

22 Jan 2026

## NOTICE OF ANNUAL GENERAL MEETING

Dear Owner,

### ANNUAL GENERAL MEETING OF STRATA COMPANY SP 68009 21 Northwood Street, WEST LEEDERVILLE, WA, 6007

On behalf of the Strata Company, we are pleased to extend an invitation for your attendance at the Annual General Meeting.

In accordance with the by-laws of the *Strata Titles Act 1985 (WA)*, Annual General Meeting of the Strata Company shall be held within 15 month of the previous Annual General Meeting. Unless the context requires otherwise, all references to legislation in this document are to the *Strata Titles Act 1985 (WA)*.

Notice hereby given that the Annual General Meeting of your Strata Company has been arranged as follows:

DATE:	Monday 16 February 2026
TIME:	05:00 PM
PLACE:	658 Newcastle Street, Leederville, WA, 6007

#### ONLINE MEETING:

Microsoft Team  
Meeting ID: 460 640 736 456 65  
Passcode: QD3SS9CZ

OR

CLICK HERE: [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZjljNDhmNGMtNTAxZS00ZTJjLWFIMTYtMTI1YjhiMjMzNDRk%40thread.v2/0?context=%7b%22Tid%22%3a%228fbe845b-1050-427f-81d6-e12b2f0c808b%22%2c%22Oid%22%3a%221ffcd243-8802-4992-900a-37ac05a5fc00%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZjljNDhmNGMtNTAxZS00ZTJjLWFIMTYtMTI1YjhiMjMzNDRk%40thread.v2/0?context=%7b%22Tid%22%3a%228fbe845b-1050-427f-81d6-e12b2f0c808b%22%2c%22Oid%22%3a%221ffcd243-8802-4992-900a-37ac05a5fc00%22%7d)

The purpose of the Annual General Meeting is a statutory requirement contained in the *Strata Titles Act 1985 (WA)* for motions to be decided upon. A Strata Company is governed by the decisions made by lot owners at its meetings. While it is not compulsory for any lot owner to attend Strata Company meetings, a Strata Company operates better if those concerned take an interest in its affairs. This important meeting is usually when levies are set for the coming year and the executive committee is elected. If you are unable to attend in person we encourage you to complete the Proxy Form which authorises the nominated proxy to act on your behalf.

Summary

Proxy forms should be returned to the Realmark Strata office prior to the meeting or given to the chairperson prior to the meeting. The form must state whether the person acting as proxy can vote on all matters, or only certain matters. On a show of hands, each proprietor has only one vote. In circumstances where there is more than one owner i.e. co-proprietors may vote by proxy jointly appointed by them and in the absence of such a proxy are not entitled to vote on a show of hands, except when the unanimous resolution of proprietors is required by the Act. Schedule 1 By-Law 14(7).

If you have any queries in relation to the Strata Company's financial statements please submit to me in writing at least three days prior to the meeting in order to allow time for queries to be responded to. Please ensure that all levies are paid prior to the meeting as you, or your proxy cannot vote on a motion for an ordinary special resolution unless they are financial at the time of the meeting. Looking forward to your attendance at the meeting.

Sincerely,

**Harold Hanook**  
Strata Community Manager

REALMARK STRATA  
For and On Behalf of SP 68009

# Agenda for the Annual General Meeting

S/Plan 68009 21 Northwood Street, WEST LEEDERVILLE, WA, 6007  
16 Feb 2026 05:00 PM

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## Preliminary Matters

### Welcome

### Attendance and Proxies

Register and record persons present and represented by proxy and confirm that all proxies are valid.

### Non-proprietors Present by Invitation

### Apologies

### Quorum

Pursuant to Section 130 of the Strata Titles Act 1985, a quorum is constituted if there are persons present or represented by proxy who are entitled to cast the votes attached to 50% of the lots in the scheme. If a quorum is not present after 30 minutes has elapsed from the time appointed for a General Meeting, the persons entitled to vote who are present or represented by proxy at the meeting are taken to constitute a quorum for the purposes of that meeting.

Pursuant to Section 131 of the Strata Titles Act 1985, a person may, in accordance with any requirements of the Strata Company By-Laws, attend, and vote, at a meeting of the Strata Company by telephone, video link, internet connection or similar means of remote communication. A person attending a meeting by remote communication is taken to be present at the meeting.

Declare the meeting open and confirm that the meeting is properly constituted.

## 1. Appointment of Chairperson for the meeting

Nominate a person to act as the Chairperson for the purposes of the meeting, if the Chairperson of the Strata Company is unavailable or unwilling to act.

Explanatory notes:

*Where the Chairperson is a Director, Senior Officer or employee of the Strata Manager, appointed to vote on any matter at a General Meeting of the Strata Company, or if not appointed Chairperson but is still awarded a proxy by a proprietor, then such director, senior officer or employee shall vote in favour of all motions if no voting instruction has been received.*

## 2. Confirmation of minutes of previous meeting

Resolve that the minutes of the previous General Meeting of the Strata Company held on 24/03/2025, as attached to this notice of meeting, be accepted as a true and correct record of that meeting.

### Business arising

Consideration of any business arising from those previous minutes not otherwise provided for by this agenda.

YES

NO

ABSTAIN

### 3. Consideration of Accounts

Resolve that the statement of accounts for the period 01/11/2024 to 31/10/2025, as attached to the notice of this meeting, be adopted as a true and correct record.

Explanatory notes:

*If you have queries regarding the attached statement of accounts, please contact Realmark Strata at least three (3) business days prior to the meeting so the necessary answers can be provided.*

YES

NO

ABSTAIN

### 4. Election of Council of Owners

1. Determine the number of members of the Council.

*Note: Schedule 1, By-Law 4(3) requires that the Council consists of not less than 3 nor more than 7 members.*

2. Chairperson to call for nominations of candidates for election to Council.

3. Conduct a ballot to elect members of the Council, if required.

4. Chairperson to declare the successful candidates to be elected as members of the Council.

#### All Members

Nominations will be called for at the meeting as no nominations were received.

### 5. Strata Company Insurance

*General Advice Warning: Any advice given by the Strata Manager is general advice only. Owners can inform themselves through reading the Product Disclosure Statement. The Product Disclosure Statement and Financial Services Guide from the Insurer are available from the Strata Manager upon request.*

#### 5.1 Confirmation of Strata Company Insurance

Resolve that the presentation of the copies of certificates and schedules for the current insurance, as attached to the notice of this meeting, be accepted.

YES

NO

ABSTAIN

#### 5.2 Renewal of Strata Company Insurance

Resolve that the Council be instructed to place insurance for the Strata Company at such sums as are suggested by the Insurer or in line with an updated replacement cost valuation prior to the expiry date of the current policy on 02/10/2026.

YES

NO

ABSTAIN

#### 5.3 Commission on Insurance

Realmark Strata discloses an interest in the business of some insurers and brokers, and may receive a commission based on a percentage of the premium paid. The insurance commission received by Realmark Strata is \$1,624.89 excluding GST for policy LNG-STR-20407290 covering 02/10/2025 to 02/10/2026.

## 5.4 Insurance Replacement Cost Valuation

It is noted that the most recent replacement cost valuation was obtained on for \$0.00.

Resolve that the Council be instructed to obtain a replacement cost valuation for the purposes of insuring the Strata Company, to be undertaken by a Certified Practising Valuer.

YES

NO

ABSTAIN

## 6. Council Authority to Sign

Resolve that, pursuant to Section 118 of the *Strata Titles Act 1985*, one (1) member of the Council of Owners, or the Strata Manager under the direction of the Council of Owners, be authorised to execute documents which are either desirable or necessary for the achievement of the Strata Company's objectives and the performance of the Strata Company; and

If the Strata Company has a common seal, and when desirable or necessary to do so, the common seal may be applied to documents and attested by the signatures of two (2) members of the Council of Owners.

Explanatory notes:

*Nothing in this motion provides authority to execute Strata Company documents that require a resolution without dissent, unanimous resolution, or special resolution at a duly convened General Meeting.*

YES

NO

ABSTAIN

## 7. Balcony and Terrace Appearance and Furniture Bylaw

The strata company resolves by a special resolution to add the following schedule 1 governance by-law 44 to the by-laws that apply to the scheme:

### 44. BALCONY AND TERRACE APPEARANCE AND FURNITURE

Explanatory notes: The proposed bylaw is attached with the notice of meeting

YES

NO

ABSTAIN

## 8. Financial Year By-Law

The strata company resolves by a resolution without dissent to add the following schedule 1 governance by-law to the by-laws that apply to the scheme:

### 2 Financial Year

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

Explanatory notes:

*The number of this by-law is subject to change during the consolidation process.*

YES

NO

ABSTAIN

## 9. By-Law Consolidation

Following on from the amendments to the Strata Titles Act in 2020, you now require a Financial Year By-Law to be added for legislative compliance. In our handling of strata matters since these amendments, Realmark Strata in conjunction with our legal team have also noticed certain areas of the Act and standard By-Laws to be inadequate. The addition of a Financial Year By-Law triggers a need for consolidation and provides an opportunity to add By-Laws that address these inadequacies and are commonplace in most schemes due to the growing need for such By-Laws.

The inadequacies we refer to have resulted in several instances where we have been unable to take action or recover money on behalf of properties we manage, as there is simply no section of the Act or By-Laws that relate to some issues. Traditionally, recovery By-Laws have focused on unpaid levies, when in reality there are often many reasons a Strata Company may wish to recover funds from a lot owner.

We have therefore taken the proactive approach to review your By-Laws, and have included in this meeting notice the motions to approve these recommended By-Laws. Before voting on the By-Laws, please be aware of the associated implementation costs. The By-Laws have been drafted by a Strata Lawyer and for each By-Law, there is a once-off purchase cost. Additionally, there is the cost of consolidating and lodgement of the scheme By-Laws.

Below is a table of costs for the By-Laws. Not all By-Laws in the table have been included in your notice and are not necessarily needed. You will also note discounted pricing based on the number of By-Laws implemented.

This meeting will consider the strata company needs for each By-Law.

