



[SB] Scheme By-laws

Lodged by: ¹⁷	Strata CBD
Address:	PO Box 1730 Melville WA 6156
Phone Number:	08 9221 2807
Email Address:	info@supppportmystrata.com.au
Reference Number:	81059
Issuing Box Number:	<u>SSSV</u>

Instruct if any documents are to issue to other than Lodging Party

Prepared by:	_____
Address:	_____
Phone Number:	_____
Email Address:	_____
Reference Number:	_____

Titles, Leases, Evidence, Declarations etc. lodged herewith

1. _____
2. _____
3. _____
4. _____
5. _____

OFFICE USE ONLY

Landgate Officer

Number of Items Received: 0

Landgate Officer Initial: h

¹⁷ Lodging Party Name may differ from Applicant Name.



Approved Form 2025-56830
Effective for use from: 01/08/2025

SB

2. For existing schemes, strata company to execute here:

Common Seal¹³

Date of Execution: _____

The common seal of¹⁴

_____ is fixed to this document in accordance with the *Strata Titles Act 1985* section 118(1) in the presence of:

[AFFIX COMMON SEAL HERE]

Member of Council¹⁵:

Member of Council¹⁵:

Signature

Signature

Full Name

Full Name

OR

Not executed under Common Seal¹³

Date of Execution: 11/05/2026

Signed for and on behalf of¹⁴ **The Owners of 17 Lithic Way Wangara Strata Scheme 81059** in accordance with the *Strata Titles Act 1985* section 118(2):

☐ Member of Council / ☒ Strata Manager of strata company¹⁶:

☐ Member of Council / ☐ Strata Manager of strata company¹⁶:

Signature

Hayley Luff
Full Name

Signature

Full Name

¹³ See SIG-14 for execution of documents by a strata company.

¹⁴ Insert the name of the strata company (i.e. The Owners of + scheme name + scheme type + scheme number), e.g. The Owners of Pretty Ponds Survey-Strata Scheme 12345.

¹⁵ The common seal must be witnessed by 2 members of council.

¹⁶ Select whichever is applicable.

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Part 7 – Execution

1. For new schemes, owners to sign here:

Date of Execution: _____
(To be signed by each Applicant)

[Insert corporation clause here, if applicable]

Signature

Full Name

In the presence of:

Witness Signature

Full Name

Address

Occupation

Signature

Full Name

In the presence of:

Witness Signature

Full Name

Address

Occupation

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Part 6 – Accompanying documents

[Select those documents to be lodged as evidence]

- ☐ **Consent Statement – Designated Interest¹¹ Holders for making / amendment / repeal of staged subdivision by-laws**
- ☐ Written consent of owner of each lot granted exclusive use (owners of special lots)
- ☐ Written consent of Western Australian Planning Commission (WAPC) or Local Government (as relevant) to amendment or repeal of any by-laws created in relation to a planning (scheme by-laws) condition
- ☐ **Consent of the Owner of the Leasehold Scheme¹² to leasehold by-laws or staged subdivision by-laws**
- ☐ Approval of WAPC to making, amendment or repeal of leasehold by-laws providing for postponement of the expiry day for the scheme

¹¹ Refer to section 3(1) of the *Strata Titles Act 1985* for the meaning of designated interest.

¹² Owner of the leasehold scheme has the meaning in section 3(1) of the *Strata Titles Act 1985*.

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Part 5 – By-laws of significance

[Please complete this part where the by-laws are shown in Part 4. Please complete Part 6 if making, amending or repealing a governance by-law of the kind described in Part 5 and ensure that relevant consents/approvals accompany the Scheme by-laws form.]

The Applicant acknowledges that the following governance by-laws need consent from a party other than the strata company if they are to be made, amended or repealed. For more information about who these parties are, refer to the *Strata Titles Act 1985* and the *Strata Titles (General) Regulations 2019*:

By-law number(s)

Staged subdivision by-laws⁶: _____

**By-law under planning
(scheme by-laws) condition⁷:** _____

Exclusive use by-laws⁸:
(existing and new) _____

Western Australian Planning
Commission (WAPC) approval
number (if applicable)⁹:

Leasehold by-laws¹⁰: _____

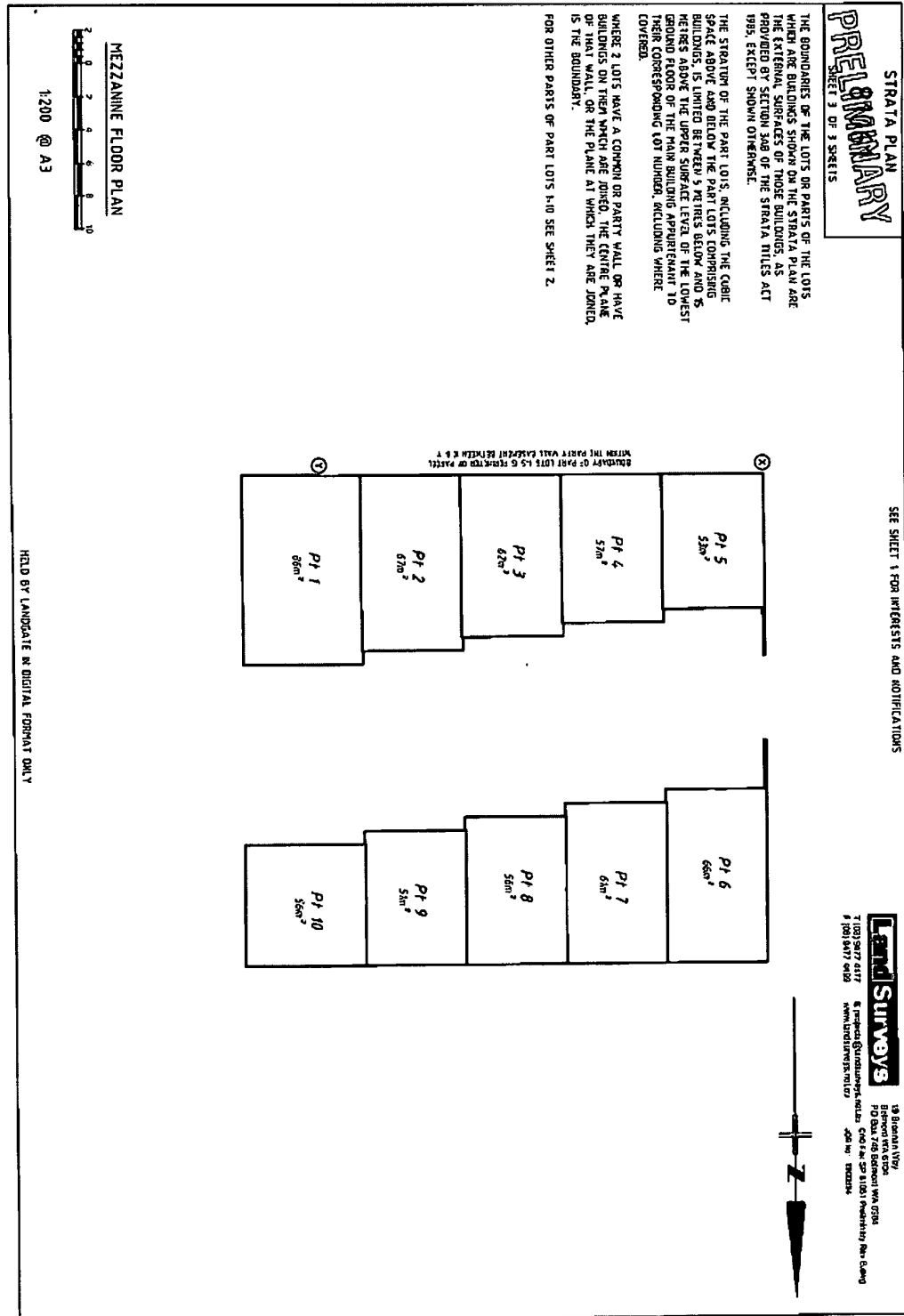
⁶ Refer *Strata Titles Act 1985* section 42.

