**

To access your account go to [www.whittles.com.au](http://www.whittles.com.au) select 'Owner Portal' and enter the following details:

- Account code
- Plan number
- Unit number
- PIN (if this is your first time logging in, leave pin blank as you will be prompted to set a pin)

**\* Please note that Whittles encourages owners to receive all correspondence and account notices via email, this ensures timely delivery of documents.**

## BUDGET

**STRATA CORP.00461 INC  
58 WILLIAM STREET, NORWOOD**

Year ending August 2024

### ADMINISTRATIVE FUND

	Sept-Nov 23	Dec-Feb 24	Mar-May 24	Jun-Aug 24	Annual Total
<b>INCOME</b>					
Contributions	14,000.00	16,000.00	16,000.00	16,000.00	\$62,000.00
Arrears	4,412.24	0.00	0.00	0.00	\$4,412.24
Advances	-3,394.00	-0.00	-0.00	-0.00	-\$3,394.00
Special levy - Insurance renewal	3,400.00	0.00	0.00	0.00	\$3,400.00
<b>Total</b>	<b>18,418.24</b>	<b>16,000.00</b>	<b>16,000.00</b>	<b>16,000.00</b>	<b>\$66,418.24</b>
<b>EXPENDITURE</b>					
Audit prep. incl of auditor fee	586.30	0.00	0.00	0.00	\$586.30
Common property	625.00	625.00	625.00	625.00	\$2,500.00
Electrical	125.00	125.00	125.00	125.00	\$500.00
Grounds	2,625.00	2,625.00	2,625.00	2,625.00	\$10,500.00
Gutters & downpipes	0.00	1,500.00	0.00	1,500.00	\$3,000.00
Insurance - Renewal	20,000.00	0.00	0.00	0.00	\$20,000.00
Management - Additional services fee	220.00	0.00	0.00	0.00	\$220.00
Management - Agreed Services	2,394.50	2,494.50	2,494.50	2,494.50	\$9,878.00
Management - Asset Maintenance Services	153.75	153.75	153.75	153.75	\$615.00
Management - Disbursement Fees	699.00	699.00	699.00	699.00	\$2,796.00
Plumbing	1,000.00	1,000.00	1,000.00	1,000.00	\$4,000.00
Rubbish	780.00	780.00	780.00	780.00	\$3,120.00
Technology and System Fees	180.40	180.40	180.40	180.40	\$721.60
Utilities - Electricity	225.00	225.00	225.00	225.00	\$900.00
Utilities - Water	1,325.00	1,325.00	1,325.00	1,325.00	\$5,300.00
<b>Total</b>	<b>30,938.95</b>	<b>11,732.65</b>	<b>10,232.65</b>	<b>11,732.65</b>	<b>\$64,636.90</b>

### SINKING FUND

	Sept-Nov 23	Dec-Feb 24	Mar-May 24	Jun-Aug 24	Annual Total
<b>INCOME</b>					
Contributions	6,666.00	6,666.00	6,666.00	6,666.00	\$26,664.00
Arrears	2,360.00	0.00	0.00	0.00	\$2,360.00
Advances	-1,616.00	-0.00	-0.00	-0.00	-\$1,616.00
<b>Total</b>	<b>7,410.00</b>	<b>6,666.00</b>	<b>6,666.00</b>	<b>6,666.00</b>	<b>\$27,408.00</b>
<b>EXPENDITURE</b>					
Painting	17,000.00	0.00	0.00	0.00	\$17,000.00
<b>Total</b>	<b>17,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>\$17,000.00</b>

### CASH FLOW SUMMARY

	Sept-Nov 23	Dec-Feb 24	Mar-May 24	Jun-Aug 24	Annual Total
<b><u>ADMINISTRATIVE FUND</u></b>					
Opening Balance	12,550.38	29.67	4,297.02	10,064.37	\$12,550.38
Add: Contributions	14,000.00	16,000.00	16,000.00	16,000.00	\$62,000.00
Add: Special levy - Insurance renewal	3,400.00	0.00	0.00	0.00	\$3,400.00
Add: Arrears	4,412.24	0.00	0.00	0.00	\$4,412.24
Minus: Advances	3,394.00	0.00	0.00	0.00	\$3,394.00
Minus: Expenditures	30,938.95	11,732.65	10,232.65	11,732.65	\$64,636.90
<b>CLOSING BALANCE</b>	<b>29.67</b>	<b>4,297.02</b>	<b>10,064.37</b>	<b>14,331.72</b>	<b>\$14,331.72</b>
<b><u>SINKING FUND</u></b>					
Opening Balance	40,005.91	30,415.91	37,081.91	43,747.91	\$40,005.91
Add: Contributions	6,666.00	6,666.00	6,666.00	6,666.00	\$26,664.00
Add: Arrears	2,360.00	0.00	0.00	0.00	\$2,360.00
Minus: Advances	1,616.00	0.00	0.00	0.00	\$1,616.00
Minus: Expenditures	17,000.00	0.00	0.00	0.00	\$17,000.00
<b>CLOSING BALANCE</b>	<b>30,415.91</b>	<b>37,081.91</b>	<b>43,747.91</b>	<b>50,413.91</b>	<b>\$50,413.91</b>

## CALCULATION OF CONTRIBUTIONS

Total Unit Entitlement      248500  
 Number of Units                41

<b>Unit Number</b>	— Effective from 15/12/23 — <b>UEV ADMIN Fund</b>	— Effective from 15/12/23 — <b>UEV SINKING Fund</b>
21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41	6000 <b>\$386</b>	6000 <b>\$161</b>
1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20	6125 <b>\$394</b>	6125 <b>\$164</b>
<b>QUARTERLY TOTAL</b>	<u><u><b>\$15,986.00</b></u></u>	<u><u><b>\$6,661.00</b></u></u>

9

orig. **AA 12509663**



11:43 12-Apr-2016  
1 of 1

LANDS TITLES REGISTRATION  
OFFICE  
SOUTH AUSTRALIA

FORM APPROVED BY THE REGISTRAR-GENERAL

**BELOW THIS LINE FOR OFFICE &  
STAMP DUTY PURPOSES ONLY**

**BELOW THIS LINE FOR AGENT USE ONLY**

CERTIFIED CORRECT FOR THE PURPOSES  
OF THE REAL PROPERTY ACT 1886

  
Registered Conveyancer  
**R HAMMOND**

AGENT CODE

Lodged by: CLEARTITLE CONVEYANCING      **BKIA9.**

Correction to: CLEARTITLE CONVEYANCING      **BKIA9**

TITLES, CROWN LEASES, DECLARATIONS ETC. LODGED WITH  
INSTRUMENT (TO BE FILLED IN BY PERSON LODGING)

- 1.....
- 2.....
- 3.....
- 4.....




PLEASE ISSUE NEW CERTIFICATE(S) OF TITLE AS FOLLOWS

- 1.....
- 2.....
- 3.....
- 4.....

**DELIVERY INSTRUCTIONS** (Agent to complete)  
PLEASE DELIVER THE FOLLOWING ITEM(S) TO THE  
UNDERMENTIONED AGENT(S)

ITEM(S)	AGENT CODE

*D. DE ANGELIS.*

CORRECTION <i>22. 6. 2016</i>	PASSED 
REGISTERED <i>14-7-2016</i> 	 PRO REGISTRAR-GENERAL

FORM B2


Insert type of document here

CERTIFICATE RELATING TO THE AMENDMENT OF THE ARTICLES OF A STRATA CORPORATION

Strata Corporation No. 461 Incorporated

I, JASON JOHN SACK of Unit 2, 58 William Street, Norwood SA 5067 being an officer of the Strata Corporation No. 461 Incorporated, certify that the attached resolution is a true and correct copy of a special resolution amending the articles of the corporation passed at a duly convened meeting of the corporation held on the 16th day of December 2015.

Dated the 2 day of MARCH 2016

  
.....  
JASON JOHN SACK  
Presiding Officer

2016-03-16  
11:55:03 AM

# NOTICE OF ANNUAL GENERAL MEETING

**Strata Corporation 461 Inc.  
58 WILLIAM STREET, NORWOOD**

The following arrangements have been made for the Annual General Meeting of your Corporation in accordance with the Strata Titles Act 1988

## **MEETING DETAILS:**

**DATE: Tuesday, 1 December 2015 at 6:00 PM**

**VENUE: Whittles Strata & Community Corporation Managers  
176 Fullarton Road  
Dulwich SA 5065**

## **IMPORTANT:**

The Strata Titles Act 1988 prescribes that a Unit **MUST NOT** be in debt in order to exercise a vote.

**PLEASE FORWARD YOUR COMPLETED PROXY FORM IF YOU ARE UNABLE TO ATTEND.**

## **AGENDA**

Appointment of Chairperson

Quorum

1. Acceptance of Minutes
2. Correspondence
3. Acceptance of Statement of Accounts
4. Appointment of Manager
5. Election of Office Bearers and Committee
6. Annual Compliance Register
- 6a. Primary Duty of Care / Common Property
- 6b. Sinking Fund Forecast
7. Current Insurance Details
8. Insurance Valuation
9. Insurance Renewal
10. General Business
11. Amendment to Articles - Ability to Issue penalties
12. Periodic plumbing maintenance
13. Replace damaged steps and clean stairs
14. Lights on eastern driveway
15. Replace Corporation Site Signage
16. Replace unit identification numbers
17. Administration Fund Budget
18. Sinking Fund Budget
19. Special Levy Authority
20. Audit of Annual Financial Statement

21. Interest Charged on Overdue Contributions/Levies
22. Recovery of Overdue Contributions/Levies
23. Next Meeting / Closure

Whittles Strata & Community Corporation Managers  
176 Fullarton Road, Dulwich 5065 On behalf of the Corporation  
Tom Welsby, Body Corporate Manager  
Phone (08) 8291 2300 Fax (08) 8364 1788  
12/11/2015

Copyright - Whittles Strata Management

**MINUTES**  
*of the Reconvened Annual General Meeting*

of

**Strata Corporation 461 Inc.**  
**58 WILLIAM STREET, NORWOOD**

held

*at Whittles Strata & Community Corporation Managers*  
*176 Fullarton Road*  
*Dulwich SA 5065*

*on Wednesday, 16 December 2015 at 4:00 PM*

**PRESENT**

In Person

- Unit 7 Kenyon Investments Pty Ltd
- Unit 12 Kenyon Investments Pty Ltd
- Unit 16 Kenyon Investments Pty Ltd
- Unit 25 Kenyon Investments Pty Ltd
- Unit 26 Kenyon Investments Pty Ltd
- Unit 27 Kenyon Investments Pty Ltd

By Proxy

- Unit 11 Mr & Mrs Wilkinson represented by proxy to Whittles

By Proxy with written voting instructions

- Unit 2 Mr J Sack
- Unit 17 Mr & Mrs Davis
- Unit 20 Mr K & Mrs C Brownfoot
- Unit 21 Mr R S & Ms S J Neilson
- Unit 31 Ms E B Kingisepp
- Unit 34 Mrs S Emanuel
- Unit 37 Mr D J & Mrs T L Ellis
- Unit 41 Mrs T L De Oliveira & Mr S R Smith

In Attendance

Tom Welsby representing Whittles Body Corporate Management Pty Ltd

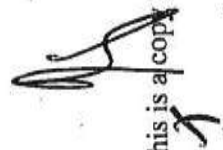
Apologies

==

**PROCEEDINGS**

**PRESIDING OFFICER**

The Presiding Officer, Mr J Sack, presided over the meeting.



This is a copy of the resolution of Strata Corporation No 461 Inc. referred to in the attached Certificate.

.....  
Jason John Sack, Presiding Officer

It was resolved that the Corporation Manager was to assist by conducting the meeting.

**Quorum**

Under the adjourned meeting provisions in the Strata Titles Act 1988, the Manager declared that a quorum failed by presence or proxy, with only 15 of the 41 Units being represented. Any decisions made at this meeting will be subject to ratification at a reconvened meeting. Members represented in person or by proxy asked that the Corporation Manager represent them at the reconvened meeting.

**Quorum (Reconvened Only)**

The Corporation Manager declared that, in accordance with the adjourned meeting provisions of the Strata Titles Act 1988, a quorum was in attendance.

**Declaration of Interest**

All owners or their nominees, were reminded that they are required to advise the meeting if they have any direct or indirect pecuniary interest in any matter to be considered by the meeting. Whittles refers all Members to the Body Corporate's Management Agreement for disclosure of all its relevant interests.

**1. Acceptance of Minutes**

The minutes of the last Reconvened Annual General Meeting held on 24/11/14 and sent to owners was accepted as a true and correct record of the proceedings of that meeting.

MOTION CARRIED

**2. Correspondence**

The Corporation's correspondence for the previous twelve months was available for review at the Annual General Meeting.

**3. Acceptance of Statement of Accounts**

The audited Statement of Accounts for the financial year ended from September 2014 to August 2015, which have been circulated to all members, was accepted.

MOTION CARRIED

**4. Appointment of Manager**

In accordance with the provisions of Section 23(6) of the Strata Titles Act 1988, the Presiding Officer is authorised to execute, on behalf of the Corporation, a contract appointing the Manager of Whittles Strata & Community Corporation Managers for a term of one year at a rate of \$8,370 per annum, for the Corporations current financial year, being from September 2015 to August 2016 in accordance with the conditions as set out in our standard management agreement.

Additional recoverable charges will be made for stationery, government charges including any applicable goods and services tax, preparation of a tax return where necessary and meeting fees. Postage and photocopying charges will be debited to the Corporation as actually expended. Pro rata management fees shall continue to be charged from the Corporations end of financial year up until the next Annual General Meeting.

MOTION CARRIED

**5. Election of Office Bearers and Committee**

In accordance with Section 23(1) and 35(1) of the Strata Titles Act 1988, that the meeting appoint Office Bearers and Committee Members.

Presiding Officer  
Secretary/Treasurer  
Member  
Member  
Member

Mr J Sack  
Ms E Kingisepp  
Mrs Lucia Telma  
Mr Steven Smith  
Mr R Dunn

Unit 2  
Unit 31  
Unit 41  
Unit 41  
Unit 7, 12, 16, 25, 26, 27

**Limitations Imposed**

The Corporation Manager advises that the Management Committee and officers of the Corporation do not have powers to resolve matters subject to special or unanimous resolutions.

Committee Meetings should be conducted in accordance with Section 35(8) of the Strata Titles Act 1988. An agenda should be forwarded to all committee members and decisions at the meeting minuted, copies of which are to be placed with the Corporation records.

MOTION CARRIED

**6. Annual Compliance Register**

The Work Health and Safety Act 2012, recognises that a Corporation's common property is a workplace, as such the Corporation is responsible for ensuring the workplace is free from hazard, as far as reasonably practicable. Whittles has established a register to ensure owners are fully aware of their legislative and reporting requirements for the Body Corporate. Many different areas are subject to annual compliance and the Manager will review at the meeting all Corporation obligations and where necessary, update any compliance reports required to be held on file.

Items to be considered will include asbestos, fire systems, fire safety, sinking fund, balustrades, pool, lifts etc.

All legislative compliance reports will be reviewed promptly as required and any maintenance attended to in accordance with Australian Standards or Industry best practice using qualified and reputable practitioners. To ensure that the Body Corporate obligations are met and maintained during the year, the Compliance Register will be established, and updated throughout the year.

**6a. Primary Duty of Care / Common Property**

Whittles recommends that, in accordance with Work Health and Safety Act 2012, a qualified contractor be instructed to carry out an inspection of the common property of the Corporation at an estimated cost of \$810 and provide a detailed report of any hazard that could be deemed a risk to the health or safety to workers, residents or visitors. This report is to be forwarded to the body corporate representatives for further instructions.

MOTION LOST

**6b. Sinking Fund Forecast**

The Statutes Amendment (Community and Strata Titles) Act 2012, requires that all Strata and Community Corporations other than small groups (6 or less) prepare a forward budget for maintenance and capital works.