<b>Legend:</b>	<b>Cost</b>
By-Law - Financial Year End	\$250.00
By-Law - Cost Recovery	\$600.00
By-Law - Damage to Common Property	\$600.00
By-Law - Illegal Waste Disposal	\$600.00
By-Law - Solar Panel	\$600.00
EOFY plus 4 By-Laws	\$2,100.00
EOFY plus 3 By-Laws	\$1,700.00
EOFY plus 2 By-Laws	\$1,300.00
EOFY plus 1 By-Law	\$800.00
3 By-Laws excluding EOFY	\$1,600.00
4 By-Laws excluding EOFY	\$2,000.00

## 10. Works for Unit 5

### Proposed Motion:

That the Strata Company:

1. Notes the findings of the Building Defect Inspection Report dated 21 November 2025 for Unit 5, which identifies major defects, ongoing water ingress, mould growth, and non-compliance with the National Construction Code and the Guide to Standards and Tolerances.
2. Notes that the report concludes Bedroom 1 of Unit 5 is not currently suitable for safe habitation and that mould exposure has resulted in reported occupant illness.
3. Notes the report's conclusion that the likely source of the water ingress is failure of external building elements associated with adjoining balconies and planter boxes.
4. Resolves that rectification of the identified defects constitutes urgent maintenance to prevent further deterioration of the building and to mitigate health risks to occupants.
5. Strata Company to engage suitably qualified contractors to investigate and obtain quotes for the recommended waterproofing, rectification and associated works, at the cost of the strata company.
6. Council of Owners to accept and proceed with a reasonable and conforming quote for the rectification works (including mould remediation and post-repair moisture testing) without requiring a further Council of Owners meeting, provided the cost does not exceed an approved expenditure limit.
7. Strata Company to notify all owners once a quote has been accepted and the works scheduled.

YES

NO

ABSTAIN

## 11. Administrative Fund Budget & Contributions

### 11.1 Budget

Resolve to adopt the Administrative Fund budget of expenditure totalling \$112,132.00 exclusive of GST, as attached to this notice of meeting, for the period 01/11/2025 to 31/10/2026.

YES

NO

ABSTAIN

### 11.2 Determination of Levy Contributions

Resolve that the contributions to the Administrative Fund to raise a total of \$90,000.00 exclusive of GST for the period 01/12/2025 to 30/11/2026 be met by the raising of levies calculated in accordance with the unit entitlement, due and payable in instalments in the amounts and on the dates outlined below:

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
Already Issued	Current	01 Dec 2025	28 Feb 2026	01 Dec 2025	\$17,145.52	\$17.14552
To be Issued	Current	01 Mar 2026	31 May 2026	01 Mar 2026	\$24,284.83	\$24.28483
To be Issued	Current	01 Jun 2026	31 Aug 2026	01 Jun 2026	\$24,284.83	\$24.28483
To be Issued	Current	01 Sep 2026	30 Nov 2026	01 Sep 2026	\$24,284.82	\$24.28482
<b>Total</b>		<b>01 Dec 2025</b>	<b>30 Nov 2026</b>		<b>\$90,000.00</b>	<b>\$90.00000</b>

And, that the contributions to the Administrative Fund continue to be raised at the below rate per quarter until otherwise determined at a future General Meeting:

#### Interim Periods

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
To be Issued	Next	01 Dec 2026	28 Feb 2027	01 Dec 2026	\$22,500.00	\$22.50000
<b>Total</b>		<b>02 Dec 2026</b>	<b>28 Feb 2027</b>		<b>\$22,500.00</b>	<b>\$22.50000</b>

YES

NO

ABSTAIN

## 12. Reserve Fund Budget & Contributions

*A Strata Company with 10 or more lots, or with a replacement cost of more than \$5 million, must implement a Reserve Fund.*

### 12.1 Budget

Resolve to adopt the Reserve Fund budget of expenditure totalling \$15,000.00 exclusive of GST, as attached to this notice of meeting, for the period 01/11/2025 to 31/10/2026.

YES

NO

ABSTAIN

## 12.2 Determination of Levy Contributions

Resolve that the contributions to the Reserve Fund to raise a total of \$44,000.00 exclusive of GST for the period 01/12/2025 to 30/11/2026 be met by the raising of levies calculated in accordance with the unit entitlement, due and payable in instalments in the amounts and on the dates outlined below:

Levy Status	Financial Period	Period From	Period To	Due	Reserve Fund	Per Lot Entitlement
Already Issued	Current	01 Dec 2025	28 Feb 2026	01 Dec 2025	\$11,000.00	\$11.00000
To be Issued	Current	01 Mar 2026	31 May 2026	01 Mar 2026	\$11,000.00	\$11.00000
To be Issued	Current	01 Jun 2026	31 Aug 2026	01 Jun 2026	\$11,000.00	\$11.00000
To be Issued	Current	01 Sep 2026	30 Nov 2026	01 Sep 2026	\$11,000.00	\$11.00000
<b>Total</b>		<b>01 Dec 2025</b>	<b>30 Nov 2026</b>		<b>\$44,000.00</b>	<b>\$44.00000</b>

And, that the contributions to the Reserve Fund continue to be raised at the below rate per quarter until otherwise determined at a future General Meeting:

### Interim Periods

Levy Status	Financial Period	Period From	Period To	Due	Reserve Fund	Per Lot Entitlement
To be Issued	Next	01 Dec 2026	28 Feb 2027	01 Dec 2026	\$11,000.00	\$11.00000
<b>Total</b>		<b>02 Dec 2026</b>	<b>28 Feb 2027</b>		<b>\$11,000.00</b>	<b>\$11.00000</b>

Explanatory notes:

*A Strata Company with 10 or more lots, or with a replacement cost of more than \$5 million, must implement a Reserve Fund.*

YES

NO

ABSTAIN

## 13. Other Business

Any further business arising not otherwise provided for by this agenda, to be raised for future consideration by the Council.

## 14. Closure of Meeting

There being no further business to address, the Chairperson is to declare the meeting closed.

## MINUTES OF ANNUAL GENERAL MEETING

Dear Owner,

**MINUTES OF ANNUAL GENERAL MEETING OF STRATA  
COMPANY  
21 Northwood Street, WEST LEEDERVILLE, WA, 6007**

Please find enclosed a copy of the minutes for the Annual General Meeting held on 24 March 2025 for your record and safe keeping.

Please note, a copy of these minutes have also been made available for downloading from the owners portal for your convenience.

If we may assist further in this or any other matter, please do not hesitate to contact our office on the details below

Sincerely

Alain Gyi  
STRATA COMMUNITY MANAGER  
REALMARK STRATA  
FOR and on Behalf of SP 68009

# Attendance

S/Plan 68009 21 Northwood Street, WEST LEEDERVILLE, WA, 6007  
Annual General Meeting  
24 March 2025 05:00 PM

## Attendees

Lot	Name	Status
10	Anja Stefanovic	Owner present
11	Aiden James Depiazzi	Owner present
21	Timothy Joel Sullivan	Owner present
25	Sophia Jalla	Owner present
34	Anja Stefanovic	Proxy present

## Chairperson

Luke Downie

## Non Attendees – Apologies

Lucchesi Holdings P/L (LOT 35)

## Additional Attendees

Luke Downie (Realmark)

## Quorum

A quorum was not present at the time appointed for the meeting. After 30 minutes had elapsed from the time appointed for the meeting, the persons entitled to vote who were present or represented by proxy were taken to constitute a quorum for the purposes of the meeting.

# Minutes for the Annual General Meeting

S/Plan 21 Northwood Street  
24 March 2025 05:00 PM

## 1. Appointment of Chairperson for the meeting

L Downie was elected to act as the Chairperson for the purposes of the meeting, if the Chairperson of the Strata Company is unavailable or unwilling to act.

## 2. Confirmation of minutes of previous meeting

Resolve that the minutes of the previous General Meeting of the Strata Company held on 21/03/2024, as attached to this notice of meeting, be accepted as a true and correct record of that meeting.

### Motion CARRIED - Passed by Simple Majority

Mover: Anja Stefanovic Seconder: Anja Stefanovic

## 3. Consideration of Accounts

Resolve that the statement of accounts for the period 01/11/2023 to 31/10/2024, as attached to the notice of this meeting, be adopted as a true and correct record.

### Motion CARRIED - Passed by Simple Majority

Mover: Anja Stefanovic Seconder: Aiden James Depiazzi

#### 4. Election of Council of Owners

It was resolved that the Council of Owners consist of 3 lot proprietors.

##### Election of All Members

Ian Gary Redmile, Aiden James Depiazzi, Anja Stefanovic have been elected to the committee.

Name	Details	Votes	Outcome
Ian Gary Redmile		0	Elected, reason: Elected Unopposed
Aiden James Depiazzi		0	Elected, reason: Elected Unopposed
Anja Stefanovic		0	Elected, reason: Elected Unopposed

#### 5. Strata Company Insurance

*General Advice Warning: Any advice given by the Strata Manager is general advice only. Owners can inform themselves through reading the Product Disclosure Statement. The Product Disclosure Statement and Financial Services Guide from the Insurer are available from the Strata Manager upon request.*

##### 5.1. Confirmation of Strata Company Insurance

Resolve that the presentation of the copies of certificates and schedules for the current insurance, as attached to the notice of this meeting, be accepted.

##### Motion CARRIED - Passed by Simple Majority

Mover: Anja Stefanovic Seconder: Timothy Joel Sullivan

##### 5.2. Renewal of Strata Company Insurance

Resolve that the policy be taken to market and that the Council of Owners be authorised to select an insurer in which to place insurance for the Strata Company.

##### Motion CARRIED - Passed by Simple Majority

Mover: Anja Stefanovic Seconder: Timothy Joel Sullivan

##### 5.3. Commission on Insurance

Realmark Strata discloses an interest in the business of some insurers and brokers, and may receive a commission based on a percentage of the premium paid. The insurance commission received by Realmark Strata is \$2,237.71 excluding GST for policy POL11092470 covering 02/11/2024 to 02/11/2025.

##### 5.4. Insurance Replacement Cost Valuation

It was agreed no valuation was needed.

##### Motion CARRIED - Passed by Simple Majority

Mover: Anja Stefanovic Seconder: Timothy Joel Sullivan

#### 6. Council Authority to Sign

Resolve that, pursuant to Section 118 of the *Strata Titles Act 1985*, one (1) member of the Council of Owners, or the Strata Manager under the direction of the Council of Owners, be authorised to execute documents which are either desirable or necessary for the achievement of the Strata Company's objectives and the performance of the Strata Company; and

If the Strata Company has a common seal, and when desirable or necessary to do so, the common seal may be applied to documents and attested by the signatures of two (2) members of the Council of Owners.

##### Motion CARRIED - Passed by Simple Majority

Mover: Anja Stefanovic Seconder: Aiden James Depiazzi

**7. By-Law Consolidation**

It was resolved to postpone any by-law amendments to facilitate amendments to the garden planter box by-law.