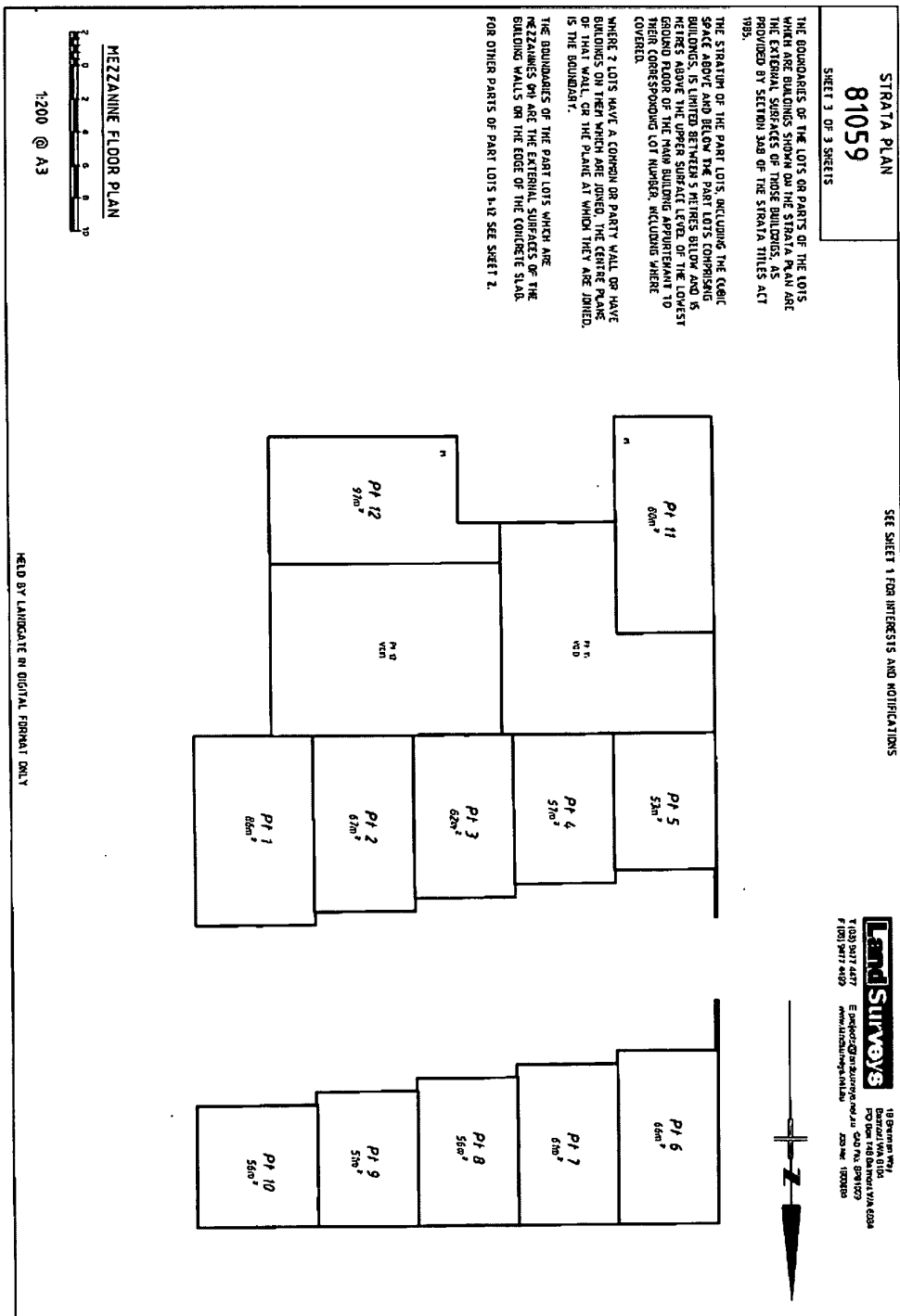
⁷ Refer *Strata Titles Act 1985* section 22.

⁸ Refer *Strata Titles Act 1985* section 43.

⁹ Refer *Strata Titles Act 1985* section 20. Will not be applicable for schemes registered prior to 1/5/2020.

¹⁰ Refer *Strata Titles Act 1985* section 40. Will not be applicable for schemes registered prior to 1/5/2020.