Whittles recommends that, a qualified contractor be instructed to inspect the property and prepare a Sinking Fund projection for the next 3 years for the Corporation, at an estimated cost of \$1,070, for consideration by owners at the next Annual General Meeting.

MOTION LOST

**7. Current Insurance Details**

The Corporation's current policy details are as follows:

Underwriting Agency	Millennium Underwriting Agencies		
Underwriter	Lloyds Australia		
Broker	MGA Insurance Brokers		
Policy Number	MIL 002487 STR15		
Expiry Date	31/10/2016		
Building / Common Property Cover	\$5,500,000	Excess	All claims - Refer Notes
Legal Liability	\$20,000,000	Excess	
Office Bearer's Liability	\$500,000		
Catastrophe Cover	Not Held		
Flood Cover	Held - excess \$500		
Machinery Breakdown	Fusion only to 4kW	Excess	
Fidelity Guarantee	\$100,000		
Notes	Earthquake - as per policy; \$500 Flood; \$1000 Water Damage/Burst pipes; \$250 all other claims		

**8. Insurance Valuation**

A comprehensive professional valuation for insurance purposes was performed in 2007. At the 2014 Annual General Meeting owners present agreed to increase the sum insured to \$5,500,000.

**9. Insurance Renewal**

The Corporation Manager is to arrange renewal of the Corporations insurance for a sum insured of \$5,500,000 with the Authorised Representative of MGA Insurance Brokers Pty Ltd, who have an association with Whittles and Millennium Underwriting Agencies Pty Ltd. A Financial Services Guide is available on request.

Owners are reminded that where repairs are carried out under insurance and the repairs benefit a particular Unit, the Unit Owner will be responsible for the payment of any excess subject to any explicit instructions to the contrary by the corporation.

Whittles recommends taking additional insurance for office bearers liability, flood or catastrophe, electrical surge, loss of rent and machinery breakdown.

**Contents Insurance**

The Corporation Manager advises members of the necessity for them to arrange individually for adequate insurance for the contents of their Units, inclusive of carpets, drapes, light fittings, etc., whether or not the Unit is occupied by the Unit holder or tenant, and it was noted that the Corporation's Legal Liability cover applied primarily to common property and that Unit Owners should be separately insured for cover in relation to their own premises.

Members of the Corporation are reminded that it is their legal responsibility to advise the Corporation's Managers of any change in use of occupancy of their respective Lot, and that the Corporation's insurance policy may be voided or otherwise placed at risk if the underwriter is not advised immediately.

MOTION CARRIED

## **10. General Business**

### **Grounds Maintenance:** Condition to be discussed

It was resolved that the overall condition of the grounds are of a good condition. The corporation manager was asked to notify the grounds contractors that trimming of the western fence Ivy is to be conducted periodically.

### **Vending Machine discussion:**

- It was resolved that there is no need for a vending machine at the property and that owners/tenants are to organise their own coins for the cleaning & drying service's.

### **Remove 2 trees on western driveway - C block:**

It was resolved that there is not enough substantial proof for the tree's to be removed and that the next door neighboring queering the issue is to obtain a professional arborist's report noting the exact location of the tree roots.

The report is to be given to the management committee for consideration.

### **Storage Shed Upgrade - Bike Rack Installation:**

It was resolved that the Committee is to proceed with the plans outlined for cleaning out the empty storage space in the vacant western laundry building and prepare it for a bike storage area as per the plans submitted by Lucia of Unit 41 and costs provided by Gavin from Fixit Building.

### **Other Business**

- The corporation manager agreed to find out whether or not Gutter Cleaning was part of the annual maintenance program provided by 'Programmed Maintenance Services' and advise the committee accordingly. In light of this it was agreed to have the gutters cleaned Bi-annually.

- The corporation manager is to advise the owners of the White and Blue Van's currently parked on Common Property to remove them from the vicinity or have them parked in the allocated units car space.

- Gutter Guard Solution was discussed however it was agreed to gain a quote and discuss at next years AGM

- Lucia of Unit 41 is to proceed with arranging new laundry equipment as long as the cost per clean/dry (\$4) remains the same and the equipment is of a newer, better standard.

**11. Amendment to Articles - Ability to Issue penalties**

That the body corporate approves the following additional items to the Corporation articles allowing for the issuing of penalties upon such a breach that contravenes the Strata Titles Act 1998 Schedule 3.

13. The Corporation, or subject to delegation to the Management Committee, shall have the power to issue a set of rules which it may amend from time to time to ensure that the Unit Holders and their tenants, visitors, agents and guests have proper use and enjoyment of their Unit and the Common Property.

14. Contravention or failure to comply with the articles of the Corporation may result in the Strata Corporation imposing a penalty, not exceeding the prescribed amount, applied as per the requirements of the Strata Titles Act

MOTION CARRIED  
YES 16  
/ NO 0 / ABSTAIN 0

**12. Periodic plumbing maintenance**

That the body corporate approves a periodic plumbing schedule to combat the high cost and high risk of ad hock attendances for tree root & sludge blockages.

*Resolved:* The corporation agreed to engage Bevan Plumbing to carry out a periodic Sewer & Storm water maintenance program. Sewer Maintenance to be performed 4 Monthly and Storm water pipes annually.

MOTION CARRIED

**13. Replace damaged steps and clean stairs**

It was resolved that the corporation proceed with the quote supplied by Programmed Property Maintenance for a total cost of \$7350 Excl GST that includes replacement, sanding & oiling of 67 new treated pine steps.

The manager advised the corporation that the steps were budgeted to be carried out but the work could only be completed in the 3rd quarter of the financial year based on the current Sinking Fund cash flow projections.

In light of this the Treasurer Ms Erin Kingisepp put forward a motion that the group raise a once-off special levy of \$5000 to cover the costs of doing the work immediately.

This proposal was agreed to by ordinary resolution.

MOTION CARRIED

**14. Lights on eastern driveway**

It was resolved to source one more final quote from Electric Environs and have the management committee make the final decision on the best suited contractor.

MOTION CARRIED

**15. Replace Corporation Site Signage**

It was resolved to proceed with all mandatory signage as presented by Lucia from Unit 41. The 'Bike Room' sign was to be installed inside the room so unwanted outsiders were not attracted to the room.

The corporation did however agree to remove the old wooden bin sign and free standing 'Rules' sign upon entry to the corporation based on their lack of appeal. It was agreed there was no need to replace these for now.

MOTION CARRIED

**16. Replace unit identification numbers**

It was resolved that the quote to replace Unit Identification numbers and certain parking markers on site was not necessary at this point in time.

MOTION LOST

**17. Administration Fund Budget**

In accordance with Section 27 of the Strata Titles Act 1988, the attached Administration Fund budget be approved and adopted.

This budget is an increase from the previous budget with total proposed contributions of \$47,500 for the financial year ending August 2016.

Contributions will be chargeable in accordance with Unit Entitlement.

MOTION CARRIED  
YES 9 / NO 7  
/ ABSTAIN

**18. Sinking Fund Budget**

In accordance with Section 27 of the Strata Titles Act 1988, the attached sinking fund budget be approved and adopted.

This budget is the same as the previous budget with total proposed contributions of \$21,500 for the financial year ending August 2016.

Contributions will be chargeable in accordance with Unit Entitlement.

MOTION CARRIED

**19. Special Levy Authority**

Should there be insufficient funds to meet the payment for renewal of the insurance and where a shortfall of funds occurs, the funds required to meet such a shortfall be acquired by levy raised at the instigation of the Corporation Manager following consultation with the Presiding Officer and be chargeable in accordance with Unit Entitlement.

MOTION CARRIED

**20. Audit of Annual Financial Statement**

Whittles recommends that MGI Assurance (SA) be appointed to carry out an independent audit of the Corporation's annual statement of accounts at an estimated cost of \$563.75.

MOTION CARRIED

**21. Interest Charged on Overdue Contributions/Levies**

That, in accordance with the provisions of Section 27(4) of the Strata Titles Act 1988, the Corporation will apply arrears interest of 15% per annum calculated daily, if payment of a contribution or levy or an instalment of a contribution or levy is not received in full within 30 days of the due date. The Committee is authorised to waive penalty interest charges in extenuating circumstances at its discretion.

MOTION CARRIED

**22. Recovery of Overdue Contributions/Levies**

In accordance with Section 27(5) of the Strata Titles Act 1988, Whittles is authorised to take all necessary action, without the need for further authority, including instructing a debt recovery company to initiate legal proceedings against owners on behalf of Strata Corporation 461 Inc. when they are in arrears to recover overdue contributions and levies, penalties and recovery costs incurred.

Whittles charge the debtor for the issue of a First Arrears Notice (30 days or more overdue), and when issuing instructions to the debt recovery company. Fees charged by third party providers will be recovered from the debtor at cost per invoice.

In light of the above agreement it was made imperative by Presiding Officer Jason Sack that there is to be no discretion come late payments for any owners at the property.

MOTION CARRIED

**NEXT ANNUAL GENERAL MEETING**

There was general agreement that next year's meeting should be held at Whittles offices.

**CLOSURE**

The meeting closed at 4:45 p.m.

**Did you know owners can access & update their details on the internet?**

To access your account simply go to [www.whittles.com.au](http://www.whittles.com.au) and enter the following details:

- Account code
- Plan number (leaving out the slash)
- Unit number
- PIN (if first time log in leave pin blank as you will be prompted for a pin)

**\* Please note that owners are encouraged to receive all correspondence/invoices via email. This ensures for a timely delivery of documents and helps reduce printing and postage costs to your corporation.**

WHITTLES  
23 DEC 2015  
RECEIVED

**Articles of Strata Corporation No. 461 Incorporated**

- 1 (1) A unit holder must—
  - (a) maintain the unit in good repair;
  - (b) carry out any work ordered by a council or other public authority in respect of the unit.
- (2) The occupier of a unit must keep it in a clean and tidy condition.
- 2 A person bound by these articles—
  - (a) must not obstruct the lawful use of the common property by any person; and
  - (b) must not use the common property in a manner that unreasonably interferes with the use and enjoyment of the common property by the other members of the strata community, their customers, clients or visitors; and
  - (c) must not make, or allow his or her customers, clients or visitors to make, undue noise in or about any unit or the common property; and
  - (d) must not interfere, or allow his or her customers, clients or visitors to interfere, with others in the enjoyment of their rights in relation to units or common property.
- 3 A person bound by these articles must not use the unit, or permit the unit to be used, for any unlawful purpose.
- 4 Subject to the *Strata Titles Act 1988*, a person bound by these articles must not, without the strata corporation's consent, keep any animal in, or in the vicinity of, a unit.
- 5 A person bound by these articles—
  - (a) must not park a motor vehicle in a parking space allocated for others or on a part of the common property on which parking is not authorised by the strata corporation; and
  - (b) must take reasonable steps to ensure that his or her customers, clients or visitors do not park in parking spaces allocated for others or on parts of the common property on which parking is not authorised by the strata corporation.
- 6 A person bound by these articles must not, without the consent of the strata corporation—
  - (a) damage or interfere with any lawn, garden, tree, shrub, plant or flower on the common property; or
  - (b) use any portion of the common property for his or her own purposes as a garden.
- 7 A person bound by these articles must not—
  - (a) bring objects or materials onto the site of a kind that are likely to cause justified offence to the other members of the strata community; or
  - (b) allow refuse to accumulate so as to cause justified offence to others.
- 8 A person bound by these articles must not, without the consent of the strata corporation, display any sign, advertisement, placard, banner or any other conspicuous material of a similar nature—
  - (a) on part of his or her unit so as to be visible from outside the building; or
  - (b) on any part of the common property.

- 9 The occupier of a unit may, without the consent of the strata corporation, paint, cover or in any other way decorate the inside of any building forming part of the unit and may, provided that unreasonable damage is not caused to any common property, fix locks, catches, screens, hooks and other similar items to that building.
- 10 The occupier of a unit used for residential purposes must not, without the consent of the strata corporation, use or store on the unit or on the common property any explosive or other dangerous substance.
- 11 A person bound by these articles—
  - (a) must maintain within the unit, or on a part of the common property set apart for the purpose by the strata corporation, a receptacle for garbage adequately covered; and
  - (b) must comply with all council by-laws relating to the disposal of garbage.
- 12 A unit holder must immediately notify the strata corporation of—
  - (a) any change in the ownership of the unit, or any change in the address of an owner;
  - (b) any change in the occupancy of the unit.
- 13 The Corporation, or subject to delegation to the Management Committee, shall have the power to issue a set of rules which it may amend from time to time to ensure that the Unit Holders and their tenants, visitors, agents and guests have proper use and enjoyment of their Unit and the Common Property.
- 14 Contravention or failure to comply with the articles of the Corporation may result in the Strata Corporation imposing a penalty, not exceeding the prescribed amount, applied as per the requirements of the Strata Titles Act.



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# SINKING FUND BUDGET

58 William Street

Norwood SA 5067

Strata Corporation 00461



Report details	
Inspection date:	15/03/2018
Inspector:	Mauro Formichelli

NEW SOUTH WALES  
Level 5, 115 Pitt St Sydney 2000  
PO Box A72 Sydney South NSW 1235

QUEENSLAND  
18 Park Rd Milton 4064  
PO Box 1584 Milton 4064

VICTORIA  
Level 1, 1 Queens Rd Melbourne 3004  
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 ABN 77 079 173 194

29 March 2018

The Managing Committee

58 William Street  
 Norwood SA 5067

Dear Committee Members,

**Thank you for appointing our company to conduct your Sinking Fund Budget.**

Based on our survey of your property, we have determined that the Strata Corporation will need to increase its contributions in the short term to cover its forecast maintenance fund expenses. We recommend that the levies initially be set at the level shown in this report. Once the short-term expenses have been paid for, we recommend that this report be updated to confirm that the levies can be reduced to the level shown in this report.

This budget should be updated regularly to account for actual changes in construction and maintenance costs, unanticipated changes in the property's condition over time, changes in legal requirements and any discrepancies between the forecast and actual maintenance fund balances. Regular updates also create peace of mind and assist the Strata Corporation to manage the risk of litigation from individual owners (current and future) for breaches of its duty to maintain the common property by providing reasonable, up-to-date estimates of the cost of necessary maintenance work and repairs.

