

## STRATA NEWS

SEPTEMBER & OCTOBER 2024 | ISSUE 3



### INSIDE THIS ISSUE

- Updating your details
- Maintenance - reactive vs proactive maintenance
- Exclusive-use by-laws
- Committee spending limits
- Referral Partner spotlight - Ocean Realty
- Ocean Realty new property offer
- Virgin strawberry daiquiri
- Important dates & public holidays
- Contact us
- Ocean BCA Sudoku
- Special offers - Ocean BCA
- Leave a Review!

### UPDATING YOUR DETAILS

DID YOU KNOW that when there is a change in any of your information kept on the body corporate roll, you must notify the body corporate within 1 month of the change?

Information that must be kept on the roll includes:

- the name, residential or business address and address for service (if different) for each current lot owner or co-owner
- Details of any mortgagee in possession of a lot (a lender who has taken over a lot if the owner failed to make repayments)
- The name and address of the tenant and the term of the lease (if a lot is leased for 6 months or more)
- The name and business address of the letting agent (if a person is engaged by an owner to let the lot)
- The name of the person who votes for a lot, including a representative of a lot or the nominee of a corporation that owns a lot
- The contribution and interest schedule lot entitlement for each lot
- Details about the original owner, including their name, addresses and their Australian Company Number (ACN) or Australian Business Number (ABN) if a corporation.

If you've forgotten to let your body corporate or body corporate manager know of a change in any of the above items, this is your reminder to get in contact to make sure all of your information is up-to-date.

## MAINTENANCE REACTIVE VS PROACTIVE MAINTENANCE

Remember that as an owner, you are part of the body corporate. A common misconception is that your body corporate manager is responsible for organising the maintenance of the scheme, or that your body corporate manager is the body corporate. This is factually incorrect, and as an owner, you are in fact responsible. Your body corporate manager can only act off the instruction provided by the committee or the body corporate for restricted issues.

The body corporate must maintain in good and serviceable order all common property and body corporate assets. Failure to do so will be a breach of the legislation.

It's a well known fact that costs don't decrease, which means failed maintenance will eventually lead to greater costs, and greater risk for insurance purposes.

Reactive maintenance is when you address something after it becomes an issue. The best thing for a body corporate to do is identify what may become an issue, and implement a maintenance plan so that any potential issues don't become a reality in the future.

Maintenance plans enable bodies corporate to budget accurately, it has a positive flow-on effect to owners levies and reduces the risk of special levies. It also ensures your building is insurable, and maintains the value of your home if you choose to sell or lease your home in the future.

The maintenance of the common property is the responsibility of **everyone**.

## EXCLUSIVE-USE BY-LAWS

We should all be aware of the by-laws for the schemes we own and live in, but did you know there's also by-laws surrounding exclusive use areas and who holds the responsibility over these?

Exclusive-use areas are defined in the Community Management Statement (CMS) for your scheme. An exclusive use area is an area of common property which a lot owner is granted exclusive use over. These are commonly balconies, courtyards, driveways, car spaces and car ports.

Exclusive-use by-laws tell us what owners may or may not do or what they are responsible for, within their exclusive-use areas. When it comes to maintenance, the by-laws may state that owners are responsible for the day-to-day maintenance and upkeep, whereas the body corporate may be responsible for the structure of the exclusive-use area. When it comes to improvements, such as the installation of a shed in your exclusive-use carpark, your by-laws may state the type of shed / size & colour that is allowed or that approval must be sought prior to installing.

It's important to note that not all by-laws are the same. If you're unsure of whether or not you have an allocated exclusive-use area, or you're not sure what your by-laws refer to in relation to your exclusive-use areas, be sure to contact your body corporate manager for clarification.

## COMMITTEE SPENDING LIMITS

Committee spending limits can be a challenging subject, particularly when there is a difference between emergency spending, regular committee spending and lot owner improvements. The below information relates to schemes registered under the Small Schemes, Standard and Accommodation Module.

When it comes to committee spending, and the spending relates to a body corporate expense, the committee by default is authorised to spend equivalent to \$200.00 per lot (including GST). However, a body corporate may change this limit by ordinary resolution at a general meeting, which might see that limit increase to \$500.00 per lot or even \$1,000.00.

When considering setting the committee spending limit, it's important to understand what the general costs are of goods and services at present and whether the current limit is likely to cover those costs. If the answer is no, an increase is probably a good idea.

This doesn't mean that the committee can spend this limit on anything they want, the expenditure still needs to be justified and approvals still need to be sought. The only time a committee might approve something in excess of their spending limit would be with insurance renewals or emergency spending and that's because both of these things are / would be a necessity. Committee spending is often approved at committee meetings or through a vote outside of committee meeting (VOC). Sometimes, expenses are approved via email and ratified at the next meeting so that the work needing to get done is done sooner rather than later. Committee spending (unless its emergency works) still requires the majority of committee members to approve. Until approval is sought from the majority, no works are undertaken.