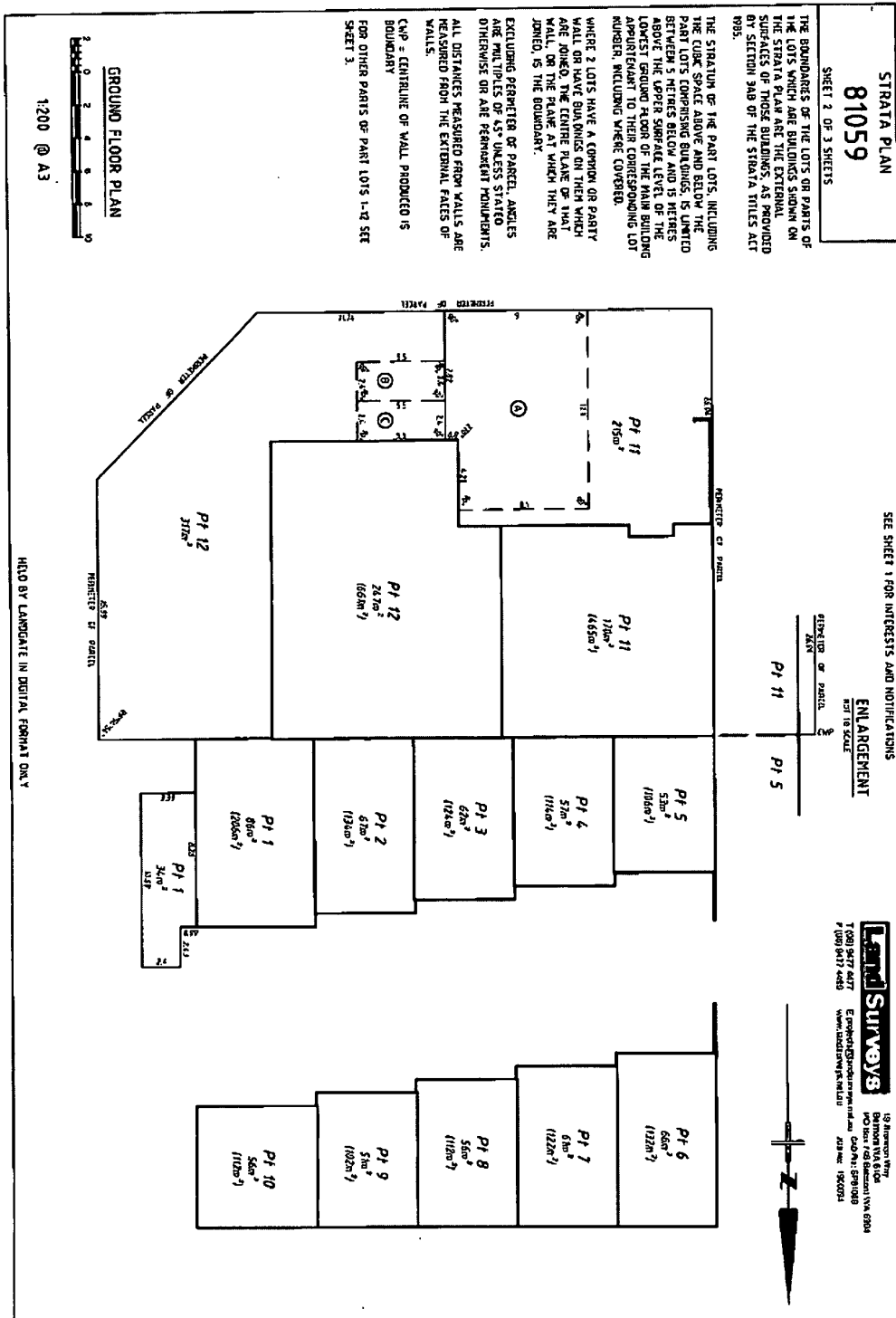


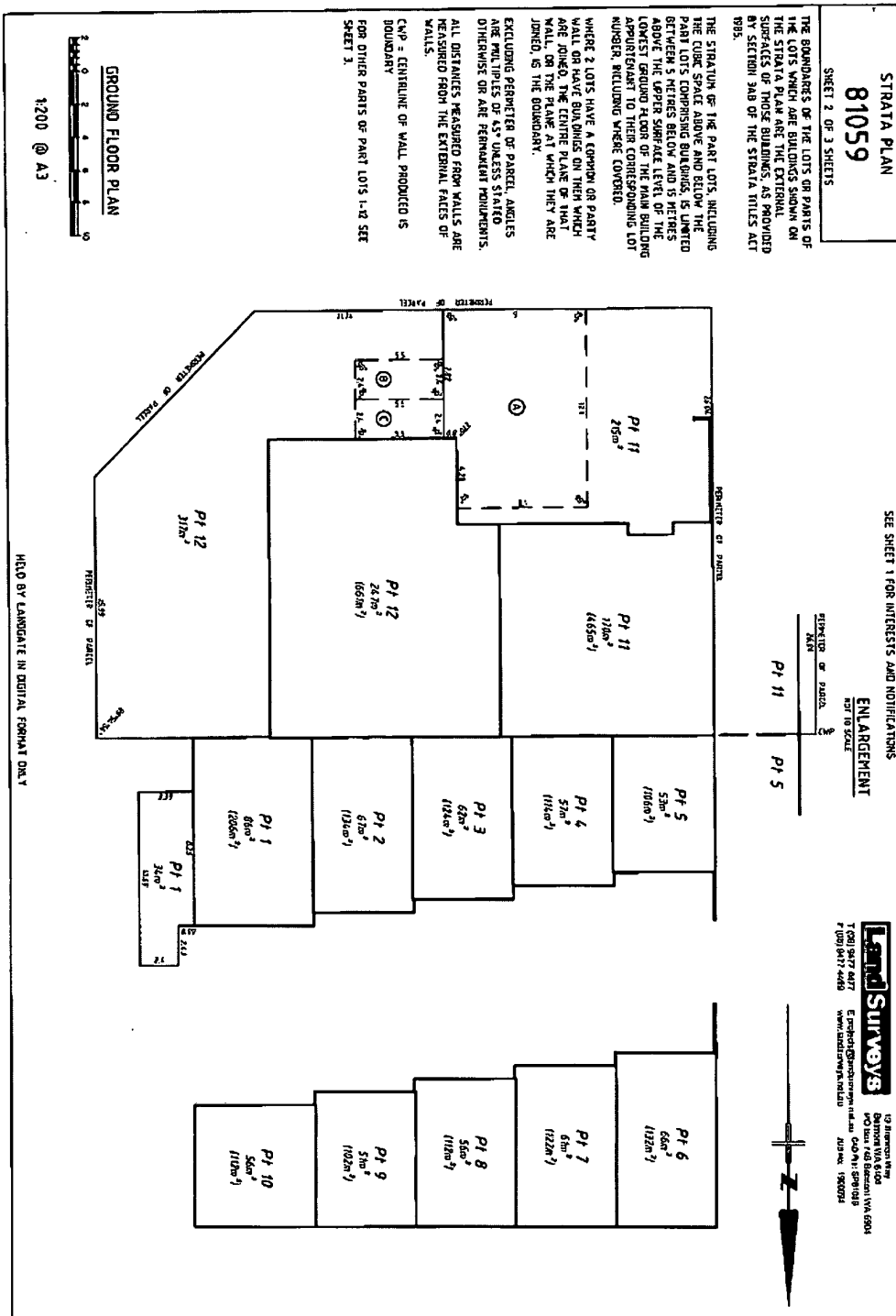


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- (v) ensure that their bin is taken out and brought back in (within 12 hours) on each bin collection day.
- (b) No proprietor, occupier or their assign shall allow the storage of any rubbish or materials (including boxes, wrapping materials, packaging, broken furniture or similar waste) on the common property or within any car parking bay. In the event that a proprietor, occupier or their assign does not dispose of such rubbish immediately, the Strata Company shall do so and the proprietor shall be responsible for the costs of doing so.

15. SMOKING

- (1) No proprietor, occupier, other resident of a lot or their invitees shall smoke any tobacco or other substance including vaping devices and e-cigarettes in or on any part of the common property including the car parking areas.
- (2) No proprietor, occupier, other resident of a lot or invitees shall smoke any tobacco or other substance, vaping devices or e-cigarettes within their lot where smoke or vapour drift is likely to disturb the peaceful enjoyment of other proprietors or occupiers.

- (c) keep animals on the lot or the common property after notice in that behalf given to that person by the council.

8. Notice of alteration to lot

An owner of a lot must not alter or permit the alteration of the structure of the lot except as may be permitted and provided for under the Act and the by-laws and in any event must not alter the structure of the lot without giving to the strata company, not later than 14 days before commencement of the alteration, a written notice describing the proposed alteration.

9. Appearance of lot

An owner or occupier of a lot must not, without the written consent of the strata company, maintain within the lot anything visible from outside the lot that, viewed from outside the lot, is not in keeping with the rest of the building.

10. Decoration of, and affixing items to, inner surface of lot

An owner or occupier of a lot must not, without the written consent of the strata company, paint, wallpaper or otherwise decorate a structure which forms the inner surface of the boundary of the lot or affix locking devices, flyscreens, furnishings, furniture, carpets and other similar things to that surface, if that action will unreasonably damage the common property.

11. VEHICLES PARKING ON COMMON PROPERTY

- (1) The strata company may allocate car parking bays on the common property to a lot, these car bays are to be used for parking of licensed vehicles only.
- (2) A proprietor, occupier or their assign shall:
- (a) not obstruct or permit to obstruct any driveway or access areas within the common areas at any time, without prior written consent of the Strata Company (which may be granted or withheld in its absolute discretion);
- (b) ensure that every vehicle is parked wholly within their /allocated parking bay;
- (c) ensure that the visitor bays are left free for visitor parking only.

12. DAMAGE TO COMMON PROPERTY