Mover: Anja Stefanovic Seconder: Aiden James Depiazzi

**8. Financial Year By-Law**

The strata company resolves by an ordinary resolution to add the following schedule 1 governance by-law to the by-laws that apply to the scheme:

**2 Financial Year**

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

**Motion FAILED - Defeated by Simple Majority – To be added at a later date.**

**9. Work, Health & Safety Report**

Resolve to engage a suitably qualified contractor to carry out a Compliance Report of the common property in accordance with the *Work Health and Safety Act 2020*.

**Motion FAILED - Defeated by Simple Majority**

Mover: Anja Stefanovic Seconder: Aiden James Depiazzi

**10. Contribution Schedule Budget & Contributions**

**10.1. Administrative Fund Budget**

Resolve to adopt the Contribution Schedule Administrative Fund budget of expenditure totalling \$111,992.00 exclusive of GST, as attached to this notice of meeting, for the period 01/11/2024 to 31/10/2025.

**Motion CARRIED - Passed by Simple Majority**

Mover: Anja Stefanovic Seconder: Aiden James Depiazzi

### 10.2. Administrative Fund Determination of Levy Contributions

An amendment was made to the draft budget to reduce levies to the same rate as existing.

Resolve that the contributions to the Contribution Schedule Administrative Fund to raise a total of \$72,727.27 exclusive of GST for the period 01/12/2024 to 30/11/2025 be met by the raising of levies calculated in accordance with the unit entitlement, due and payable in instalments in the amounts and on the dates outlined below:

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
Already Issued	01/12/2024 to 28/02/2025	01 Dec 2024	28 Feb 2025	01 Dec 2024	\$19,218.80	\$19.21880
Already Issued	01/03/2025 to 31/05/2025	01 Mar 2025	31 May 2025	01 Mar 2025	\$19,218.80	\$19.21880
To be Issued	01/06/2025 to 31/08/2025	01 Jun 2025	31 Aug 2025	01 Jun 2025	\$17,144.84	\$17.1484
To be Issued	01/09/2025 to 30/11/2025	01 Sep 2025	30 Nov 2025	01 Sep 2025	\$17,144.84	\$17.1484
<b>Total</b>		<b>01 Dec 2024</b>	<b>30 Nov 2025</b>		<b>\$72,727.27</b>	<b>\$72.72727</b>

And, that the contributions to the Administrative Fund continue to be raised at the below rate per quarter until otherwise determined at a future General Meeting:

#### Interim Periods

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
To be Issued	01/12/2025 to 28/02/2026	01 Dec 2025	28 Feb 2026	01 Dec 2025	\$17,144.84	\$17.1484
<b>Total</b>		<b>01 Dec 2025</b>	<b>28 Feb 2026</b>		<b>\$17,144.84</b>	<b>\$17.1484</b>

#### Motion CARRIED - Passed by Simple Majority

Mover: Anja Stefanovic Seconder: Aiden James Depiazzi

The Strata Manager

### 10.3. Reserve Fund Budget

Resolve to adopt the Contribution Schedule Reserve Fund budget of expenditure totalling \$15,000.00 exclusive of GST, as attached to this notice of meeting, for the period 01/11/2024 to 31/10/2025.

#### Motion CARRIED - Passed by Simple Majority

Mover: Anja Stefanovic Seconder: Aiden James Depiazzi

**10.4. Reserve Fund Determination of Levy Contributions**

Resolve that the contributions to the Contribution Schedule Reserve Fund to raise a total of \$44,000.00 exclusive of GST for the period 01/12/2024 to 30/11/2025 be met by the raising of levies calculated in accordance with the unit entitlement, due and payable in instalments in the amounts and on the dates outlined below:

Levy Status	Financial Period	Period From	Period To	Due	Reserve Fund	Per Lot Entitlement
Already Issued	01/12/2024 to 28/02/2025	01 Dec 2024	28 Feb 2025	01 Dec 2024	\$10,045.46	\$10.04546
Already Issued	01/03/2025 to 31/05/2025	01 Mar 2025	31 May 2025	01 Mar 2025	\$10,045.46	\$10.04546
To be Issued	01/06/2025 to 31/08/2025	01 Jun 2025	31 Aug 2025	01 Jun 2025	\$11,954.54	\$11.95454
To be Issued	01/09/2025 to 30/11/2025	01 Sep 2025	30 Nov 2025	01 Sep 2025	\$11,954.54	\$11.95454
<b>Total</b>		<b>01 Dec 2024</b>	<b>30 Nov 2025</b>		<b>\$44,000.00</b>	<b>\$44.00000</b>

And, that the contributions to the Reserve Fund continue to be raised at the below rate per quarter until otherwise determined at a future General Meeting:

**Interim Periods**

Levy Status	Financial Period	Period From	Period To	Due	Reserve Fund	Per Lot Entitlement
To be Issued	01/12/2025 to 28/02/2026	01 Dec 2025	28 Feb 2026	01 Dec 2025	\$11,000.00	\$11.00000
<b>Total</b>		<b>01 Dec 2025</b>	<b>28 Feb 2026</b>		<b>\$11,000.00</b>	<b>\$11.00000</b>

**Motion CARRIED - Passed by Simple Majority**

Mover: Anja Stefanovic Seconder: Aiden James Depiazzi

**11. Residential Schedule Budget & Contributions**

*A Strata Company with 10 or more lots, or with a replacement cost of more than \$5 million, must implement a Reserve Fund.*

**11.1. Administrative Fund Budget**

Resolve to adopt the Residential Schedule Administrative Fund budget of expenditure totalling \$1,000.00 exclusive of GST, as attached to this notice of meeting, for the period 01/11/2024 to 31/10/2025.

**Motion CARRIED - Passed by Simple Majority**

Mover: Anja Stefanovic Seconder: Aiden James Depiazzi

**11.2. Administrative Fund Determination of Levy Contributions**

Resolve that the contributions to the Residential Schedule Administrative Fund to raise a total of \$1,000.00 exclusive of GST for the period 01/12/2024 to 30/11/2025 be met by the raising of levies calculated in accordance with the unit entitlement, due and payable in instalments in the amounts and on the dates outlined below:

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
Already Issued	01/12/2024 to 28/02/2025	01 Dec 2024	28 Feb 2025	01 Dec 2024	\$128.41	\$0.13719
Already Issued	01/03/2025 to 31/05/2025	01 Mar 2025	31 May 2025	01 Mar 2025	\$128.41	\$0.13719
To be Issued	01/06/2025 to 31/08/2025	01 Jun 2025	31 Aug 2025	01 Jun 2025	\$371.59	\$0.39700
To be Issued	01/09/2025 to 30/11/2025	01 Sep 2025	30 Nov 2025	01 Sep 2025	\$371.59	\$0.39700
<b>Total</b>		<b>01 Dec 2024</b>	<b>30 Nov 2025</b>		<b>\$1,000.00</b>	<b>\$1.06838</b>

And, that the contributions to the Residential Schedule Administrative Fund continue to be raised at the below rate per quarter until otherwise determined at a future General Meeting:

**Interim Periods**

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
To be Issued	01/12/2025 to 28/02/2026	01 Dec 2025	28 Feb 2026	01 Dec 2025	\$250.00	\$0.26709
<b>Total</b>		<b>01 Dec 2025</b>	<b>28 Feb 2026</b>		<b>\$250.00</b>	<b>\$0.26709</b>

**Motion CARRIED - Passed by Simple Majority**

Mover: Anja Stefanovic Seconder: Timothy Joel Sullivan

**12. Office Schedule Budget & Contributions**

**12.1. Administrative Fund Budget**

Resolve to adopt the Office Schedule Administrative Fund budget of expenditure totalling \$500.00 exclusive of GST, as attached to this notice of meeting, for the period 01/11/2024 to 31/10/2025.

**Motion CARRIED - Passed by Simple Majority**

Mover: Anja Stefanovic Seconder: Aiden James Depiazzi

**12.2. Administrative Fund Determination of Levy Contributions**

Resolve that the contributions to the Office Schedule Administrative Fund to raise a total of \$500.00 exclusive of GST for the period 01/12/2024 to 30/11/2025 be met by the raising of levies calculated in accordance with the unit entitlement, due and payable in instalments in the amounts and on the dates outlined below:

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
Already Issued	01/12/2024 to 28/02/2025	01 Dec 2024	28 Feb 2025	01 Dec 2024	\$64.00	\$1.00000
Already Issued	01/03/2025 to 31/05/2025	01 Mar 2025	31 May 2025	01 Mar 2025	\$64.00	\$1.00000
To be Issued	01/06/2025 to 31/08/2025	01 Jun 2025	31 Aug 2025	01 Jun 2025	\$186.00	\$2.90625
To be Issued	01/09/2025 to 30/11/2025	01 Sep 2025	30 Nov 2025	01 Sep 2025	\$186.00	\$2.90625
<b>Total</b>		<b>01 Dec 2024</b>	<b>30 Nov 2025</b>		<b>\$500.00</b>	<b>\$7.81250</b>

And, that the contributions to the Office Schedule Administrative Fund continue to be raised at the below rate per quarter until otherwise determined at a future General Meeting:

**Interim Periods**

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
To be Issued	01/12/2025 to 28/02/2026	01 Dec 2025	28 Feb 2026	01 Dec 2025	\$125.00	\$1.95312
<b>Total</b>		<b>01 Dec 2025</b>	<b>28 Feb 2026</b>		<b>\$125.00</b>	<b>\$1.95312</b>

**Motion CARRIED - Passed by Simple Majority**

Mover: Anja Stefanovic Seconder: Aiden James Depiazzi

### 13. AVPS Schedule Budget & Contributions

#### 13.1. Administrative Fund Budget

Resolve to adopt the AVPS Schedule Administrative Fund budget of expenditure totalling \$7,000.00 exclusive of GST, as attached to this notice of meeting, for the period 01/11/2024 to 31/10/2025.

