Att. 1.

Strata Information

7/177 Mill Point Road, South Perth

Contents Page

Floor Plan **2**

Strata Plan No. 11518 showing Lot 17 as: Unit 7 - 44m^2 (Page 7) plus Exclusive use of Balcony (Page 41) and Carbay (Page 40) **3**

By-Law (G477013) **13**

By-Law (Q092578) **23**

Minutes of Annual General Meeting **48**

Income & Expenditure Statement **52**

Approved Budget **55**

Balance Sheet **59**

Certificate of Currency (Strata Insurance) **60**

Schedule 1 & Schedule 2 Strata By-Laws (applies to all Strata Titles Schemes in WA) **62**

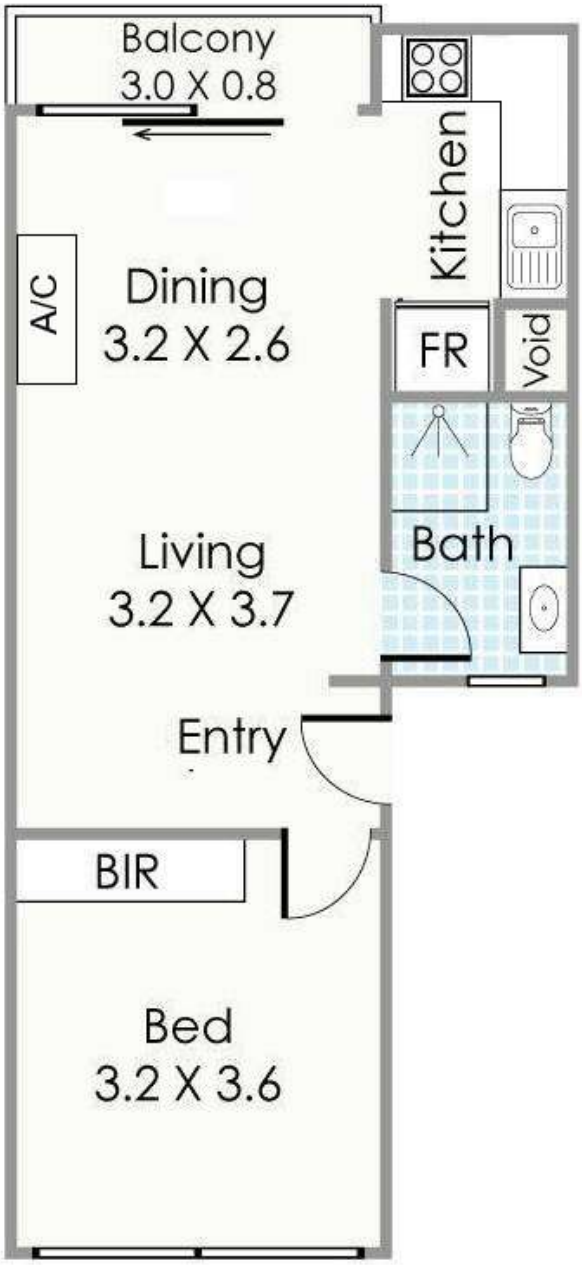
NOTE: Pet Policy in Schedule 2 By-Law 11.1.3 (applies to all Strata Titles Schemes in WA) **46**

Summary of Outgoings & Owners Funds		
Council Rates	$1,867.85	per year
Water Service	$856.07	per year
Strata Admin	$600.00	per quarter
Strata Reserve	$100.00	per quarter
Net Owners Funds	$63,174.06	as at 31/12/2024

James Yeoman 0400 900 622

Strata Sales Specialist james@kprperth.com.au

Floor Plan



Second Story - Unit 7

177 Mill Point Road

SOUTH PERTH

(This floor plan is for information & guidance purposes only / measurements shown are approximate)

FORM 1

STRATA PLAN 11518

Ca. 1

PARCEL OF LAND PORTION OF PERTH SUBURBAN LOT 101 AND BEING LOT 50 ON DIAGRAM 32665.

CERTIFICATE OF TITLE : VOLUME : 1452 FOLIO : 060

LOCAL AUTHORITY CITY OF SOUTH PERTH

LOCALITY SOUTH PERTH INDEX PLAN PERTH 1000 25.43 26.43

NAME OF BUILDING "EDMILL GARDENS"

ADDRESS FOR SERVING OF NOTICES ON COMPANY ~~177 MILL POINT ROAD, SOUTH PERTH~~. See Annexure "B"

LODGED 5.5.83 60204

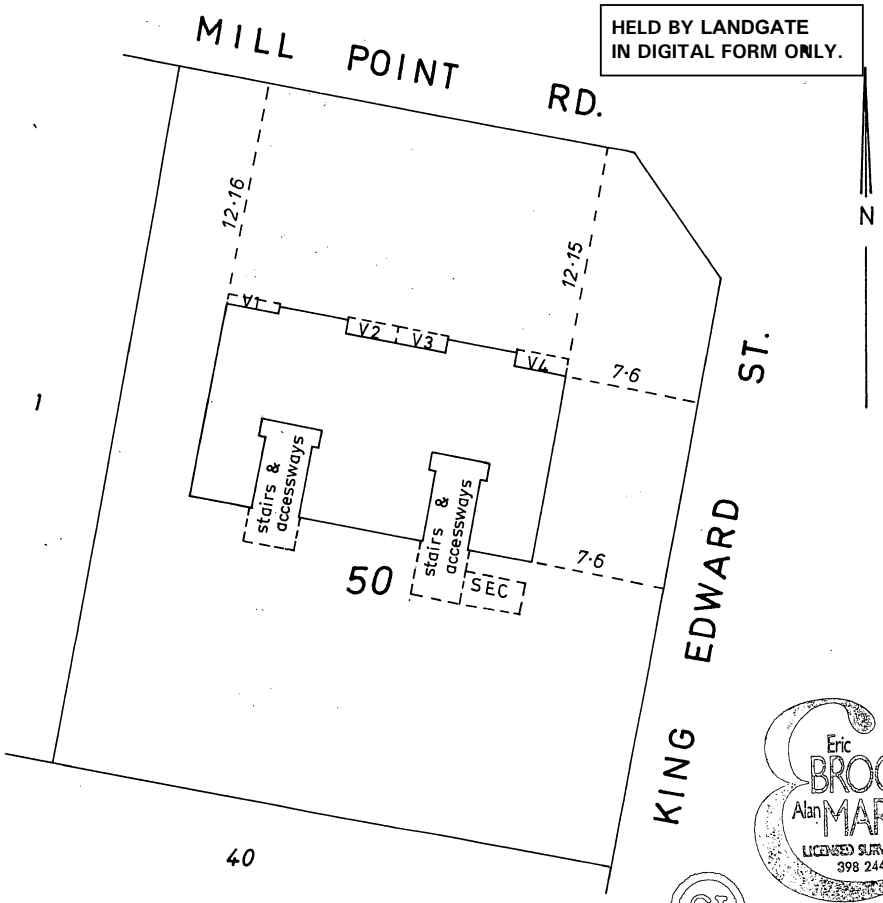
EXAMINED 10.5.83

REGISTERED 4.8.83 APP C 596718

REGISTRAR OF TITLES

VERANDAHS FOR EXCLUSIVE USE OF LOTS AS PREFIXED AND NUMBERED.

HELD BY LANDGATE IN DIGITAL FORM ONLY.



SCALE 1:300 ~~LINKS TO AN INCH~~

Eric BROOK Alan MARSH LICENSED SURVEYORS 398 2441

P.O. Box 91, Gosnells 6110

SCHEDULE OF UNIT ENTITLEMENT		OFFICE USE ONLY CURRENT Cs. of TITLE	
LOT No.	UNIT ENTITLEMENT	VOL.	FOL.
SEE	ANNEXURE	"A"	
AGGREGATE			

SURVEYOR'S CERTIFICATE

I hereby certify that the building shown on the plan is within the external surface boundaries of the parcel. ~~and where eaves or guttering project beyond those boundaries, that a registered easement has been granted as an appurtenance of the parcel or, where the projection is over a road that the Local Authority has consented thereto.~~

DATE 17/2/82. LICENSED SURVEYOR. (A.J. MARSH)

APPROVED BY THE TOWN PLANNING BOARD FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966

DATE - 3 MAY 1983 CHAIRMAN.

8370/9/70-2M-O/MGD

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:02 AM Request number: 69293655

Landgate
www.landgate.wa.gov.au

ANNEXURE "A" OF STRATA PLAN No. 11518

SCHEDULE OF UNIT ENTITLEMENT		OFFICE USE ONLY CURRENT Cs. of TITLE	SCHEDULE OF UNIT ENTITLEMENT		OFFICE USE ONLY CURRENT Cs. of TITLE
LOT No.	UNIT ENTITLEMENT	VOL. FOL.	LOT No.	UNIT ENTITLEMENT	VOL. FOL.
1	1	1648-540			
2	1	1648-541			
3	1	1648-542			
4	1	1648-543			
5	1	1648-544			
6	1	1648-545			
7	1	1648-546			
8	1	1648-547			
9	1	1648-548			
10	1	1648-549			
11	1	1648-550			
12	1	1648-551			
13	1	1648-552			
14	1	1648-553			
15	1	1648-554			
16	1	1648-555			
17	1	1648-556			
18	1	1648-557			
19	1	1648-558			
20	1	1648-559 1920-287			
	20				

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966

- 3 MAY 1983

LOCAL AUTHORITY CITY OF SOUTH PERTH

Date 27/4/83 SHIRE/TOWN CLERK.

63203/8/69-200-O/

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:02 AM Request number: 69293655

Landgate
www.landgate.wa.gov.au

C.A. 3

FORM 3

STRATA PLAN No.11518

CERTIFICATE OF LOCAL AUTHORITY

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966

CITY OF SOUTH PERTH, THE LOCAL AUTHORITY,

HEREBY CERTIFIES THAT:—

(1) The building shown on the plan has been inspected and that it is consistent with the building plans and specifications in respect thereof that have been approved by the Local Authority.

(2) The building, in the opinion of the local authority, is of sufficient standard and suitable to be divided into lots pursuant to the Strata Titles Act, 1966.

DESCRIPTION OF BUILDING:—

A FIVE STORIED BLOCK OF BRICK AND ASBESTOS HOME UNITS.

POSTAL ADDRESS : 177 MILL POINT RD. SOUTH PERTH.

DATE 27TH APRIL, 1983

~~SHIRE~~/TOWN CLERK

62067/1/69—200—F802

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:02 AM Request number: 69293655

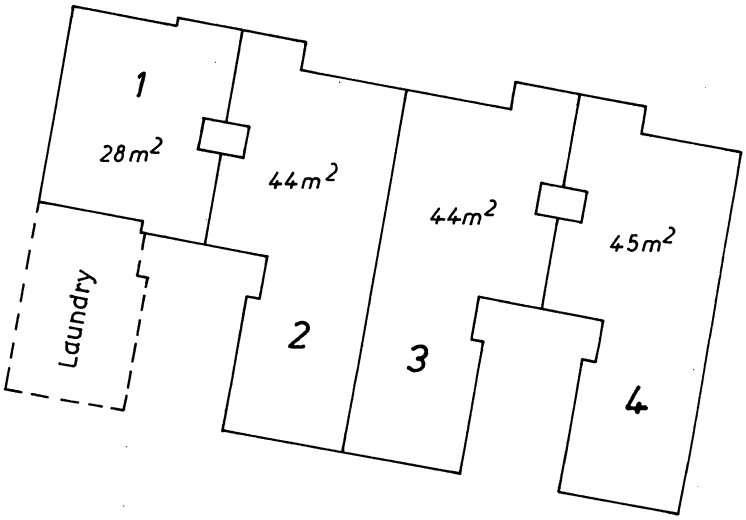
Landgate
www.landgate.wa.gov.au

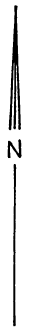
C.A. 4

SHEET No. 1 OF 5 SHEETS

STRATA PLAN No. 11518

GROUND FLOOR





SCALE 1:150

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966 AS AMENDED

TOWN PLANNING BOARD	LOCAL AUTHORITY CITY OF SOUTH PERTH
DATE - 3 MAY 1983 CHAIRMAN	DATE 27/4/83 SHIRE TOWN CLERK

57295/6/76-2M-C397

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:02 AM Request number: 69293655

Landgate
www.landgate.wa.gov.au

C.A. 4

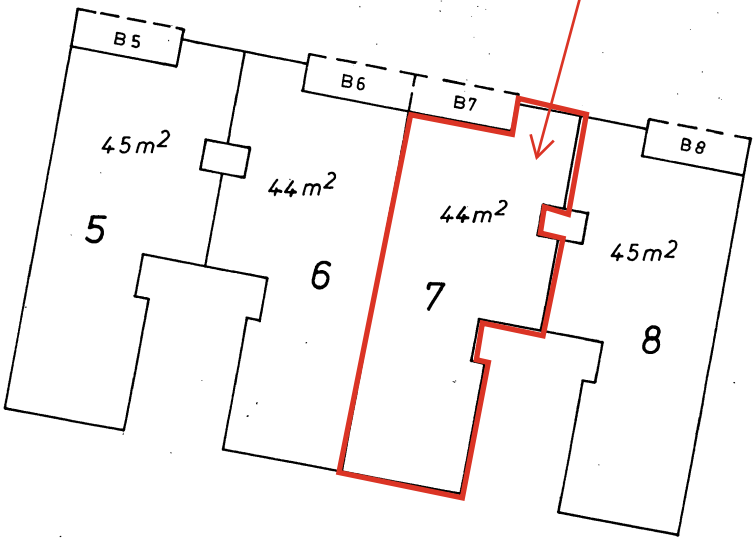
SHEET No. 2 OF 5 SHEETS

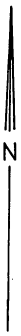
STRATA PLAN No. 11518

FIRST FLOOR

BALCONIES FOR EXCLUSIVE USE OF LOTS AS PREFIXED AND NUMBERED.