A proprietor, of a lot will be responsible for any damage to any part of the common property (including any common property equipment provided) through misuse by the proprietor, occupier or an assign and other invitees and shall be liable to pay for any repairs to make good the damage or/replacement costs for the respective item.

13. DANGEROUS GOODS OR CHEMICALS

No registered proprietor, occupier, or their assign shall permit or allow any contraband, illegal goods, volatile or explosive goods or chemicals which may become dangerous, inflammable or offensive and any other material likely to cause environmental damage onto the common property or their respective lot.

14. GARBAGE DISPOSAL

- (a) A proprietor, occupier or other resident of a lot shall:
- (i) ensure that their bin is kept inside their lot at all times;
- (ii) comply with all local government authority by-laws and ordinances relating to garbage disposal;
- (iii) ensure that any waste that is placed in the garbage bin is wrapped and sealed so as not to cause offensive odours or unsanitary conditions;
- (iv) ensure that the bin is kept in a clean condition and regularly washed down;

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Conduct by-laws

1. Use of common property

An owner or occupier of a lot must —

- (a) use and enjoy the common property in such a manner as not unreasonably to interfere with the use and enjoyment of the common property by other owners or occupiers of lots or of their visitors; and
- (b) not use the lot or permit it to be used in such manner or for such purpose as causes a nuisance to an occupier of another lot (whether an owner or not) or the family of such an occupier; and
- (c) take all reasonable steps to ensure that the owner's or occupier's visitors do not behave in a manner likely to interfere with the peaceful enjoyment of an owner or occupier of another lot or of a person lawfully using common property; and
- (d) not obstruct lawful use of common property by any person.

2. Behaviour of owners and occupiers

An owner or occupier of a lot must be adequately clothed when on common property and must not use language or behave in a manner likely to cause offence or embarrassment to an owner or occupier of another lot or to any person lawfully using common property.

3. Depositing rubbish etc. on common property

An owner or occupier of a lot must not deposit or throw on that lot or any other lot or the common property any rubbish, dirt, dust or other material likely to interfere with the peaceful enjoyment of an owner or occupier of another lot or of any person lawfully using the common property.

4. Drying of laundry items and signage

An owner or occupier of a lot must not, except with the consent in writing of the strata company —

- (a) hang any washing, towel, bedding, clothing or other article on any part of the parcel in such a way as to be visible from outside the building, other than for a reasonable period on any lines provided by the strata company for the purpose; or
- (b) display any sign, advertisement, placard, banner, pamphlet or like matter on any part of their lot in such a way as to be visible from outside the building.