**Key Report Data Levies Summary – First Financial Year**

Levy Per Unit Entitlement (Total sinking fund levy divided by unit entitlements)	\$0.08
Total Unit Entitlements	248500
Total Sinking Fund Levy	\$19,880.00

The data used to arrive at the above figures is in the attached report. It is designed for ease of reading. For your convenience here is your Report Index:

Report Index	Page No.
<b>Owners Report Summary</b>	<b>Section 1</b>
Building Details and Report Inputs Page	2
15 Year Cash Flow Tracking & Graph with New Levies	3
15 Year Cash Flow Tracking & Graph with Old Levies	4
<b>Report Detail</b>	<b>Section 2</b>
15 Year Anticipated Expenditure Table	5
Building Data List from Property Inspection	9
Inspector's Building Report & Building Specific Report Notes	14
Report Notes	16

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Yours sincerely,

The Team at Solutions in Engineering

## Building Details & Report Inputs

### Supplied information

Building Address	58 William Street Norwood SA 5067
Strata Corporation No	00461
Plan Type	Strata Corporation
Registered Plan Date/Year of Construction	Reg. 1971
Number of Lot Entitlements	248500
Number of Units	41
Estimated Starting Sinking Fund Balance	\$15,479
Starting date of Financial Year for Report	1/09/2017
GST Status	Not Registered for GST
Current Sinking Fund Levy per Lot Entitlement	\$0.08

### Report assumptions & information

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

### 15 Year Levy Table

Year	Year To	Total Contribution	Contribution per Lot Entitlement	Quarterly Contribution
1	31/08/2018	19,880.00	0.08	0.02
2	31/08/2019	34,000.00	0.14	0.04
3	31/08/2020	35,054.00	0.14	0.04
4	31/08/2021	36,140.67	0.15	0.04
5	31/08/2022	25,500.00	0.10	0.03
6	31/08/2023	26,290.50	0.11	0.03
7	31/08/2024	27,105.51	0.11	0.03
8	31/08/2025	27,945.78	0.11	0.03
9	31/08/2026	28,812.10	0.12	0.03
10	31/08/2027	29,705.28	0.12	0.03
11	31/08/2028	30,626.14	0.12	0.03
12	31/08/2029	31,575.55	0.13	0.03
13	31/08/2030	32,554.39	0.13	0.03
14	31/08/2031	33,563.58	0.14	0.04
15	31/08/2032	34,604.05	0.14	0.04

### 15 Year Cash Flow Tracking Sheet

The table below shows the cash flow starting with the anticipated 'Opening Balance' at the start of the first financial year which you provided to us. We then add the 'Total Levy Contributions' for the year and any 'Interest' on balances greater than \$10,000. Any 'Anticipated Expenses' are then allowed for leaving a 'Closing Balance' for the year which in turn becomes the 'Opening Balance' for the following year. In summary:

$$\text{Opening Balance} + \text{Total Levy Contributions} + \text{Interest} - \text{Anticipated Expenses} = \text{Closing Balance}$$

Year	Year To	Opening Balance	Total Levy Contributions	Interest	Anticipated Expenses	Closing Balance
1	31/08/2018	15,479.00	19,880.00	597.35	0.00	35,956.35
2	31/08/2019	35,956.35	34,000.00	1,060.19	15,684.00	55,332.54
3	31/08/2020	55,332.54	35,054.00	911.42	68,151.00	23,146.96
4	31/08/2021	23,146.96	36,140.67	0.00	49,757.00	9,530.63
5	31/08/2022	9,530.63	25,500.00	480.41	3,675.00	31,836.04
6	31/08/2023	31,836.04	26,290.50	941.97	9,795.00	49,273.51
7	31/08/2024	49,273.51	27,105.51	1,172.02	25,906.00	51,645.04
8	31/08/2025	51,645.04	27,945.78	1,296.45	20,900.00	59,987.27
9	31/08/2026	59,987.27	28,812.10	1,708.79	3,358.00	87,150.16
10	31/08/2027	87,150.16	29,705.28	2,271.31	10,703.00	108,423.75
11	31/08/2028	108,423.75	30,626.14	1,885.52	87,004.00	53,931.41
12	31/08/2029	53,931.41	31,575.55	767.88	74,087.00	12,187.84
13	31/08/2030	12,187.84	32,554.39	668.93	0.00	45,411.16
14	31/08/2031	45,411.16	33,563.58	1,327.70	11,390.00	68,912.44
15	31/08/2032	68,912.44	34,604.05	1,967.42	4,989.00	100,494.91

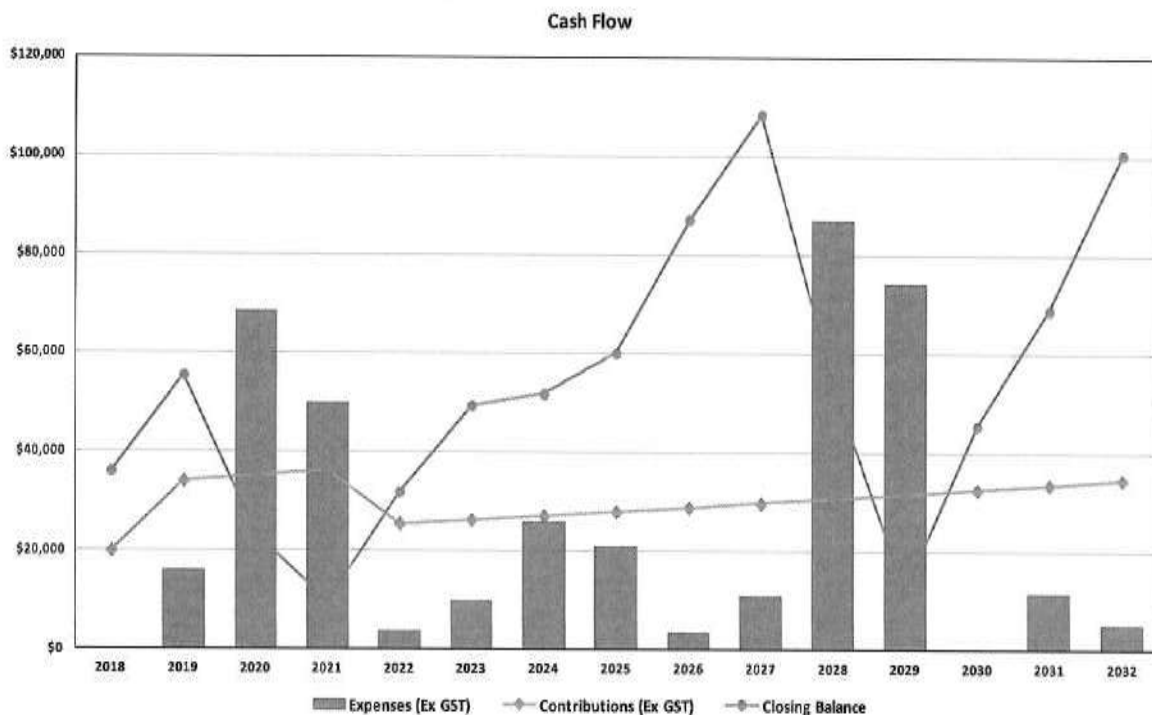
### 15 Year Cash Flow Graph

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

Contributions line - Total sinking fund contributions per year.

Expenses line – Total anticipated expenses in each year.

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



### What will happen if you stay with your current levy amount?

The table and graph below use the same information as on the previous page except they show the cash flow for the scheme if you do not vary your current levy amount.

### 15 Year Cash Flow Tracking Sheet

The table below shows the cash flow for the entirety of the forecast. In summary:

$$\text{Opening Balance} + \text{Total Levy Contributions} + \text{Interest} - \text{Anticipated Expenses} = \text{Closing Balance}$$

Year	Year To	Opening Balance	Total Levy Contributions	Interest	Anticipated Expenses	Closing Balance
1	31/08/2018	15,479.00	19,880.00	597.35	0.00	35,956.35
2	31/08/2019	35,956.35	20,496.28	901.52	15,684.00	41,670.15
3	31/08/2020	41,670.15	21,131.66	0.00	68,151.00	-5,349.19
4	31/08/2021	-5,349.19	21,786.74	0.00	49,757.00	-33,319.45
5	31/08/2022	-33,319.45	22,462.13	0.00	3,675.00	-14,532.32
6	31/08/2023	-14,532.32	23,158.46	0.00	9,795.00	-1,168.86
7	31/08/2024	-1,168.86	23,876.37	0.00	25,906.00	-3,198.49
8	31/08/2025	-3,198.49	24,616.54	0.00	20,900.00	518.05
9	31/08/2026	518.05	25,379.65	270.93	3,358.00	22,810.63
10	31/08/2027	22,810.63	26,166.42	717.74	10,703.00	38,991.79
11	31/08/2028	38,991.79	26,977.58	0.00	87,004.00	-21,034.63
12	31/08/2029	-21,034.63	27,813.88	0.00	74,087.00	-67,307.75
13	31/08/2030	-67,307.75	28,676.11	0.00	0.00	-38,631.64
14	31/08/2031	-38,631.64	29,565.07	0.00	11,390.00	-20,456.57
15	31/08/2032	-20,456.57	30,481.59	0.00	4,989.00	5,036.02

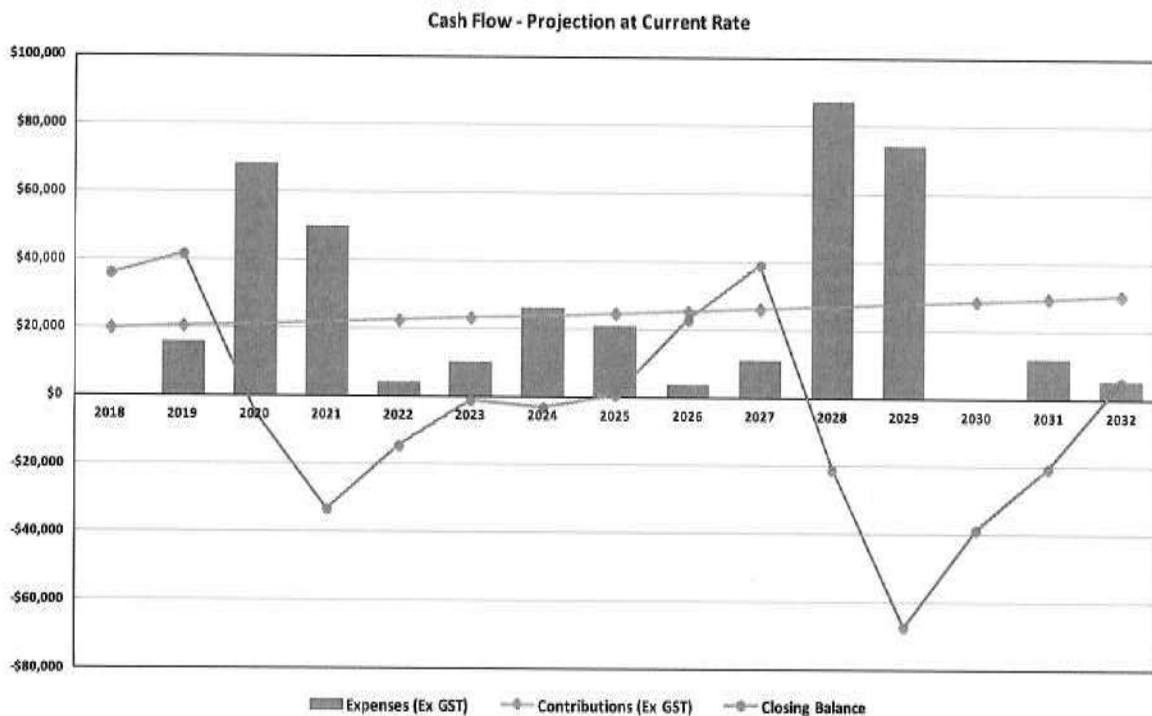
### 15 Year Cash Flow Graph

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

Contributions line - Total sinking fund contributions per year.

Expenses line - Total anticipated expenses in each year.

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



### Anticipated Expenditures Table Year 1 - 15

This table shows when expenses will occur in the next 15 years. From left to right the columns are:-  
 'Expenditure Items' - lists the different areas and items of expenditure.  
 'Current Cost' - shows the current maintenance expenditure costs in today's dollars.  
 'Year 1' to 'Year 15' - shows the costs in the year in which they occur including the 'Assumed Rate of Inflation' compounded annually until the cost is due.

At the bottom on each column there are three lines. Firstly, a 'Grand Total (Inc. GST)' followed by a line calculating the 'Contingency Allowance (Inc. GST)' for unforeseen and minor expenses and finally 'Total Expenses (Inc. GST)' for that year. Please note: This page rounds figures to the nearest whole dollar.

Expenditure Item	Current Cost	Year 1 (2018)	Year 2 (2019)	Year 3 (2020)	Year 4 (2021)	Year 5 (2022)	Year 6 (2023)	Year 7 (2024)	Year 8 (2025)	Year 9 (2026)	Year 10 (2027)	Year 11 (2028)	Year 12 (2029)	Year 13 (2030)	Year 14 (2031)	Year 15 (2032)
<b>1. Building exterior</b>																
Repair concrete slab edge	1,163	-	-	1,236	-	-	-	-	-	-	-	1,578	-	-	-	-
Repair eaves - large	7,806	-	-	8,297	-	-	-	-	-	-	-	10,593	-	-	-	-
Repair timber fascia and scotia	5,421	-	-	5,762	-	-	-	-	-	-	-	7,356	-	-	-	-
Repair guttering	5,421	-	-	5,762	-	-	-	-	-	-	-	7,356	-	-	-	-
Inspect and repair guttering (total: 293 Lm) - 20%	2,506	-	-	2,664	-	-	-	-	-	-	-	3,401	-	-	-	-
Inspect and repair timber fascia and scotia (total: 293 Lm) - 10%	1,232	-	-	1,310	-	-	-	-	-	-	-	1,672	-	-	-	-
Repair downpipes	1,578	-	-	1,677	-	-	-	-	-	-	-	2,141	-	-	-	-
Repair plumbing pipes	1,550	-	-	1,648	-	-	-	-	-	-	-	2,103	-	-	-	-
Inspect and repair downpipes (total: 77 Lm) - 20%	536	-	-	570	-	-	-	-	-	-	-	727	-	-	-	-
Repair standard doors - one side including jambs	3,788	-	-	4,026	-	-	-	-	-	-	-	5,140	-	-	-	-
Maintain / repair timber windows	2,950	-	-	3,136	-	-	-	-	-	-	-	4,003	-	-	-	-
Repair timber window frames - small	6,934	-	-	7,371	-	-	-	-	-	-	-	9,410	-	-	-	-
Repair timber window frames - large	12,308	-	-	13,083	-	-	-	-	-	-	-	16,702	-	-	-	-
<b>Sub Total (Incl. GST)</b>		<b>0</b>	<b>0</b>	<b>56,542</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>72,182</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Expenditure Item	Current Cost	Year 1 (2018)	Year 2 (2019)	Year 3 (2020)	Year 4 (2021)	Year 5 (2022)	Year 6 (2023)	Year 7 (2024)	Year 8 (2025)	Year 9 (2026)	Year 10 (2027)	Year 11 (2028)	Year 12 (2029)	Year 13 (2030)	Year 14 (2031)	Year 15 (2032)
<b>2. Roof</b>																
Maintain / repair roof tiles (total: 762 m2) - 5%	1,925	-	-	-	-	-	-	2,312	-	-	-	-	-	-	-	-
Re-bed and re-point ridge caps (total: 206 Lm) - 60%	7,317	-	-	-	-	-	-	8,788	-	-	-	-	-	-	-	-
Maintain / repair roof tiles (total: 489 m2) - 5%	1,216	-	-	-	-	-	-	-	1,506	-	-	-	-	-	-	-
Re-bed and re-point ridge caps (total: 206 Lm) - 40%	4,839	-	-	-	-	-	-	-	5,992	-	-	-	-	-	-	-
Edge safety protection - per perimeter	3,444	-	-	-	-	-	-	4,136	-	-	-	-	-	-	-	-
Edge safety protection - per perimeter	2,257	-	-	-	-	-	-	-	2,795	-	-	-	-	-	-	-
<b>Sub Total (Incl. GST)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,236</b>	<b>10,293</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>3. Access for work at heights</b>																
Scaffolding for work at heights	5,500	-	-	5,846	-	-	-	-	-	-	-	7,464	-	-	-	-
<b>Sub Total (Incl. GST)</b>		<b>0</b>	<b>0</b>	<b>5,846</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,464</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>4. External stairways</b>																
Repaint underside of balcony landings	1,211	-	-	-	1,327	-	-	-	-	-	-	-	1,694	-	-	-
Repaint balcony landing floors - non-slip	1,292	-	-	-	1,416	-	-	-	-	-	-	-	1,808	-	-	-
Maintain / repair timber stair treads (total: 157 m2) - 20%	3,603	-	-	-	3,949	-	-	-	-	-	-	-	5,041	-	-	-
Repaint metal balustrades	15,258	-	-	-	16,721	-	-	-	-	-	-	-	21,347	-	-	-
Inspect and repair balustrades (total: 228 Lm) - 5%	2,071	-	-	-	2,270	-	-	-	-	-	-	-	2,898	-	-	-
Repaint metal stairway structures	7,417	-	-	-	8,128	-	-	-	-	-	-	-	10,377	-	-	-
<b>Sub Total (Incl. GST)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>33,811</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>43,165</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>5. Laundry internal</b>																
Repaint ceilings	123	-	-	-	135	-	-	-	-	-	-	-	172	-	-	-
Repaint walls	328	-	-	-	359	-	-	-	-	-	-	-	459	-	-	-
Maintain / repair wall tiles (total: 5 m2)	293	-	-	-	321	-	-	-	-	374	-	-	-	-	-	436
Repaint doors - one side including architraves	88	-	-	-	96	-	-	-	-	-	-	-	123	-	-	-
Repaint timber window frames - large	156	-	-	-	171	-	-	-	-	-	-	-	218	-	-	-
<b>Sub Total (Incl. GST)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>1,082</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>374</b>	<b>0</b>	<b>0</b>	<b>972</b>	<b>0</b>	<b>436</b>	<b>0</b>