#### Motion CARRIED - Passed by Simple Majority

Mover: Anja Stefanovic Seconder: Timothy Joel Sullivan

#### 13.2. Administrative Fund Determination of Levy Contributions

Resolve that the contributions to the AVPS Schedule Administrative Fund to raise a total of \$7,000.00 exclusive of GST for the period 01/12/2024 to 30/11/2025 be met by the raising of levies calculated in accordance with the unit entitlement, due and payable in instalments in the amounts and on the dates outlined below:

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
Already Issued	01/12/2024 to 28/02/2025	01 Dec 2024	28 Feb 2025	01 Dec 2024	\$1,497.54	\$136.14000
Already Issued	01/03/2025 to 31/05/2025	01 Mar 2025	31 May 2025	01 Mar 2025	\$1,497.54	\$136.14000
To be Issued	01/06/2025 to 31/08/2025	01 Jun 2025	31 Aug 2025	01 Jun 2025	\$2,002.46	\$182.04182
To be Issued	01/09/2025 to 30/11/2025	01 Sep 2025	30 Nov 2025	01 Sep 2025	\$2,002.46	\$182.04182
<b>Total</b>		<b>01 Dec 2024</b>	<b>30 Nov 2025</b>		<b>\$7,000.00</b>	<b>\$636.36364</b>

And, that the contributions to the AVPS Schedule Administrative Fund continue to be raised at the below rate per quarter until otherwise determined at a future General Meeting:

#### Interim Periods

Levy Status	Financial Period	Period From	Period To	Due	Admin Fund	Per Lot Entitlement
To be Issued	01/12/2025 to 28/02/2026	01 Dec 2025	28 Feb 2026	01 Dec 2025	\$1,750.00	\$159.09091
<b>Total</b>		<b>01 Dec 2025</b>	<b>28 Feb 2026</b>		<b>\$1,750.00</b>	<b>\$159.09091</b>

#### Motion CARRIED - Passed by Simple Majority

Mover: Anja Stefanovic Seconder: Timothy Joel Sullivan

### 14. Other Business

Any further business arising not otherwise provided for by this agenda, to be raised for future consideration by the Council.

### 15. Closure of Meeting

- New Garden By-Law to be drafted
- Foyer – was meant to be painted white. Quotes to paint it white to be obtained.

With no further business to address, Luke Downie thanked all attending proprietors and declared the meeting closed at 06:16 PM.

General Advice Warning: any advice given by the Strata Manager is general advice only. Owners can inform themselves through reading the Product Disclosure Statement. The Product Disclosure Statement and Financial Services Guide from the Insurer are available for perusal.

**Balance Sheet - Group**  
**As at 31/10/2025**

Fiore by Psaros

Fiore by Psaros, 21 Northwood Street, WEST  
 LEEDERVILLE WA 6007

**Contribution Schedule**

	<b>Current period</b>	<b>Previous year</b>
<b>Owners' funds</b>		
<b>Administrative Fund</b>		
Operating Surplus/Deficit--Admin	(40,956.92)	(23,879.72)
Owners Equity--Admin	99,661.30	123,541.02
	<u>58,704.38</u>	<u>99,661.30</u>
<b>Reserve Fund</b>		
Operating Surplus/Deficit--Reserve	44,046.38	39,158.04
Owners Equity--Reserve	79,013.49	39,855.45
	<u>123,059.87</u>	<u>79,013.49</u>
<b>Net owners' funds</b>	<u><b>\$181,764.25</b></u>	<u><b>\$178,674.79</b></u>

**Represented by:**

**Assets**

**Administrative Fund**

Cash at Bank--Admin	87.50	(33,338.07)
Investments--Admin	0.00	53,062.03
Investments--Admin 2	54,143.67	51,775.00
Prepaid Expenses--Admin	0.00	21,857.25
Receivable--Levies--Admin	2,472.78	4,211.27
Receivable--Owners--Admin	446.15	1,211.41
	<u>57,150.10</u>	<u>98,778.89</u>

**Reserve Fund**

Cash at Bank--Reserve	123,141.00	77,941.42
Receivable--Levies--Reserve	1,562.46	2,334.07
	<u>124,703.46</u>	<u>80,275.49</u>

**Unallocated Money**

	<u>0.00</u>	<u>0.00</u>
--	-------------	-------------

*Total assets*

	<u>181,853.56</u>	<u>179,054.38</u>
--	-------------------	-------------------

**Less liabilities**

**Administrative Fund**

Creditor--GST--Admin	(1,896.75)	(1,227.03)
Prepaid Levies--Admin	342.47	344.62
	<u>(1,554.28)</u>	<u>(882.41)</u>

**Reserve Fund**

Creditor--GST--Reserve	1,423.87	1,081.87
Prepaid Levies--Reserve	219.72	180.13
	<u>1,643.59</u>	<u>1,262.00</u>

**Unallocated Money**

	<u>0.00</u>	<u>0.00</u>
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*Total liabilities*

	<u>89.31</u>	<u>379.59</u>
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**Net assets**

	<u><b>\$181,764.25</b></u>	<u><b>\$178,674.79</b></u>
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**AVPS Schedule**

	Current period	Previous year
<b>Owners' funds</b>		
<b>Administrative Fund</b>		
Operating Surplus/Deficit--Admin	36.82	944.03
Owners Equity--Admin	(2,784.31)	(3,728.34)
	<u>(2,747.49)</u>	<u>(2,784.31)</u>
<b>Reserve Fund</b>		
Operating Surplus/Deficit--Reserve	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
<b>Net owners' funds</b>	<b><u><u>-\$2,747.49</u></u></b>	<b><u><u>-\$2,784.31</u></u></b>
<b>Represented by:</b>		
<b>Assets</b>		
<b>Administrative Fund</b>		
Cash at Bank--Admin	(2,547.62)	(2,662.29)
	<u>(2,547.62)</u>	<u>(2,662.29)</u>
<b>Reserve Fund</b>		
	<u>0.00</u>	<u>0.00</u>
<b>Unallocated Money</b>		
	<u>0.00</u>	<u>0.00</u>
<i>Total assets</i>	<u>(2,547.62)</u>	<u>(2,662.29)</u>
<b>Less liabilities</b>		
<b>Administrative Fund</b>		
Creditor--GST--Admin	199.87	122.02
	<u>199.87</u>	<u>122.02</u>
<b>Reserve Fund</b>		
	<u>0.00</u>	<u>0.00</u>
<b>Unallocated Money</b>		
	<u>0.00</u>	<u>0.00</u>
<i>Total liabilities</i>	<u>199.87</u>	<u>122.02</u>
<b>Net assets</b>	<b><u><u>-\$2,747.49</u></u></b>	<b><u><u>-\$2,784.31</u></u></b>

**Office Schedule**

	Current period	Previous year
<b>Owners' funds</b>		
<b>Administrative Fund</b>		
Operating Surplus/Deficit--Admin	501.00	513.25
Owners Equity--Admin	3,031.84	2,518.59
	3,532.84	3,031.84
<b>Reserve Fund</b>		
Operating Surplus/Deficit--Reserve	0.00	0.00
	0.00	0.00
<b>Net owners' funds</b>	<b>\$3,532.84</b>	<b>\$3,031.84</b>
<b>Represented by:</b>		
<b>Assets</b>		
<b>Administrative Fund</b>		
Cash at Bank--Admin	3,560.67	2,997.67
Receivable--Levies--Admin	0.00	66.00
	3,560.67	3,063.67
<b>Reserve Fund</b>		
	0.00	0.00
<i>Total assets</i>	3,560.67	3,063.67
<b>Less liabilities</b>		
<b>Administrative Fund</b>		
Creditor--GST--Admin	27.83	31.83
	27.83	31.83
<b>Reserve Fund</b>		
	0.00	0.00
<i>Total liabilities</i>	27.83	31.83
<b>Net assets</b>	<b>\$3,532.84</b>	<b>\$3,031.84</b>

**Residential Schedule**

	Current period	Previous year
<b>Owners' funds</b>		
<b>Administrative Fund</b>		
Operating Surplus/Deficit--Admin	(43.84)	510.74
Owners Equity--Admin	2,815.31	2,304.57
	2,771.47	2,815.31
<b>Reserve Fund</b>		
Operating Surplus/Deficit--Reserve	0.00	0.00
	0.00	0.00
<b>Net owners' funds</b>	<b>\$2,771.47</b>	<b>\$2,815.31</b>
<b>Represented by:</b>		
<b>Assets</b>		
<b>Administrative Fund</b>		
Cash at Bank--Admin	2,774.11	2,783.76
Receivable--Levies--Admin	42.00	46.40
	2,816.11	2,830.16
<b>Reserve Fund</b>		
	0.00	0.00
<b>Unallocated Money</b>		
	0.00	0.00
<i>Total assets</i>	2,816.11	2,830.16
<b>Less liabilities</b>		
<b>Administrative Fund</b>		
Creditor--GST--Admin	39.34	14.85
Prepaid Levies--Admin	5.30	0.00
	44.64	14.85
<b>Reserve Fund</b>		
	0.00	0.00
<b>Unallocated Money</b>		
	0.00	0.00
<i>Total liabilities</i>	44.64	14.85
<b>Net assets</b>	<b>\$2,771.47</b>	<b>\$2,815.31</b>

**Income & Expenditure Statement - Group**  
**for the financial year**  
**to 31/10/2025**

Fiore by Psaros

Fiore by Psaros, 21 Northwood Street, WEST  
 LEEDERVILLE WA 6007

**Contribution Schedule**

**Administrative Fund**

**Current period**

01/11/2024-31/10/2025

**Revenue**

Access Devices	890.33
Insurance Claims Reimbursement	6,101.21
Interest on Arrears--Admin	81.91
Interest on Investments--Admin	4,862.59
Levies Due--Admin	72,728.64
Miscellaneous Income--Admin	14.18
Recovery--Owner	42.54
Recovery--Section 110 Certificate	1,400.00
Recovery--Utility--Water	4,068.13
<i>Total revenue</i>	<hr/> 90,189.53

**Less expenses**

Admin--Accounting	34.87
Admin--Agent Disbursements	72.72
Admin--Agent Disburst--Access Device	290.91
Admin--Agent Disburst--Admin Service Fee	991.64
Admin--Agent Disburst--Utility Preparation	1,666.37
Admin--Bank Charges--With GST [DEFT]	79.77
Admin--By-Laws	657.45
Admin--Income Tax--Admin	1,538.30
Admin--Landgate Fees	63.20
Admin--Management Fees--Standard	11,018.16
Admin--Meeting Expenses	345.45
Admin--Meter Reading	1,271.25
Admin--Postage	82.78
Admin--Section 110 Certificates	1,960.00
Admin--Status Certificate Fees Paid	(280.00)
Admin--Taxation Services	579.54
Insurance--Premiums	34,230.69
Insurance--Repairs	3,423.11
Maint Bldg--Access Devices	1,247.25
Maint Bldg--Cleaning	20,060.14
Maint Bldg--Cleaning--Materials	224.72
Maint Bldg--Electrical	1,340.00
Maint Bldg--Fire Protection	5,400.86
Maint Bldg--Fire Protection--Contract	5,067.64