5. Moving furniture etc. on or through common property

An owner or occupier of a lot must not transport any furniture or large object through or on common property within the building unless that person has first given to the council sufficient notice of their intention to do so to enable the council to arrange for its nominee to be present at the time when that person does so.

6. Floor coverings

An owner of a lot must ensure that all floor space within the lot (other than that comprising kitchen, laundry, lavatory or bathroom) is covered or otherwise treated to an extent sufficient to prevent the transmission therefrom of noise likely to disturb the peaceful enjoyment of an owner or occupier of another lot.

7. Additional duties of owners and occupiers

An owner or occupier of a lot must not —

- (a) use the lot for a purpose that may be illegal or injurious to the reputation of the building;
or
- (b) make undue noise in or about the lot or common property; or

(b) The registered proprietors of Lots 11 and 12, shall not be responsible to contribute toward any reserve fund contributions.

25. RESERVE FUND

The Strata Company shall establish and administer a reserve fund and allocate an adequate amount of funds for maintenance, improvements and; replacement of common property and infrastructure on the parcel.

26. RECOVERY OF EXPENSES

The Strata Company reserves the right to recover from any registered proprietor of any lot within the strata scheme any expenses eg debt collection agency fees, strata managing agents' costs, solicitors' fees, etc associated with any contravention of Act eg breach of by-laws, debt recovery, etc. These expenses shall be levied to the registered proprietor of the lot, where any registered proprietor, occupier or their assigns or visitors of that lot are in contravention of Act, as if levied in accordance with Section 100(1)(d) of the Act.

27. HOUSE RULES

Subject to the above by law 18, the Strata Company may from time to time make, withdraw or amend rules for the use and management of the common property, including (but not limited to) the management or control of:

- (a) the vehicle access ways and parking;
- (b) security;
- (c) rubbish collection;
- (d) the security of the common property;
- (e) any other rule that the Strata Company reasonably considers necessary.

provided such rules shall be intended to promote the peaceful and orderly enjoyment of building and common property for the mutual benefit of all proprietor/s, occupier/s and their assign/s and must not conflict with the By-laws.

28. PENALTY FOR BREACH OF BY-LAW

Subject to Section 47 (5)(a) & Section 47 (6)-(7) of the Strata Titles Act 1985, the penalty for breaching any Schedule 1 or 2 By-law shall be \$500.00 or such amount as may from time to time be prescribed by the Strata Titles Act 1985.

29. END OF FINANCIAL YEAR

The financial year for the strata company is the period of 12 months ending on 31 December.

workman's fees, and shall be responsible for the cost of removing or altering any works carried out by the contractor or workman which the Strata Company deems unsatisfactory.

18. SIGNAGE ERECTION AND INSTALLATION ON LOTS

- (a) A proprietor, occupier or an assign of a lot must not display any sign, advertisement, placard, banner (including for sale signs) on any external part of their lot or the common property, except with the prior written consent of the Council (such approval shall not be unreasonably withheld).
- (b) All signage shall be uniform in size, colour and styling so as to maintain the theme and appearance of the complex.
- (c) Notwithstanding the above, the original proprietor may (whilst a proprietor in the scheme), display "for sale" or "for lease" signage on any part of any lot or any part of the common property.

19. LEASING OF LOTS

The proprietor shall-

- (a) provide their lessee with a copy of the Strata Company by-laws;
- (b) ensure the executed lease includes an obligation on the Lessee to comply with the by-laws and rules (if any) of the Strata Company, and states that any non-compliance with the by-laws of the Strata Company shall be a default under the terms of such Lease, which may allow the Landlord to terminate the Lease (but subject to compliance with the requirements of any relevant laws); and
- (c) on request, provide to the Strata Company a copy of the executed lease showing the above conditions.

20. FIRE EQUIPMENT

Each lot proprietor, occupier or their assigns is responsible to maintain the fire equipment within their lot, including but not limited to smoke and fire detectors, fire alarms, fire extinguishers, fire hose reels, etc and any callout resulting from a defect or other cause associated with any fire equipment contained within a lot will be reimbursed to the Strata Company by that lot proprietor, whether by fault or accidental cause.

21. PEST CONTROL

All registered proprietors, occupiers or their assigns at their cost shall ensure that adequate pest treatments or baits shall be applied to the internal of their respective lots so as to prevent vermin and insect infestation.

22. INSURANCE

The Strata Company shall ensure continuance of the insurance policy of the Strata Company and, in the event that the Strata Company is unable to meet its financial responsibility to renew the policy at the time of renewal, shall be authorised to issue a levy in accordance with Section 36 of the Act.

23. INSURANCE EXCESSES

Where an insurance excess is endorsed on the insurance policy for the Strata Company any claim made by a registered proprietor whereby an excess is applied by the insurers in respect of that claim, then that excess shall be recovered from the respective registered proprietor.

24. ALTERNATIVE METHOD OF CALCULATING CONTRIBUTIONS

Pursuant to Section 100(1)(c)(ii) of the Strata Titles Act 1985, the method of calculating contributions to the Strata Company shall be varied in the following manner

- (a) The registered proprietors of Lots 11 and 12, shall not be responsible to contribute toward any costs associated with the management and maintenance of the scheme except for their proportionate share of the insurances required to be held by the Strata Company.

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Council without the requirement to participate in any election of the Council held in a General Meeting by the Strata Company.

12. USE OF PREMISES

All registered proprietors, occupiers, or their assigns shall acknowledge and ensure that their respective lot is not used for conducting business involving noxious trades, including but not limited to, panel beating or powder coating, without the prior written consent of the Strata Company.