29 March 2018

58 William Street / Strata Corporation 00461

Reference No.: 1941314

Expenditure Item	Current Cost	Year 1 (2018)	Year 2 (2019)	Year 3 (2020)	Year 4 (2021)	Year 5 (2022)	Year 6 (2023)	Year 7 (2024)	Year 8 (2025)	Year 9 (2026)	Year 10 (2027)	Year 11 (2028)	Year 12 (2029)	Year 13 (2030)	Year 14 (2031)	Year 15 (2032)
<b>6. Laundry / store room - exterior</b>																
Repaint eaves	472	-	-	-	517	-	-	-	-	-	-	-	660	-	-	-
Repaint doors - one side including architraves	529	-	-	-	580	-	-	-	-	-	-	-	740	-	-	-
Repaint timber window frames - large	935	-	-	-	1,025	-	-	-	-	-	-	-	1,308	-	-	-
Repaint timber fascia	722	-	-	-	791	-	-	-	-	-	-	-	1,010	-	-	-
Repaint guttering	389	-	-	-	426	-	-	-	-	-	-	-	544	-	-	-
Inspect and repair guttering (total: 21 Lm) - 20%	170	-	-	-	186	-	-	-	-	-	-	-	238	-	-	-
Repaint downpipes	184	-	-	-	202	-	-	-	-	-	-	-	257	-	-	-
Maintain / repair metal roof (total: 66 m2) - 20%	987	-	-	-	-	-	1,150	-	-	-	-	-	-	-	-	-
<b>Sub Total (Incl. GST)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>3,727</b>	<b>0</b>	<b>1,150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,757</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>7. Vehicle accessways - driveway</b>																
Maintain / repair concrete surface (total: 882 m2) - 2%	1,687	-	1,739	-	-	-	-	2,026	-	-	-	-	2,360	-	-	-
Maintain / replace stone aggregate surface (total: 1236 m2) - 10%	3,897	-	4,018	-	-	-	-	4,680	-	-	-	-	5,452	-	-	-
Maintain stormwater drains - allowance	1,141	-	1,176	-	-	-	-	1,370	-	-	-	-	1,596	-	-	-
<b>Sub Total (Incl. GST)</b>		<b>0</b>	<b>6,933</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,076</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,408</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>8. External walkways</b>																
Maintain / repair concrete surface (total: 290 m2) - 2%	562	-	579	-	-	-	-	675	-	-	-	-	786	-	-	-
<b>Sub Total (Incl. GST)</b>		<b>0</b>	<b>579</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>675</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>786</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>9. Fixtures and fittings</b>																
Replace letterboxes (total: 45)	1,352	-	-	-	-	-	-	-	-	1,726	-	-	-	-	-	-
Maintain common property electricals	1,500	-	1,547	-	1,644	-	1,747	-	1,857	-	1,974	-	2,099	-	2,231	-
Maintain common light fittings - external	600	-	619	-	658	-	699	-	743	-	790	-	839	-	892	-
Maintain common property plumbing	1,250	-	1,289	-	1,370	-	1,456	-	1,548	-	1,645	-	1,749	-	1,859	-
Replace post mounted clothesline (total: 7 ea)	731	-	-	-	-	-	-	-	-	-	962	-	-	-	-	-
Replace rotary clothesline	790	-	-	-	-	-	-	-	-	1,009	-	-	-	-	-	-
Repaint meter boxes	673	-	-	-	715	-	-	-	-	-	-	913	-	-	-	-
Replace community signage	500	-	-	-	-	-	565	-	-	-	-	-	-	-	-	767
<b>Sub Total (Incl. GST)</b>		<b>0</b>	<b>3,455</b>	<b>715</b>	<b>3,672</b>	<b>565</b>	<b>3,902</b>	<b>0</b>	<b>4,148</b>	<b>2,735</b>	<b>5,371</b>	<b>913</b>	<b>4,687</b>	<b>0</b>	<b>4,982</b>	<b>767</b>

Expenditure Item	Current Cost	Year 1 (2018)	Year 2 (2019)	Year 3 (2020)	Year 4 (2021)	Year 5 (2022)	Year 6 (2023)	Year 7 (2024)	Year 8 (2025)	Year 9 (2026)	Year 10 (2027)	Year 11 (2028)	Year 12 (2029)	Year 13 (2030)	Year 14 (2031)	Year 15 (2032)
<b>10. Fence maintenance</b>																
Repair or replace metal fence (total: 338 Lm – rate 50%)	2,512	-	-	-	-	2,838	-	-	-	-	-	-	-	-	-	3,852
Repair or replace powder coated aluminium fence (total: 15 Lm – rate 100%)	518	-	-	-	-	-	-	-	641	-	-	-	-	-	-	-
<b>Sub Total (Incl. GST)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,838</b>	<b>0</b>	<b>0</b>	<b>641</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,852</b>
<b>11. Landscaping</b>																
Maintain gardens - allowance	3,000	-	3,093	-	3,288	-	3,495	-	3,715	-	3,949	-	4,197	-	4,462	-
Maintain / repair irrigation system	448	-	462	-	491	-	522	-	555	-	590	-	627	-	666	-
<b>Sub Total (Incl. GST)</b>		<b>0</b>	<b>3,555</b>	<b>0</b>	<b>3,779</b>	<b>0</b>	<b>4,017</b>	<b>0</b>	<b>4,270</b>	<b>0</b>	<b>4,539</b>	<b>0</b>	<b>4,824</b>	<b>0</b>	<b>5,128</b>	<b>0</b>
<b>Grand Total (Incl. GST)</b>		<b>0</b>	<b>14,522</b>	<b>63,103</b>	<b>46,071</b>	<b>3,403</b>	<b>9,069</b>	<b>23,987</b>	<b>19,352</b>	<b>3,109</b>	<b>9,910</b>	<b>80,559</b>	<b>68,599</b>	<b>0</b>	<b>10,546</b>	<b>4,619</b>
<b>Contingency Allowance (Incl. GST)</b>		<b>0</b>	<b>1,162</b>	<b>5,048</b>	<b>3,686</b>	<b>272</b>	<b>726</b>	<b>1,919</b>	<b>1,548</b>	<b>249</b>	<b>793</b>	<b>6,445</b>	<b>5,488</b>	<b>0</b>	<b>844</b>	<b>370</b>
<b>Grand Total Expenses (Incl. Contingency Allowance and GST)</b>		<b>0</b>	<b>15,684</b>	<b>68,151</b>	<b>49,757</b>	<b>3,675</b>	<b>9,795</b>	<b>25,906</b>	<b>20,900</b>	<b>3,358</b>	<b>10,703</b>	<b>87,004</b>	<b>74,087</b>	<b>0</b>	<b>11,390</b>	<b>4,989</b>

### Building Data List from the Property Inspection for Strata Corporation 00461

This table has all the data collected by the building inspector while inspecting the complex. The columns from left to right are:-

'Items' – identifies and describes the maintenance item

'Qty' – lets you know the total quantity of that item

'Unit' – is the unit rate used to measure the quantity

'Rate' – is the cost of each unit in dollars

'Value' – is the quantity (Qty) multiplied by the Rate (\$)

'Next Due' - is the remaining life in years until an item needs money spent on it.

'Total Life' - is the total life the item after it is replaced, repaired or repainted.

'Comments' – details any useful explanatory notes for the item.

Items	Qty	Unit	Rate (\$)	Value (\$)	Next Due	Total Life	Comments
<b>1. Building exterior</b>							
Repaint concrete slab edge	48	m2	24.22	1,163.00	3	8	Ongoing painting program
Repaint eaves - large	293	Lm	26.64	7,806.00	3	8	Ongoing painting program
Repaint timber fascia and scotia	293	Lm	18.50	5,421.00	3	8	Ongoing painting program
Repaint guttering	293	Lm	18.50	5,421.00	3	8	Ongoing painting program
Inspect and repair guttering (total: 293 Lm) - 20%	59	Lm	42.47	2,506.00	3	8	Inspect and repair as required
Inspect and repair timber fascia and scotia (total: 293 Lm) - 10%	29	Lm	42.47	1,232.00	3	8	Inspect and repair as required
Repaint downpipes	77	Lm	20.49	1,578.00	3	8	Ongoing painting program
Repaint plumbing pipes	100	Lm	15.50	1,550.00	3	8	Ongoing painting program
Inspect and repair downpipes (total: 77 Lm) - 20%	15	Lm	35.76	536.00	3	8	Inspect and repair as required
Repaint standard doors - one side including jambs	43	Ea	88.09	3,788.00	3	8	Ongoing painting program
Maintain / repair timber windows	1	Item	2,949.91	2,950.00	3	8	Maintain / repair as required
Repaint timber window frames - small	64	Ea	108.35	6,934.00	3	8	Ongoing painting program
Repaint timber window frames - large	79	Ea	155.80	12,308.00	3	8	Ongoing painting program
<b>2. Roof</b>							
Maintain / repair roof tiles (total: 762 m2) - 5%	38	m2	50.65	1,925.00	7	18	Maintain / repair as required
Re-bed and re-point ridge caps (total: 206 Lm) - 60%	124	Lm	59.01	7,317.00	7	18	Maintain / repair as required
Maintain / repair roof tiles (total: 489 m2) - 5%	24	m2	50.65	1,216.00	8	18	Maintain / repair as required
Re-bed and re-point ridge caps (total: 206 Lm) - 40%	82	Lm	59.01	4,839.00	8	18	Maintain / repair as required
Edge safety protection - per perimeter	177	Lm	19.46	3,444.00	7	18	Quotation required
Edge safety protection - per perimeter	116	Lm	19.46	2,257.00	8	18	Quotation required
<b>3. Access for work at heights</b>							
Scaffolding for work at heights	1	Item	5,500.00	5,500.00	3	8	Quotation required

Items	Qty	Unit	Rate (\$)	Value (\$)	Next Due	Total Life	Comments
<b>4. External stairways</b>							
Repaint underside of balcony landings	50	m2	24.22	1,211.00	4	8	Ongoing painting program
Repaint balcony landing floors - non-slip	50	m2	25.84	1,292.00	4	8	Ongoing painting program
Maintain / repair timber stair treads (total: 157 m2) - 20%	31	m2	116.22	3,603.00	4	8	Maintain / repair as required
Repaint metal balustrades	228	Lm	66.92	15,258.00	4	8	Ongoing painting program
Inspect and repair balustrades (total: 228 Lm) - 5%	11	Lm	188.27	2,071.00	4	8	Repair as required
Repaint metal stairway structures	362	Lm	20.49	7,417.00	4	8	Ongoing painting program
<b>5. Laundry internal</b>							
Repaint ceilings	6	m2	20.49	123.00	4	8	Ongoing painting program
Repaint walls	16	m2	20.49	328.00	4	8	Ongoing painting program
Maintain / repair wall tiles (total: 5 m2)	2	m2	146.39	293.00	4	5	Maintain / repair as required
Repaint doors - one side including architraves	1	Ea	88.09	88.00	4	8	Ongoing painting program
Repaint timber window frames - large	1	Ea	155.80	156.00	4	8	Ongoing painting program
<b>6. Laundry / store room - exterior</b>							
Repaint eaves	21	Lm	22.47	472.00	4	8	Ongoing painting program
Repaint doors - one side including architraves	6	Ea	88.09	529.00	4	8	Ongoing painting program
Repaint timber window frames - large	6	Ea	155.80	935.00	4	8	Ongoing painting program
Repaint timber fascia	39	Lm	18.50	722.00	4	8	Ongoing painting program
Repaint guttering	21	Lm	18.50	389.00	4	8	Ongoing painting program
Inspect and repair guttering (total: 21 Lm) - 20%	4	Lm	42.47	170.00	4	8	Inspect and repair as required
Repaint downpipes	9	Lm	20.49	184.00	4	8	Ongoing painting program
Maintain / repair metal roof (total: 66 m2) - 20%	13	m2	75.93	987.00	6	16	Maintain / repair as required
<b>7. Vehicle accessways - driveway</b>							
Maintain / repair concrete surface (total: 882 m2) - 2%	18	m2	93.70	1,687.00	2	5	Repair as required
Maintain / replace stone aggregate surface (total: 1236 m2) - 10%	124	m2	31.43	3,897.00	2	5	Maintain / replace as required
Maintain stormwater drains - allowance	1	Item	1,141.24	1,141.00	2	5	Ongoing maintenance program
<b>8. External walkways</b>							
Maintain / repair concrete surface (total: 290 m2) - 2%	6	m2	93.70	562.00	2	5	Repair as required
<b>9. Fixtures and fittings</b>							
Replace letterboxes (total: 45)	10	Ea	135.18	1,352.00	9	12	Replace as required
Maintain common property electricals	1	Item	1,500.00	1,500.00	2	2	Ongoing maintenance allowance
Maintain common light fittings - external	1	Item	600.00	600.00	2	2	Ongoing maintenance allowance
Maintain common property plumbing	1	Item	1,250.00	1,250.00	2	2	Ongoing maintenance allowance
Replace post mounted clothesline (total: 7 ea)	2	Ea	365.41	731.00	10	15	Replace as required
Replace rotary clothesline	1	Ea	790.39	790.00	9	25	Replace as required
Repaint meter boxes	5	Ea	134.63	673.00	3	8	Ongoing painting program
Replace community signage	1	Item	500.00	500.00	5	10	Quotation required

29 March 2018

58 William Street / Strata Corporation 00461

Reference No.: 1941314





Items	Qty	Unit	Rate (\$)	Value (\$)	Next Due	Total Life	Comments
<b>10. Fence maintenance</b>							
Repair or replace metal fence (total: 338 Lm – rate 50%)	51	Lm	49.26	2,512.00	5	10	Repair or replace as required - shared boundary fence
Repair or replace powder coated aluminium fence (total: 15 Lm – rate 100%)	5	Lm	103.64	518.00	8	10	Repair or replace as required
<b>11. Landscaping</b>							
Maintain gardens - allowance	1	Item	3,000.00	3,000.00	2	2	Ongoing maintenance program
Maintain / repair irrigation system	1	Item	447.94	448.00	2	2	Repair as required

29 March 2018

58 William Street / Strata Corporation 00461

Reference No.: 1941314





### BUILDING PHOTOS

Item Group	Photo
Building exterior	
Roof	
External stairways	
Laundry / store room - exterior	

29 March 2018

58 William Street / Strata Corporation 00461

Reference No.: 1941314

Item Group	Photo
Vehicle accessways driveway	
Fixtures and fittings	
Fence maintenance	
Landscaping	

## Inspector's Report for Strata Corporation 00461

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1. We have recommended that the balance of the Sinking Fund be allowed to increase over the length of this report, leading to a significant balance in the later years. It is necessary to allow a larger balance over time to offset the effects of inflation on building material and labour costs and also to ensure that adequate funds are available to provide for major works (which frequently become necessary as the building ages but which cannot be reliably forecast this far in advance). Based on historical data and current trends, we anticipate that building construction and maintenance costs will increase by approximately fifty percent every fifteen years. This recommendation will be reviewed each time this report is updated, in light of price levels and the state of the building at the time of each update.

2. **IMPORTANT NOTES ABOUT PAINTING:** Painting a building serves two main purposes: improving the appearance of the building; and protecting the painted surface. From a maintenance point of view, this second purpose is more important. By sealing the surface, paint protects the building from damage caused by water, salt or air pollutants. Although most paints will hold their appearance for at least ten years, before cracking or peeling occurs, they become porous and lose their protective abilities well before this point. As such, we recommend that surfaces are repainted more frequently.

