

bright & duggan



australia's strata leader

Minutes of

Strata Committee Meeting

To The Owners of – Plan No. 47991

41 ROCKLANDS ROAD, WOLLSTONECRAFT, NSW, 2065



Meeting Date:	26 August 2025
Time:	06:00 PM
Address:	Bright & Duggan Kitchen area also available in Teams,
Present:	Stephen W (Lot 86) Committee member present James C (Lot 95) Committee member present Robert V (Lot 129) Committee member present DP (Lot 138) Committee member present Kristen R (Lot 141) Committee member present JP (Lot 82) Committee member present Patrick H (Lot 139) Committee member present
In attendance:	James Azar Bright & Duggan Kris Pruszyński Krystal Building Manager Tony M Lot 44 Sharon Wyzenbeek Lot 119 Rachelle Wyzenbeek Lot 119
Chairperson:	Stephen W
Quorum:	Yes, Quorum was achieved

1. Minutes

Motion Resolved.

Resolved that the minutes of the last Strata Committee meeting held on 15th of July 2025 be adopted as a true and accurate record of the proceedings of that meeting.

Business arising from the last minutes, not otherwise dealt with in the agenda. Out of session business approved by the committee already prior to the meeting, not otherwise dealt with in the agenda.

- The Strata Manager formally accepted the Modified Development Control order on behalf of Owners Corporation and forwarded it to Tim at AED consulting and Tim acknowledged the receipt.
- Project C contract was ratified by the committee, and the contract was signed with Fluid and the remedial works should commence around 30 January 2026.

2. Financials

Motion Resolved.

Resolved that the attached statements of financial position performance for the period ending 19 August 2025 for the administrative fund and capital works fund be adopted.

- Invoice code corrections were organised by DP and processed by Boris to clarify the accounts.

3. Alternative Accommodation Lot 119 and scope of works

Motion 3A *Requesting alternative accommodation for the occupants of Unit 119 whilst all the works are undertaken, internal and external mould removed , damaged walls (due to lift installation) are repaired, and unit cleaning is satisfactorily completed.*

DECISION STAYED: The committee decided to stay voting on motion 3A to better inform itself of relevant facts for the reason that it was concerned with the well-being of the unit occupants despite the lack of probative evidence to establish the owners corporation's responsibility for the mould or to support the assertions about how the proposed works would be carried out.

Motion 3B. *A detailed specification of the works which are to be undertaken are to be supplied to the owners of Apartment 119/41 immediately. This is not a request Lot 119 say they have a right to see the full scope of works before they are undertaken.*

RESOLVED The committee voted to provide the detailed specifications of the proposed works that are set out in the schedules to the relevant contract and instructed the Strata Manager to provide this to the unit owner as soon as practicable.

The Owner of Lot 119 attended the meeting with one of the occupants of that unit. The committee invited them to talk to the motion and agreed to the unit owner recording the meeting on her phone, which she did from the start until she stopped recording sometime in the latter half of that discussion.

The unit owner and occupant asked the strata committee (SC) to agree that the owners corporation should pay for the occupants' alternative accommodation whilst all the works are undertaken during project C, and that strata pay for the cost to remove all internal and external mould, repair all damaged walls (that they suggested were due to lift installation), and to clean the unit satisfactorily. The owner of Lot 119 advised that she had previously approached the Department of Fair Trading, who conducted a mediation between her, the strata manager and building manager on 31 July. It was agreed that she send an email about the matter for the SC's consideration at this meeting and that the SC provide a response by 29 August 2025. The unit owner said she expected the SC to investigate all the matters and resolve the motion by 29 August 2025. The unit owner said she reserved her right to take the matter to NCAT and to commence legal action against the owners corporation and each committee member individually, stating that they would be required to engage their own barristers at their own cost.

About one hour of the meeting was spent discussing the motion and its basis, with most of that time taken by the owner presenting their case and responding to questions. They produced printouts of photos and a page from a report that they had commissioned on the mould in the unit, with the author's details redacted. They also produced two one-page letters from a health professional and the committee agreed to keep the contents confidential. In response to questions about why they considered the owners corporation responsible for the mould, the unit owner referred the SC to her lawyer's email that was sent to the strata manager a few days prior. The unit owner suggested that the costs of relocation could be claimed on strata's building insurance and asked the SC for a copy of the building insurance policy.