Unit 7 (Lot 7) & Balcony for the Exclusive-Use of Unit 7





SCALE 1:150

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966 AS AMENDED

TOWN PLANNING BOARD	LOCAL AUTHORITY CITY OF SOUTH PERTH
DATE - 3 MAY 1983 CHAIRMAN	DATE 27/4/83 ~~SHIRE~~ TOWN CLERK

57295/6/76-2M-C397

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:02 AM Request number: 69293655

Landgate
www.landgate.wa.gov.au

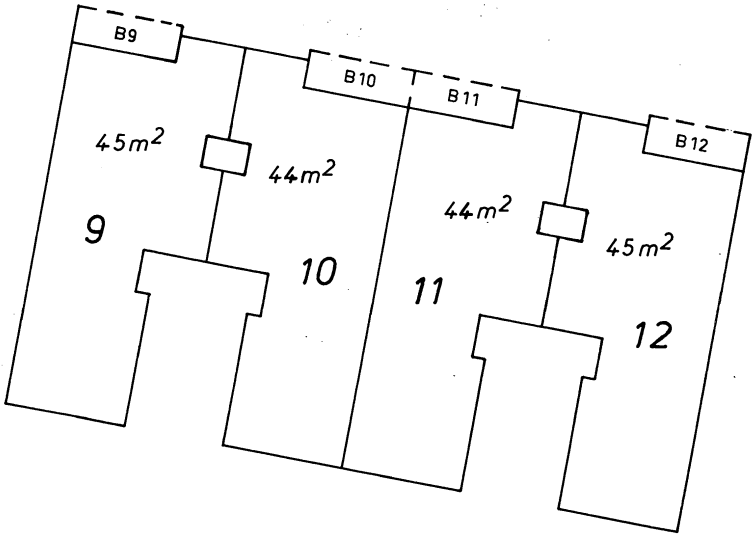
C.A. 4

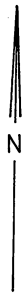
SHEET No. 3 OF 5 SHEETS

STRATA PLAN No. 11518

SECOND FLOOR

BALCONIES FOR EXCLUSIVE USE OF LOTS AS PREFIXED AND NUMBERED





SCALE 1 : 150

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966 AS AMENDED

TOWN PLANNING BOARD	LOCAL AUTHORITY CITY OF SOUTH PERTH
DATE - 3 MAY 1983 CHAIRMAN	DATE 27/4/83 ~~SHIRE~~ TOWN CLERK

57295/6/76-2M-C397

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:02 AM Request number: 69293655

Landgate
www.landgate.wa.gov.au

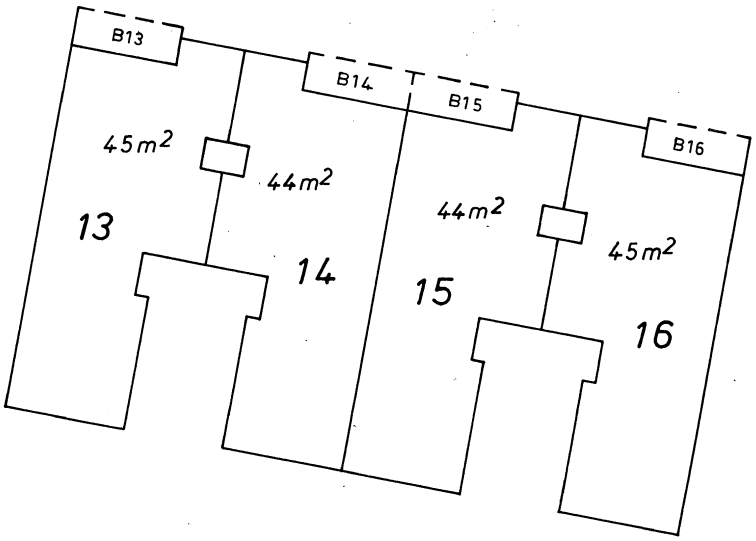
C.A. 4

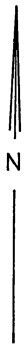
SHEET No. 4 OF 5 SHEETS

STRATA PLAN No. 11518

THIRD FLOOR

BALCONIES FOR EXCLUSIVE USE OF LOTS AS PREFIXED AND NUMBERED





SCALE 1:150

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966 AS AMENDED

TOWN PLANNING BOARD	LOCAL AUTHORITY CITY OF SOUTH PERTH
DATE - 3 MAY 1983 CHAIRMAN	DATE 27/4/83 SHIRE/TOWN CLERK

57295/6/76-2M-C397

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:02 AM Request number: 69293655

Landgate
www.landgate.wa.gov.au

C.A. 4

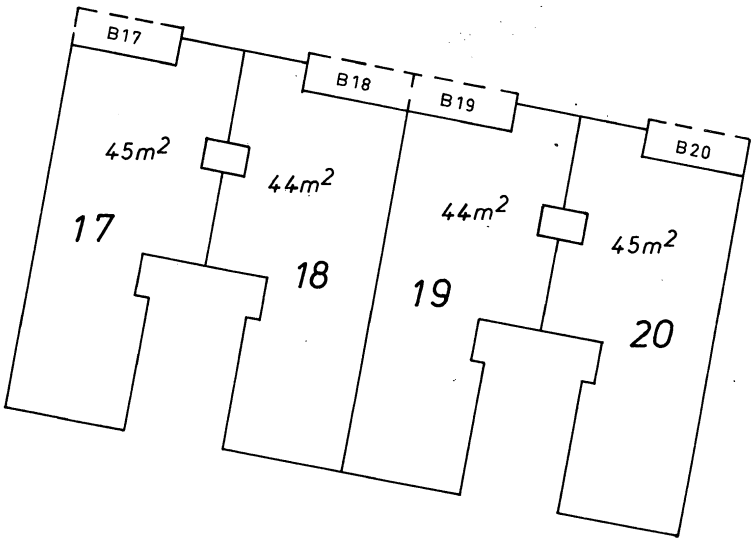
SHEET No. 5 OF 5 SHEETS

STRATA PLAN No. 11518

FOURTH FLOOR

BALCONIES FOR EXCLUSIVE USE OF LOTS AS PREFIXED AND NUMBERED.

HEIGHT OF BALCONIES LIMITED TO THE HEIGHT OF THE CEILING OF THE ADJACENT LOT.





SCALE 1:150

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966 AS AMENDED

TOWN PLANNING BOARD	LOCAL AUTHORITY CITY OF SOUTH PERTH
DATE - 3 MAY 1983 CHAIRMAN	DATE 27/4/83 SHIRE/TOWN CLERK

57295/6/76-2M-C397

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:02 AM Request number: 69293655

Landgate
www.landgate.wa.gov.au

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:02 AM Request number: 69293655
11
www.landgate.wa.gov.au

ANNEXURE B OF STRATA PLAN No. 11518 REGISTRAR OF TITLES

SCHEDULE OF REGISTERED PROPRIETORS

REGISTERED PROPRIETOR	INSTRUMENT NATURE	INSTRUMENT NUMBER	INSTRUMENT REGIST'D	SIGNATURE OF REGISTRAR of TITLES
The address for serving of notices on the Strata Company is PO Box 779, Victoria Park	Notification	L639227	30.5.2011	

SEE RECORD OF STRATA TITLES
SCHEME FOR FURTHER ENDORSEMENTS

SCHEDULE OF ENCUMBRANCES, ETC.

INSTRUMENT NATURE	INSTRUMENT NUMBER	PARTICULARS	REGIST'D	SIGNATURE OF REGISTRAR of TITLES	CANCELLATION
Notification	G477013	Notification of change of by-laws	16.5.97		

NOTE : ENTRIES RULED THROUGH AND AUTHENTICATED BY THE SIGNATURE OF THE REGISTRAR OF TITLES ARE CANCELLED.

63673/10/69—500—G472

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:02 AM Request number: 69293655
www.landgate.wa.gov.au

GOVERNMENT OF WESTERN AUSTRALIA

Landgate

Record of Strata Titles Scheme
Limitations, Interests, Encumbrances and Notifications

Approved Form 2020-27588
Version 4 – 4/09/2023

OFFICE USE ONLY
ANNEXURE B
STRATA PLAN 11518

BGRoberts

REGISTRAR OF TITLES

Document			Cancellation		
Number	Particulars	Date recorded/ lodged/registered	Nature	Number	Registered
□□9□□□	□□□□M□□□□□□□ □	07/08/2024			

INSTRUCTIONS

1. This form may be used only when a "Box Type" form is not provided or is unsuitable. It may be completed in narrative style.
2. If insufficient space hereon Additional Sheet Form B1 should be used.
3. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
4. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.

NOTES:

1. Insert document type.
2. A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The address and occupation of the witness must be stated.

OFFICE USE ONLY

G 477013 AE

16 May, 1997 10:23:44 Perth

REG. $ 60.00

LODGED BY McMAHON REAL [redacted]

ADDRESS PO Box 728
WEST PERTH 6872.

PHONE No. 321-0666

FAX No. 321-2849

FEE: 30

ASSESS. No. 68280

REFERENCE No.

ISSUING BOX No. 88

PREPARED BY McMAHON REAL ESTATE

ADDRESS PO Box 728
WEST PERTH

PHONE No. 321-0666 FAX No. 321-2849.

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY

Endorse notification of change of By-Laws
S/Plan 11518

TITLES, LEASES, DECLARATIONS ETC LODGED HEREWITH

1. Plan
2.
3.
4.
5.
6.

Received Items
Nos.

Receiving Clerk

EXAMINED

Registered pursuant to the provisions of the TRANSFER OF LAND ACT 1893 as amended on the day and time shown above and particulars entered in the Register.

REGISTRAR OF TITLES WESTERN AUSTRALIA

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293919

Landgate
www.landgate.wa.gov.au

DOLA
Department of LAND ADMINISTRATION

Requisition Notice

Document Nos: G477013
Your Ref: THE OWNERS OF "EDMILL GARDENS" STRATA PLAN 11518
Date: 26 MAY 1997

Section 192 of the Transfer of Land Act
First and Final

Lodging Party MCMAHON REAL ESTATES **Other Parties Contacted**

REGISTRATION OF THE ABOVE DOCUMENTS CANNOT BE EFFECTED UNTIL ALL REQUISITIONS LISTED BELOW ARE COMPLIED WITH AND FEE PAYABLE IS RECEIVED. A TIME LIMIT OF 14 DAYS APPLIES FROM THE DATE STATED ABOVE.

- Unless these items are satisfied, the documents will be rejected and one half the registration fee forfeited
- Documents may be withdrawn from registration for which a fee will be retained. The balance of the fees will be refunded.
- Requisitions must be attended to by personal attendance to the Stopped Documents Section, Midland Square or by correspondence.
- Correspondence by representatives of parties to documents **must state** the capacity in which they act and confirm that they are duly authorised to do so. Amendment by letter is at the discretion of the Registrar of Titles.

Requisitions

Doc.No		Req. Fee
013	The Common Seal of the Strata Scheme (Edmill Gardens) is required to be affixed to the sealing clause.	$30

Requisition Sub Total $
Additional Fee $
TOTAL FEE Payable $ 30

J. GLADSTONE
Assistant Registrar of Titles

Land Titles Division
All Enquiries to the STOPPED DOCUMENTS Section, Midland Square, Midland
Telephone (08) 9273 7337 *Fax (08) 9273 7658*, Postal Address: P O Box 2222, Midland, Western Australia 6936: DX88
Cheques or money orders to be made payable to the Registrar of Titles.

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293919

Landgate
www.landgate.wa.gov.au

File Copy Do not Destroy

File Copy Do Not Destroy

Stopped Case **477013**

Original Cs/T:

Stopped Document Disposal Instructions

Fees to be Refunded $

Form 10 no.

Date

To

Parties

Document numbers

Notice Sent 23.5.97.