High-quality elastomeric paints, when properly applied, can achieve longer-lasting results, however the higher cost of this paint, lower spread rates and higher labour costs associated with this work tends to increase painting cost by approximately 50%, and so has not been included in this forecast.

Washing or pressure cleaning a painted surface can significantly diminish its function as a protective coating. If the surface is not repainted after the timeframe recommended above it will become more vulnerable to water, salt and/or pollutants. The resulting damage can considerably increase the cost of surface preparation before future repainting and, in extreme cases lead to concrete cancer, requiring major repairs.

3. The painting cost estimates are as accurate as possible. However, due to privacy considerations, access restrictions to some areas and the varied nature of the property, it is recommended that the Community Corporation obtain quotes for painting work well in advance of when the work is to be carried out to allow for any shortfall or excess in funds.
4. Actual Painting quotations can vary to our Painting Cost Estimates due to colour selection changes (i.e.: changing from light to dark or dark to light that may require multiple coats). Often over product specification that includes either an impact membrane or 3 coat system can add up to 15-20% to the painting per square metre rate.
5. The maintenance of fences between properties is regulated under the Fences Act 1975, which states that each adjoining owner shall pay half the cost of maintain an adequate fence. As such, we have applied a fifty percent rate to all maintenance work on these fences in this report.
6. Cracks were noted at several locations in the driveway. All such areas should be monitored closely and in the event that any crack should lengthen or expand a report should be obtained from a structural engineer containing advice on remedial action.
7. Trees should be lopped to below the fascia and gutter height and be kept clear of the building to prevent premature corrosion of the roof flashings, gutters and downpipes. Root systems should also be kept away from the building to prevent structural damage to the footings using root barriers of. If these measures cannot prevent damage to the building or property, the Community Corporation may wish to consider removing problem trees.

8. Monies were budgeted for the maintenance and replacement of window parts on the complex.
9. Money allocated for scaffold can be used for other access equipment e.g. boomlift, cherry picker.
10. The tiled roof needs regular maintenance and the ridge caps need re-pointing.
11. The metal roof and flashings needs regular maintenance.
12. A walkway maintenance program was included for repairs and maintenance to the external common area walkways and stairways.
13. An allowance for plumbing and drainage maintenance was included for the complex.
14. Monies were budgeted for the maintenance of the common area gardens, landscaping and tree pruning.
15. Based on our assessment of the maintenance needs of the property, we believe that the levies currently being paid by the owners are inadequate to meet the forecast liabilities of the Sinking Fund. As such, we have recommended that the levies are increased for four years and then subsequently decreased. We recommend that this report be updated no less than every three years to ensure that it captures market variations and any changes in the building itself.

## Report Notes

### Sinking Fund Budget (SA)

**This budget satisfies the current requirements of Section 26 and 27 of the Strata Titles Act 1988 (SA). The legislation states:-**

#### **25—Functions**

*The functions of the strata corporation are as follows:*

*(a) to administer and maintain the common property for the benefit of the unit holders and, to such extent as may be appropriate, other members of the strata community;*

#### **27—Power to raise money**

*(1) A strata corporation may raise such funds (including reserve funds for future expenditure of a capital nature) as it thinks necessary.*

*(2) For the purpose of raising funds the strata corporation may, by resolution, levy contributions against all unit holders.*

*(3) The contributions—*

*(a) will be proportional to the unit entitlements of the various units; or*

*(b) will be determined on such other basis as the strata corporation decides by unanimous resolution.*

### **THIS REPORT DEALS WITH THE SINKING FUND BUDGET.**

**Figures used and updates** - The figures used in the forecast are typical for this type of building and normal usage. The Strata Corporation has some discretion in the timing of most maintenance items. The purpose of this forecast is to ensure monies are available when required to cover foreseeable expenses.

**Contingency** - A contingency has been allowed for any unforeseen expenses. Please refer to the second page of the report.

**Interest, Taxation and Inflation** - The standard interest rate used by Solutions in Engineering is based on the Reserve Bank of Australia's (RBA) historical series for Cash Management and Online Savings Account interest rates for the past previous fifteen years. The company tax rate is applied to interest income unless Solutions in Engineering is advised that the Strata Corporation is exempt from tax on external income. The standard inflation rate used by Solutions in Engineering is based upon the entire RBA historical series for Construction, Manufacturing and Property Services inflation, commencing March 1999. While historical figures are not an accurate predictor of specific future outcomes, over the life of this report (fifteen years), interest rates and inflation should approach long-term averages. Changes in economic conditions may affect the accuracy of these figures. This report should be updated at regular intervals to ensure that any such changes are taken into account.

**Administration Budget** - Items of a recurrent nature that are covered by the administration budget such as maintenance contract for lifts, fire protection equipment, air conditioners, cleaning and gardening are not included. Neither are items of a minor recurrent nature with varying life spans such as light bulbs and exit light battery packs.

**Safety** - The inspection does not cover safety issues.

**Lifts** - Due to the many types of lift contracts covering varying parts and aspects of lift maintenance, no allowance is made unless instructed by the Strata Corporation Committee/Representative.

**Fire Maintenance** - We have assumed that the Fire Maintenance Contractor has covered the Fire Maintenance Items; no allowance is made unless instructed by the Strata Corporation Committee/Representative.

**Items with Indefinite Lives** - There is no allowance for replacement of items that, if properly maintained, should last indefinitely, (unless otherwise requested by the Strata Corporation); for example: sanitary fittings and lift carriage interiors. This forecast deals only with estimating the timing of physical obsolescence.

**Improvements** - The Strata Corporation may resolve to undertake improvements not related to normal maintenance. No allowance has been made for these items unless instructed.

**Defects** - No allowance has been made for correction of defects resulting from faulty construction except where nominated in the report. The inspectors report summarises only issues observed during our inspection and is not a structural report.

**Ongoing Maintenance Programs** - The lives of some items overall may have been extended indefinitely due to the use of an ongoing maintenance program. When there is any doubt in our minds about how and when an item may need replacement or maintenance, we give control to the Strata Corporation. With allowances for ongoing maintenance programs, allow funds to be available for maintenance, gradual replacement or in some cases accumulation of funds for total replacement in the long term. The lives of some items can vary considerably, especially with issues such as:

- Usage.
- Accidental damage to floor tiles, which may or may not be still available or in stock.
- Fences can be maintained and replaced gradually or all at once.
- Metal and Aluminium Balustrades can last anywhere between 10 and 50 years, depending on the original quality, coatings (painting) and maintenance.
- Concrete driveways that have been cracked but are still perfectly sound and serviceable.
- Pumps and Fans can last indefinitely or wear out relatively quickly. This often depends on the quality of internal construction and finish.

**Updates** - The forecast is made with the best available data at this time. The forecast should be upgraded at regular intervals. We recommend a minimum of bi-annual updates.

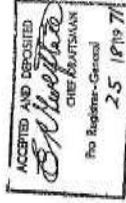
**Supply terms and conditions** - All services provided by Solutions in Engineering are supplied on the basis of **Supply Terms and Conditions** which are available from our Office and from our website [www.solutionsinengineering.com](http://www.solutionsinengineering.com)

**Please read the information and the notes on the Inspector's report to gain the most from this report.**

STRATA PLAN

461

1ST OF 3 SHEETS



Alpha Easement Identifier vide  
Dkt 4370/1975 pro R.G. 27-9-91

MICROFILMED  
1-10-91

INCORPORATED  
5067  
NORWOOD

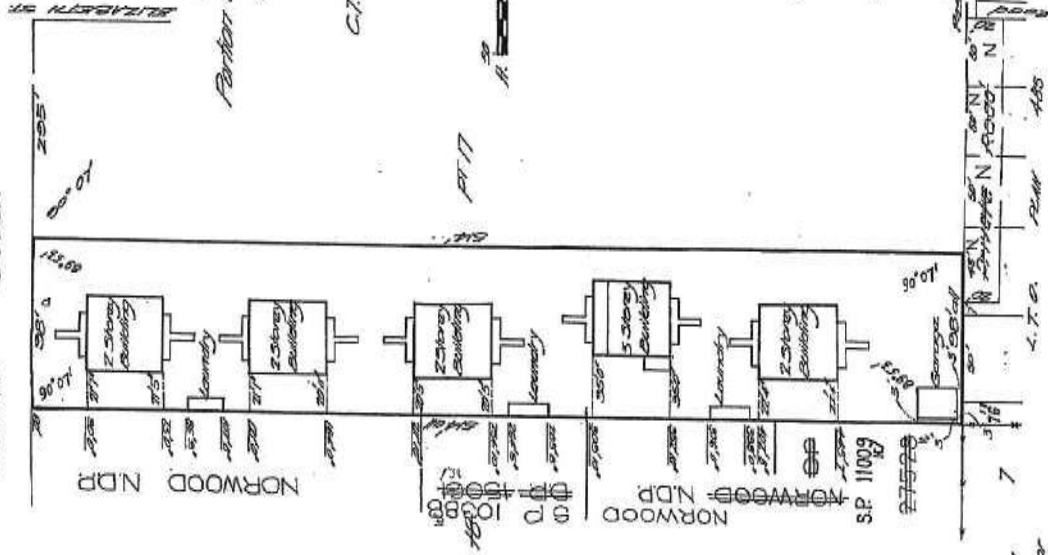
461

STREET  
N°

WILLIAM

STRATA  
58

William Street



- Site Plan -

Hd. of Adelaide  
Part of Block 17 of Section 281  
in the area named  
NORWOOD

C.T. Volume 535 Folio 31

I, Lewis Drake Chapman a Licensed Surveyor within  
the meaning of the Surveyors Act 1885/1887 do hereby  
certify:

1. That all the units and unit subdivisions and all  
buildings and other structures depicted hereon are  
wholly contained within the boundaries of the parcel  
depicted on this Strata Plan.
2. That this Strata Plan represents an accurate deline-  
ation of the units and unit subdivisions as created  
and or laid out on the parcel.

Dated 7th day of May 1991

L. D. Chapman  
- Director -

L. D. CHAPMAN  
Licensed Surveyor  
35, High Street  
Burrwick

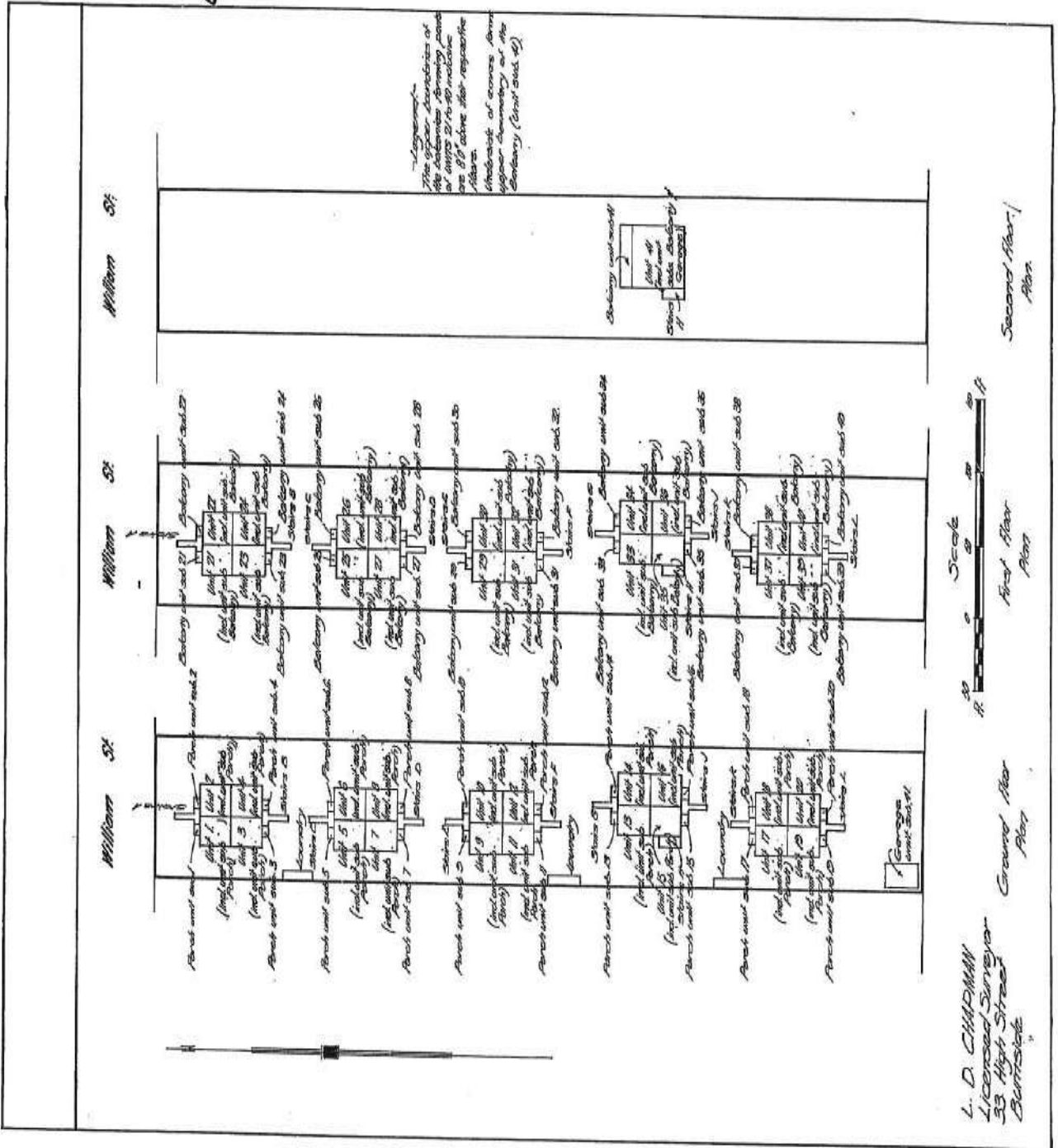
# STRAITA PLAN

## 461

### 2<sup>ND</sup> OF 3 SHEETS



MICROFILMED  
 1-10-91



# STRATA PLAN

# 461

## 3<sup>RD</sup> OF 3 SHEETS

ACCEPTED AND DEPOSITED  
*B. H. Wetzel*  
 CHIEF DRAFTSMAN  
 Pro Registrar General  
 25/18/1977

### SCHEDULE OF UNIT ENTITLEMENT

UNIT NO	UNIT ENTITLEMENT	CURRENT C's. of T.		UNIT NO	UNIT ENTITLEMENT	CURRENT C's. of T.	
		VOLUME	FOLIO			VOLUME	FOLIO
1	6125			27	6000		
2	6125			28	6000		
3	6125			29	6000		
4	6125			30	6000		
5	6125			31	6000		
6	6125			32	6000		
7	6125			33	6000		
8	6125			34	6000		
9	6125			35	6000		
10	6125			36	6000		
11	6125			37	6000		
12	6125			38	6000		
13	6125			39	6000		
14	6125			40	6000		
15	6125			41	6000		
16	6125						
17	6125						
18	6125						
19	6125						
20	6125						
21	6000						
22	6000						
23	6000						
24	6000						
25	6000						
26	6000						
AGGREGATE				AGGREGATE	248,500		

Authenticated Vide Application No 5224302



*R. J. Collins*  
 Registrar General.

MICROFILMED  
**1-10-91**



**Certificate of Insurance**

ABN 29 008 096 277

Luke Hayden  
Strata Corporation 461 Inc  
C/- Whittles Strata Management Pty Ltd  
PO Box 309  
KENT TOWN SA 5071

**Date:** 10.10.2024  
**Invoice No:** I4645841

**This document certifies that the policy referred to below is currently intended to remain in force until 4:00pm on the expiry date shown 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.**

**Class** Residential Strata/Community Corporation  
**Insurer** Strata Community Insurance Agencies Pty Ltd  
12 Tucker Street  
ADELAIDE SA 5000  
**Period** 31.10.2024 to 31.10.2025  
**Policy No.** POL11007599

**Important Notice**

This certificate does not reflect in detail the policy terms and conditions and merely provides a brief summary of the insurance that is, to the best of our knowledge, in existence at the date we have issued this certificate. If you wish to obtain details of the policy terms, conditions, restrictions, exclusions or warranties, you must refer to the policy contract.