Maint Bldg--Garage Doors/ Gates/ Windows	760.00
Maint Bldg--Lift--Maintenance Contract	7,682.43
Maint Bldg--Pest/Vermin Control	1,368.18
Maint Bldg--Plumbing & Drainage	5,575.00
Maint Bldg--Roof Safety	448.00
Maint Bldg--Security	500.00
Maint Bldg--TV Antenna & Cables	466.50
Maint Grounds--Lawns & Gardening	1,667.00
Utility--Electricity	8,727.32
Utility--Gas	5,600.82
Utility--Telephone--Lift	1,527.24
Utility--Water & Sewerage	5,457.14
<i>Total expenses</i>	<u>131,146.45</u>
<b>Surplus/Deficit</b>	<u>(40,956.92)</u>
Opening balance	99,661.30
<b>Closing balance</b>	<u><u><b>\$58,704.38</b></u></u>

**Contribution Schedule**

**Reserve Fund**

**Current period**

01/11/2024-31/10/2025

**Revenue**

Interest on Arrears--Reserve 46.38

Levies Due--Reserve 44,000.00

*Total revenue* 44,046.38

**Less expenses**

*Total expenses* 0.00

**Surplus/Deficit** 44,046.38

Opening balance 79,013.49

**Closing balance** \$123,059.87

**Residential Schedule**

**Administrative Fund**

**Current period**

01/11/2024-31/10/2025

**Revenue**

Interest on Arrears--Admin 0.45

Levies Due--Admin 1,001.16

*Total revenue* 1,001.61

**Less expenses**

Maint Bldg--General Repairs & Maintenance 1,045.45

*Total expenses* 1,045.45

**Surplus/Deficit**

(43.84)

Opening balance 2,815.31

**Closing balance**

\$2,771.47

**Office Schedule**

**Administrative Fund**

**Current period**

01/11/2024-31/10/2025

**Revenue**

Interest on Arrears--Admin 0.90

Levies Due--Admin 500.10

*Total revenue* 501.00

**Less expenses**

*Total expenses* 0.00

**Surplus/Deficit** 501.00

Opening balance 3,031.84

**Closing balance** **\$3,532.84**

**AVPS Schedule**

**Administrative Fund**

**Current period**

01/11/2024-31/10/2025

**Revenue**

Interest on Arrears--Admin	6.34
Levies Due--Admin	7,000.18
<i>Total revenue</i>	<u>7,006.52</u>

**Less expenses**

Maint Bldg--Car Stacker	6,969.70
<i>Total expenses</i>	<u>6,969.70</u>

**Surplus/Deficit**

36.82

Opening balance (2,784.31)

**Closing balance**

**-\$2,747.49**

## Notes to the financial statements

These notes form part of the annual financial statements prepared in accordance with Section 101 of the Strata Titles Act 1985.

### *Strata Company*

The Strata Company is not a reporting entity.

The Strata Company is registered for GST.

### *Basis of preparation*

The financial statements have been prepared on a modified accruals basis.

All expenses and revenue in the Income & Expenditure and Expenses & Other Income reports are exclusive of GST.

Revenue is recorded when levy contributions or recoveries falls due. Outstanding levy contributions or recoveries would be reflected in the Balance Sheet as Levies Receivable.

Expenses are recorded upon data entry of contractor invoices. Outstanding invoices not paid by financial- year- end- date would be reflected in the Balance Sheet as Accounts Payable.

Insurance expense is recorded at the time of payment of the invoice. It is paid for a period of 12-months as specified in the Expenses and Other Income Report. No accrual adjustment is made for period after the financial- year- end date.

Any regular periodic (quarterly/ bi-annual/ annual) expenses are recorded at the time of payment of the invoice. No accrual adjustment is made for period after the financial- year- end date.



QBE Insurance (Australia) Ltd

ABN 78 003 191 035

LEVEL 20, 300 MURRAY ST  
PERTH WA 6000

GPO BOX N1116  
PERTH WA 6843

Telephone: (08) 9213 6100

Email: workerscompunderwriting@qbe.com

## CERTIFICATE OF CURRENCY

OWNERS OF STRATA PLAN 68009  
C/- REALMARK STRATA  
LEEDERVILLE  
WA 6007

The following insurance policy covers the employers liability under the WA Workers Compensation & Injury Management Act 2023.

### (1) Coverage

The Certificate is Valid from:  to

The Information provided in this certificate is correct at:

### (2) Employers Information

Policy Number:  Workcover Number:

Legal Name:

Trading Name:

ABN:

Premium (Industry) Classification:

Full Business Description:

### (3) IMPORTANT INFORMATION

This policy commences and finishes at 4.00pm on the dates specified above

Common law limited to \$50 million any one person and \$50 million in the aggregate any one event.

QBE Insurance (Australia) Limited  
Workers Compensation

Employers are required to ensure a valid certificate of currency is available for inspection at their principal office or place of business.



Issue date: 05 November 2025

### Certificate of Insurance

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

<b>INSURED:</b>	The Owners of Strata Plan 68009	
<b>INTERESTED PARTY(S):</b>	<b>Name</b>	<b>Classification</b>
<b>DESCRIPTION OF INSURED BUSINESS:</b>	Residential Strata	
<b>SITUATION OF RISK:</b>	21 NORTHWOOD STREET, WEST LEEDERVILLE, WA 6007	
<b>SECTION 1:</b>	<b><u>Property - Physical Loss, Destruction or Damage</u></b> Buildings - \$13,513,774.00 Common Contents - \$135,138.00	
<b>SECTION 2:</b>	<b><u>Voluntary Workers Personal Accident</u></b> Accidental Death & Disablement - Insured Weekly Benefits - Insured	
<b>SECTION 3:</b>	<b><u>Office Bearers' Liability</u></b> Limit of Indemnity - \$1,000,000.00 in the aggregate Period of Insurance	
<b>SECTION 4:</b>	<b><u>Fidelity Guarantee</u></b> Limit - \$100,000.00 in the aggregate Period of Insurance	
<b>SECTION 5:</b>	<b><u>Machinery Breakdown</u></b> Limit - \$100,000 in the aggregate Period of Insurance	
<b>SECTION 6:</b>	<b><u>Public Liability</u></b> Limit of Indemnity - \$20,000,000.00 each and every Occurrence	
<b>SECTION 7:</b>	<b><u>Government Audit Costs, Workplace Health and Safety Breaches and Legal Expenses</u></b> <b>(a) Taxation and Audit Costs</b> Limit of Indemnity - \$30,000 in the aggregate Period of Insurance  <b>(b) Workplace Health and Safety Breaches</b> Limit of Indemnity - \$150,000 in the aggregate Period of Insurance  <b>(c) Legal Defence Expenses</b> Limit of Indemnity - \$50,000 in the aggregate Period of Insurance	
<b>POLICY NUMBER:</b>	LNG-STR-20407290	
<b>PERIOD OF INSURANCE:</b>	2 November 2025 expiring on 02 November 2026 at 4pm Local Standard Time	
<b>INSURER:</b>	Chubb Insurance Australia Limited	

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

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

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



**Proposed Resolution:**

By a special resolution, **The Owners of Fiore By Psaros Strata Scheme 68009** resolve to amend schedule 1 by-law 44 added by Management Statement N464808 registered on 21 October 2016, which is properly classified as a conduct by-law, to read as follows:

**44. BALCONY AND TERRACE APPEARANCE AND FURNITURE**

- (1) The external appearance of the buildings is to be maintained to a uniform and aesthetically pleasing demeanour. A proprietor of a lot must not install or affix any structure, fittings or fixtures, including shade sails, blinds, shutters, umbrellas or other similar improvements or objects to a balcony, terrace or an external wall or surface of the building unless it has been first approved in writing by the strata company (which may be granted or withheld at their absolute discretion).
- (2) A proprietor, occupier or other resident of a lot that contains a balcony must –
  - (a) ensure at all times that all outdoor furniture that is on the balcony is fitted with suitable floor pads that will prevent the transmission of noise;
  - (b) ensure outdoor furniture and any Plant/s are secured to prevent potential damage to other lots or the common property in the case of storms and strong winds;
  - (c) ensure that rubbish or litter does not fall or is blown by wind from its balcony onto the lots below;
  - (d) not keep Plant/s on their balcony if the gross weight of the Plant/s (including its pot and soil) exceeds the balcony floor loading limit as required by the relevant Australian Standards;
  - (e) not grow or store any Plant/s on their balcony if there is, or there is a reasonable risk that it will cause, water leakage from the pot or planter onto the balcony floor;
  - (f) not maintain or keep any Plant exceeding 1 metre in height on their balcony; and
  - (g) be responsible at its cost, to repair any damage to the balcony floor caused (either directly or indirectly) by keeping a Plant, including water leakage associated with keeping a Plant.
- (3) A proprietor, occupier or other resident of a lot that contains a terrace must –
  - (a) not maintain or keep any Plant:
    - (i) exceeding a height of 3 metres above the upper surface of the terrace floor; or
    - (ii) which has, in the reasonable opinion of the council of the strata company, an invasive root system.



- (b) not install any temporary structure such as an outdoor umbrella, portable gazebo, tent or similar structures in their terrace area if the height of the structure exceeds 3 metres above the upper surface of the terrace floor;
  - (c) be responsible at their own cost, to maintain and repair any planter box located in their terrace in a good condition, and rectify any damage that any Plant in the planter box may cause or contribute to, to the satisfaction of the strata company; and
  - (d) maintain and regularly prune any Plant within the boundaries of the terrace area to ensure that all limbs, flowers or foliage do not exceed the boundaries of the terrace area.
- (4) In this by-law:
- (a) **“Plant”** means any form of vegetation, including but not limited to trees, shrubs, bushes, vines, flowers, and other flora, whether planted in the ground, in a pot, in planter boxes or any other type of container.
-

# Building Defect Inspection Report

To AS4349.0-2007 Inspection of Buildings General Requirements



Fiore Apartments - Rev #1

## PURPOSE OF INSPECTION

The purpose of the inspection is to identify the major defects and safety hazards associated with the property at the time of inspection. The inspection and reporting is limited to AS4349.0 - 2007 and the Inspection Agreement.

The report does not include an estimate of the cost for rectification of the Defects.

The overall condition of this building has been compared to similarly constructed & reasonably maintained buildings of approximately the same age.

If it is more than 60 days from the inspection date, we recommend a new inspection and report. If the property is being auctioned refer to the Disclaimer of Liability to Third Parties in this report.