Action Rang 26/5/97

Computer records adjusted
WDR/MTF/DPA/BKC

Doc's to be rejected

Docs to be withdrawn

Doc's for Registration

Authorised by

Examiner's notes

26/5

Examination Instructions

Allocate New C/T

Complete Nom. Index

Pass to

Other

Exam Group 4C

Examiner: **D. CINQUINA**

Supervisor K. HUDSON

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293919

Landgate
www.landgate.wa.gov.au

FORM B2

WESTERN AUSTRALIA
TRANSFER OF LAND ACT 1893 AS AMENDED.

Exclusive Use: Courtyards, Balconies & Carbays

BLANK INSTRUMENT FORM

(Note 1)

FORM 21

NOTIFICATION OF CHANGE OF BY-LAWS

Strata Titles Act 1985

Section 42

The Owners of "Edmill Gardens" Strata Plan No 11518 hereby certifies-

* that by resolution without dissent duly passed at a meeting of the strata company on 19 February 1997 which became unconditional on 19 March 1997 the by-laws in Schedule 1 to the Act.

as they applied to the strata company, were added to, as follows -

By-Law 16

Exclusive Use Courtyards

The proprietors of lots 1-4 have the exclusive use of the common area at the front of their respective lots as shown in the attached Plan.

Yard 1 for the use of Lot 1
Yard 2 for the use of Lot 2
Yard 3 for the use of Lot 3
Yard 4 ofr the use of Lot 4

and shall keep and maintain the ground within the area, to a reasonable and acceptable standard (being trees, gardens, grass or paving) to the satisfaction of the Strata Company and shall maintain and keep in good state of repair the improvements erected there on and also to the satisfaction of the Strata Company.

No alterations or additions shall be made without the previous consent of the Strata Company and if required, the local council.

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293919

Landgate
www.landgate.wa.gov.au

By-Law 17

Exclusive Use Carbays
The proprietors of lots 1-20 (Carbay 1-20) have the exclusive use of the common area for the width and depth of the carport as shown on the Strata Plan.

No alterations or additions shall be made to the carport areas without previous consent of the Strata Company and if required the local council.

By-Law 18

Exclusive Use Balconies
The proprietors of lots 5-20 (Balcony 5-20) have the exclusive use of the balcony area adjoining their respective lots as shown on the attached Plan, and should keep the areas clean and neat and to the satisfaction of the Strata Company.

No alterations or additions shall be made without the previous consent of the Strata Company and if required, the local council.

The Common Seal of the Owners of "Edmill Gardens" Strata Plan No 11518 was hereunto affixed on 15 May 1997 in the presence of-

Frances P. Watson
.....

.....
Members of the Council

The Owners of "Edmill Gardens" Strata Plan 11518 ★ COMMON SEAL

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293919

Landgate
www.landgate.wa.gov.au

EXCLUSIVE USE FOR "EDMILL GARDENS"
ON STRATA PLAN 11518, LOT 50 ON DIAGRAM 32665
MILLPOINT ROAD, SOUTH PERTH.

ALL THE AREAS NUMBERED ON THE SKETCH ARE FOR THE
EXCLUSIVE USE OF THE CORRESPONDING NUMBERED STRATA LOT

ALL ANGLES 90° UNLESS OTHERWISE NOTED

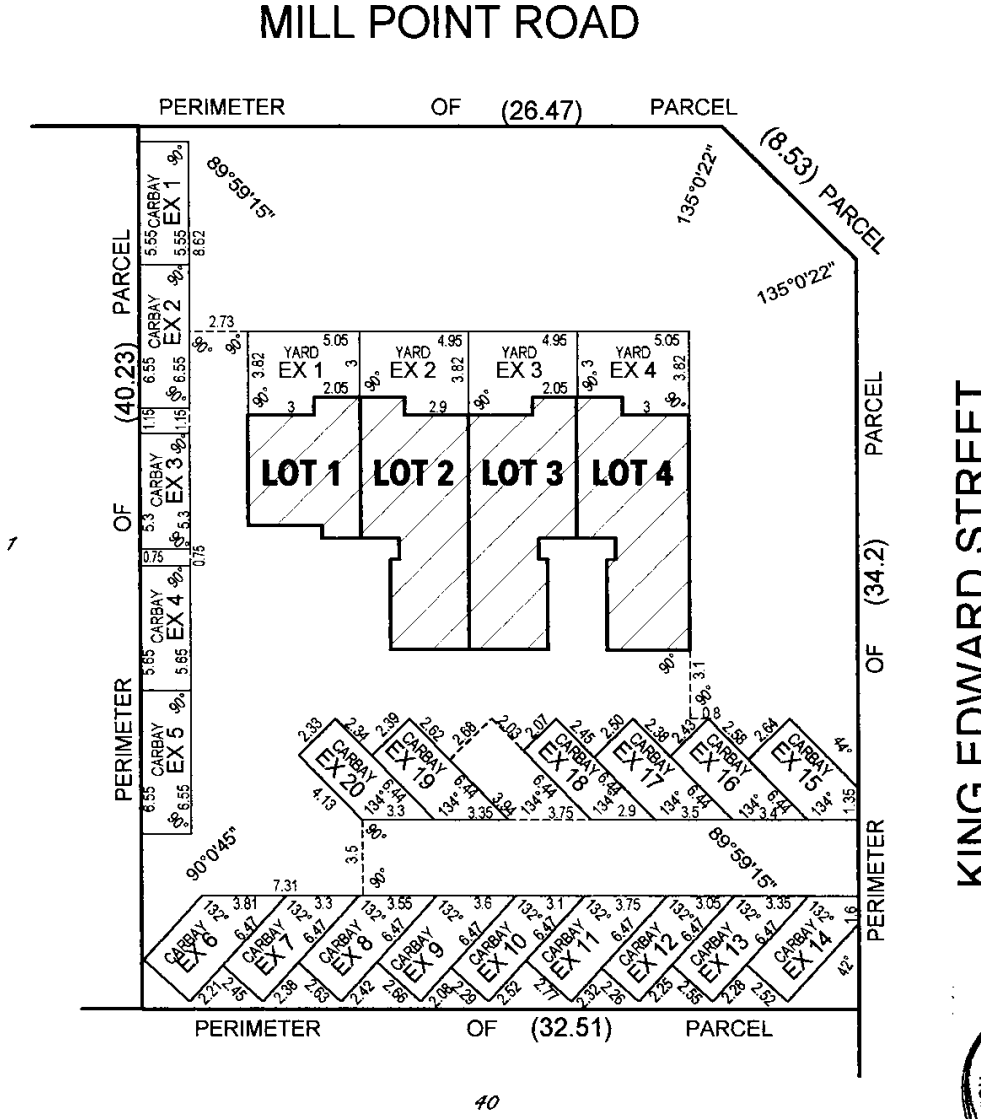
Ex is "for exclusive use"

(9702094)

GROUND FLOOR
SHEET 1 OF 5

N

SCALE 1:300



LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293919

Landgate
www.landgate.wa.gov.au

EXCLUSIVE USE FOR "EDMILL GARDENS"
ON STRATA PLAN 11518, LOT 50 ON DIAGRAM 32665
MILLPOINT ROAD, SOUTH PERTH.

ALL THE AREAS NUMBERED ON THE SKETCH ARE FOR THE EXCLUSIVE USE OF THE CORRESPONDING NUMBERED STRATA LOT

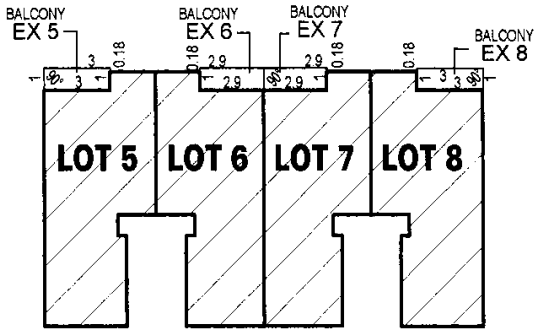
ALL ANGLES 90° UNLESS OTHERWISE NOTED

Ex is "for exclusive use"

FIRST FLOOR
SHEET 2 OF 5

SCALE 1:300

The boundaries of the part lots outside the building designated balcony, are the edge of concrete slab.



LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293919

Landgate
www.landgate.wa.gov.au

EXCLUSIVE USE FOR "EDMILL GARDENS"
ON STRATA PLAN 11518, LOT 50 ON DIAGRAM 32665
MILLPOINT ROAD, SOUTH PERTH.

ALL THE AREAS NUMBERED ON THE SKETCH ARE FOR THE EXCLUSIVE USE OF THE CORRESPONDING NUMBERED STRATA LOT

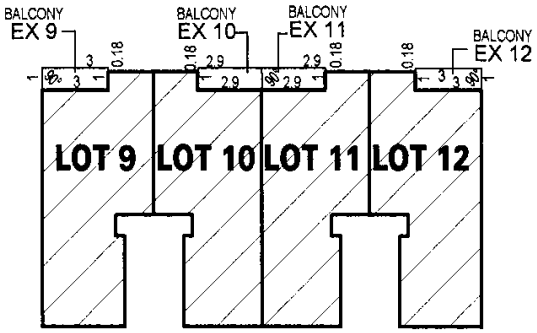
ALL ANGLES 90° UNLESS OTHERWISE NOTED

Ex is "for exclusive use"

SECOND FLOOR
SHEET 3 OF 5

SCALE 1:300

The boundaries of the part lots outside the building designated balcony, are the edge of concrete slab.



LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293919

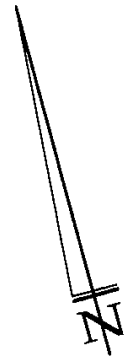
Landgate
www.landgate.wa.gov.au

EXCLUSIVE USE FOR "EDMILL GARDENS"
ON STRATA PLAN 11518, LOT 50 ON DIAGRAM 32665
MILLPOINT ROAD, SOUTH PERTH.

ALL THE AREAS NUMBERED ON THE SKETCH ARE FOR THE EXCLUSIVE USE OF THE CORRESPONDING NUMBERED STRATA LOT

ALL ANGLES 90° UNLESS OTHERWISE NOTED

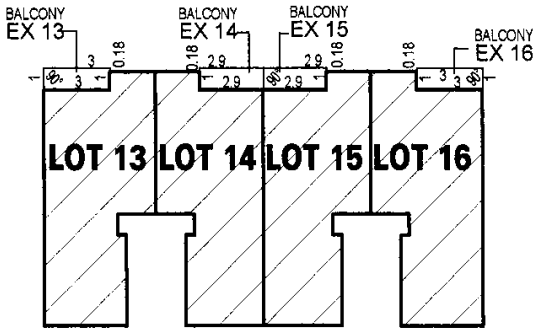
Ex is "for exclusive use"



SCALE 1:300

THIRD FLOOR
SHEET 4 OF 5

The boundaries of the part lots outside the building designated balcony, are the edge of concrete slab.



EXCLUSIVE USE FOR "EDMILL GARDENS"
ON STRATA PLAN 11518, LOT 50 ON DIAGRAM 32665
MILLPOINT ROAD, SOUTH PERTH.

ALL THE AREAS NUMBERED ON THE SKETCH ARE FOR THE EXCLUSIVE USE OF THE CORRESPONDING NUMBERED STRATA LOT

ALL ANGLES 90° UNLESS OTHERWISE NOTED

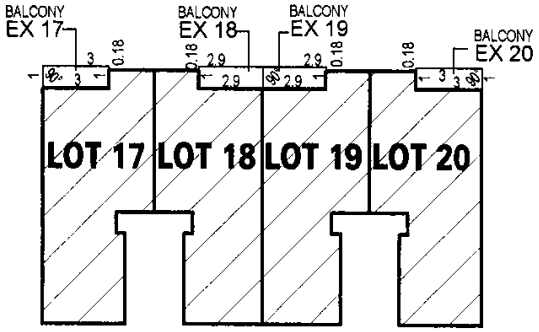
Ex is "for exclusive use"

N

SCALE 1:300

FOURTH FLOOR
SHEET 5 OF 5

The boundaries of the part lots outside the building designated balcony, are the edge of concrete slab.



GOVERNMENT OF WESTERN AUSTRALIA

Landgate

OFFICE USE ONLY
Q092578 SB
07 Aug 2024 14:35:41 Perth

SB Scheme By-laws

Lodged by:[17] Chalmers Legal Studio
Address: Studio 7, The Wills Building
82-84 King Street
PERTH WA 6000
Phone Number:
Email Address: corporate@chalmerslegalstudio.com.au
Reference Number: 47825T
Issuing Box Number: 999L

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

Prepared by: Chalmers Legal Studio
Address: 7/82 King Street, Perth WA 6000
Phone Number: 9360 4100
Email Address: corporate@chalmerslegalstudio.com.au
Reference Number: 47825T

Titles, Leases, Evidence, Declarations etc. lodged herewith
1.
2.
3.
4.
5.