Emergency spending is a little bit different. An emergency isn't a letterbox lock failing over a weekend, an emergency is a failure that impacts the entire complex and needs to be resolved straight away. While it would be best case scenario to resolve something like this within the committee limits, it's often not possible. In situations like this, the committee only need to contact the members it is reasonable to contact (i.e. who they know will answer the phone and approve the expenditure). Timeliness is everything and the committee need to ensure that they are taking appropriate action to ensure the body corporate as a whole is not negatively impacted.

Lot Owner improvements are different again. A lot owner improvement is an improvement to their lot / exclusive-use area that requires approval such as the installation of an awning / patio blinds or a screen door. Legislation allows for committees to approve lot owner improvements up to the value of \$3,000.00 including GST. Anything above this amount requires a general meeting resolution. This limit cannot be changed and if an improvement is considered to be a restricted issue (i.e. a matter that can't be decided by the committee), it requires a general meeting resolution also.



## REFERRAL PARTNER SPOTLIGHT

### Ocean Realty

Ocean Body Corporate Advisors is incredibly excited to be partnering with Ocean Realty. Founded on a long history in the local area, the Ocean Realty team prides themselves on their understanding of the value living in Brisbane's Bayside and the unique lifestyle opportunities on offer to residents.

If you're thinking of selling or putting your property up for rent, contact the team today to find out about our exclusive deals.

Sales - [hello@oceanrealty.com.au](mailto:hello@oceanrealty.com.au)

Property Management - [rentals@oceanrealty.com.au](mailto:rentals@oceanrealty.com.au)



## OCEAN REALTY NEW CLIENT OFFER!

Are you looking to purchase another investment property, or do you know someone who has an investment property in our area?

Bring your Bayside investment property to Ocean Realty to manage and we will give you **3 months FREE management!**

If you refer your family or friends to Ocean Realty and they sign up with us we will give you a **\$250 Gift card.**

**Switching to Ocean Realty is easy!**

*'We contacted Ocean Realty after years of (below) average service from another property management company. Nicole came to our house and talked through the process of changing over, which we did shortly afterwards. From that day on she has worked tirelessly to ensure both us and our tenants have been well looked after with the property. Inspections are always on time (happen on schedule), documentation is always fair and accurate, payments are always correct well supported and her service is always prompt and professional.'* - Jim H, Landlord



## STEP INTO SPRING WITH THIS DELICIOUS AND REFRESHING VIRGIN STRAWBERRY DAIQUIRI

### WHAT YOU'LL NEED

- 100g frozen strawberries
- 1/8 cup ice
- 15ml sweet and sour mix
- dash of grenadine syrup

### HOW TO MAKE

- Place all ingredients in a blender. Blend until smooth. Add more ice or less depending on your taste.

### SERVING SUGGESTION

- Serve in a cocktail martini glass garnished with a strawberry.
- Enjoy!

## OCEAN BCA SUDOKU

5	3			7				
6			1	9	5			
	9	8					6	
8				6				3
4			8		3			1
7				2				6
	6					2	8	
			4	1	9			5
				8			7	9

## IMPORTANT DATES & UPCOMING PUBLIC HOLIDAYS

**14 - 29 SEPTEMBER**

Queensland September school  
holidays

**7 OCTOBER 2024**

King's Birthday - Public Holiday  
(office closed)

**31 OCTOBER 2024**

Halloween

## CONTACT US



We have listed our contact details below so you can update your records and for easy contact with our office.

Due to the nature of our roles staff are frequently with Clients and Customers, or at properties.

As it is important to us that we are available to you, if you would like to meet with a particular team member we recommend you book an appointment online or phone and arrange an appointment.

We find this works well as it minimises inconvenience to you.



<https://www.oceanbca.com.au>

**Email: [info@oceanbca.com.au](mailto:info@oceanbca.com.au)**

**Phone: (07) 3063 0646**

**BOOK AN APPOINTMENT HERE**

**OR CALL (07) 3063 0646**

# Special Offer

Refer Ocean Body Corporate Advisors to your friends and family and on successful appointment and handover of the building, you'll receive a

**\$150 VISA Giftcard**

as our way of saying thank you.



## Don't forget to leave a review!

Your feedback is important to us and we'd love to hear from you.

Please click [here](#) to leave a review!

Please note that reviews may be published to our website and social media channels. If you have left a review and prefer your review not to be published, please let us know by simply sending us an email.

If you have any other feedback, please let us know via email so that a member of our team can get in touch with you directly.