## Property Inspected

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Property Inspected Details:

Unit #5, 21 Northwood Street  
West Leederville WA 6007

## Contact Details

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Inspection Requested By:	Luke Dowie Realmark 0479095889 ldowie@realmark.com.au 658 Newcastle Street Leederville WA 6007
Inspection Requested For:	Same as Inspection Requested By
Cost Billed To:	Same as Inspection Requested By
Contact For Access:	Same as Inspection Requested By

## Inspection Details

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Inspection Date/Time:	21/11/2025 9:15 AM
Persons in attendance:	Owner
Other relevant comments:	The inspection was carried out in accordance with the Special Purpose Building Agreement – Defect Liability Report. The primary purpose of this inspection is to identify and document areas of water ingress affecting the two bedrooms of the property, determine the likely sources of the moisture, and note any faulty or defective workmanship that may not have been completed in a proper or proficient manner.
Weather conditions at time of inspection:	Sunny

## Agreement Details

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Agreement Number:	599652
Date of Agreement:	19/11/2025 11:33 AM
Specific requirements and or conditions required:	

Should you have any difficulty in understanding anything contained within this report then you should immediately contact the inspector and have the matter explained to you prior to acting on this report.

## Inspector Details

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Name Of Inspection Firm:	Home Integrity Building Consultants
Contact Phone:	0421 223 831
Inspector Name:	Ray Kershaw Registered Builder #12786
Report Prepared Date:	21/11/2025

Incidence of Major Defects	High
Incidence of Minor Defects	High
Overall Condition (refer to definitions)	Below Average

#### STRUCTURES INSPECTED

For the purpose of reporting on the property the property will be defined by compass readings e.g. North face.

#### 1.1 Fiore - Residential Apartments

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Structure type:	Apartment Building
Orientation:	East
Areas Inspected:	Balcony, Bedroom 1, Bedroom 2
Is the building furnished?:	Yes Where a property is furnished at the time of inspection the furnishings and stored goods may be concealing issues and defects present in the property. These issues and defects may only be revealed when the property is vacated. A further inspection is strongly recommended in this case.
Construction type:	Concrete Tilt
Pier type:	Concrete
Flooring type:	Concrete Slab
Balconies:	Location: West
Roof Structure/s:	Not applicable
Roof covering/s:	Not applicable
Pool present:	No

#### AREAS WITHOUT ISSUE ON THE DAY OF INSPECTION

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In relation to the Inspection Agreement, the overall condition of the following areas are consistent with buildings of approximately the same age and construction.	Dining Room Kitchen Lounge Room Ensuite Ensuite 2
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## Observation 1

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Area Location:

Fiore Apartments - Bedroom #1

Description:

Observed Condition:

The inspector was directed to Bedroom 1, where significant moisture ingress was visible within the built-in robe. Standing water was present on the robe floor, and the carpet had been removed due to mould growth and saturation. A control moisture reading taken in an unaffected area measured 10 percent. In contrast, readings within the affected zone were no less than 25 percent, with several exceeding the measurable range of the moisture meter, confirming that the internal building materials were fully saturated.

It was also observed that the Bedroom 1 robe directly intersects with the neighbouring apartment's balcony and planter bed. Based on the location and severity of the moisture detected, these adjoining structures are considered the likely point of water entry.

Non-Compliance / Defect:

The moisture intrusion is consistent with failure of the external building elements associated with the neighbouring apartment, specifically the balcony and planter bed, to prevent moisture entering Bedroom 1. The Guide to Standards and Tolerances states that water ingress into internal living areas is not acceptable. The National Construction Code (NCC) requires building elements to be constructed to prevent external moisture entering the building to avoid deterioration of materials and unhealthy internal conditions. The conditions observed do not meet these compliance requirements.

Consequence / Risk:

The prolonged presence of moisture has resulted in mould growth, deterioration of internal finishes and a substantial loss of amenity. Reported occupant illness suggests adverse health impacts from mould exposure. Bedroom 1 is currently not suitable for safe habitation.

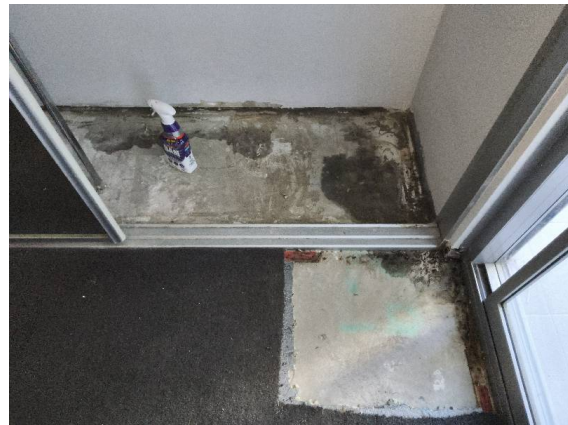
Suggested Remedy:

A coordinated investigation involving both apartment owners is recommended to identify the exact failure within the balcony and planter bed waterproofing systems. A qualified waterproofing contractor should inspect and, if necessary, remove sections of finishes to expose the membrane and drainage details. Repairs may include membrane reinstatement,

improved drainage and rectification of junction details. All mould affected materials should be professionally remediated. Moisture testing should be completed after repairs to confirm rectification.



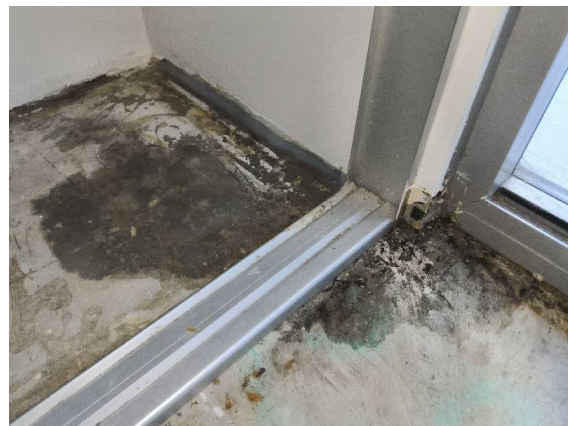
Fiore Apartments - Bedroom #1: Expanded view of the bedroom.



Fiore Apartments - Bedroom #1: View of the built in robe with visible standing water.



Fiore Apartments - Bedroom #1: View of the built in robe with visible standing water.



Fiore Apartments - Bedroom #1: Close up of the built in robe with visible standing water.



Fiore Apartments - Bedroom #1: Control moisture reading taken at 10%.



Fiore Apartments - Bedroom #1: Lowest moisture reading taken at 25%.



Fiore Apartments - Bedroom #1: Moisture readings exceeding the measurable range of the moisture meter.



Fiore Apartments - Bedroom #1: Moisture readings exceeding the measurable range of the moisture meter.

## Observation 2

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Area Location:

Fiore Apartments - Bedroom #2

Description:

Observed Condition:

In Bedroom 2, conditions similar to those in Bedroom 1 were identified. The carpet had been removed in the vicinity of the built-in robe and the window closest to the neighbouring balcony due to moisture and mould impacts. Although no standing water was visible at the time of inspection, clear indications of ongoing moisture were present. These included visible mould growth, deterioration of the plasterboard wall lining, corrosion to metal studs and metal beading, damage to skirting boards and general degradation consistent with repeated moisture exposure.

A control moisture reading taken in an unaffected area measured 14 percent. Moisture readings within the affected zones ranged between 10 and 18 percent depending on proximity to the suspected leak, confirming elevated moisture levels and incomplete drying. As with Bedroom 1, the built-in robe wall directly aligns with the balcony and built-in planter bed of the adjoining property, making these components the likely source of moisture ingress.

Non-Compliance / Defect:

The presence of moisture and mould indicates failure of external building elements associated with the neighbouring apartment to prevent water ingress into Bedroom 2. This is inconsistent with the Guide to Standards and Tolerances, which states that water entry into internal spaces is unacceptable, and with National Construction Code requirements that internal building elements remain protected from external moisture to prevent unhealthy conditions and material deterioration.

Consequence / Risk:

The moisture present has caused damage to internal finishes and structural elements such as metal studs. The mould poses health risks to occupants and further reduces the amenity and safe use of the room. Continued deterioration is likely if not addressed.

Suggested Remedy:

A coordinated investigation with the neighbouring apartment owner should be undertaken to confirm water entry points within the adjoining balcony and planter bed systems. A qualified waterproofing contractor should assess these areas, remove finishes if

required, and reinstate or replace membrane systems and drainage provisions. All mould affected internal materials in Bedroom 2 should be professionally remediated or replaced. Moisture levels should be reassessed following repairs to confirm rectification.



Fiore Apartments - Bedroom #2: Expanded view of the bedroom.



Fiore Apartments - Bedroom #2: View of the affected area.



Fiore Apartments – Bedroom 2: A control moisture reading was taken in close proximity to the affected area on a section of wall that showed no signs of moisture. This reading measured 14 percent.



Fiore Apartments – Bedroom 2: A moisture reading taken closer to the planter box recorded 18 percent.



Fiore Apartments – Bedroom 2: A moisture reading taken closer to the planter box recorded 16 percent.



Fiore Apartments – Bedroom 2: A moisture reading taken closer to the robe recorded 10 percent.



Fiore Apartments – Bedroom 2: View of affected areas.



Fiore Apartments – Bedroom 2: View of affected areas with visible rust to corner beads and carpet trims.



Fiore Apartments – Bedroom 2: View of external corner of robe with visible rust to steel studwork.



Fiore Apartments – Bedroom 2: Close up view of external corner of robe with visible rust to steel studwork.

### Observation 3

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Area Location:

Fiore Apartments - Balcony

Description:

Observed Condition:

The inspector reviewed the balconies adjoining Bedrooms 1 and 2. A small grout repair was noted on the balcony adjacent to Bedroom 1, however this is not considered to be the cause of the moisture ingress. Significant differences were observed between the two adjoining balconies. The balcony behind Bedroom 1 contained numerous pot plants and several small trees planted within the built-in planter box. A makeshift reticulation system was in place, providing frequent watering directly against the planter structure. This constant moisture source corresponds with the high moisture readings recorded within Bedroom 1.

The balcony adjoining Bedroom 2 had no pot plants apart from minor weed growth and did not include any form of reticulation. As a result, this area remains comparatively drier in summer, although it still becomes wet during winter from rainfall. The moisture readings within Bedroom 2 correlate with these conditions, showing elevated but less severe levels when compared with Bedroom 1.

Non-Compliance / Defect:

The planter boxes located on the adjoining balconies appear to be failing to contain water and prevent moisture transfer into the internal areas of the property. The continual watering of the planter box behind Bedroom 1 through an improvised reticulation system has likely worsened the issue. This represents a failure of external building elements to prevent internal dampness, which does not comply with the Guide to Standards and Tolerances or the National Construction Code requirements for external moisture management.