OFFICE USE ONLY

Landgate Officer

Number of Items Received: 0

Landgate Officer Initial:

[17] Lodging Party Name may differ from Applicant Name.

Version 1

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

Landgate
www.landgate.wa.gov.au

Approved Form 2023-38056
Effective for use from: 15/06/2023

SB

Scheme By-laws

Strata Titles Act 1985 (STA)
Part 4 Division 4

Scheme Number: **11518**

Part 1 – Applicant

(a) For existing schemes:

The Owners of[1] **Edmill Gardens Strata Scheme 11518** (strata company); or

(b) For new schemes:
The owner(s)[2] _____ of land the subject of the plan described as[3]

_____

Part 2 – Select Option

☐ **Option 1 – Voluntary Consolidation**[4]

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

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

☐ **Option 2 – New Scheme**

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

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

☒ **Option 3 – Application to Amend**

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

In compliance with the *Strata Titles Act 1985* section 56 and *Strata Titles (General) Regulations 2019* regulation 56 and if *Strata Titles Act 1985* Schedule 5 clause 4 and the *Strata Titles (General)*

_____

[1] To be completed as "[scheme name + scheme type + scheme number]" under s.14(2) of the Act, e.g. Pretty Ponds Survey-Strata Scheme 12345.
[2] Insert the full name(s) of the owners of land the subject of the plan as shown on the certificate of title.
[3] Insert the description of parcel, e.g. Lot 1 on Deposited Plan 12345.
[4] No resolution is required for by-law changes set out in the *Strata Titles Act 1985* Schedule 5 clause 4 and renumbering consequential on those changes.

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
24
www.landgate.wa.gov.au

Regulations 2019 regulation 56 and 180(1) apply to the by-laws of the strata company, the Applicant applies to the Registrar of Titles for registration of an amendment to the strata titles scheme by amending the scheme by-laws at Part 3 and including a consolidated set of scheme by-laws at Part 4.

Part 3 – Application to Amend
[In this part specify additions, amendments and repeals of by-laws]

The Applicant certifies that:

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

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

☐ **and** / ☐ **or**[5]

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

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

☐ **and** / ☐ **or**[5]

By ordinary resolution passed on **15/07/2024** a by-law specifying a period of 12 months ending on a different date to 30 June was made as detailed here and taken to be a governance by-law in accordance with Strata Titles (General) Regulations 2019 regulation 175(4).

Schedule 1 Governance By-law 13 in Attachment 1
[Insert Governance by-law addition and by-law number here]

[5] Select one.

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
25
www.landgate.wa.gov.au

Part 4 – Consolidated set of by-laws

[In this part provide the full text of the current set of scheme by-laws for the scheme classified as governance or conduct and with the relevant by-law number]

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

Governance by-laws

Schedule 1 Governance By-laws 1 to 13 in Attachment 2

Conduct by-laws

Schedule 2 Conduct By-laws 1 to 14 in Attachment 2

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

26

www.landgate.wa.gov.au

Part 5 – By-laws of significance

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

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

	By-law number(s)
Staged subdivision by-laws[6]:	**Not Applicable**
By-law under planning (scheme by-laws) condition[7]:	**Not Applicable**
Exclusive use by-laws[8]: (existing and new)	**Schedule 1 Governance By-laws 10, 11 and 12**
Leasehold by-laws[10]:	**Not Applicable**

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

[6] Refer *Strata Titles Act 1985* section 42.
[7] Refer *Strata Titles Act 1985* section 22.
[8] Refer *Strata Titles Act 1985* section 43.
[9] Refer *Strata Titles Act 1985* section 20. Will not be applicable for schemes registered prior to 1/5/2020.
[10] Refer *Strata Titles Act 1985* section 40. Will not be applicable for schemes registered prior to 1/5/2020.

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
27
Landgate
www.landgate.wa.gov.au

Part 6 – Accompanying documents

[Select those documents to be lodged as evidence]

- ☐ **Consent Statement – Designated Interest[11] Holders for making / amendment / repeal of staged subdivision by-laws**
- ☐ Written consent of owner of each lot granted exclusive use (owners of special lots)
- ☐ Written consent of Western Australian Planning Commission (WAPC) or Local Government (as relevant) to amendment or repeal of any by-laws created in relation to a planning (scheme by-laws) condition
- ☐ **Consent of the Owner of the Leasehold Scheme[12]** to leasehold by-laws or staged subdivision by-laws
- ☐ Approval of WAPC to making, amendment or repeal of leasehold by-laws providing for postponement of the expiry day for the scheme

[11] Refer to section 3(1) of the *Strata Titles Act 1985* for the meaning of designated interest.
[12] Owner of the leasehold scheme has the meaning in section 3(1) of the *Strata Titles Act 1985*.

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

28

Landgate
www.landgate.wa.gov.au

Part 7 – Execution

1. For new schemes, owners to sign here:

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

[Insert corporation clause here, if applicable]

_____	_____
Signature	Signature
_____	_____
Full Name	Full Name
In the presence of:	In the presence of:
_____	_____
Witness Signature	Witness Signature
_____	_____
Full Name	Full Name
_____	_____
Address	Address
_____	_____
Occupation	Occupation

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

Landgate
www.landgate.wa.gov.au

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

Common Seal[13]

Date of Execution: _____

The common seal of[14]

The Owners of Edmill Gardens Strata Scheme 11518

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

[AFFIX COMMON SEAL HERE]

Member of Council[15]:

_____
Signature

_____
Full Name

Member of Council[15]:

_____
Signature

_____
Full Name

OR

Not executed under Common Seal[13]

Date of Execution: 30/07/24

Signed for and on behalf of[14] **The Owners of Edmill Gardens Strata Scheme 11518** in accordance with the *Strata Titles Act 1985* section 118(2):

☑ Member of Council / ☐ Strata Manager of strata company[16]:

_____
Signature

_____
Full Name

☑ Member of Council / ☐ Strata Manager of strata company[16]:

_____
Signature

Sharon Adele Hansen.
Full Name

[13] See SIG-14 for execution of documents by a strata company.
[14] Insert the name of the strata company (i.e. The Owners of + scheme name + scheme type + scheme number), e.g. The Owners of Pretty Ponds Survey-Strata Scheme 12345.
[15] The common seal must be witnessed by 2 members of council.
[16] Select whichever is applicable.

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
30
Landgate
www.landgate.wa.gov.au

OFFICE USE ONLY

SB Scheme By-laws

Lodged by:[17]	Chalmers Legal Studio
Address:	Studio 7, The Wills Building 82-84 King Street PERTH WA 6000
Phone Number:	
Email Address:	corporate@chalmerslegalstudio.com.au
Reference Number:	47825T
Issuing Box Number:	999L

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

Prepared by:	**Chalmers Legal Studio**
Address:	**7/82 King Street, Perth WA 6000**
Phone Number:	**9360 4100**
Email Address:	**corporate@chalmerslegalstudio.com.au**
Reference Number:	**47825T**

Titles, Leases, Evidence, Declarations etc. lodged herewith

1.
2.
3.
4.
5.

OFFICE USE ONLY

Landgate Officer

Number of Items Received:

0

Landgate Officer Initial:

[17] Lodging Party Name may differ from Applicant Name.

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

31

www.landgate.wa.gov.au

ATTACHMENT 1 TO SCHEME BY-LAWS – APPLICATION TO AMEND

ADDITIONS, AMENDMENTS AND REPEALED SCHEDULE 1 GOVERNANCE BY-LAWS

ADDITIONS

1. Schedule 1 Governance By-law 13 as follows:

"13. FINANCIAL YEAR

13.1 The financial year for the Strata Company is the period of 12 months ending on 31st December."

ADDITIONS, AMENDMENTS AND REPEALED CONDUCT BY-LAWS

Not Applicable

LC:47825T:kc-01

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

Landgate
www.landgate.wa.gov.au

ATTACHMENT 2 TO SCHEME BY-LAWS – APPLICATION TO AMEND

CONTENTS

NO.	DESCRIPTION	PAGES
SCHEDULE 1 GOVERNANCE BY-LAWS		1
1.	DUTIES OF OWNER	1
2.	POWER OF STRATA COMPANY REGARDING SUBMETERS	1
3.	CONSTITUTION OF COUNCIL	1
4.	ELECTION OF COUNCIL AT GENERAL MEETING	2
5.	CHAIRPERSON, SECRETARY AND TREASURER OF COUNCIL	4
6.	CHAIRPERSON, SECRETARY AND TREASURER OF STRATA COMPANY	4
7.	MEETINGS OF COUNCIL	4
8.	POWERS AND DUTIES OF SECRETARY OF STRATA COMPANY	5
9.	POWERS AND DUTIES OF TREASURER OF STRATA COMPANY	5
10.	EXCLUSIVE USE COURTYARDS	5
11.	EXCLUSIVE USE CARBAYS	6
12.	EXCLUSIVE USE BALCONIES	6
13.	FINANCIAL YEAR	6
SCHEDULE 2 CONDUCT BY-LAWS		7
1.	VEHICLES AND PARKING	7
2.	USE OF COMMON PROPERTY	7
3.	DAMAGE TO LAWNS ETC. ON COMMON PROPERTY	7
4.	BEHAVIOUR OF OWNERS AND OCCUPIERS	7
5.	DEPOSITING RUBBISH ETC. ON COMMON PROPERTY	7
6.	DRYING OF LAUNDRY ITEMS AND SIGNAGE	7
7.	STORAGE OF INFLAMMABLE LIQUIDS ETC.	8
8.	MOVING FURNITURE ETC. ON OR THROUGH COMMON PROPERTY	8
9.	FLOOR COVERINGS	8
10.	GARBAGE DISPOSAL	8
11.	ADDITIONAL DUTIES OF OWNERS AND OCCUPIERS	8
12.	NOTICE OF ALTERATION TO LOT	8
13.	APPEARANCE OF LOT	9
14.	DECORATION OF, AND AFFIXING ITEMS TO, INNER SURFACE OF LOT	9

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

Landgate
www.landgate.wa.gov.au

SCHEDULE 1 GOVERNANCE BY-LAWS

1. DUTIES OF OWNER

1.1 The owner of a lot must:

1.1.1 immediately carry out all work that may be ordered under a written law in respect of the lot other than such work as may be for the benefit of the building generally and pay all rates, taxes, charges, outgoings and assessments that may be payable in respect of the lot;

1.1.2 maintain and repair the lot, and keep it in a state of good condition, reasonable wear and tear, and damage by fire, storm, tempest or act of God excepted.

1.2 The owner of a lot must:

1.2.1 notify in writing the strata company immediately on becoming the owner of the lot, including in the notice the owner's address for service for the purposes of this Act; and

1.2.2 if required in writing by the strata company, notify the strata company of any mortgage or other dealing in connection with the lot, including in the case of a lease of a lot, the name of the lessee and the term of the lease.

2. POWER OF STRATA COMPANY REGARDING SUBMETERS

2.1 If the supply of gas or electricity to a lot is regulated by means of a submeter, the strata company may require the owner or occupier of the lot to pay the strata company by way of security for the payment of charges arising through the submeter an amount not exceeding $200 and, if any amount so paid is applied by the strata company under sub by-law 2.3, to pay such further amount or amounts by way of such security as may be necessary to maintain the amount of the security as, subject to this sub-bylaw, the strata company may require.

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

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

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

3. CONSTITUTION OF COUNCIL

3.1 The powers and duties of the strata company must, subject to any restriction imposed or direction given at a general meeting, be exercised and performed by the council of the strata company and a meeting of the council at which a quorum is present is competent to exercise all or any of the authorities, functions or powers of the council.

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
34
Landgate
www.landgate.wa.gov.au

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

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

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

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

3.7 A member of the council vacates office as a member of the council:

3.7.1 if the member dies or ceases to be an owner or co-owner of a lot; or

3.7.2 on receipt by the strata company of a written notice of the member's resignation from the office of member; or

3.7.3 at the conclusion of an annual general meeting of the strata company at which an election of members of the council takes place and at which the member is not elected or re-elected; or

3.7.4 in a case where the member is a member of the council by reason of there being not more than 3 owners of lots in the scheme, on an election of members of the council (as a result of there being an increase in the number of owners to more than 3) at which the member is not elected; or

3.7.5 if the member is removed from office under sub-bylaw 3.6; or

3.7.6 if the Tribunal orders that the member's appointment is revoked and the member is removed from office.

3.8 The remaining members of the council may appoint a person eligible for election to the council to fill a vacancy in the office of a member of the council, other than a vacancy arising under sub-bylaw 3.7.3 or 3.7.4, and any person so appointed holds office, subject to this by-law, for the balance of the predecessor's term of office.

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

3.10 The continuing members of the council may act even if there is a vacancy in the council, but so long as the number of members is reduced below the number fixed by these by-laws as the quorum of the council, the continuing members or member of the council may act for the purpose of increasing the number of members of the council or convening a general meeting of the strata company, but for no other purpose.