13. POTENTIAL EXCISION OF LOTS 11&12

- (1) The proprietors of lots 1 to 10 acknowledge and agree that the proprietors of lots 11 and 12 are entitled to excise lots 11, 12 and part of the common property from the strata scheme as delineated and shown on the proposed Deposited Plan shown at Annexure "A".
- (2) This agreement is conditional on the proprietors of lots 11 and 12:
 - (a) paying for all costs associated with the subdivision proposal and re- subdivision of the Strata Plan;
 - (b) the approvals of the Western Australian Planning Commission and the City of Wanneroo and any other government agency that are required to approve the proposed subdivision.
- (3) The proprietors of lots 1 to 10 shall and agree to sign all documents, execute all deeds and do all such acts, matters and things incidental to or associated with procuring the issue of titles to the proprietors of lot 800 on the proposed Deposited Plan on Annexure "A" including such as may facilitate the grant of easements, rights of support and any other rights or interests associated with maintaining existing fixed building structures, walls and fences on and across the boundary along lots 800 and 801.

Any costs attributed to lots 1-10, due to the undertaking of the above will be solely covered by the owners of lots 11 and 12.

14. IMPROVEMENTS OR ALTERATIONS

Notwithstanding any other by-laws contained in the Act, all proprietors, occupiers or their assigns, excluding lots 11 and 12, must seek written approval from the Strata Company prior to any proposed installation or alteration of any item to the external surface of the building, including the facade or the roof (such approval will not be unreasonably withheld).

15. TEMPORARY STRUCTURES

- (a) Excluding lots 11 and 12, no temporary outbuilding, shed or any other structure may be placed upon any part of the common property without prior written approval of the Strata Company (which may be granted or withheld at its absolute discretion).
- (b) No lot or parts of the common property shall be used to park a trailer, camper, motor home or recreational vehicle to be used as a temporary or permanent residence within the parcel.

16. STRATA COMPANY TO BE ADVISED OF ANY FAULTS WITH SUPPLY OF SERVICES

A proprietor, occupier or their assign shall advise the Strata Company without delay of any failure, defect or accident to the supply of sewer, water, gas, electricity, telephone or any other service located within their lot or the common property and the Strata Company or its agents or servants shall have the power to enter upon any lot to carry out any repairs and maintenance as may be deemed necessary.

17. INSTRUCTING OF CONTRACTORS

A proprietor, occupier or their assign shall not directly instruct any contractors or workmen employed by the Strata Company, unless prior authorisation is given by the Strata Company. Any proprietor, occupier or their assign who does not comply with this by-law shall be responsible for the payment of the contractor or

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(b) employ or engage, on behalf of the strata company, any person as it thinks is necessary to provide any goods, amenity or service to the strata company; or

(c) subject to any restriction imposed or direction given at a general meeting of the strata company, delegate to 1 or more of its members such of its powers and duties as it thinks fit, and at any time revoke the delegation.

(3) A member of a council may appoint an owner of a lot, or an individual authorised under the Strata Titles Act 1985 section 136 by a corporation which is an owner of a lot, to act in the member's place as a member of the council at any meeting of the council.

(4) An owner of a lot or individual may be appointed under sub-bylaw (3) whether or not that person is a member of the council.

(5) If a person appointed under sub-bylaw (3) is a member of the council the person may, at any meeting of the council, separately vote in the person's capacity as a member and on behalf of the member in whose place the person has been appointed to act.

9. Powers and duties of secretary of strata company

The powers and duties of the secretary of a strata company include —

(a) the preparation and distribution of minutes of meetings of the strata company and the submission of a motion for confirmation of the minutes of any meeting of the strata company at the next such meeting; and

(b) the giving on behalf of the strata company and of the council of the notices required to be given under the Act; and

(c) the supply of information on behalf of the strata company in accordance with the Strata Titles Act 1985 sections 108 and 109; and

(d) the answering of communications addressed to the strata company; and

(e) the calling of nominations of candidates for election as members of the council; and

(f) subject to the Strata Titles Act 1985 sections 127, 128, 129, 200(2)(f) and (g) the convening of meetings of the strata company and of the council.

10. Powers and duties of treasurer of strata company

The powers and duties of the treasurer of a strata company include —

(a) the notifying of owners of lots of any contributions levied under the Strata Titles Act 1985; and

(b) the receipt, acknowledgment and banking of and the accounting for any money paid to the strata company; and

(c) the preparation of any certificate applied for under the Strata Titles Act 1985 section 110; and

(d) the keeping of the records of account referred to in the Strata Titles Act 1985 section 101 and the preparation of the statement of accounts referred to in the Strata Titles Act 1985 section 101.

11-15. Deleted by Strata Titles Amendment Act 2018

11. ORIGINAL PROPRIETOR

Where the Original Proprietor remains the proprietor of any lot, provided that the Original Proprietor was properly nominated for such election to the Council as prescribed in the Schedule 1 by-laws, the Original Proprietor (or where a corporation, its duly authorised nominee) shall be entitled to be a member of the

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(9) If the number (in terms of lots or unit entitlements as required under the Strata Titles Act 1985 section 122) of votes recorded in favour of any candidate is the lowest of the numbers of votes referred to in sub-bylaw (8) and —

- (a) that number equals the number of votes recorded in favour of any other candidate; and
- (b) if each of those candidates were to be declared elected the number of persons elected would exceed the number of persons required to be elected, as between those candidates, the election must be decided by a show of hands of those entitled to vote and present in person or by proxy.

6. Chairperson, secretary and treasurer of council

(1) The members of a council must, at the first meeting of the council after they assume office as such members, appoint a chairperson, a secretary and a treasurer of the council.

(2) A person —

- (a) must not be appointed to an office referred to in sub-bylaw (1) unless the person is a member of the council; and
- (b) may be appointed to 1 or more of those offices.

(3) A person appointed to an office referred to in sub-bylaw (1) holds office until the first of the following events happens —

- (a) the person ceases to be a member of the council under by-law 4(9);
- (b) receipt by the strata company of a written notice of the person's resignation from that office;
- (c) another person is appointed by the council to hold that office.

(3A) The remaining members of the council must appoint a member of the council to fill a vacancy in an office referred to in sub-bylaw (1), other than a vacancy arising under by-law 4(9)(c) or (d), and any person so appointed holds office, subject to this by-law, for the balance of the predecessor's term of office.

(4) The chairperson is to preside at all meetings of the council but, if the chairperson is absent from, or is unwilling or unable to preside at, a meeting, the members of the council present at that meeting can appoint 1 of their number to preside at that meeting during the absence of the chairperson.