**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. We accept no responsibility or liability to advise any party who may be relying on this certificate of such alteration to, or cancellation of the policy of insurance.

# MGA Insurance Brokers Pty Ltd

ABN 29 008 096 277  
 176 Fullarton Road  
 DULWICH  
 S.A. 5065

Phone: 08 8291 2300  
 PO Box 309  
 KENT TOWN S.A. 5071

## COVERAGE SUMMARY

Strata Corporation 461 Inc  
 Residential Strata/Community Corporation

### RESIDENTIAL STRATA/COMMUNITY CORPORATION

**INSURED:**

Strata Corporation 461 Inc

**SITUATION:**

58 William Street, Norwood SA 5067

**INTEREST INSURED:**

Building Sum Insured	\$	7,780,000
Common Contents Sum Insured	\$	77,800
Loss of Rent/Temporary Accommodation	\$	1,167,000
Catastrophe/Emergency Cover		<b>Not Insured</b>
Flood		<b>Insured</b>
Storm Surge		Not Insured
Glass		Insured
Theft		Insured
Public Liability	\$	30,000,000
Voluntary Workers		Insured
Weekly Benefit	\$	2,000
Capital Benefit	\$	200,000
Fidelity	\$	100,000
Office Bearers Liability	\$	1,000,000
Machinery Breakdown		Not Insured
Government Audit Costs	\$	25,000
Appeal expenses - common property health and safety breaches	\$	100,000
Legal Defence Expenses	\$	50,000
Lot owners fixtures and fixings	\$	300,000
Floating floors		Insured
Loss of Market Value		Not Insured
<b>EXCESS:</b>		
Standard Excess	\$	2,500
Flood Excess	\$	2,500
Storm Surge Excess		Not Applicable

# MGA Insurance Brokers Pty Ltd

ABN 29 008 096 277  
 176 Fullarton Road  
 DULWICH  
 S.A. 5065

Phone: 08 8291 2300  
 PO Box 309  
 KENT TOWN S.A. 5071

## COVERAGE SUMMARY

Strata Corporation 461 Inc  
 Residential Strata/Community Corporation

Public Liability Excess	Nil
Voluntary Workers Excess	Nil
Fidelity Excess	Nil
Office Bearers Liability Excess	Nil
Machinery Breakdown Excess	Not Applicable
Government Audit Excess	Nil
Appeal Expenses Excess	Nil
Legal Defence Expenses Excess	\$1000 + 10% contribution
Other excesses payable are shown in the Policy Wording	

### ADDITIONAL POLICY BENEFITS AND CONDITIONS:

For any claim arising from Flood, We will pay up to \$10,000,000 or the Building Sum Insured (whichever is the lesser), in the aggregate in respect of any Event(s) under Section 1 of the Policy, subject to any sub-limits applicable for those Events(s).

MAJOR EXCLUSIONS :Terrorism  
 Others As Per Policy

**This Document is a Summary of Cover Only. Please refer to the Product Disclosure Statement for Full Policy Limitations and Additional Excesses**

### UNDERWRITING INFORMATION:

Year Built	1970
Primary Wall Construction	Brick
Secondary Wall Construction	Not Applicable
Roof Construction	Tile
Floor Construction	Concrete
Aluminium Composite Panels	No
Heritage Listed	No
Fire Protection	
Sprinkler systems in the complex basement/carpark?	No
Sprinkler systems in the complex units?	No
Fire hose reels located throughout the complex?	No
Number of Units	41
Number of Levels	3
Number of Basements	0
Number of Lifts	0
Number of Pools/Spas	0
Number of Gyms	0
Number of Playgrounds	0
Number of Water Features	0
Number of Jetties/Wharfs	0
Number of Separate Buildings	5
% of EPS	0 %
% Commercial Tenants	0 %

## **PROPERTY INTEREST REPORT**

# Property Interest Report

Provided by Land Services SA on behalf of the South Australian Government

Title Reference	CT 5047/643	Reference No. 2712252
Registered Proprietors	A J*JOYCE	Prepared 17/09/2025 10:54
Address of Property	Unit 2C, 58 WILLIAM STREET, NORWOOD, SA 5067	
Local Govt. Authority	NORWOOD PAYNEHAM & ST PETERS	
Local Govt. Address		

This report provides information that may be used to complete a Form 1 as prescribed in the *Land and Business (Sale and Conveyancing) Act 1994*

## Table of Particulars

Particulars of mortgages, charges and prescribed encumbrances affecting the land as identified in Division 1 of the Schedule to Form 1 as described in the Regulations to the *Land and Business (Sale and Conveyancing) Act 1994*

**All enquiries relating to the Regulations or the Form 1 please contact Consumer & Business Services between 8:30 am and 5:00 pm on 131 882 or via their website [www.cbs.sa.gov.au](http://www.cbs.sa.gov.au)**

<u>Prescribed encumbrance</u>	<u>Particulars</u> (Particulars in bold indicates further information will be provided)
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### 1. General

- |     |  |  |
|-----|--|--|
| 1.1 | Mortgage of land<br><br><i>[Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.]</i>  | Refer to the Certificate of Title  |
| 1.2 | Easement<br>(whether over the land or annexed to the land)<br><br>Note--"Easement" includes rights of way and party wall rights<br><br><i>[Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.]</i>   | Refer to the Certificate of Title  |
| 1.3 | Restrictive covenant<br><br><i>[Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.]</i>  | Refer to the Certificate of Title for details of any restrictive covenants as an encumbrance |
| 1.4 | Lease, agreement for lease, tenancy agreement or licence<br>(The information does not include information about any sublease or subtenancy. That information may be sought by the purchaser from the lessee or tenant or sublessee or subtenant.)<br><br><i>[Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.]</i> | Refer to the Certificate of Title<br><br>also<br><br>Contact the vendor for these details    |
| 1.5 | Caveat   | Refer to the Certificate of Title  |
| 1.6 | Lien or notice of a lien   | Refer to the Certificate of Title  |

### 2. Aboriginal Heritage Act 1988

- |     |   |   |
|-----|---|---|
| 2.1 | section 9 - Registration in central archives of an Aboriginal site or object              | Aboriginal Affairs and Reconciliation in AGD has no registered entries for Aboriginal sites or objects affecting this title |
| 2.2 | section 24 - Directions prohibiting or restricting access to, or activities on, a site or | Aboriginal Affairs and Reconciliation in AGD has no record of any direction affecting this title                            |

an area surrounding a site

- 2.3 Part 3 Division 6 - Aboriginal heritage agreement

Aboriginal Affairs and Reconciliation in AGD has no record of any agreement affecting this title

also

Refer to the Certificate of Title

**3. Burial and Cremation Act 2013**

- 3.1 section 8 - Human remains interred on land

Births, Deaths and Marriages in AGD has no record of any gravesites relating to this title

also

contact the vendor for these details

**4. Crown Rates and Taxes Recovery Act 1945**

- 4.1 section 5 - Notice requiring payment

Crown Lands Program in DEW has no record of any notice affecting this title

**5. Development Act 1993 (repealed)**

- 5.1 section 42 - Condition (that continues to apply) of a development authorisation

State Planning Commission in the Department for Housing and Urban Development has no record of any conditions that continue to apply, affecting this title

*[Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.]*

also

Contact the Local Government Authority for other details that might apply

- 5.2 section 50(1) - Requirement to vest land in a council or the Crown to be held as open space

State Planning Commission in the Department for Housing and Urban Development has no record of any conditions that continue to apply, affecting this title

also

Contact the Local Government Authority for other details that might apply

- 5.3 section 50(2) - Agreement to vest land in a council or the Crown to be held as open space

State Planning Commission in the Department for Housing and Urban Development has no record of any conditions that continue to apply, affecting this title

also

Contact the Local Government Authority for other details that might apply

- 5.4 section 55 - Order to remove or perform work

State Planning Commission in the Department for Housing and Urban Development has no record of any order or notice affecting this title

also

Contact the Local Government Authority for other details that might apply

- 5.5 section 56 - Notice to complete development

State Planning Commission in the Department for Housing and Urban Development has no record of any order or notice affecting this title

also

Contact the Local Government Authority for other details that might apply

- 5.6 section 57 - Land management agreement

Refer to the Certificate of Title

- 5.7 section 60 - Notice of intention by building owner

Contact the vendor for these details

- 5.8 section 69 - Emergency order

State Planning Commission in the Department for Housing and Urban Development has no record of any order affecting this title

also

Contact the Local Government Authority for other details that might apply

- 5.9 section 71 - Fire safety notice

Building Fire Safety Committee in the Department for Housing and Urban Development has no record of any notice affecting this title

- 5.10 section 84 - Enforcement notice  
State Planning Commission in the Department for Housing and Urban Development has no record of any conditions that continue to apply, affecting this title  
also  
Contact the Local Government Authority for other details that might apply
- 5.11 section 85(6), 85(10) or 106 - Enforcement order  
State Planning Commission in the Department for Housing and Urban Development has no record of any conditions that continue to apply, affecting this title  
also  
Contact the Local Government Authority for other details that might apply
- 5.12 Part 11 Division 2 - Proceedings  
Contact the Local Government Authority for other details that might apply  
also  
Contact the vendor for these details

**6. Repealed Act conditions**

- 6.1 Condition (that continues to apply) of an approval or authorisation granted under the *Building Act 1971* (repealed), the *City of Adelaide Development Control Act, 1976* (repealed), the *Planning Act 1982* (repealed) or the *Planning and Development Act 1967* (repealed)  
State Planning Commission in the Department for Housing and Urban Development has no record of any conditions that continue to apply, affecting this title  
also  
Contact the Local Government Authority for other details that might apply  
  
*[Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.]*

**7. Emergency Services Funding Act 1998**

- 7.1 section 16 - Notice to pay levy  
**An Emergency Services Levy Certificate will be forwarded. If you do not receive the certificate within four (4) working days please contact the RevenueSA Customer Contact Centre on (08) 8226 3750.**  
  
**Clients who have misplaced or not received their certificates and are RevenueSA Online users should log into RevenueSA Online and reprint their certificates [www.revenuesaonline.sa.gov.au](http://www.revenuesaonline.sa.gov.au)**

**8. Environment Protection Act 1993**

- 8.1 section 59 - Environment performance agreement that is registered in relation to the land  
EPA (SA) does not have any current Performance Agreements registered on this title
- 8.2 section 93 - Environment protection order that is registered in relation to the land  
EPA (SA) does not have any current Environment Protection Orders registered on this title
- 8.3 section 93A - Environment protection order relating to cessation of activity that is registered in relation to the land  
EPA (SA) does not have any current Orders registered on this title
- 8.4 section 99 - Clean-up order that is registered in relation to the land  
EPA (SA) does not have any current Clean-up orders registered on this title
- 8.5 section 100 - Clean-up authorisation that is registered in relation to the land  
EPA (SA) does not have any current Clean-up authorisations registered on this title
- 8.6 section 103H - Site contamination assessment order that is registered in relation to the land  
EPA (SA) does not have any current Orders registered on this title
- 8.7 section 103J - Site remediation order that is registered in relation to the land  
EPA (SA) does not have any current Orders registered on this title
- 8.8 section 103N - Notice of declaration of special management area in relation to the land (due to possible existence of site contamination)  
EPA (SA) does not have any current Orders registered on this title

- |   |  |   |
|---|--|---|
| 8.9   | section 103P - Notation of site contamination audit report in relation to the land   | EPA (SA) does not have any current Orders registered on this title  |
| 8.10  | section 103S - Notice of prohibition or restriction on taking water affected by site contamination in relation to the land | EPA (SA) does not have any current Orders registered on this title  |
| <b>9. <i>Fences Act 1975</i></b>                                  |  |   |
| 9.1   | section 5 - Notice of intention to perform fencing work  | Contact the vendor for these details  |
| <b>10. <i>Fire and Emergency Services Act 2005</i></b>            |  |   |
| 10.1  | section 105F - (or section 56 or 83 (repealed)) - Notice to take action to prevent outbreak or spread of fire              | Contact the Local Government Authority for other details that might apply<br>Where the land is outside a council area, contact the vendor                               |
| <b>11. <i>Food Act 2001</i></b>                                   |  |   |
| 11.1  | section 44 - Improvement notice  | Public Health in DHW has no record of any notice or direction affecting this title<br>also<br>Contact the Local Government Authority for other details that might apply |
| 11.2  | section 46 - Prohibition order   | Public Health in DHW has no record of any notice or direction affecting this title<br>also<br>Contact the Local Government Authority for other details that might apply |
| <b>12. <i>Ground Water (Qualco-Sunlands) Control Act 2000</i></b> |  |   |
| 12.1  | Part 6 - risk management allocation  | Qualco Sunlands Ground Water Control Trust has no record of any allocation affecting this title   |
| 12.2  | section 56 - Notice to pay share of Trust costs, or for unauthorised use of water, in respect of irrigated property        | DEW Water Licensing has no record of any notice affecting this title  |
| <b>13. <i>Heritage Places Act 1993</i></b>                        |  |   |
| 13.1  | section 14(2)(b) - Registration of an object of heritage significance  | Heritage Branch in DEW has no record of any registration affecting this title   |
| 13.2  | section 17 or 18 - Provisional registration or registration  | Heritage Branch in DEW has no record of any registration affecting this title   |
| 13.3  | section 30 - Stop order  | Heritage Branch in DEW has no record of any stop order affecting this title   |
| 13.4  | Part 6 - Heritage agreement  | Heritage Branch in DEW has no record of any agreement affecting this title<br>also<br>Refer to the Certificate of Title   |
| 13.5  | section 38 - "No development" order  | Heritage Branch in DEW has no record of any "No development" order affecting this title   |
| <b>14. <i>Highways Act 1926</i></b>                               |  |   |
| 14.1  | Part 2A - Establishment of control of access from any road abutting the land   | Transport Assessment Section within DIT has no record of any registration affecting this title  |
| <b>15. <i>Housing Improvement Act 1940 (repealed)</i></b>         |  |   |
| 15.1  | section 23 - Declaration that house is undesirable or unfit for human habitation   | Contact the Local Government Authority for other details that might apply   |
| 15.2  | Part 7 (rent control for substandard houses) - notice or declaration   | Housing Safety Authority has no record of any notice or declaration affecting this title  |
| <b>16. <i>Housing Improvement Act 2016</i></b>                    |  |   |

- 16.1 Part 3 Division 1 - Assessment, improvement or demolition orders Housing Safety Authority has no record of any notice or declaration affecting this title
- 16.2 section 22 - Notice to vacate premises Housing Safety Authority has no record of any notice or declaration affecting this title
- 16.3 section 25 - Rent control notice Housing Safety Authority has no record of any notice or declaration affecting this title

**17. Land Acquisition Act 1969**

- 17.1 section 10 - Notice of intention to acquire Refer to the Certificate of Title for any notice of intention to acquire also  
Contact the Local Government Authority for other details that might apply