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

4. ELECTION OF COUNCIL AT GENERAL MEETING

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
35
Landgate
www.landgate.wa.gov.au

4.1.1 The meeting must determine, in accordance with the requirements of by-law 3.3 the number of persons of whom the council is to consist.

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

4.1.3 A nomination is ineffective unless supported by the consent of the nominee to the nomination, given:

4.1.3.1 in writing, and furnished to the chairperson at the meeting; or

4.1.3.2 orally by a nominee who is present at the meeting in person or by proxy.

4.1.4 When no further nominations are forthcoming, the chairperson:

4.1.4.1 if the number of candidates equals the number of members of the council determined in accordance with the requirements of by-law 3.3, must declare those candidates to be elected as members of the council;

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

4.1.5 If a ballot is to be held, the chairperson must:

4.1.5.1 announce the names of the candidates; and

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

4.1.6 A person who is entitled to vote must complete a valid ballot form by:

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

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

4.1.6.3 signing the ballot form; and

4.1.6.4 returning it to the chairperson.

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

4.1.8 Subject to sub-bylaw 4.1.9, candidates, being equal in number to the number of members of the council determined in accordance with by-law 3.3, who receive the highest numbers (in terms of lots or unit entitlements as required under the *Strata Titles Act 1985* section 122) of votes are to be declared elected to the council.

4.1.9 If the number (in terms of lots or unit entitlements as required under the *Strata Titles Act 1985* section 122) of votes recorded in favour of any candidate is the lowest of the numbers of votes referred to in sub-bylaw 4.1.8 and:

4.1.9.1 that number equals the number of votes recorded in favour of any other candidate; and

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
36
Landgate
www.landgate.wa.gov.au

4.1.9.2 if each of those candidates were to be declared elected the number of persons elected would exceed the number of persons required to be elected,

as between those candidates, the election must be decided by a show of hands of those entitled to vote and present in person or by proxy.

5. CHAIRPERSON, SECRETARY AND TREASURER OF COUNCIL

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

5.2 A person:

5.2.1 must not be appointed to an office referred to in sub-bylaw 5.1 unless the person is a member of the council; and

5.2.2 may be appointed to 1 or more of those offices.

5.3 A person appointed to an office referred to in sub-bylaw 5.1 holds office until the first of the following events happens:

5.3.1 the person ceases to be a member of the council under by-law 3.7;

5.3.2 receipt by the strata company of a written notice of the person's resignation from that office;

5.3.3 another person is appointed by the council to hold that office.

5.4 The remaining members of the council must appoint a member of the council to fill a vacancy in an office referred to in sub-bylaw 5.1, other than a vacancy arising under by-law 3.7.3 or 3.7.4, and any person so appointed holds office, subject to this by-law, for the balance of the predecessor's term of office.

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

6. CHAIRPERSON, SECRETARY AND TREASURER OF STRATA COMPANY

6.1 Subject to sub-bylaw 6.2, the chairperson, secretary and treasurer of the council are also respectively the chairperson, secretary and treasurer of the strata company.

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

6.3 A person appointed under sub-bylaw 6.2 may act until the end of the meeting for which the person was appointed to act.

7. MEETINGS OF COUNCIL

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

7.2 The council may:

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
37
Landgate
www.landgate.wa.gov.au

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

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

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

7.4 An owner of a lot or individual may be appointed under sub-bylaw 7.3 whether or not that person is a member of the council.

7.5 If a person appointed under sub-bylaw 7.3 is a member of the council the person may, at any meeting of the council, separately vote in the person's capacity as a member and on behalf of the member in whose place the person has been appointed to act.

8. Powers and Duties of Secretary of Strata Company

8.1 The powers and duties of the secretary of a strata company include:

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

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

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

8.1.4 the answering of communications addressed to the strata company; and

8.1.5 the calling of nominations of candidates for election as members of the council; and

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

9. Powers and Duties of Treasurer of Strata Company

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

9.1.1 the notifying of owners of lots of any contributions levied under the *Strata Titles Act 1985*; and

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

9.1.3 the preparation of any certificate applied for under the *Strata Titles Act 1985* section 110; and

9.1.4 the keeping of the records of account referred to in the *Strata Titles Act 1985* section 101 and the preparation of the statement of accounts referred to in the *Strata Titles Act 1985* section 101.

10. Exclusive Use Courtyards

10.1 The proprietors of lots 1-4 have the exclusive use of the common area at the front of their respective lots as shown in the attached Plan.

Yard 1 for the use of Lot 1

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
38
Landgate
www.landgate.wa.gov.au

Yard 2 for the use of Lot 2

Yard 3 for the use of Lot 3

Yard 4 for the use of Lot 4

and shall keep and maintain the ground within the area, to a reasonable and acceptable standard (being trees, gardens, grass or paving) to the satisfaction of the Strata Company and shall maintain and keep in good state of repair the improvements erected there on and also to the satisfaction of the Strata Company.

10.2 No alterations or additions shall be made without the previous consent of the Strata Company and if required, the local council

11. EXCLUSIVE USE CARBAYS

11.1 The proprietors of lots 1-20 (Carbay 1-20) have the exclusive use of the common area for the width and depth of the carport as shown on the Strata Plan.

11.2 No alterations or additions shall be made to the carport areas without previous consent of the Strata Company and if required the local council.

12. EXCLUSIVE USE BALCONIES

12.1 The proprietors of lots 5-20 (Balcony 5-20) have the exclusive use of the balcony area adjoining their respective lots as shown on the attached Plan, and should keep the areas clean and neat and to the satisfaction of the Strata Company.

12.2 No alterations or additions shall be made without the previous consent of the Strata Company and if required, the local council.

13. FINANCIAL YEAR

13.1 The financial year for the Strata Company is the period of 12 months ending on 31st December.

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
39
Landgate
www.landgate.wa.gov.au

5953

EXCLUSIVE USE FOR "EDMILL GARDENS"
ON STRATA PLAN 11518, LOT 50 ON DIAGRAM 32665
MILLPOINT ROAD, SOUTH PERTH.

ALL THE AREAS NUMBERED ON THE SKETCH ARE FOR THE EXCLUSIVE USE OF THE CORRESPONDING NUMBERED STRATA LOT

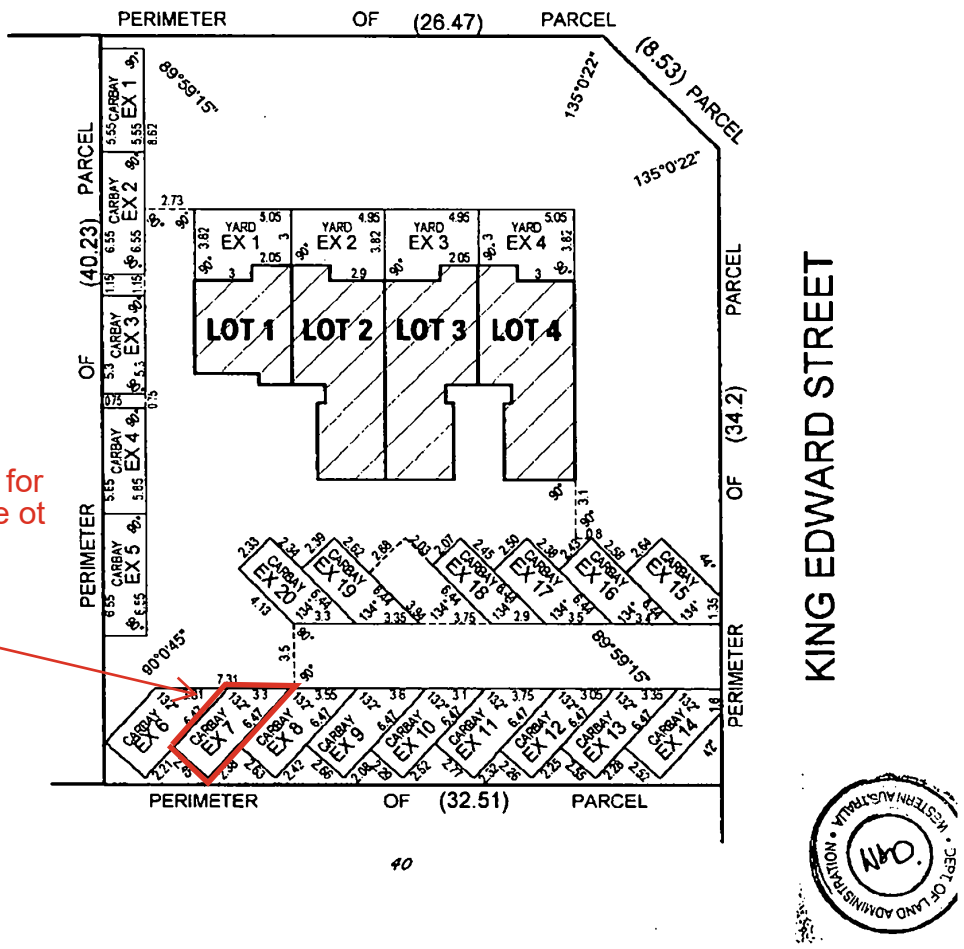
ALL ANGLES 90° UNLESS OTHERWISE NOTED

Ex is "for exclusive use"

(9702094)

GROUND FLOOR
SHEET 1 OF 5

SCALE 1:300



'Carbay Ex-7' for Exclusive-Use ot Unit (Lot) 7.

DLI COPY OF ORIGINAL NOT TO SCALE Tue Nov 7 15:17:29 2006 JOB 27307946

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

Landgate
www.landgate.wa.gov.au

5951

EXCLUSIVE USE FOR "EDMILL GARDENS" ON STRATA PLAN 11518, LOT 50 ON DIAGRAM 32665 MILLPOINT ROAD, SOUTH PERTH.

ALL THE AREAS NUMBERED ON THE SKETCH ARE FOR THE EXCLUSIVE USE OF THE CORRESPONDING NUMBERED STRATA LOT

ALL ANGLES 90° UNLESS OTHERWISE NOTED

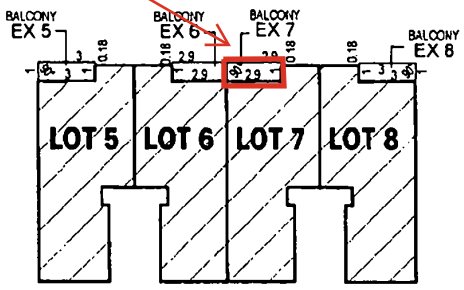
Ex is "for exclusive use"

FIRST FLOOR
SHEET 2 OF 5

SCALE 1:300

'Balcony Ex-7' for the Exclusive-Use oif Unit (Lot) 7.

The boundaries of the part lots outside the building designated balcony, are the edge of concrete slab.



DLI COPY OF ORIGINAL NOT TO SCALE Tue Nov 7 15:17:29 2006 JOB 27307946

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

Landgate
www.landgate.wa.gov.au

5949

EXCLUSIVE USE FOR "EDMILL GARDENS"
ON STRATA PLAN 11518, LOT 50 ON DIAGRAM 32665
MILLPOINT ROAD, SOUTH PERTH.

ALL THE AREAS NUMBERED ON THE SKETCH ARE FOR THE EXCLUSIVE USE OF THE CORRESPONDING NUMBERED STRATA LOT

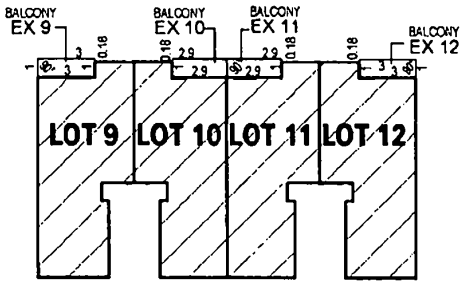
ALL ANGLES 90° UNLESS OTHERWISE NOTED

Ex is "for exclusive use"

SECOND FLOOR
SHEET 3 OF 5

SCALE 1:300

The boundaries of the part lots outside the building designated balcony, are the edge of concrete slab.



DLI COPY OF ORIGINAL NOT TO SCALE Tue Nov 7 15:17:29 2006 JOB 27307946

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

Landgate
www.landgate.wa.gov.au

5947

EXCLUSIVE USE FOR "EDMILL GARDENS" ON STRATA PLAN 11518, LOT 50 ON DIAGRAM 32665 MILLPOINT ROAD, SOUTH PERTH.

ALL THE AREAS NUMBERED ON THE SKETCH ARE FOR THE EXCLUSIVE USE OF THE CORRESPONDING NUMBERED STRATA LOT

ALL ANGLES 90° UNLESS OTHERWISE NOTED

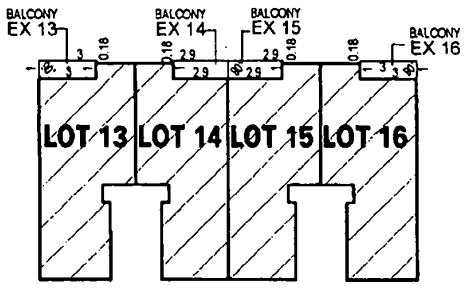
Ex is "for exclusive use"



SCALE 1:300

THIRD FLOOR
SHEET 4 OF 5

The boundaries of the part lots outside the building designated balcony, are the edge of concrete slab.