7. Chairperson, secretary and treasurer of strata company

(1) Subject to sub-bylaw (2), the chairperson, secretary and treasurer of the council are also respectively the chairperson, secretary and treasurer of the strata company.

(2) A strata company may at a general meeting authorise a person who is not an owner of a lot to act as the chairperson of the strata company for the purposes of that meeting.

(3) A person appointed under sub-bylaw (2) may act until the end of the meeting for which the person was appointed to act.

8. Meetings of council

(1) At meetings of the council, all matters must be determined by a simple majority vote.

(2) The council may —

- (a) meet together for the conduct of business and adjourn and otherwise regulate its meetings as it thinks fit, but the council must meet when any member of the council gives to the other members not less than 7 days' notice of a meeting proposed by the member specifying in the notice the reason for calling the meeting; or

increasing the number of members of the council or convening a general meeting of the strata company, but for no other purpose.

(13) All acts done in good faith by the council, even if it is afterwards discovered that there was some defect in the appointment or continuance in office of any member of the council, are as valid as if that member had been duly appointed or had duly continued in office.

5. Election of council at general meeting

The procedure for nomination and election of members of a council must be in accordance with the following rules —

(1) The meeting must determine, in accordance with the requirements of by-law 4(3) the number of persons of whom the council is to consist.

(2) The chairperson must call on those persons who are present at the meeting in person or by proxy and entitled to nominate candidates to nominate candidates for election to the council.

(3) A nomination is ineffective unless supported by the consent of the nominee to the nomination, given —

(a) in writing, and furnished to the chairperson at the meeting; or

(b) orally by a nominee who is present at the meeting in person or by proxy.

(4) When no further nominations are forthcoming, the chairperson —

(a) if the number of candidates equals the number of members of the council determined in accordance with the requirements of by-law 4(3), must declare those candidates to be elected as members of the council;

(b) if the number of candidates exceeds the number of members of the council as so determined, must direct that a ballot be held.

(5) If a ballot is to be held, the chairperson must —

(a) announce the names of the candidates; and

(b) cause to be furnished to each person entitled to vote and present in person or by proxy, a blank form in respect of each lot in respect of which the person is entitled to vote for use as a ballot form.

(6) A person who is entitled to vote must complete a valid ballot form by —

(a) writing on the form the names of candidates, equal in number to the number of members of the council so that no name is repeated; and

(b) indicating on the form the number of each lot in respect of which the person's vote is cast and whether the person so votes as owner or first mortgagee of each such lot or as proxy of the owner or first mortgagee; and

(c) signing the ballot form; and

(d) returning it to the chairperson.

(7) The chairperson, or a person appointed by the chairperson, must count the votes recorded on valid ballot forms in favour of each candidate.

(8) Subject to sub-bylaw (9), candidates, being equal in number to the number of members of the council determined in accordance with by-law 4(3), who receive the highest numbers (in terms of lots or unit entitlements as required under the Strata Titles Act 1985 section 122) of votes are to be declared elected to the council.

company and a meeting of the council at which a quorum is present is competent to exercise all or any of the authorities, functions or powers of the council.

(2) Until the first annual general meeting of the strata company, the owners of all the lots constitute the council.

(3) If there are not more than 3 lots in the scheme, the council consists of all of the owners of the lots and, if there are more than 3 lots in the scheme, the council consists of not less than 3 nor more than 7 of the owners of the lots, as is determined by the strata company.

(4) If there are more than 3 lots in the scheme, the members of the council must be elected at each annual general meeting of the strata company or, if the number of lots in the scheme increases to more than 3, at an extraordinary general meeting convened for the purpose.

(5) *Deleted by Strata Titles Amendment Act 2018*

(6) If there are co-owners of a lot, 1 only of the co-owners is eligible to be, or to be elected to be, a member of the council and the co-owner who is so eligible must be nominated by the co-owners, but, if the co-owners fail to agree on a nominee, the co-owner who owns the largest share of the lot is the nominee or, if there is no co-owner who owns the largest share of the lot, the co-owner whose name appears first in the certificate of title for the lot is the nominee.

(7) *Deleted by Strata Titles Amendment Act 2018*

(8) Except if the council consists of all the owners of lots in the scheme, the strata company may by special resolution remove any member of the council before the expiration of the member's term of office.

(9) A member of the council vacates office as a member of the council —

- (a) if the member dies or ceases to be an owner or co-owner of a lot; or
- (b) on receipt by the strata company of a written notice of the member's resignation from the office of member; or
- (c) at the conclusion of an annual general meeting of the strata company at which an election of members of the council takes place and at which the member is not elected or re-elected; or
- (d) in a case where the member is a member of the council by reason of there being not more than 3 owners of lots in the scheme, on an election of members of the council (as a result of there being an increase in the number of owners to more than 3) at which the member is not elected; or
- (e) if the member is removed from office under sub-by-law (8); or
- (f) if the Tribunal orders that the member's appointment is revoked and the member is removed from office.

(10) The remaining members of the council may appoint a person eligible for election to the council to fill a vacancy in the office of a member of the council, other than a vacancy arising under sub-by-law (9)(c) or (d), and any person so appointed holds office, subject to this by-law, for the balance of the predecessor's term of office.

(11) Except if 1 person is the owner of all of the lots in the scheme, a quorum of the council is 2 if the council consists of 3 or 4 members; 3, if it consists of 5 or 6 members; and 4, if it consists of 7 members.

(12) The continuing members of the council may act even if there is a vacancy in the council, but so long as the number of members is reduced below the number fixed by these by-laws as the quorum of the council, the continuing members or member of the council may act for the purpose of

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Please note: As stated in the *Strata Titles Act 1985* (Act) section 59 the Registrar of Titles is not obliged to examine scheme by-laws lodged for registration for compliance with the Act, it must not be presumed that because the Registrar of Titles has registered scheme by-laws, the by-laws are valid or enforceable and the State does not guarantee the validity or enforceability of scheme by-laws.

Part 4 – Consolidated set of by-laws

[In this part provide the full text of the current set of scheme by-laws for the scheme classified as governance or conduct and with the relevant by-law number. This should incorporate the addition of new by-laws, amendments to existing by-laws and the removal of repealed by-laws as set out in Part 3.]