**18. Landscape South Australia Act 2019**

- 18.1 section 72 - Notice to pay levy in respect of costs of regional landscape board The regional landscape board has no record of any notice affecting this title
- 18.2 section 78 - Notice to pay levy in respect of right to take water or taking of water DEW has no record of any notice affecting this title
- 18.3 section 99 - Notice to prepare an action plan for compliance with general statutory duty The regional landscape board has no record of any notice affecting this title
- 18.4 section 107 - Notice to rectify effects of unauthorised activity The regional landscape board has no record of any notice affecting this title also  
DEW has no record of any notice affecting this title
- 18.5 section 108 - Notice to maintain watercourse or lake in good condition The regional landscape board has no record of any notice affecting this title
- 18.6 section 109 - Notice restricting the taking of water or directing action in relation to the taking of water DEW has no record of any notice affecting this title
- 18.7 section 111 - Notice to remove or modify a dam, embankment, wall or other obstruction or object The regional landscape board has no record of any notice affecting this title
- 18.8 section 112 - Permit (or condition of a permit) that remains in force The regional landscape board has no record of any permit (that remains in force) affecting this title also  
DEW has no record of any permit (that remains in force) affecting this title
- 18.9 section 120 - Notice to take remedial or other action in relation to a well DEW has no record of any notice affecting this title
- 18.10 section 135 - Water resource works approval DEW has no record of a water resource works approval affecting this title
- 18.11 section 142 - Site use approval DEW has no record of a site use approval affecting this title
- 18.12 section 166 - Forest water licence DEW has no record of a forest water licence affecting this title
- 18.13 section 191 - Notice of instruction as to keeping or management of animal or plant The regional landscape board has no record of any notice affecting this title
- 18.14 section 193 - Notice to comply with action order for the destruction or control of animals or plants The regional landscape board has no record of any notice affecting this title
- 18.15 section 194 - Notice to pay costs of destruction or control of animals or plants on road reserve The regional landscape board has no record of any notice affecting this title
- 18.16 section 196 - Notice requiring control or quarantine of animal or plant The regional landscape board has no record of any notice affecting this title
- 18.17 section 207 - Protection order to secure compliance with specified provisions of the The regional landscape board has no record of any notice affecting this title

Act

- 18.18 section 209 - Reparation order requiring specified action or payment to make good damage resulting from contravention of the Act The regional landscape board has no record of any notice affecting this title
- 18.19 section 211 - Reparation authorisation authorising specified action to make good damage resulting from contravention of the Act The regional landscape board has no record of any notice affecting this title
- 18.20 section 215 - Orders made by ERD Court The regional landscape board has no record of any notice affecting this title
- 18.21 section 219 - Management agreements The regional landscape board has no record of any notice affecting this title
- 18.22 section 235 - Additional orders on conviction The regional landscape board has no record of any notice affecting this title

**19. Land Tax Act 1936**

- 19.1 Notice, order or demand for payment of land tax **A Land Tax Certificate will be forwarded. If you do not receive the certificate within four (4) working days please contact the RevenueSA Customer Contact Centre on (08) 8226 3750.**  
  
**Clients who have misplaced or not received their certificates and are RevenueSA Online users should log into RevenueSA Online and reprint their certificates [www.revenuesaonline.sa.gov.au](http://www.revenuesaonline.sa.gov.au)**

**20. Local Government Act 1934 (repealed)**

- 20.1 Notice, order, declaration, charge, claim or demand given or made under the Act Contact the Local Government Authority for other details that might apply

**21. Local Government Act 1999**

- 21.1 Notice, order, declaration, charge, claim or demand given or made under the Act Contact the Local Government Authority for other details that might apply

**22. Local Nuisance and Litter Control Act 2016**

- 22.1 section 30 - Nuisance or litter abatement notice Contact the Local Government Authority for other details that might apply

**23. Metropolitan Adelaide Road Widening Plan Act 1972**

- 23.1 section 6 - Restriction on building work Transport Assessment Section within DIT has no record of any restriction affecting this title

**24. Mining Act 1971**

- 24.1 Mineral tenement (other than an exploration licence) Mineral Tenements in the Department of Energy and Mining has no record of any proclamation affecting this title
- 24.2 section 9AA - Notice, agreement or order to waive exemption from authorised operations Contact the vendor for these details
- 24.3 section 56T(1) - Consent to a change in authorised operations Contact the vendor for these details
- 24.4 section 58(a) - Agreement authorising tenement holder to enter land Contact the vendor for these details
- 24.5 section 58A - Notice of intention to commence authorised operations or apply for lease or licence Contact the vendor for these details
- 24.6 section 61 - Agreement or order to pay compensation for authorised operations Contact the vendor for these details
- 24.7 section 75(1) - Consent relating to extractive minerals Contact the vendor for these details
- 24.8 section 82(1) - Deemed consent or agreement Contact the vendor for these details

24.9 Proclamation with respect to a private mine Mineral Tenements in the Department of Energy and Mining has no record of any proclamation affecting this title

**25. Native Vegetation Act 1991**

25.1 Part 4 Division 1 - Heritage agreement DEW Native Vegetation has no record of any agreement affecting this title  
also

Refer to the Certificate of Title

25.2 section 25C - Conditions of approval regarding achievement of environmental benefit by accredited third party provider DEW Native Vegetation has no record of any agreement affecting this title  
also

Refer to the Certificate of Title

25.3 section 25D - Management agreement DEW Native Vegetation has no record of any agreement affecting this title  
also

Refer to the Certificate of Title

25.4 Part 5 Division 1 - Refusal to grant consent, or condition of a consent, to clear native vegetation DEW Native Vegetation has no record of any refusal or condition affecting this title

**26. Natural Resources Management Act 2004 (repealed)**

26.1 section 97 - Notice to pay levy in respect of costs of regional NRM board The regional landscape board has no record of any notice affecting this title

26.2 section 123 - Notice to prepare an action plan for compliance with general statutory duty The regional landscape board has no record of any notice affecting this title

26.3 section 134 - Notice to remove or modify a dam, embankment, wall or other obstruction or object The regional landscape board has no record of any notice affecting this title

26.4 section 135 - Condition (that remains in force) of a permit The regional landscape board has no record of any notice affecting this title

26.5 section 181 - Notice of instruction as to keeping or management of animal or plant The regional landscape board has no record of any notice affecting this title

26.6 section 183 - Notice to prepare an action plan for the destruction or control of animals or plants The regional landscape board has no record of any notice affecting this title

26.7 section 185 - Notice to pay costs of destruction or control of animals or plants on road reserve The regional landscape board has no record of any notice affecting this title

26.8 section 187 - Notice requiring control or quarantine of animal or plant The regional landscape board has no record of any notice affecting this title

26.9 section 193 - Protection order to secure compliance with specified provisions of the Act The regional landscape board has no record of any order affecting this title

26.10 section 195 - Reparation order requiring specified action or payment to make good damage resulting from contravention of the Act The regional landscape board has no record of any order affecting this title

26.11 section 197 - Reparation authorisation authorising specified action to make good damage resulting from contravention of the Act The regional landscape board has no record of any authorisation affecting this title

**27. Outback Communities (Administration and Management) Act 2009**

27.1 section 21 - Notice of levy or contribution payable Outback Communities Authority has no record affecting this title

**28. *Phylloxera and Grape Industry Act 1995***

28.1 section 23(1) - Notice of contribution payable The Phylloxera and Grape Industry Board of South Australia has no vineyard registered against this title. However all properties with greater than 0.5 hectares of planted vines are required to be registered with the board

**29. *Planning, Development and Infrastructure Act 2016***

29.1 Part 5 - Planning and Design Code  
*[ Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.]*

Contact the Local Government Authority for the title or other brief description of the zone or subzone in which the land is situated.

also

Heritage Branch in DEW has no record of a State Heritage Area created prior to 15 January 1994 under the former South Australian Heritage Act 1978 affecting this title

also

For details of this item, including State Heritage Areas which have been authorised or put under interim effect since 15 January 1994, contact the Local Government Authority

also

Contact the Local Government Authority for other details that might apply to a place of local heritage value

also

For details of declared significant trees affecting this title, contact the Local Government Authority

also

**The Planning and Design Code (the Code) is a statutory instrument under the *Planning, Development and Infrastructure Act 2016* for the purposes of development assessment and related matters within South Australia. The Code contains the planning rules and policies that guide what can be developed in South Australia. Planning authorities use these planning rules to assess development applications. To search and view details of proposed statewide code amendments or code amendments within a local government area, please search the code amendment register on the SA Planning Portal: [https://plan.sa.gov.au/have\\_your\\_say/code-amendments/code\\_amendment\\_register](https://plan.sa.gov.au/have_your_say/code-amendments/code_amendment_register) or phone PlanSA on 1800 752 654.**

29.2 section 127 - Condition (that continues to apply) of a development authorisation  
*[ Note - Do not omit this item. The item and its heading must be included in the statement even if not applicable.]*

State Planning Commission in the Department for Housing and Urban Development has no record of any conditions that continue to apply, affecting this title

also

Contact the Local Government Authority for other details that might apply

29.3 section 139 - Notice of proposed work and notice may require access

Contact the vendor for these details

29.4 section 140 - Notice requesting access

Contact the vendor for these details

29.5 section 141 - Order to remove or perform work

State Planning Commission in the Department for Housing and Urban Development has no record of any order or notice affecting this title

also

Contact the Local Government Authority for other details that might apply

29.6 section 142 - Notice to complete development

State Planning Commission in the Department for Housing and Urban Development has no record of any order or notice affecting this title

also

Contact the Local Government Authority for other details that might apply

29.7 section 155 - Emergency order

State Planning Commission in the Department for Housing and Urban Development

- 29.8 section 157 - Fire safety notice

has no record of any order or notice affecting this title

also

Contact the Local Government Authority for other details that might apply
- 29.9 section 192 or 193 - Land management agreement

Building Fire Safety Committee in the Department for Housing and Urban Development has no record of any order or notice affecting this title

also

Contact the Local Government Authority for other details that might apply
- 29.10 section 198(1) - Requirement to vest land in a council or the Crown to be held as open space

Refer to the Certificate of Title
- 29.11 section 198(2) - Agreement to vest land in a council or the Crown to be held as open space

State Planning Commission in the Department for Housing and Urban Development has no record of any conditions that continue to apply, affecting this title

also

Contact the Local Government Authority for other details that might apply
- 29.12 Part 16 Division 1 - Proceedings

State Planning Commission in the Department for Housing and Urban Development has no record of any conditions that continue to apply, affecting this title

also

Contact the Local Government Authority for other details that might apply
- 29.13 section 213 - Enforcement notice

Contact the Local Government Authority for details relevant to this item

also

Contact the vendor for other details that might apply
- 29.14 section 214(6), 214(10) or 222 - Enforcement order

State Planning Commission in the Department for Housing and Urban Development has no record of any conditions that continue to apply, affecting this title

also

Contact the Local Government Authority for other details that might apply

**30. Plant Health Act 2009**

- 30.1 section 8 or 9 - Notice or order concerning pests

Plant Health in PIRSA has no record of any notice or order affecting this title

**31. Public and Environmental Health Act 1987 (repealed)**

- 31.1 Part 3 - Notice

Public Health in DHW has no record of any notice or direction affecting this title

also

Contact the Local Government Authority for other details that might apply
- 31.2 *Public and Environmental Health (Waste Control) Regulations 2010 (or 1995)* (revoked) Part 2 - Condition (that continues to apply) of an approval

Public Health in DHW has no record of any condition affecting this title

also

Contact the Local Government Authority for other details that might apply
- 31.3 *Public and Environmental Health (Waste Control) Regulations 2010* (revoked) regulation 19 - Maintenance order (that has not been complied with)

Public Health in DHW has no record of any order affecting this title

also

Contact the Local Government Authority for other details that might apply

**32. South Australian Public Health Act 2011**

- 32.1 section 66 - Direction or requirement to avert spread of disease      Public Health in DHW has no record of any direction or requirement affecting this title
- 32.2 section 92 - Notice      Public Health in DHW has no record of any notice affecting this title  
also  
Contact the Local Government Authority for other details that might apply
- 32.3 *South Australian Public Health (Wastewater) Regulations 2013* Part 4 - Condition (that continues to apply) of an approval      Public Health in DHW has no record of any condition affecting this title  
also  
Contact the Local Government Authority for other details that might apply

**33. Upper South East Dryland Salinity and Flood Management Act 2002 (expired)**

- 33.1 section 23 - Notice of contribution payable      DEW has no record of any notice affecting this title

**34. Water Industry Act 2012**

- 34.1 Notice or order under the Act requiring payment of charges or other amounts or making other requirement      **An SA Water Certificate will be forwarded. If you do not receive the certificate please contact the SA Water Customer Contact Centre on 1300 650 950**

also

The Office of the Technical Regulator in DEM has no record of any notice or order affecting this title

also

Lightsview Re-Water Supply Co Pty Ltd has no record of any notice or order affecting this title.

also

Robusto Investments Pty. Ltd. trading as Compass Springs has no current record of any notice or order affecting this title.

also

Alano Utilities Pty. Ltd. has no record of any notice or order affecting this title.

**35. Water Resources Act 1997 (repealed)**

- 35.1 section 18 - Condition (that remains in force) of a permit      DEW has no record of any condition affecting this title
- 35.2 section 125 (or a corresponding previous enactment) - Notice to pay levy      DEW has no record of any notice affecting this title

**36. Other charges**

- 36.1 Charge of any kind affecting the land (not included in another item)      Refer to the Certificate of Title  
also  
Contact the vendor for these details  
also  
Contact the Local Government Authority for other details that might apply

## Other Particulars

Other particulars as identified in Division 2 of the Schedule to Form 1 as described in the *Regulations to the Land and Business (Sale and Conveyancing) Act 1994*

- |     |   |   |
|-----|---|---|
| 1.  | Particulars of transactions in last 12 months                                   | Contact the vendor for these details  |
| 2.  | Particulars relating to community lot (including strata lot) or development lot | Enquire directly to the Secretary or Manager of the Community Corporation   |
| 3.  | Particulars relating to strata unit   | Enquire directly to the Secretary or Manager of the Strata Corporation  |
| 4.  | Particulars of building indemnity insurance                                     | Contact the vendor for these details<br>also<br>Contact the Local Government Authority  |
| 5.  | Particulars relating to asbestos at workplaces                                  | Contact the vendor for these details  |
| 6.  | Particulars relating to aluminium composite panels                              | Please note that the audit is limited to classes of buildings, and that this note does not confirm the presence or absence of Aluminium Composite Panelling. Contact the vendor for relevant details.                               |
| 7.  | Particulars relating to court or tribunal process                               | Contact the vendor for these details  |
| 8.  | Particulars relating to land irrigated or drained under Irrigation Acts         | SA Water will arrange for a response to this item where applicable  |
| 9.  | Particulars relating to environment protection                                  | Contact the vendor for details of item 2<br>also<br>EPA (SA) has no record of any particulars relating to items 3, 4 or 5 affecting this title<br>also<br>Contact the Local Government Authority for information relating to item 6 |
| 10. | Particulars relating to <i>Livestock Act, 1997</i>                              | Animal Health in PIRSA has no record of any notice or order affecting this title  |

## Additional Information

The following additional information is provided for your information only.  
These items are not prescribed encumbrances or other particulars prescribed under the Act.

- |     |  |  |
|-----|--|--|
| 1.  | Pipeline Authority of S.A. Easement  | Epic Energy has no record of a Pipeline Authority Easement relating to this title  |
| 2.  | State Planning Commission refusal  | No recorded State Planning Commission refusal  |
| 3.  | SA Power Networks  | SA Power Networks has no interest other than that recorded on the attached notice or registered on the Certificate of Title                      |
| 4.  | South East Australia Gas Pty Ltd   | SEA Gas has no current record of a high pressure gas transmission pipeline traversing this property  |
| 5.  | Central Irrigation Trust   | Central Irrigation Trust has no current records of any infrastructure or Water Delivery Rights associated to this title.                         |
| 6.  | ElectraNet Transmission Services   | ElectraNet has no current record of a high voltage transmission line traversing this property  |
| 7.  | Outback Communities Authority  | Outback Communities Authority has no record affecting this title   |
| 8.  | Dog Fence ( <i>Dog Fence Act 1946</i> )                                      | This title falls outside the Dog Fence rateable area. Accordingly, the Dog Fence Board holds no current interest in relation to Dog Fence rates. |
| 9.  | Pastoral Board ( <i>Pastoral Land Management and Conservation Act 1989</i> ) | The Pastoral Board has no current interest in this title   |
| 10. | Heritage Branch DEW ( <i>Heritage Places Act 1993</i> )                      | Heritage Branch in DEW has no record of any World, Commonwealth or National Heritage interest affecting this title                               |
| 11. | Health Protection Programs – Department for Health and Wellbeing             | Health Protection Programs in the DHW has no record of a public health issue that currently applies to this title.                               |

## Notices

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Notices are printed under arrangement with organisations having some potential interest in the subject land. You should contact the identified party for further details.