DLI COPY OF ORIGINAL NOT TO SCALE Tue Nov 7 15:17:29 2006 JOB 27307946

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

Landgate
www.landgate.wa.gov.au

EXCLUSIVE USE FOR "EDMILL GARDENS" ON STRATA PLAN 11518, LOT 50 ON DIAGRAM 32665 MILLPOINT ROAD, SOUTH PERTH.

ALL THE AREAS NUMBERED ON THE SKETCH ARE FOR THE EXCLUSIVE USE OF THE CORRESPONDING NUMBERED STRATA LOT

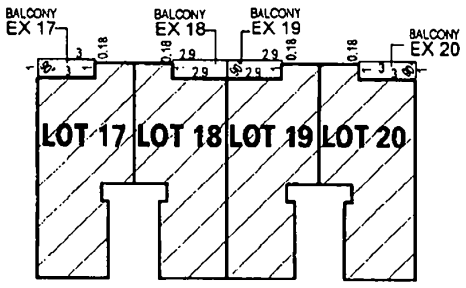
ALL ANGLES 90° UNLESS OTHERWISE NOTED

Ex is "for exclusive use"

FOURTH FLOOR
SHEET 5 OF 5

SCALE 1:300

The boundaries of the part lots outside the building designated balcony, are the edge of concrete slab.



DLI COPY OF ORIGINAL NOT TO SCALE Tue Nov 7 15:17:29 2006 JOB 27307946

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

Landgate
www.landgate.wa.gov.au

SCHEDULE 2 CONDUCT BY-LAWS

1. VEHICLES AND PARKING

1.1 An owner or occupier of a lot must take all reasonable steps to ensure that the owner's or occupier's visitors comply with the scheme by-laws relating to the parking of motor vehicles.

1.2 An owner or occupier of a lot must not park or stand any motor or other vehicle on common property except with the written approval of the strata company.

2. USE OF COMMON PROPERTY

2.1 An owner or occupier of a lot must:

2.1.1 use and enjoy the common property in such a manner as not unreasonably to interfere with the use and enjoyment of the common property by other owners or occupiers of lots or of their visitors; and

2.1.2 not use the lot or permit it to be used in such manner or for such purpose as causes a nuisance to an occupier of another lot (whether an owner or not) or the family of such an occupier; and

2.1.3 take all reasonable steps to ensure that the owner's or occupier's visitors do not behave in a manner likely to interfere with the peaceful enjoyment of an owner or occupier of another lot or of a person lawfully using common property; and

2.1.4 not obstruct lawful use of common property by any person.

3. DAMAGE TO LAWNS ETC. ON COMMON PROPERTY

3.1 Except with the approval of the strata company, an owner or occupier of a lot must not:

3.1.1 damage any lawn, garden, tree, shrub, plant or flower on common property; or

3.1.2 use any portion of the common property for the owner's or occupier's own purposes as a garden.

4. BEHAVIOUR OF OWNERS AND OCCUPIERS

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

5. DEPOSITING RUBBISH ETC. ON COMMON PROPERTY

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

6. DRYING OF LAUNDRY ITEMS AND SIGNAGE

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

6.1.1 hang any washing, towel, bedding, clothing or other article on any part of the parcel in such a way as to be visible from outside the building, other than for a reasonable period on any lines provided by the strata company for the purpose; or

6.1.2 display any sign, advertisement, placard, banner, pamphlet or like matter on any part of their lot in such a way as to be

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
45
Landgate
www.landgate.wa.gov.au

visible from outside the building.

7. STORAGE OF INFLAMMABLE LIQUIDS ETC.

7.1 An owner or occupier of a lot must not, except with the written approval of the strata company, use or store on the lot or on the common property any inflammable chemical, liquid or gas or other inflammable material, other than chemicals, liquids, gases or other materials used or intended to be used for domestic purposes, or any such chemical, liquid, gas or other material in a fuel tank of a motor vehicle or internal combustion engine.

8. MOVING FURNITURE ETC. ON OR THROUGH COMMON PROPERTY

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

9. FLOOR COVERINGS

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

10. GARBAGE DISPOSAL

10.1 An owner or occupier of a lot must:

10.1.1 maintain within their lot, or on such part of the common property as may be authorised by the strata company, in clean and dry condition and adequately covered, a receptacle for garbage;

10.1.2 comply with all local laws relating to the disposal of garbage;

10.1.3 ensure that the health, hygiene and comfort of an owner or occupier of any other lot is not adversely affected by their disposal of garbage.

11. ADDITIONAL DUTIES OF OWNERS AND OCCUPIERS

11.1 An owner or occupier of a lot must not:

11.1.1 use the lot for a purpose that may be illegal or injurious to the reputation of the building; or

11.1.2 make undue noise in or about the lot or common property; or

11.1.3 keep animals on the lot or the common property after notice in that behalf given to that person by the council.

12. NOTICE OF ALTERATION TO LOT

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918
46
Landgate
www.landgate.wa.gov.au

13. APPEARANCE OF LOT

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

14. DECORATION OF, AND AFFIXING ITEMS TO, INNER SURFACE OF LOT

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

LANDGATE COPY OF ORIGINAL NOT TO SCALE 19/01/2026 10:33 AM Request number: 69293918

47

Landgate

www.landgate.wa.gov.au

1. Appointment of Chairperson for the meeting

On a motion Moved by: Mr Antonio Berardini and Seconded by: Mr Steven Happell it was resolved that Kelly Magaya be authorised to act as Chairperson of the Strata Company for the purpose of the meeting. The Chairperson declared the meeting open at 05:30 pm.

The chairperson of the meeting acknowledges the following invitees:

- Kelly Magaya Representing ESM Strata.

2. Confirmation of Previous Minutes

On a motion Moved by: Blair Jarvis in Proxy of Lot 7 and Seconded by: Mrs Vanessa O'Brien in proxy for Lot 3 it was resolved that the previously circulated minutes of the General Meeting held on 26/03/2024 be confirmed as a true record of those proceedings.

3. Consideration of the Statement of Accounts

On a motion Moved by: Mrs Vanessa O'Brien in proxy for Lot 3 and Seconded by: Blair Jarvis in Proxy of Lot 7 it was resolved that the Statement of Accounts for the period 01/01/2024 to 31/12/2024 showing an amount of $63,174.06 net owners' funds, be adopted as presented.

4. Insurance Certificate of Currency

On a motion Moved by: Mr Steven Happell and Seconded by: Mr Antonio Berardini it was resolved the Council be directed to renew the Strata Company Insurance Policy prior to its expiry date in such sums as are suggested by the insurer or as are recommended by qualified professional advisors.

5. Insurance Valuation

On a motion Moved by: Mr Steven Happell and Seconded by: Mr Antonio Berardini it was put to the meeting that the Council of the Strata Company be directed to obtain a common property replacement valuation by qualified professional advisors, and assess whether the Strata Companies building insurance should be amended to reflect the valuation sum.
The Motion Failed

6. Constitution of the Council of the Strata Company

a) On a motion Moved by: Mr Antonio Berardini and Seconded by: Mrs Vanessa O'Brien in proxy for Lot 3 it was resolved that the Council of the Strata Company consist of 5 owners.

b) The following candidates were nominated:

- Mr Antonio Berardini
- Mr Stephen Happell
- Blair Jarvis Investments Pty Ltd
- Sharon Adele Hansen
- Ms Vicki Smith

The above 5 candidates were duly elected to the Council of the Strata Company.

7. Asbestos Investigation & Register

On a motion Moved by: Mr Antonio Berardini and Seconded by: Blair Jarvis in Proxy of Lot 7 it was put to the meeting that the Council of the Strata Company engage a suitably qualified supplier to investigate whether there is any Asbestos within the parcel of the Strata Scheme, and develops an Asbestos Register in accordance with the Work Health & Safety Act 2020.
The Motion Failed

8. Consideration of Administrative Fund Budget

On a motion Moved by: Mrs Vanessa O'Brien in proxy for Lot 3 and Seconded by: Mr Antonio Berardini it was resolved that the budget of estimated expenditure from the Administrative Fund (GST inclusive) for the period 01/01/2025 to 31/12/2025 amounting to $76,660.00 be adopted, and shall also be the same budget for the following 12 month period until amended by a future General Meeting.

9. Determination of the Levy of Contributions for the Administrative Fund

On an amended motion Moved by: Mr Antonio Berardini and Seconded by: Mr Steven Happell it was resolved that the **Levy** of contributions on proprietors for the **Administrative Fund** (Ref 36(1) of the Strata Titles Act) be payable in advance, inclusive of GST, by instalments due and payable in the amounts and on the dates as shown below:

$/Unit of Entitlement	For the Period	Due Date
$600.00	01/01/2025 - 31/03/2025	01/01/2025 (previously approved)
$600.00	01/04/2025 - 30/06/2025	01/04/2025
$600.00	01/07/2025 - 30/09/2025	01/07/2025
$600.00	01/10/2025 - 31/12/2025	01/10/2025

to raise an amount of $48,000.00 in the financial year 01/01/2025 to 31/12/2025, and

$/Unit of Entitlement	For the Period	Due Date
$600.00	01/01/2026 - 31/03/2026	01/01/2026 (pre-issued)

The quarterly levies shall continue at the same rate until amended at a future General Meeting.

10. Determination of the Levy of Contributions for the Reserve Fund

On a motion Moved by: Mr Antonio Berardini, and Seconded by: Mr Steven Happell, it was resolved that the **Levy** of contributions on owners for the **Reserve Fund** (Ref 100(2) of the Strata Titles Act) be payable in advance, inclusive of GST, by instalments due and payable in the amounts and on the dates as shown below:

$/Unit of Entitlement	For the Period	Due Date
$100.00	01/01/2025 - 31/03/2025	01/01/2025 (previously approved)
$100.00	01/04/2025 - 30/06/2025	01/04/2025
$100.00	01/07/2025 - 30/09/2025	01/07/2025
$100.00	01/10/2025 - 31/12/2025	01/10/2025

to raise an amount of $8,000.00 in the financial year 01/01/2025 to 31/12/2025, and

$/Unit of Entitlement	For the Period	Due Date
$100.00	01/01/2026 - 31/03/2026	01/01/2026 (pre-issue)

The quarterly levies shall continue at the same rate until amended at a future General Meeting.

11. Approval of Pre-Approval Expenditure Limit for the Strata Manager

On a motion Moved by: Mrs Vanessa O'Brien in proxy for Lot 3 and Seconded by: Mr Steven Happell it was resolved that the Strata Manager is authorised to arrange repairs and maintenance for works to the Common Property up to a limit of $500.00 excluding GST per item.

12. Matters without notice for discussion and referral to the Council

The following matters were raised are referred to the Council of the Strata Company:

Stair Safety

At the meeting, it was decided that the owners would look into installing grip guards on the stairs to reduce the risk of slips during the winter season. A quote has already been obtained by one of the Council members for this work.

Electrical Cupboard

It was noted that the electrical cupboard has a cracked panel that requires attention, and the Council of the Strata Company will arrange for this work to be completed.

Handrailing and Gazebo

The Council of the Strata Company will review the condition of the stair handrailing and the gazebo to determine what maintenance is required.

Visitor Parking

It was further noted that there may be a potential petition regarding visitor parking at the property, and the Council of Owners will provide further advice on this matter in due course.

13. Close of Meeting

The Chairperson closed the meeting at 06:30 pm.