Consequence / Risk:

Both bedrooms have been affected by moisture ingress, with Bedroom 1 showing more severe deterioration. The ongoing moisture has resulted in mould growth, internal damage and loss of amenity. Continued use of the reticulation system will likely increase saturation and exacerbate internal damage.

Suggested Remedy:

The planter boxes and balcony surfaces of the adjoining apartments should be investigated by a qualified waterproofing specialist. Assessment should include removal of surface materials where necessary to inspect

membrane condition, drainage provisions and junction detailing. Any damaged membranes should be replaced or reinstated, reticulation systems removed or modified to avoid direct moisture loading and drainage improvements implemented. Internal areas affected by moisture should be professionally remediated and monitored after external repairs to confirm successful moisture exclusion.



Fiore Apartments - Unit 5 Balcony: Expanded view of the Balcony.



Fiore Apartments - Unit 5 Balcony: View of sliding door to Bed 1.



Fiore Apartments – Unit 5 Balcony: Close-up view of the silicone seal applied to the grout joint and the bubbling render finish.



Fiore Apartments – Unit 5 Balcony: Control moisture reading 0 percent.



Fiore Apartments – Unit 5 Balcony: Moisture reading taken next to bubbling render finish measuring 25%.



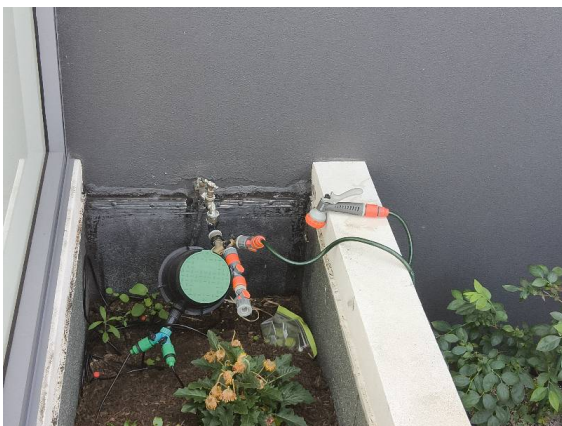
Fiore Apartments – Unit 5 Balcony: Unit 5 balcony planter, tap and reticulation - no signs of damage or moisture present.



Fiore Apartments – Unit 5 Balcony: Unit 5 balcony planter, tap and reticulation. Recommend to replace screws with more suitable non-rusting and silicone seal.



Fiore Apartments – Unit 5 Balcony: The adjoining balcony located directly behind Bedroom 1 of Unit 5 shows standing water on the floor despite there being no rainfall for more than 10 days, indicating the moisture is likely originating from the reticulation system.



Fiore Apartments – Unit 5 Balcony: Adjoining balcony directly behind Bed 1 of Unit 5. Close up of tap & reticulation.



Fiore Apartments – Unit 5 Balcony: Adjoining balcony directly behind Bed 1 of Unit 5. Close up displaying where tap has come off wall leaving holes for potential moisture ingress.



Fiore Apartments – Unit 5 Balcony: Adjoining balcony directly behind Bed 2 of Unit 5.



Fiore Apartments – Unit 5 Balcony: Adjoining balcony directly behind Bed 2 of Unit 5. No visible tap or reticulation.

## CONCLUSIONS

### Other Inspections and Reports Required

It is recommended that the following Inspections and/or repairs/work required is obtained from the following trades and/or professions.

#### Recommendations

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#### Recommendations from the Report

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#### Other Inspections Recommended

Waterproofing Specialist, Mould Specialist & Builder.

## Relevant Information Provided to the Inspector

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Information provided:

The inspector met with Helen, one of the joint property owners, who directed the inspector to two areas of the home exhibiting significant moisture ingress: Bedroom 1 and Bedroom 2. The most severely affected areas were confined to the built-in robes and their immediate surroundings. The carpets in both rooms, particularly in the zones where moisture was heaviest, had been removed due to extensive mould growth and water saturation.

Based on information provided by the owner, Bedroom 1 has remained consistently problematic throughout the year, including during the dry months, with moisture continuing to present as an ongoing issue. In contrast, Bedroom 2 experienced its worst condition during the winter period when rainfall was frequent, but has shown some improvement as seasonal rainfall has decreased moving into the summer months. Despite this seasonal variation, both rooms have been impacted to a degree that has required material removal and ongoing monitoring.

The owner also reported that the occupants became unwell over the past winter as a result of prolonged mould exposure, prompting medical assessment including lung function testing. During the colder months, the occupants attempted to mitigate the health impacts by sleeping with windows and doors open to ventilate the space, despite the discomfort and impracticality of doing so in winter conditions.

Person(s) providing information:

Helen - Home Owner

Date and time of receiving the information:

21/11/2025 9:54 AM

SIGNED BY INSPECTOR

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Date:

21/11/2025

Signed:



## CONTACT THE INSPECTOR

If you have any questions regarding the report, please feel free to contact the inspector. It can be challenging to communicate defects, their severity, and any inspection limitations in a manner

the reader can comprehend. If you have any concerns or require any additional clarification you should contact the inspector immediately before acting on this report.

## Type of Defects

The definitions below relate to the Type of Defect associated with the building element/item fixture or fitting.

**Damage:** The building element/item fixture or fitting is damaged, cracked or broken and is not fit for its intended purpose.

**Distortion, warping, twisting:** The building element/item fixture or fitting has shifted from its intended position.

**Water Penetration, Dampness:** Water ingress and/or dampness is found in unexpected or undesirable area(s).

**Material Deterioration:** The building element/item fixture or fitting is deteriorating due to rusting, corrosion, rot or decay.

**Operational:** The building element/item fixture or fitting does not perform as expected.

**Installation:** The building element/item fixture or fitting has not been installed as expected, is ineffective, unsuitable and/or has absent components.

**Structural Defect:** Weakness or departure from the expected structural performance of a structural building element.

## Acceptance Criteria

The building will be compared to a comparable building of roughly the same age that has been constructed with the commonly accepted method at the time the building was built, and which has been maintained as expected so there has been no significant loss of strength and/or serviceability.

**High:** The occurrence and/or extent of defects exceeds the inspector's expectations when compared to a comparable building of roughly the same age that has been maintained as expected.

**Typical:** The occurrence and/or extent of defects is as the inspector anticipated when compared to a comparable building of roughly the same age that has been maintained as expected.

**Low:** The occurrence and/or extent of defects is lower than the inspector's expectations when compared to a comparable building of roughly the same age that has been maintained as expected.

**Average:** The overall condition of the building is consistent with buildings of roughly the same age. There will be some building elements that require some repair and/or maintenance.

**Above Average:** The overall condition of the building is above average when compared to a building roughly the same age. The building has been well maintained.

**Below Average:** The overall condition of the building is poor when compared with buildings of roughly the same age. There are significant defects to building elements requiring renewal, repair and/or maintenance.

## Definitions

**Accessible Area:** is any area of the site and structures permitting safe and Reasonable Access to perform the inspection.

**Building Inspection Agreement:** Shall be the agreement between the client and the inspector entered into prior to the inspection taking place. This agreement includes, but is not limited to, defined purpose, specific scope/areas of inspection, acceptance criteria and limitations. Should this report be transferred, the subsequent buyer of the property shall be bound by all terms and conditions of the Building Inspection Agreement, as detailed under Clause 11 of this Report. Providing the Buyer agrees to the terms of the Building Inspection Agreement, then they may rely on the report subject to the terms and conditions of the Agreement and the Report itself.

**Structural Element:** Physically noticeable part of a structure. E.g., Walls, including interior, exterior, and screen, Floors, Roof and Ceiling frames, Beams and Connections.

**Building Element:** Section or part of a building which, by itself and/or in conjunction with other sections or parts, achieves a characteristic function. E.g., supporting, enclosing, completing or servicing a building space.

**Major Defect:** A defect of significant extent where remedial works must be carried out in order to prevent an unsafe environment, loss of utility or further deterioration of the property and/or building.

**Minor Defect:** Any other defect that is not a Major Defect. **Note:** the inspector is not required to comment on individual minor defects and imperfections.

**Safety Hazard:** Current or pending serious safety hazard.

**Residential Building:** is a building or structure within the boundaries, under the main roof (including post initial construction). Includes Verandas constructed at the same time as the main dwelling. Alfresco under main roof. Attached and/or standalone structures containing habitable rooms. Retaining walls directly associated with the foundations of the Residential Building.

## Terms, Conditions and Limitations

1. The report is not an "all-inclusive" report that considers the property from every aspect and is subject to the agreed scope of the inspection.
2. Unless noted otherwise, the inspector conducted a visual, non-invasive inspection of the building elements only to the safe and accessible areas as outlined in the scope of the agreement.
3. The inspection is a reasonable attempt to identify major defects and safety hazards at the time of inspection.
4. The report is not a Certificate of Compliance with any Building Permit, Building License, Act, Regulation, Ordinance, By-law Standard or Code.

5. The report is not a warranty against problems arising in the future. Defects reported can further deteriorate or become a safety hazard if not attended to by a qualified professional.
6. Inspection on Strata, Company and Community title type buildings are limited to the interior and immediate exterior of the unit. It is recommended that the client review all available records of the Body Corporate including Maintenance Plans.
7. This is not a Structural Engineers Report. Where defects of a structural nature are identified, a Structural Engineers report maybe required.
8. Any Estimates Provided in the report are merely an educated guess by the inspector using their knowledge and experience to estimate the possible likely costs to be incurred. The estimate is not a guarantee or quotation for work to be carried out. It is recommended that independent quotes are obtained from trade professionals. The inspector accepts no responsibility or liability for any estimates provided.
9. The minimum space required for inspection is as follows:
  - a. beneath a floor - access not be less than 400mm by 500mm and the crawl space clearance to be not less than 600mm x 600mm.
  - b. exterior walls or roof and ceilings will only be inspected if it can be reached safely having regards to work and safety by use of a safe ladder which can be extended to a maximum of 3.6 metres from ground level;
  - c. roof void minimum access size must not be less than 400mm x 500mm and the available crawl spaces not less than 600mm x 600mm for reasonable movement.