Committee members explained the duty they hold to all owners when making decisions to incur expenses on strata's behalf and the duty of utmost good faith to the insurer. With respect to the mould, committee members indicated that insufficient information had been made available to establish that it was the owners corporation's responsibility, given the fact that the waterproofing membrane had been replaced in 2023 and the engineer's inspection of their unit in April 2025 had not observed any water ingress into the unit. They suggested that allowing committee members to view the unit would help. With respect to the impact of the proposed building works on the occupants, committee members expressed doubt that the contractors would carry out the works in the manner described by the unit owner, based on their experience in the two prior waterproofing works. They expressed an intention to engage with the contractors to understand how the works would be carried out with respect to unit 119 and the timeframes. Committee members also expressed an intention to engage with the contractors to determine any reasonable options open to them to reduce the impact of the proposed works on the occupants of unit 119, given the concerns expressed by the occupant.

The committee instructed the strata manager to provide the unit owner a copy of the building specifications for the upcoming works as well as building insurance policy if it had not already been included in the last AGM's notice papers.

The unit owner and occupant left about one hour after the meeting started. The committee then discussed the issues and agreed that motion 3A should be stayed to allow the committee to better inform itself of the history of this matter and the state of the unit. It was also agreed that the committee would send a letter to the unit owner to request committee member access to Lot 119 to ascertain the causes of the mould and to recommend the date for the inspection.

4. Building Supervisors Report

Motion Resolved.

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

- Lift 5 in foyer 6 is out of order and the lift company Hamilton have sourced the parts from Schindler, and they will come and do the repairs and testing in the next few days and the lift should be in service within the next week.
- CBS conducted temporary repairs in Lot 18 and with heavy rain this looks like its working until Project C resolves it permanently when completed.
- Lot 1 have made enquiries again about the heat pump noise and therefore the building manager will take care of the maintenance because the pumps are due for service, and this should rectify the noise.
- The committee discussed water blockages of drains on certain residential balconies, and the BM will follow this up with the individual occupants.
- The building manager will follow up with unit 162 in relation to their skirting damages and have the engineers investigate the unit.
- The BM is monitoring both units 114 and 134 and these issues it is believed will be sorted out after the project c works have been completed.
- Lot 53 ventilation issues in their bathroom has been investigated with parts order for the fan and this should be completed by next week.

5. Strata Managers Report

Motion Resolved.

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

- The SM advises that First Strata will review the project C start date towards end of November to facilitate plans to get a gauge on interest from owners on the upfront payments in the hybrid Loan facility.
- The strata manager advised the building manager that unit 92 has missed the fire inspection two years in a row and the BM will try and get in contact with the owner for Civil Fire to get access.

- The Civil Fire quote for \$8,808.80 for the fire defect quotes after the AFSS was approved by the committee. All smoke alarm replacements inside the lot are to be charged to the lot owners including any reinspection's.

6. Fire Safety upgrade

Motion Resolved.

Fire Safety Development Control Order update.

- The Owners SP 47991 have requested that a fire safety upgrade strategy be devised to satisfy the requirements of the fire safety order issued by North Sydney Council and to ensure an appropriate level of fire safety measures that are included and maintained within the existing development located at 41 Rocklands Road, Wollstonecraft.
- The specification for tender document has been prepared to set the framework for prospective tenderers to provide quotations and has developed a detailed Scope of Works to ensure the fire safety upgrade strategy will be implemented and completed. The Tender Closure Date is COB **Saturday, 13 September 2025.**

7. 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 chairperson advised the preparation of the new capital works funding plan was underway and this should be ready early October 2025.
- The chairperson will provide an update to the committee in relation to unit 21 Awning approval after reaching a solution with the owner and this will be discussed over the next few weeks.
- The Lithium Battery Bylaw will be circulated to the committee over the coming weeks to have this ready for approval by the owners at the next general meeting.

8. Next Meeting

Motion Resolved.

Resolved that the strata committee determined the date of the next meeting as 7 October 2025.

There being no further business the meeting closed at 8.20pm.

Bright & Duggan Pty Ltd

Managing Agents for Plan No. 47991