Attendance

S/Plan 11518 Edmill Gardens 177 Mill Point Road

Annual General Meeting

Generated at: 18/08/2025 02:04 pm | 21/05/2025 05:30 pm | User: Kelly Magaya

Attendees

Lot	Unit	Name	Apologies	Voting Sheet
2	2	Mr Steven Happell	N	N
3	3	Mrs Vanessa O'Brien in proxy for Lot 3	N	N
7	7	Blair Jarvis in Proxy of Lot 7	N	N
8	8	Mrs Kyla Murray	N	N
9	9	Sharon Hansen in Proxy for Lot 9	N	N
12	12	Anthony Beradini in proxy of Lot 12	N	N
13	13	Anthony Beradini in proxy of Lot 13	N	N
14	14	Prasenajit Gunasekera	N	N
15	15	Anthony Beradini in proxy of Lot 14	N	N
19	19	Mr Antonio Berardini	N	N

Non Attendees - Apologies or Voting Sheets Received

NIL

Quorum Achieved: Y

Income and Expenditure Statement - S/Plan 11518
"EDMILL GARDENS"
177 MILL POINT ROAD, SOUTH PERTH, WA 6151
For the Financial Period 01/01/2024 to 31/12/2024

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Electricity Income	$15,632.10	*$0.00*	*$18,712.72*
Gas Income	$4,440.09	*$0.00*	*$3,777.41*
Interest on Overdues	$88.65	*$0.00*	*$59.54*
Levy Income A	$42,000.00	*$42,000.00*	*$36,000.00*
National Energy Relief Offset	$550.00	*$0.00*	*$200.00*
REIMB - Debt Collect/Legal	$110.00	*$0.00*	*$374.00*
REIMB - Levy Refund Fee	$0.00	*$0.00*	*$27.50*
REIMB - Repairs & Mtnce	$5,000.00	*$0.00*	*$0.00*
REIMB - Section 110(1) & (2) fee	$560.00	*$0.00*	*$280.00*
Rent of Laundry	$500.00	*$0.00*	*$425.00*
Total Administrative Fund Income	**$68,880.84**	*$42,000.00*	*$59,856.17*
Expenses			
ATO Compliance	$240.00	*$580.00*	*$580.00*
Additional Strata Mment Fees	$392.28	*$0.00*	*$118.98*
Asbestos Management	$1,256.00	*$1,000.00*	*$0.00*
By-Law Compliance	$0.00	*$550.00*	*$0.00*
By-Laws/Consolidation	$1,035.30	*$550.00*	*$0.00*
Debt Collection - Expense	$110.00	*$0.00*	*$374.00*
Electricity - Common	$18,336.80	*$3,500.00*	*$15,293.95*
Fire Protection Equipment	$0.00	*$700.00*	*$668.31*
Gardening	$5,130.00	*$4,000.00*	*$4,965.00*
Gas	$2,708.80	*$0.00*	*$3,018.51*
Income Tax Payment	$3.60	*$0.00*	*$0.00*
Insurance	$9,503.10	*$10,000.00*	*$9,490.97*
Insurance Stamp Duty	$883.22	*$920.00*	*$899.60*
M&R - Electrical	$513.00	*$1,000.00*	*$293.00*
M&R - General	$5,299.20	*$3,000.00*	*$1,135.47*
M&R - Lift	$7,866.52	*$6,000.00*	*$5,905.19*
M&R - Lift Telephone	$139.70	*$250.00*	*$247.50*
M&R - Painting	$4,400.00	*$5,000.00*	*$1,617.00*
M&R - Plumbing	$0.00	*$5,000.00*	*$1,452.00*
Meeting Fees & Expenses	$605.00	*$330.00*	*$440.00*
Section 110(1) & Section 110(2) - Fee	$616.00	*$0.00*	*$308.00*
Strata Mment Fee	$7,938.02	*$7,900.00*	*$7,706.82*
Strata Title Information	$16.50	*$0.00*	*$0.00*

Income and Expenditure Statement - S/Plan 11518
"EDMILL GARDENS"
177 MILL POINT ROAD, SOUTH PERTH, WA 6151
For the Financial Period 01/01/2024 to 31/12/2024

Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Telephone Costs	$55.00	*$0.00*	*$82.50*
Utility Account	$1,755.60	*$1,620.00*	*$1,613.70*
Water Consumption	$5,913.65	*$5,300.00*	*$5,098.48*
Total Administrative Fund Expenses	**$74,717.29**	*$57,200.00*	*$61,308.98*
Administrative Fund Surplus/Deficit	**$(5,836.45)**	*$(15,200.00)*	*$(1,452.81)*

Income and Expenditure Statement - S/Plan 11518
"EDMILL GARDENS"
177 MILL POINT ROAD, SOUTH PERTH, WA 6151
For the Financial Period 01/01/2024 to 31/12/2024

Reserve Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Income			
Interest on Overdues	$22.31	*$0.00*	*$9.61*
Interest on Term Deposits - R	$1,168.66	*$0.00*	*$0.00*
Levy Income R	$8,000.00	*$8,000.00*	*$8,000.00*
Total Reserve Fund Income	**$9,190.97**	*$8,000.00*	*$8,009.61*
Expenses			
Total Reserve Fund Expenses	**$0.00**	*$0.00*	*$0.00*
Reserve Fund Surplus/Deficit	**$9,190.97**	*$8,000.00*	*$8,009.61*

ESM Strata Pty Ltd
Proposed Budget for Strata Company 11518

EDMILL GARDENS, 177 Mill Point Road SOUTH PERTH

Prepared by ESM Strata Pty Ltd (ABN 30641043183)
PO Box 779 VICTORIA PARK WA 6979 Ph 9362 1166 Fax

Aggregate Units of Entitlement (UOE) 20 Administrative Fund-	Proposed Budget (01/01/2025-31/12/2025)	Adjustment	Current Year (01/01/2024-31/12/2024)			Last Year (01/01/2023-31/12/2023)		
			Budget	Actual	Variance	Budget	Actual	Variance
Contribution Schedule								
ATO Compliance	$580.00		$580.00	$240.00	*$340.00*	$580.00	$580.00	*$0.00*
Additional Strata Mment Fees	$0.00		$0.00	$392.28	*$-392.28*	$0.00	$118.98	*$-118.98*
Asbestos Management	$1,300.00		$1,000.00	$1,256.00	*$-256.00*	$0.00	$0.00	*$0.00*
By-Law Compliance	$0.00		$550.00	$0.00	*$550.00*	$0.00	$0.00	*$0.00*
By-Laws/Consolidation	$0.00		$550.00	$1,035.30	*$-485.30*	$0.00	$0.00	*$0.00*
Debt Collection - Expense	$0.00		$0.00	$110.00	*$-110.00*	$0.00	$374.00	*$-374.00*
Electricity - Common	$19,000.00		$3,500.00	$18,336.80	*$-14,836.80*	$0.00	$15,293.95	*$-15,293.95*
Fire Protection Equipment	$700.00		$700.00	$0.00	*$700.00*	$700.00	$668.31	*$31.69*
Gardening	$5,000.00		$4,000.00	$5,130.00	*$-1,130.00*	$3,000.00	$4,965.00	*$-1,965.00*
Gas	$0.00		$0.00	$2,708.80	*$-2,708.80*	$0.00	$3,018.51	*$-3,018.51*
Income Tax Payment	$0.00		$0.00	$3.60	*$-3.60*	$0.00	$0.00	*$0.00*
Insurance	$10,000.00		$10,000.00	$9,503.10	*$496.90*	$7,000.00	$9,490.97	*$-2,490.97*
Insurance Stamp Duty	$1,000.00		$920.00	$883.22	*$36.78*	$690.00	$899.60	*$-209.60*
M&R - Electrical	$1,000.00		$1,000.00	$513.00	*$487.00*	$2,500.00	$293.00	*$2,207.00*
M&R - General	$5,000.00		$3,000.00	$5,299.20	*$-2,299.20*	$1,000.00	$1,135.47	*$-135.47*
M&R - Lift	$6,200.00		$6,000.00	$7,866.52	*$-1,866.52*	$5,500.00	$5,905.19	*$-405.19*
M&R - Lift Telephone	$250.00		$250.00	$139.70	*$110.30*	$290.00	$247.50	*$42.50*
M&R - Painting	$5,000.00		$5,000.00	$4,400.00	*$600.00*	$0.00	$1,617.00	*$-1,617.00*
M&R - Plumbing	$5,000.00		$5,000.00	$0.00	*$5,000.00*	$0.00	$1,452.00	*$-1,452.00*
Meeting Fees & Expenses	$330.00		$330.00	$605.00	*$-275.00*	$330.00	$440.00	*$-110.00*
Section 110(1) & Section 110(2) - Fee	$0.00		$0.00	$616.00	*$-616.00*	$0.00	$308.00	*$-308.00*
Strata Mment Fee	$8,500.00		$7,900.00	$7,938.02	*$-38.02*	$7,669.00	$7,706.82	*$-37.82*
Strata Title Information	$0.00		$0.00	$16.50	*$-16.50*	$0.00	$0.00	*$0.00*

ESM Strata Pty Ltd
Proposed Budget for Strata Company 11518

EDMILL GARDENS, 177 Mill Point Road SOUTH PERTH

Prepared by ESM Strata Pty Ltd (ABN 30641043183)
PO Box 779 VICTORIA PARK WA 6979 Ph 9362 1166 Fax

Aggregate Units of Entitlement (UOE) 20 Administrative Fund-	Proposed Budget (01/01/2025-31/12/2025)	Adjustment	Current Year (01/01/2024-31/12/2024)			Last Year (01/01/2023-31/12/2023)		
			Budget	Actual	Variance	Budget	Actual	Variance
Contribution Schedule								
Telephone Costs	$0.00		$0.00	$55.00	*$-55.00*	$0.00	$82.50	*$-82.50*
Utility Account	$1,800.00		$1,620.00	$1,755.60	*$-135.60*	$0.00	$1,613.70	*$-1,613.70*
Water Consumption	$6,000.00		$5,300.00	$5,913.65	*$-613.65*	$6,000.00	$5,098.48	*$901.52*
TOTAL ADMIN FUND	**$76,660.00**		**$57,200.00**	**$74,717.29**	***$-17,517.29***	**$35,259.00**	**$61,308.98**	***$-26,049.98***
TOTAL ADMIN BUDGET	**$76,660.00**		**$57,200.00**			**$35,259.00**		

ESM Strata Pty Ltd
Proposed Budget for Strata Company 11518

EDMILL GARDENS, 177 Mill Point Road SOUTH PERTH

Prepared by ESM Strata Pty Ltd (ABN 30641043183)
PO Box 779 VICTORIA PARK WA 6979 Ph 9362 1166 Fax

Aggregate Units of Entitlement (UOE) 20 Reserve Fund-	Proposed Budget (01/01/2025-31/12/2025)	Adjustment	Current Year (01/01/2024-31/12/2024)			Last Year (01/01/2023-31/12/2023)		
			Budget	Actual	Variance	Budget	Actual	Variance
Contribution Schedule								
10 Yr Maintenance Plan	$10,000.00		$0.00	$0.00	*$0.00*	$0.00	$0.00	*$0.00*
TOTAL RESERVE FUND	**$10,000.00**		**$0.00**	**$0.00**	***$0.00***	**$0.00**	**$0.00**	***$0.00***
TOTAL RESERVE BUDGET	**$10,000.00**		**$0.00**			**$0.00**		

Prepared by ESM Strata Pty Ltd (ABN 30641043183)
PO Box 779 VICTORIA PARK WA 6979 Ph 9362 1166 Fax

Budget Summary (01/01/2025-31/12/2025)

	Proposed	1st Instalment 01/01/2025	2nd Instalment 01/04/2025	3rd Instalment 01/07/2025	4th Instalment 01/10/2025	TOTAL (01/01/2025-31/12/2025)	Next Pre Issue 01/01/2026
Administrative Fund	$76,660.00	$12,000.00	$12,000.00	$17,000.00	$17,000.00	$58,000.00	$16,000.00
Reserve Fund	$10,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$8,000.00	$2,000.00
Contribution Schedule Total	$86,660.00	$14,000.00	$14,000.00	$19,000.00	$19,000.00	$66,000.00	$18,000.00
Amount to Collect	**$86,660.00**	**$14,000.00**	**$14,000.00**	**$19,000.00**	**$19,000.00**	**$66,000.00**	**$18,000.00**

ESM Strata Pty Ltd
PO Box 779 VICTORIA PARK WA 6979 ABN: 30641043183
Ph: 9362 1166 Email: officeadmin@esmstrata.com.au

Balance Sheet - S/Plan 11518
"EDMILL GARDENS"
177 MILL POINT ROAD, SOUTH PERTH, WA 6151
For the Financial Period 01/01/2024 to 31/12/2024

	Administrative	Reserve	TOTAL THIS YEAR
Assets			
Cash At Bank			
Owners of Edmill Gardens Strata Plan 11518	$24,290.67	$14,747.25	$39,037.92
Macquarie Bank BSB: 186-300 Acc No: 248935470			
Owners of Edmill Gardens SP11518 INV	$0.00	$36,168.66	$36,168.66
Macquarie Bank BSB: 186-300 Acc No: 254531502			
Receivable (Levies + Utilities)	$114.01	$0.00	$114.01
Total Assets	**$24,404.68**	**$50,915.91**	**$75,320.59**
Liabilities			
Accounts Payable (GST Free)	$(250.00)	$0.00	$(250.00)
GST Collected	$7.64	$0.00	$7.64
Levies Paid In Advance	$10,688.89	$1,700.00	$12,388.89
Total Liabilities	**$10,446.53**	**$1,700.00**	**$12,146.53**
Net Assets	**$13,958.15**	**$49,215.91**	**$63,174.06**
Owners Funds			
Opening Balance	$19,794.60	$40,024.94	$59,819.54
Net Income For The Period	$(5,836.45)	$9,190.97	$3,354.52
Total Owners Funds	**$13,958.15**	**$49,215.91**	**$63,174.06**