10. Not Included in the Scope of the Inspection:

- a. Common areas of Strata, Company and Community title type properties.
- b. Timber Pest Activity.
- c. Presence or absence of mould.
- d. Identification of ACM (Asbestos Containing Material).
- e. Identification of flooring containing Magnesite.
- f. Inaccessible or partly inaccessible areas.
- g. Areas where access was denied.
- h. Defects that may have been concealed.
- i. Rising damp and water ingress (leaks) that may be subject to prevailing weather conditions.
- j. Water ingress (leaks) that are subject to services not being used for a period of time. i.e. shower recesses.
- k. Technical assessment of electrical, gas, plumbing and mechanical installations.
- l. Site drainage.
- m. Swimming and Spa Pools.
- n. Identification illegal building works.
- o. Breaking apart and/or dismantling.
- p. Removing or moving objects and materials included but not limited to vegetation, roof insulation, floor or wall coverings. Ceilings. Floors. Furniture. Appliances.
- q. Removing or moving stored goods and/or personal possessions.
- r. Impact to the buildings footings when trees are in close proximity.
- s. Septic tanks.

11. Disclaimer of Liability: Compensation will only be payable for losses arising in contract or tort sustained by the Client named on the front of this Report. Any third party acting or relying on this Report, in whole or in part, does so entirely at their own risk. However, if ordered by a Real Estate Agent or a Seller for the purpose of auctioning, set date sale or private treaty of a property, then the Inspection Report may be ordered up to thirty (30) days prior to the auction, set date sale or listing, copies may be given out prior to the auction/sale and the Report will have a life of sixty (60) days from the date of Inspection during which time it may be transferred to the Buyer. Providing the Buyer agrees to the terms of the Building Inspection Agreement, then they may rely on the report, subject to the terms and conditions of the Building Inspection Agreement and the Report itself.

12. Complaints Procedure: If there is any claim and/or dispute arises with regards to the inspection and/or report you should inform us immediately by email. You must permit us full access to all areas of the property that relate to the claim and/or dispute. Within 28 days of receipt of your claim we will respond to you in writing. In the event you are not satisfied with our response you must refer the matter to a Mediator nominated by us from the Australian Mediations Association Limited within (21 days) from the date of our response. The parties shall bear equally the costs of the mediation. If you initiate court proceedings without observing the above Complaints Procedure and the proceedings are set aside, stayed or adjourned then you agree to be responsible for any costs and expenses incurred by us and you agree to keep us indemnified of such costs and expenses incurred by us.



**Proposed Budget  
 to apply from 01/11/2025**

Fiore by Psaros

Fiore by Psaros, 21 Northwood Street, WEST  
 LEEDERVILLE WA 6007

**Contribution Schedule**

**Administrative Fund**

**Proposed  
 budget**

**Revenue**

Levies Due--Admin	90,000.00
<i>Total revenue</i>	<hr/> 90,000.00

**Less expenses**

Admin--Agent Disbursements	50.00
Admin--Agent Disburst--Admin Service Fee	982.00
Admin--Agent Disburst--Utility Preparation	1,400.00
Admin--Bank Charges--With GST [DEFT]	200.00
Admin--Management Fees--Standard	11,050.00
Admin--Meeting Expenses	500.00
Admin--Meter Reading	1,250.00
Admin--Postage	150.00
Admin--Taxation Services	1,400.00
Insurance--Premiums	20,000.00
Insurance--Valuation	750.00
Maint Bldg--Cleaning	20,000.00
Maint Bldg--Cleaning--Materials	500.00
Maint Bldg--Electrical	2,000.00
Maint Bldg--Fire Protection	12,000.00
Maint Bldg--Garage Doors/ Gates/ Windows	2,000.00
Maint Bldg--General Repairs & Maintenance	3,500.00
Maint Bldg--Gutters & Downpipes	2,000.00
Maint Bldg--Lift--Maintenance Contract	8,000.00
Maint Bldg--Lift--Servicing/Repair	1,000.00
Maint Bldg--Pest/Vermin Control	1,000.00
Maint Bldg--Plumbing & Drainage	3,500.00
Maint Bldg--Roof Safety	500.00
Maint Grounds--Lawns & Gardening	1,800.00
Utility--Electricity	9,000.00
Utility--Gas	5,000.00
Utility--Telephone--Lift	1,600.00
Utility--Water & Sewerage	1,000.00
<i>Total expenses</i>	<hr/> 112,132.00

**Surplus/Deficit**

	<hr/> (22,132.00)
Opening balance	58,704.38

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<b>Closing balance</b>	<u>\$36,572.38</u>
Total units of entitlement	1000
Levy contribution per unit entitlement	\$99.00
Budgeted standard levy revenue	90,000.00
Add GST	9,000.00
Amount to raise in levies including GST	<u>\$99,000.00</u>

**Contribution Schedule****Reserve Fund****Proposed  
budget****Revenue**

Levies Due--Reserve	44,000.00
<i>Total revenue</i>	<u>44,000.00</u>

**Less expenses**

Maint Bldg--Building Improvement	5,000.00
Maint Bldg--Contingency	10,000.00
<i>Total expenses</i>	<u>15,000.00</u>

**Surplus/Deficit**

	29,000.00
Opening balance	123,059.87

**Closing balance**

	<u>\$152,059.87</u>
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Total units of entitlement	1000
Levy contribution per unit entitlement	\$48.40

Budgeted standard levy revenue	44,000.00
Add GST	4,400.00
Amount to raise in levies including GST	<u>\$48,400.00</u>

**Proposed Budget  
 to apply from 01/11/2025**

Fiore by Psaros

Fiore by Psaros, 21 Northwood Street, WEST  
 LEEDERVILLE WA 6007

**AVPS Schedule**

**Administrative Fund**

**Proposed  
 budget**

**Revenue**

Levies Due--Admin	7,000.00
<i>Total revenue</i>	<u>7,000.00</u>

**Less expenses**

Maint Bldg--Car Stacker	7,000.00
<i>Total expenses</i>	<u>7,000.00</u>

**Surplus/Deficit**

	<u>0.00</u>
Opening balance	(2,747.49)

**Closing balance**

-\$2,747.49

Total units of entitlement	11
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Levy contribution per unit entitlement	\$700.00
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Budgeted standard levy revenue	7,000.00
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Add GST	700.00
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Amount to raise in levies including GST	<u>\$7,700.00</u>
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## Proposed Budget to apply from 01/11/2025

Fiore by Psaros

Fiore by Psaros, 21 Northwood Street, WEST  
LEEDERVILLE WA 6007

**Office Schedule**

**Administrative Fund**

**Proposed  
budget**

**Revenue**

Levies Due--Admin	500.00
<i>Total revenue</i>	500.00

**Less expenses**

Maint Bldg--General Repairs & Maintenance	500.00
<i>Total expenses</i>	500.00

**Surplus/Deficit**

	0.00
Opening balance	3,532.84

**Closing balance**

\$3,532.84

Total units of entitlement	64
Levy contribution per unit entitlement	\$8.59

Budgeted standard levy revenue	500.00
Add GST	50.00
Amount to raise in levies including GST	\$550.00

**Proposed Budget  
 to apply from 01/11/2025**

Fiore by Psaros

Fiore by Psaros, 21 Northwood Street, WEST  
 LEEDERVILLE WA 6007

**Residential Schedule**

**Administrative Fund**

**Proposed  
 budget**

**Revenue**

Levies Due--Admin	1,000.00
<i>Total revenue</i>	<u>1,000.00</u>

**Less expenses**

Maint Bldg--General Repairs & Maintenance	1,000.00
<i>Total expenses</i>	<u>1,000.00</u>

**Surplus/Deficit**

	<u>0.00</u>
Opening balance	2,771.47

**Closing balance**

\$2,771.47

Total units of entitlement	936
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Levy contribution per unit entitlement	\$1.18
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Budgeted standard levy revenue	1,000.00
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Add GST	100.00
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Amount to raise in levies including GST	<u>\$1,100.00</u>
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## COUNCIL OF OWNERS NOMINATION FORM

THE OWNERS OF \_\_\_\_\_

STRATA PLAN \_\_\_\_\_

IMPORTANT: Schedule 1 By-Law 4(6) states: 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.

I/We, \_\_\_\_\_  
Registered Owner/s as contained on the Certificate of Title

Of Unit/s \_\_\_\_\_ Lot/s \_\_\_\_\_

Hereby nominate: \_\_\_\_\_ to act as a Councillor  
Name of Nominee

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_  
of Sole Owner of Co-Owner

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_  
of Co-Owner of Co-Owner

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

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### SECTION BELOW FOR USE ONLY BY A COMPANY OR INCORPORATED ASSOCIATION

A corporation is eligible to be appointed as a council member and may authorise an individual to perform any functions on its behalf as per Section 136.

We, \_\_\_\_\_  
Company Name/s as contained on the Certificate of Title

Of Unit/s \_\_\_\_\_ Lot/s \_\_\_\_\_

Hereby authorise: \_\_\_\_\_ to perform on our behalf.  
Name of Nominee

Signature: \_\_\_\_\_  
Duly authorised Director/Secretary/Attorney/Officer/Agent

In the case of an incorporated proprietor required by its Constitution/Articles of Association to execute this form under Common Seal:

The Common Seal of \_\_\_\_\_  
Was hereunto affixed in accordance with its  
Constitution/Articles of Association in the  
Presence of:

\_\_\_\_\_  
Director

## THE OWNERS OF STRATA PLAN

### PROXY FORM

Important notes: Please read these carefully before completing **both** pages of this form.

1. A proxy holder does not have to be an owner but must be an adult of full age and capacity.
2. A corporate owner (e.g. a corporate super fund trustee) can only vote by a proxy holder.
3. Co-owners of a lot can only vote by a proxy holder, appointed by **all** the co-owners (the proxy holder can be one of the co-owners).
4. If a sole adult owner (not a co-owner) and his or her proxy holder both attend/ participate, only the owner can vote.
5. If the options in this form do not meet your requirements, seek advice.

I/ We,

Being the owner/s of lot number/s \_\_\_\_\_ (unit number/s \_\_\_\_\_) appoint:

Select and complete only one of options 1 to 3

**Option 1:** [Name of proxy holder]

and failing their attendance/ participation, the chairperson of the general meeting, or if not at a general meeting, the chairperson of the council; or

**Option 2:** The chairperson of the general meeting, or if not at a general meeting, the chairperson of the council; or

**Option 3:** [Name of proxy holder]

to speak and act and to vote for me/us as my/our proxy holder:

Select and complete only one of options A to D, as appropriate

**Option A:** at all general meetings, and for all votes taken outside general meetings, except for voting on any proposed resolution relating to the provision of goods, an amenity or a service to the strata company if my/our proxy holder has a direct or indirect pecuniary or other interest in the provision of goods, amenity or service; or

**Option B:** at all general meetings and for all votes taken outside general meetings; or

**Option C:** at the general meeting to be held on \_\_\_\_\_ and any adjournment of that meeting.

**Option D:** in the vote to be taken outside of a general meeting under a notice dated [Date of notice of vote].

