

Minutes of

Strata Committee Meeting

To The Owners of – Plan No. 47991

41 ROCKLANDS ROAD, WOLLSTONECRAFT, NSW, 2065



Meeting Date:	7 May 2024
Time:	06:00 PM
Address:	B&D level 1 board room and also available on teams, Level 1, 37-43 Alexander Street, CROWS NEST, NSW, 2065 and Zoom
Present:	SW (Lot 86) TM (Lot 87) RV (Lot 129) DP (Lot 138) TM (Lot 44) KR (Lot 141)
In attendance:	James Azar Bright & Duggan
Chairperson:	Mr Stephen Wardrop
Apologies:	JC (Lot 95) PH (Lot 139) LM (Lot 122) Kris Pruszynski
Quorum:	Yes, 50% or more of strata committee members in attendance

1. Minutes

Motion Resolved.

Resolved that the minutes of the last Strata Committee meeting held on 19th of March 2024 be adopted as a true and accurate record of the proceedings of that meeting.

- The Treasurer advised that Bright & Duggan is communicating with the committee in relation to the additional insurance commissions received due to the increase in premiums because of the fire order. The Treasurer provided the committee with the offer made by Bright & Duggan and this will be considered by the committee during the management agreement tender renewal.
- Flooring application Unit 39 Approved.

2. Financials

Motion Resolved.

That the attached statements of financial position performance for the period ending 30 April 2024 for the administrative fund and capital works fund be adopted.

- The approval process for payment of the strata manager's additional services invoices is being looked into by Bright & Duggan management that will allow the treasurer information before approving those payments.
- The treasurer provided the committee with the strata variance expenditure report and advised everything was on track and within budget with exception of a) only paying for 6 month insurance premium in October 2024 and not the normal 12 month premium. b) the fire safety rectification works down the track being funded from a special levy or a loan.

3. Building Supervisors Report

Motion Resolved.

That the Building's supervisors report was received, discussed, and acted upon as required.

Pool & Spa

Sound insulation for external pool heat pumps. Insulated screen/box was fitted for testing and custom made fit for size will be installed in May. There is a delay due to a shortage in components.

Cleaning

Detailed machine scrub/disinfection of pool/gym toilets and showers. Toilet to be closed for half a day on 9 May 2024 starting at 9.30am.

Security/Access system/CCTV/Intercom

Full access swipe and cars audit will take place from 19-27 March 2024 with planned additional two days for residents who missed advertised dates. Audit is intended to be completed by 31 May 2024 when all of the non-registered swipes will be deactivated.

Various

Unit 118 – significant water ingress identified on the balcony of unit 121. A separate report is being organized by the engineer. A temporary solution where an extra drainage on the balcony is being organized by Fluid Construction.

Unit 18- The balcony requires full repair works and the engineer and CBS will look into the next steps and this will be discussed with the committee.

The Strata Manager to check to see if either unit 121 or unit 18 has a bylaw making them responsible for their own balcony and following it up with the building manager and the committee.

One of the committee members reported that unit 43 is still doing works and the SM to check this and the bond for unit 43 will not be released without unit 43 checking and making sure any damages resulting from their works is inspected and fixed.

Main Courtyard common area tiles

Unit courtyard tiles are deteriorating and some form of replacement is required. CBS will provide a quote for the tile repairs and the building manager will provide the quote to the committee when it comes in.

Green flat roof areas – new membrane and levelling

CBS inspected the roof and a recommendation and quote will be presented to the committee in the coming weeks.

4. Strata Managers report and correspondence

Motion Resolved.

That the Strata Managers report, and correspondence be received, discussed and acted upon as required.

- A Notice to comply was sent to Lot 81 occupants for smoking in March 2024. Any further breaches may result in an NCAT penalty fine application.
- Lot 43 smoke alarm inspection to be paid by Lot 43.
- All outstanding strata levies will incur legal action and all legal costs are charged to the lot.

5. Fire Safety upgrade

Motion Resolved.

- The chairperson advised the committee and received approval from the committee to upload the latest communications to the website for the owners in relation to the fire safety upgrade. The committee also agreed the communications piece to be attached to these latest minutes.
- Civil Fire and Passive First Defect quotes will be investigated by the committee to see if these can be incorporated with the fire upgrade works.

6. Other Business

Motion Resolved.

Resolved that the strata committee discuss any further items of business that attendees wish to raise at the meeting and resolve how those will be dealt with at a later meeting (noting that depending on the nature of the item, it may not be able to be resolved at the meeting).

- The building manager will follow up with the committee in relation to the planning for future waterproofing projects (Project C).
- The SM will provide the committee with a draft of a Lithium batteries by-law. The cost of this bylaw if approved will be \$400.
- The committee agreed to extend the Management Agreement Expiring 31 July 2024 for three months until 31 October 2024.

7. Next Meeting

Motion Resolved.

Resolved that the strata committee determines the date of the next meeting.

Meeting dates confirmed as -:

18 June 2024
30 July 2024
10 Sept 2024
22 October 2024

There being no further business the meeting closed at 7pm.

Bright & Duggan Pty Ltd
Managing Agents for Plan No. 47991

SP 47991 – Pacific Park, 41 Rocklands Road Wollstonecraft Council Fire Order Update – Communication with owners 7 May 2024

Hello owners of units in strata scheme SP 47991. We have recently received verbal information from North Sydney Council concerning the proposed fire engineered solutions prepared by Incode Fire Engineers. The proposed fire engineered solutions were sent to NSW Fire and Rescue for comment, and it appears that they have no issues with the solutions. We now wait for North Sydney Council to formally advise acceptance of or add any amendments they wish to issue for the final fire order. If the solutions are accepted, this will mean we will not have to do a lot of the more costly work that Council had previously ordered us to do. The project management firm AED will commence tender documents on or around the 15th May 2024.

The Committee will investigate ways to finance this project. Ultimately, the basis will be a via special levy. However, the question is how we can do this without putting undue financial stress on owners while at the same time making sure that the contractors are paid in time to meet the 2 year deadline set by the Council. The considerations will likely be: -

- Special Levy with short payment period to raise the capital
- Loan from a financial institution with a payback period financed by one or more special levies

Raising the capital upfront will likely be needed as there may also be a requirement from contractors that the Owners Corporation can demonstrate its ability to finance the project.

The obvious question everyone would have is how much is this going to cost? The committee can not advise on cost at this stage and will not know until the tender process is completed and initial costings done by the project management firm.

In the near future a General Meeting will be held for all owners to vote on the means of financing as well as the number and level of special levies to pay for the works.

Other Matters:

In the original fire order from Council there was a notation made that electrical and gas installations to the common areas be inspected. This work has been done and the gas installation has no issues but the electrical installation requires some work in replacing residual current devices and some circuit breakers, this would be a relative minor exercise.

In addition to the works required by the Council order, there are also other rectification works that we must complete to comply with other fire safety standards obligations we have. One of the outstanding issues is the inspection and certification of the fire dampers. These are devices that operate in the event of a fire to isolate the unit, garbage rooms and other areas to ensure any fire is contained to that space. These must be inspected. However, the way in which some units have been constructed does not allow access to them. So, additional works will be required to those units to provide access to the fire dampers. It is considered that if feasible this work is to be done in conjunction with works for the council's fire order as to minimise disruption to occupants.

Updates to this important topic can be found at <https://pacificpark.org/council-fire-order/>

Post Meeting Update: -

NSWFB have chosen not to respond to Council requests for a review of the proposed fire engineered solutions. Council has subsequently now requested a peer review of the documentation by a third party Fire Engineer company. This will further delay the issue of the final Fire Order by Council.