The strata company certifies that the consolidated set of by-laws set out below is the current full set of by-laws for the scheme with the scheme number specified on page 1.

Governance by-laws

1. Duties of owner

(1) The owner of a lot must —

- (a) immediately carry out all work that may be ordered under a written law in respect of the lot other than such work as may be for the benefit of the building generally and pay all rates, taxes, charges, outgoings and assessments that may be payable in respect of the lot;
- (b) maintain and repair the lot, and keep it in a state of good condition, reasonable wear and tear, and damage by fire, storm, tempest or act of God excepted.

(1A) The owner of a lot must —

- (a) notify in writing the strata company immediately on becoming the owner of the lot, including in the notice the owner's address for service for the purposes of this Act; and
- (b) if required in writing by the strata company, notify the strata company of any mortgage or other dealing in connection with the lot, including in the case of a lease of a lot, the name of the lessee and the term of the lease.

2. Deleted by Strata Titles Amendment Act 2018

3. Power of strata company regarding submeters

(1) If the supply of gas or electricity to a lot is regulated by means of a submeter, the strata company may require the owner or occupier of the lot to pay the strata company by way of security for the payment of charges arising through the submeter an amount not exceeding \$200 and, if any amount so paid is applied by the strata company under sub-bylaw (3), to pay such further amount or amounts by way of such security as may be necessary to maintain the amount of the security as, subject to this sub-bylaw, the strata company may require.

(2) The strata company must lodge every sum received under this by-law to the credit of an interest-bearing ADI account and all interest accruing in respect of amounts so received must, subject to this by-law, be held on trust for the owner or occupier who made the payment.

(3) If the owner or occupier of a lot in respect of which a submeter is used for the supply of gas or electricity refuses or fails to pay any charges due for the supply of gas or electricity to that lot, the strata company may apply in payment of those charges all, or such part as is necessary, of any amount paid to the strata company by that owner or occupier under this by-law, including any interest that may have accrued in respect of that amount.

(4) If a person who has paid an amount under this by-law to a strata company satisfies the strata company that the person is no longer the owner or occupier of a lot and that the strata company no longer has any liability or contingent liability for the supply of gas or electricity to that lot during the period when that person was an owner or occupier of the lot, the strata company must refund to that person the amount then held on the person's behalf under this by-law.

4. Constitution of council

(1) The powers and duties of the strata company must, subject to any restriction imposed or direction given at a general meeting, be exercised and performed by the council of the strata

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Please note: As stated in the *Strata Titles Act 1985* (Act) section 59 the Registrar of Titles is not obliged to examine scheme by-laws lodged for registration for compliance with the Act, it must not be presumed that because the Registrar of Titles has registered scheme by-laws, the by-laws are valid or enforceable and the State does not guarantee the validity or enforceability of scheme by-laws.



Applicant applies to the Registrar of Titles for registration of an amendment to the strata titles scheme by amending the scheme by-laws at Part 3 and including a consolidated set of scheme by-laws at Part 4.

Part 3 – Application to Amend

[In this part specify additions, amendments and repeals of by-laws]

The Applicant certifies that:

By resolution without dissent, the voting period for which opened on **10/03/2026** and closed on **8/04/2026** (and which must be registered within 3 months after the closing date) the ☒ **additions**/ ☐ **amendments**/ ☐ **repeal**⁵ to the Governance by-laws were made as detailed here.

30. END OF FINANCIAL YEAR

The financial year for the strata company is the period of 12 months ending on 31 December.

☐ **and** / ☐ **or**⁵

By special resolution, the voting period for which opened on _____ and closed on _____ (and which must be registered within 3 months after the closing date) the ☐ **additions**/ ☐ **amendments**/ ☐ **repeal**⁵ to the Conduct by-laws were made as detailed here.

[Insert Conduct by-law(s) additions, amendments or repeal and their by-law number here]

⁵ Select one.

Scheme By-laws

Strata Titles Act 1985 (STA)
Part 4 Division 4

Scheme Number: **81059**

Part 1 – Applicant

(a) For existing schemes:

The Owners of¹ **17 Lithic Way Wangara Strata Scheme 81059** (strata company); or

(b) For new schemes:

The owner(s)² _____ of land the subject of the plan described as³

Part 2 – Select Option

☐ **Option 1 – Voluntary Consolidation⁴**

[This option is to be selected by schemes registered prior to 1/5/2020 that choose to lodge a consolidated set of by-laws updated solely to take account of changes to by-laws made by *Strata Titles Act 1985* Schedule 5 clause 4]

In compliance with the *Strata Titles Act 1985* section 56 and Schedule 5 clause 4 and the *Strata Titles (General) Regulations 2019* regulation 180(2), the Applicant applies to the Registrar of Titles for registration of an amendment to the strata titles scheme by registration of a consolidated set of scheme by-laws at Part 4.

☐ **Option 2 – New Scheme**

[This option is to be selected if this form is being lodged together with the **Application to register strata titles scheme** and the governance by-laws in Schedule 1 and conduct by-laws in Schedule 2 of the *Strata Titles Act 1985* are being added to, amended or repealed.]

The Applicant applies to the Registrar of Titles to have the consolidated set of scheme by-laws as set out in Part 4 registered with the **Application to register strata titles scheme** in respect of the above land.

☒ **Option 3 – Application to Amend**

[This option is to be selected by schemes registered under the *Strata Titles Act 1985* that are making additions, amendments or repeals to the existing scheme by-laws.]

In compliance with the *Strata Titles Act 1985* section 56 and *Strata Titles (General) Regulations 2019* regulation 56 and if *Strata Titles Act 1985* Schedule 5 clause 4 and the *Strata Titles (General) Regulations 2019* regulation 56 and 180(1) apply to the by-laws of the strata company, the

¹ To be completed as "[scheme name + scheme type + scheme number]" under s.14(2) of the Act, e.g. Pretty Ponds Survey-Strata Scheme 12345.

² Insert the full name(s) of the owners of land the subject of the plan as shown on the certificate of title.

³ Insert the description of parcel, e.g. Lot 1 on Deposited Plan 12345.

⁴ No resolution is required for by-law changes set out in the *Strata Titles Act 1985* Schedule 5 clause 4 and renumbering consequential on those changes.