### **Electricity and Telecommunications Infrastructure - Building Restrictions and Statutory Easements (including those related to gas, water and sewage)**

#### Building restrictions

It is an offence under section 86 of the *Electricity Act 1996* to erect a building or structure within a prescribed distance of aerial or underground powerlines. In some, but not all, cases approval may be obtained from the Technical Regulator. Generally, however, land owners must not build, or alter a building or structure, with the result that any part of the resulting building or structure is within the minimum clearance distance required from certain types of powerlines. These building limitations are set out in the *Electricity (General) Regulations 2012* regulations 81 and 82. Purchasers intending to redevelop the property to be purchased should therefore be aware that the restrictions under the *Electricity Act* and *Regulations* may affect how, or if, they are able to redevelop the property.

In addition, if a building or structure is erected in proximity to a powerline of an electricity entity in contravention of the *Electricity Act*, the entity may seek a court order:

- a) requiring the person to take specified action to remove or modify the building or structure within a specified period;
- b) for compensation from the person for loss or damage suffered in consequence of the contravention; and/or
- c) for costs reasonably incurred by the entity in relocating the powerline or carrying out other work.

Contact the Office of the Technical Regulator in DEM on 8226 5500 for further details.

#### Statutory easements

Statutory easements for purposes such as (and without limitation) electricity, telecommunications, gas, water and sewage, may also exist, but may not be registered or defined on the title for the land.

Separate from the above building restrictions, South Australia's electricity supply and transmission businesses have statutory easements over land where part of the electricity distribution or transmission system was on, above or under the land as at particular dates specified by legislation.

This notice does not necessarily imply that any statutory or other easement exists.

However, where in existence, statutory easements may provide these organisations and businesses (identified in the relevant legislation) with the right of entry, at any reasonable time, to operate, repair, examine, replace, modify or maintain their equipment, to bring any vehicles or equipment on the land for these purposes, and to install, operate and carry out work on any pipelines, electricity or telecommunications cables or equipment that may be incorporated in, or attached to, their equipment ( For example, see Clause 2 of Schedule 1 of the *Electricity Corporations (Restructuring and Disposal) Act 1999*, section 48A of the *Electricity Act 1996*).

For further clarification on these matters, please contact the relevant organisations or businesses, such as SA Power Networks' Easements Branch on telephone 8404 5897 or 8404 5894.

If you intend to excavate, develop or subdivide land, it is suggested that you first lodge a 'Dial Before you Dig' enquiry. Dial Before You Dig is a free referral service that provides information on the location of underground infrastructure. Using the Dial Before you Dig service (<https://1100.com.au>) may mitigate the risk of injury or expense resulting from inadvertent interference with, damage to, or requirement to relocate infrastructure.

#### ***Land Tax Act 1936 and Regulations thereunder***

Agents should note that the current owner will remain liable for any additional charge accruing due before the date of this certificate which may be assessed on the land and also that the purchaser is only protected in respect of the tax for the financial year for which this certificate is issued. If the change of ownership will not occur on or before the 30th June, another certificate should be sought in respect of the next financial year or requests for certificate should not be made until after 30th June.

#### ***Animal and Plant Control (Agriculture Protection and other purposes) Act 1986 and Regulations***

Agents should note that this legislation imposes a responsibility on a landholder to control and keep controlled proclaimed plants and particular classes of animals on a property.

Information should be obtained from:

- The vendor about the known presence of proclaimed plants or animals on the property including details which the vendor can obtain from records held by the local animal and plant control board
- The local animal and plant control board or the Animal and Plant Control Commission on the policies and priorities relating to the control of any serious proclaimed plants or animals in the area where the property is located.

#### ***Landscape South Australia 2019***

Water Resources Management - Taking of underground water

Under the provisions of the *Landscape South Australia Act 2019*, if you intend to utilise underground water on the land subject to this enquiry the following apply:

- A well construction permit accompanied by the prescribed fee is required if a well/bore exceeding 2.5 meters is to be constructed. As the prescribed fee is subject to annual review, you should visit the webpage below to confirm the current fee
- A licensed well driller is required to undertake all work on any well/bore
- Work on all wells/bores is to be undertaken in accordance with the *General specification for well drilling operations affecting water in South Australia*.

Further information may be obtained by visiting <https://www.environment.sa.gov.au/licences-and-permits/water-licence-and-permit-forms>. Alternatively, you may contact the Department for Environment and Water on (08) 8735 1134 or email [DEWwaterlicensing@sa.gov.au](mailto:DEWwaterlicensing@sa.gov.au).



Product  
Date/Time  
Customer Reference  
Order ID

Check Search  
17/09/2025 10:54AM  
13011  
20250917003375

## Certificate of Title

Title Reference: CT 5047/643  
Status: CURRENT  
Edition: 6

## Dealings

No Unregistered Dealings and no Dealings completed in the last 90 days for this title

## Priority Notices

NIL

## Notations on Plan

Lodgement Date	Completion Date	Dealing Number	Description	Status	Plan
12/04/2016	15/07/2016	12509663	APPLICATION TO AMEND ARTICLES	FILED	S461

## Registrar-General's Notes

No Registrar-General's Notes exist for this title



Product  
Date/Time  
Customer Reference  
Order ID

Historical Search  
17/09/2025 10:54AM  
13011  
20250917003375

## Certificate of Title

**Title Reference:** CT 5047/643  
**Status:** CURRENT  
**Parent Title(s):** CT 3788/9  
**Dealing(s) Creating Title:** CONVERTED TITLE  
**Title Issued:** 03/10/1991  
**Edition:** 6

## Dealings

Lodgement Date	Completion Date	Dealing Number	Dealing Type	Dealing Status	Details
31/12/2009	18/01/2010	11323247A	VESTING (GLOBAL UPDATE)	REGISTERE D	AUSTRALIAN CENTRAL CREDIT UNION LTD. 10297810
31/12/2009	12/01/2010	11323246	VESTING (GLOBAL UPDATE)	REGISTERE D	AUSTRALIAN CENTRAL CREDIT UNION LTD. 10297810
02/09/2005	19/09/2005	10297810	MORTGAGE	REGISTERE D	SAVINGS AND LOANS CREDIT UNION (S.A.) LTD.
02/09/2005	19/09/2005	10297809	TRANSFER	REGISTERE D	ALAN JOHN JOYCE
02/09/2005	19/09/2005	10297808	DISCHARGE OF MORTGAGE	REGISTERE D	9437059
01/10/2002	16/10/2002	9437059	MORTGAGE	REGISTERE D	SAVINGS AND LOANS CREDIT UNION (S.A.) LTD.
01/10/2002	16/10/2002	9437058	TRANSFER	REGISTERE D	MARTIN JOYCE
30/05/2002	21/06/2002	9349972	TRANSFER	REGISTERE D	PATRICIA ALISON THORNTON-ROBINSON
11/02/2000	28/02/2000	8835260	TRANSFER	REGISTERE D	GEOFFREY ALEXANDER ROBINSON, PATRICIA ALISON THORNTON ROBINSON
11/02/2000	28/02/2000	8835259	DISCHARGE OF MORTGAGE	REGISTERE D	8673563
30/04/1999	13/05/1999	8673563	MORTGAGE	REGISTERE D	AMP BANK LTD.
30/04/1999	13/05/1999	8673561	CHANGE OF NAME	REGISTERE D	CHRISTENE ANN TOSH
30/04/1999	13/05/1999	8673560	DISCHARGE OF MORTGAGE	REGISTERE D	5326281



**Product** Historical Search  
**Date/Time** 17/09/2025 10:54AM  
**Customer Reference** 13011  
**Order ID** 20250917003375

Lodgement Date	Completion Date	Dealing Number	Dealing Type	Dealing Status	Details
30/10/1984	07/11/1984	5326281	MORTGAGE	REGISTERED	



Product  
Date/Time  
Customer Reference  
Order ID

Title and Valuation Package  
17/09/2025 10:54AM  
13011  
20250917003375

## Certificate of Title

**Title Reference** CT 5047/643  
**Status** CURRENT  
**Easement** YES  
**Owner Number** 13736316  
**Address for Notices** 23 AVENUE RD FREWVILLE 5063  
**Area** NOT AVAILABLE

## Estate Type

Fee Simple (Unit)

## Registered Proprietor

ALAN JOHN JOYCE  
OF C2/58 WILLIAM STREET NORWOOD SA 5067

## Description of Land

UNIT 9 STRATA PLAN 461  
IN THE AREA NAMED NORWOOD  
HUNDRED OF ADELAIDE

## Last Sale Details

**Dealing Reference** TRANSFER (T) 10297809  
**Dealing Date** 02/09/2005  
**Sale Price** \$120,000  
**Sale Type** TRANSFER FOR FULL MONETARY CONSIDERATION

## Constraints

### Encumbrances

Dealing Type	Dealing Number	Beneficiary
MORTGAGE	10297810	AUSTRALIAN CENTRAL CREDIT UNION LTD.

### Stoppers

NIL

## Valuation Numbers

Valuation Number	Status	Property Location Address
1500620163	CURRENT	Unit 2C, 58 WILLIAM STREET, NORWOOD, SA 5067

## Notations

### Dealings Affecting Title



**Product**  
**Date/Time**  
**Customer Reference**  
**Order ID**

Title and Valuation Package  
 17/09/2025 10:54AM  
 13011  
 20250917003375

NIL

## Notations on Plan

Lodgement Date	Dealing Number	Descriptions	Status
12/04/2016 11:43	12509663	APPLICATION TO AMEND ARTICLES	FILED

## Registrar-General's Notes

NIL

## Administrative Interests

NIL

## Valuation Record

<b>Valuation Number</b>	1500620163
<b>Type</b>	Site & Capital Value
<b>Date of Valuation</b>	01/01/2025
<b>Status</b>	CURRENT
<b>Operative From</b>	01/07/1972
<b>Property Location</b>	Unit 2C, 58 WILLIAM STREET, NORWOOD, SA 5067
<b>Local Government</b>	NORWOOD PAYNEHAM & ST PETERS
<b>Owner Names</b>	ALAN JOHN JOYCE
<b>Owner Number</b>	13736316
<b>Address for Notices</b>	23 AVENUE RD FREWVILLE 5063
<b>Zone / Subzone</b>	EN - Established Neighbourhood
<b>Water Available</b>	Yes
<b>Sewer Available</b>	Yes
<b>Land Use</b>	1320 - Ground Floor Home Unit In A Multi-Storey Block
<b>Description</b>	H/U
<b>Local Government Description</b>	Residential

## Parcels

Plan/Parcel	Title Reference(s)
S461 UNIT 9	CT 5047/643

## Values

Financial Year	Site Value	Capital Value	Notional Site Value	Notional Capital Value	Notional Type
Current	\$151,000	\$295,000			



**Product** Title and Valuation Package  
**Date/Time** 17/09/2025 10:54AM  
**Customer Reference** 13011  
**Order ID** 20250917003375

Financial Year	Site Value	Capital Value	Notional Site Value	Notional Capital Value	Notional Type
Previous	\$130,000	\$255,000			

## Building Details

**Valuation Number** 1500620163  
**Building Style** Conventional  
**Year Built** 1970  
**Building Condition** Basic  
**Wall Construction** Brick  
**Roof Construction** Tiled (Terra Cotta or Cement)  
**Equivalent Main Area** 43 sqm  
**Number of Main Rooms** 2

*Note – this information is not guaranteed by the Government of South Australia*

**FORM R3**  
**BUYERS INFORMATION NOTICE**

# Form R3

## Buyers information notice

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*Land and Business (Sale and Conveyancing) Act 1994 section 13A*

*Land and Business (Sale and Conveyancing) Regulations 1995 regulation 15A*

Before you buy a home there are a number of things that you should investigate and consider. Though it may not be obvious at the time, there could be matters that may affect your enjoyment of the property, the safety of people on the property or the value of the property.

The following questions may help you to identify if a property is appropriate to purchase. In many cases the questions relate to a variety of laws and standards. These laws and standards change over time, so it is important to seek the most up to date information.

Various government agencies can provide up to date and relevant information on many of these questions. To find out more the Office of Consumer and Business Affairs recommends that you check the website:

[www.ocba.sa.gov.au/Realestate/](http://www.ocba.sa.gov.au/Realestate/)

Consider having a professional building inspection done before proceeding with a purchase. A building inspection will help you answer some of the questions below.

The questions have been categorised under the headings **Safety**, **Enjoyment** and **Value**, but all of the issues are relevant to each heading.

### Safety

- Is there **asbestos** in any of the buildings or elsewhere on the property e.g. sheds and fences?
- Does the property have any significant **defects** e.g. **cracking or salt damp**? Have the wet areas been waterproofed?
- Is the property in a **bushfire** prone area?
- Are the **electrical wiring, gas installation, plumbing and appliances** in good working order and in good condition? Is a **safety switch** (RCD) installed? Is it working?
- Are there any prohibited **gas appliances** in bedrooms or bathrooms?
- Are **smoke alarms** installed in the house? If so, are they hardwired? Are they in good working order and in good condition? Are they compliant?
- Is there a **swimming pool and/or spa pool** installed on the property? Are there any safety barriers or fences in place? Do they conform to current standards?
- Does the property have any **termite** or other pest infestations? Is there a current preventative termite treatment program in place? Was the property treated at some stage with persistent organochlorines (now banned) or other **toxic** termiticides as fill been used on the site? Is the soil contaminated by **chemical residues** or waste?
- Does the property use **cooling towers** or manufactured warm water systems? If so, what are the maintenance requirements?

### Enjoyment

- Does the property have any **stormwater** problems?

## ESSENTIAL forms & contracts pty ltd

- Is the property in a **flood prone** area? Is the property prone to coastal flooding?
- Does the property have an on-site **wastewater treatment facility** such as a septic tank installed? If so, what are the maintenance requirements? Is it compliant?
- Is a **sewer mains connection** available?
- Are all gutters, downpipes and stormwater systems in good working order and in good condition?
- Is the property near **power lines**? Are there any trees on the property near power lines? Are you considering planting any trees? Do all structures and trees maintain the required clearance from any power lines?
- Are there any significant trees on the property?
- Is this property a unit on **strata or community title**? What could this mean for you? Do you understand the restrictions of use and the financial obligations of ownership? Will you have to pay a previous owner's debt or the cost of planned improvements?
- Is the property close to a hotel, restaurant or other venue with entertainment consent for live music? Is the property close to any industrial or commercial activity, a busy road or airport, etc that may result in the generation of noise or the **emission of materials or odours** into the air?
- What appliances, equipment and fittings are included in the sale of the property?
- Is there sufficient car parking space available to the property?

### Value

- Are there any **illegal or unapproved additions**, extensions or alterations to the buildings on the property?
- How **energy efficient** is the home, including appliances and lighting?
- What **energy sources** (e.g. electricity, gas) are available?
- Is the property connected to SA Water operated and maintained **mains water**? Is a mains water connection available? Does the property have a **recycled water** connection? What sort of water meter is located on the property (a **direct or indirect meter** – an indirect meter can be located some distance from the property)? Is the property connected to a water meter that is also serving another property?
- Are there water taps outside the building? Is there a watering system installed? Are they in good working order and in good condition?
- Does the property have **alternative sources of water** other than mains water supply (including **bore or rainwater**)? If so, are there any special maintenance requirements?

For more information on these matters visit:

[www.ocba.sa.gov.au/consumeradvice/realestate](http://www.ocba.sa.gov.au/consumeradvice/realestate)

**Disclaimer:** There may be other issues relevant to the purchase of real estate. If you are unable to ascertain enough information about the questions raised in this form and any other concerns you may have we strongly recommend you obtain independent advice through a building inspection, a lawyer, and a financial adviser.