STRATA COMMUNITY INSURANCE

stratacommunityinsure.com.au
T 1300 SCINSURE (1300 724 678)
E myenquiry@scinsure.com.au
A PO Box Z5111, St Georges Terrace, WA 6831

CERTIFICATE OF CURRENCY

THE INSURED

POLICY NUMBER	WRSC23002173
PDS AND POLICY WORDING	Residential Strata Product Disclosure Statement and Policy Wording SCI034-Policy-RS-PPW-02/2021 Supplementary Product Disclosure Statement SCIA-036_SPDS_RSC-10/2021
THE INSURED	The Owners of Edmill Gardens Strata Plan 11518
SITUATION	177 Mill Point Road, South Perth, WA, 6151
PERIOD OF INSURANCE	Commencement Date: 4:00pm on 01/04/2025 Expiry Date: 4:00pm on 01/04/2026
INTERMEDIARY	Body Corporate Brokers
ADDRESS	PO Box 5655, St George's Terrace, WA, 6831
DATE OF ISSUE	02/04/2025

POLICY LIMITS / SUMS INSURED

SECTION 1	PART A	1. Building	$4,432,958
		Common Area Contents	$44,330
		2. Terrorism Cover under Section 1 Part A2	Applies
	PART B	Loss of Rent/Temporary Accommodation	$664,944
	OPTIONAL COVERS	1. Flood	Included
		2. Floating Floors	Included
SECTION 2	Liability		$20,000,000
SECTION 3	Voluntary Workers		Included
SECTION 4	Workers Compensation		Selected
SECTION 5	Fidelity Guarantee		$100,000
SECTION 6	Office Bearers' Liability		$5,000,000
SECTION 7	Machinery Breakdown		$100,000
SECTION 8	Catastrophe		$664,944
SECTION 9	PART A	Government Audit Costs – Professional Fees	$25,000
	PART B	Appeal Expenses	$100,000
	PART C	Legal Defence Expenses	$50,000
SECTION 10	Lot Owners' Fixtures and Improvements		$300,000
SECTION 11	Loss of Lot Market Value		Not Included

This certificate of currency has been issued by Strata Community Insurance Agencies Pty Ltd, ABN 72 165 914 009, AFSL 457787 on behalf of the insurer Allianz Australia Insurance Limited, ABN 15 000 122 850, AFSL 234708 and confirms that on the Date of Issue a policy existed for the Period of Insurance and sums insured shown herein. The Policy may be subsequently altered or cancelled in accordance with its terms after the Date of Issue of this notice without further

notice to the holder of this notice. It is issued as a matter of information only and does not confer any rights on the holder. This certificate does not amend, extend, replace, negate or override the benefits, terms, conditions and exclusions as described in the Schedule documents together with the Product Disclosure Statement and insurance policy wording.

REIWA REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA
APPROVED BY THE REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA (INC.)
COPYRIGHT © REIWA 2020
FOR USE BY REIWA MEMBERS
KPR

STRATA TITLES ACT 1985

SCHEDULES

SCHEDULE 1 & SCHEDULE 2 (s39)

Schedule 1 — Governance by-laws

[Heading inserted by No. 30 of 2018 s. 86.]

[Part I heading deleted by No. 58 of 1995 s. 87(1).]

1. Duties of owner

(1) The owner of a lot must —

(a) immediately carry out all work that may be ordered under a written law in respect of the lot other than such work as may be for the benefit of the building generally and pay all rates, taxes, charges, outgoings and assessments that may be payable in respect of the lot;

(b) maintain and repair the lot, and keep it in a state of good condition, reasonable wear and tear, and damage by fire, storm, tempest or act of God excepted.

(1A) The owner of a lot must —

(a) notify in writing the strata company immediately on becoming the owner of the lot, including in the notice the owner's address for service for the purposes of this Act; and

(b) if required in writing by the strata company, notify the strata company of any mortgage or other dealing in connection with the lot, including in the case of a lease of a lot, the name of the lessee and the term of the lease.

[Clause 1 amended by No. 58 of 1995 s. 87(2); No. 14 of 1996 s. 4; No. 74 of 2003 s. 112(15); No. 30 of 2018 s. 87.]

[**2.** Deleted by No. 30 of 2018 s. 88.]

3. Power of strata company regarding submeters

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

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

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

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

[Clause 3 amended by No. 26 of 1999 s. 104; No. 74 of 2003 s. 112(16); No. 30 of 2018 s. 89.]

4. Constitution of council

(1) The powers and duties of the strata company must, subject to any restriction imposed or direction given at a general meeting, be exercised and performed by the council of the strata company and a meeting of the council at which a quorum is present is competent to exercise all or any of the authorities, functions or powers of the council.

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

REIWA REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA
APPROVED BY THE REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA (INC.) COPYRIGHT © REIWA 2020 FOR USE BY REIWA MEMBERS
KPR

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

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

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

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

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

(a) if the member dies or ceases to be an owner or co-owner of a lot; or

(b) on receipt by the strata company of a written notice of the member's resignation from the office of member; or

(c) at the conclusion of an annual general meeting of the strata company at which an election of members of the council takes place and at which the member is not elected or re-elected; or

(d) in a case where the member is a member of the council by reason of there being not more than 3 owners of lots in the scheme, on an election of members of the council (as a result of there being an increase in the number of owners to more than 3) at which the member is not elected; or

(e) if the member is removed from office under sub-bylaw (8); or

(f) if the Tribunal orders that the member's appointment is revoked and the member is removed from office.

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

Note for this sub-bylaw: By-law 6(3A) provides for the filling of vacancies in the offices of chairperson, secretary and treasurer.

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

(12) The continuing members of the council may act even if there is a vacancy in the council, but so long as the number of members is reduced below the number fixed by these by-laws as the quorum of the council, the continuing members or member of the council may act for the purpose of increasing the number of members of the council or convening a general meeting of the strata company, but for no other purpose.

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

[Clause 4 amended by No. 30 of 2018 s. 90.]

5. Election of council at general meeting

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

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

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

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

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

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

REIWA REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA
APPROVED BY THE REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA (INC.)
COPYRIGHT © REIWA 2020
FOR USE BY REIWA MEMBERS
KPR

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

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

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

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

(a) announce the names of the candidates; and

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

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

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

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

(c) signing the ballot form; and

(d) returning it to the chairperson.

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

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

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

(a) that number equals the number of votes recorded in favour of any other candidate; and

(b) if each of those candidates were to be declared elected the number of persons elected would exceed the number of persons required to be elected, as between those candidates, the election must be decided by a show of hands of those entitled to vote and present in person or by proxy.

[Clause 5 amended by No. 74 of 2003 s. 112(17)-(19); No. 30 of 2018 s. 91.]

6. Chairperson, secretary and treasurer of council

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

(2) A person —

(a) must not be appointed to an office referred to in sub-bylaw (1) unless the person is a member of the council; and

(b) may be appointed to 1 or more of those offices.

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

(a) the person ceases to be a member of the council under by-law 4(9);

(b) receipt by the strata company of a written notice of the person's resignation from that office;

(c) another person is appointed by the council to hold that office.

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

REIWA REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA
APPROVED BY THE REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA (INC.)
COPYRIGHT © REIWA 2020
FOR USE BY REIWA MEMBERS
KPR

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

[Clause 6 amended by No. 30 of 2018 s. 92.]

7. Chairperson, secretary and treasurer of strata company

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

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

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

[Clause 7 inserted by No. 58 of 1995 s. 87(3); amended by No. 74 of 2003 s. 112(20); No. 30 of 2018 s. 93.]

8. Meetings of council

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

(2) The council may –

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

(b) employ or engage, on behalf of the strata company, any person as it thinks is necessary to provide any goods, amenity or service to the strata company; or (c) subject to any restriction imposed or direction given at a general meeting of the strata company, delegate to 1 or more of its members such of its powers and duties as it thinks fit, and at any time revoke the delegation.

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

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

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

[Clause 8 amended by No. 30 of 2018 s. 94.]

9. Powers and duties of secretary of strata company

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

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

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

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

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

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

(f) subject to the *Strata Titles Act 1985* sections 127, 128, 129, 200(2)(f) and

(g) the convening of meetings of the strata company and of the council.

[Clause 9 amended by No. 30 of 2018 s. 95.]

REIWA REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA APPROVED BY THE REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA (INC.) COPYRIGHT © REIWA 2020 FOR USE BY REIWA MEMBERS KPR

10. Powers and duties of treasurer of strata company

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

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

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

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

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

[Clause 10 amended by No. 30 of 2018 s. 96.]

[**11-15.** Deleted by No. 30 of 2018 s. 97.]

Schedule 2 — Conduct by-laws

[Heading inserted by No. 30 of 2018 s. 98.]

1. Vehicles and parking

(1) An owner or occupier of a lot must take all reasonable steps to ensure that the owner's or occupier's visitors comply with the scheme by-laws relating to the parking of motor vehicles.

(2) An owner or occupier of a lot must not park or stand any motor or other vehicle on common property except with the written approval of the strata company.

[Clause 1 inserted by No. 30 of 2018 s. 99.]

2. Use of common property

An owner or occupier of a lot must —

(a) use and enjoy the common property in such a manner as not unreasonably to interfere with the use and enjoyment of the common property by other owners or occupiers of lots or of their visitors; and

(b) not use the lot or permit it to be used in such manner or for such purpose as causes a nuisance to an occupier of another lot (whether an owner or not) or the family of such an occupier; and

(c) take all reasonable steps to ensure that the owner's or occupier's visitors do not behave in a manner likely to interfere with the peaceful enjoyment of an owner or occupier of another lot or of a person lawfully using common property; and

(d) not obstruct lawful use of common property by any person.

[Clause 2 inserted by No. 30 of 2018 s. 100.]

3. Damage to lawns etc. on common property

Except with the approval of the strata company, an owner or occupier of a lot must not —

(a) damage any lawn, garden, tree, shrub, plant or flower on common property; or

(b) use any portion of the common property for the owner's or occupier's own purposes as a garden.

[Clause 3 amended by No. 30 of 2018 s. 101.]

4. Behaviour of owners and occupiers

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

[Clause 4 amended by No. 30 of 2018 s. 102.]

[**5.** Deleted by No. 30 of 2018 s. 103.]

REIWA REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA
APPROVED BY THE REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA (INC.)
COPYRIGHT © REIWA 2020
FOR USE BY REIWA MEMBERS
KPR

6. Depositing rubbish etc. on common property

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

[Clause 6 amended by No. 58 of 1995 s. 88(2); No. 30 of 2018 s. 104.]

7. Drying of laundry items and signage

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

(a) hang any washing, towel, bedding, clothing or other article on any part of the parcel in such a way as to be visible from outside the building, other than for a reasonable period on any lines provided by the strata company for the purpose; or

(b) display any sign, advertisement, placard, banner, pamphlet or like matter on any part of their lot in such a way as to be visible from outside the building.

[Clause 7 amended No. 30 of 2018 s. 105.] [Former By-law 8 repealed by No. 58 of 1995 s. 88(3).]

8. Storage of inflammable liquids etc.

An owner or occupier of a lot must not, except with the written approval of the strata company, use or store on the lot or on the common property any inflammable chemical, liquid or gas or other inflammable material, other than chemicals, liquids, gases or other materials used or intended to be used for domestic purposes, or any such chemical, liquid, gas or other material in a fuel tank of a motor vehicle or internal combustion engine.

[Clause 8, formerly by-law 9, renumbered as by-law 8 by No. 58 of 1995 s. 88(4); amended by No. 30 of 2018 s. 106.]

9. Moving furniture etc. on or through common property

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

[Clause 9, formerly by-law 10, renumbered as by-law 9 by No. 58 of 1995 s. 88(4); amended by No. 30 of 2018 s. 107.]

10. Floor coverings

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

[Clause 10, formerly by-law 11, renumbered as by-law 10 by No. 58 of 1995 s. 88(4); amended by No. 30 of 2018 s. 108.]

11. Garbage disposal

An owner or occupier of a lot must –

(a) maintain within their lot, or on such part of the common property as may be authorised by the strata company, in clean and dry condition and adequately covered, a receptacle for garbage;

(b) comply with all local laws relating to the disposal of garbage; (c) ensure that the health, hygiene and comfort of an owner or occupier of any other lot is not adversely affected by their disposal of garbage.

[Clause 11, formerly by-law 12, renumbered as by-law 11 by No. 58 of 1995 s. 88(4); amended by No. 57 of 1997 s. 115(5); No. 30 of 2018 s. 109.]

12. Additional duties of owners and occupiers

An owner or occupier of a lot must not –

(a) use the lot for a purpose that may be illegal or injurious to the reputation of the building; or

(b) make undue noise in or about the lot or common property; or

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

[Clause 12 inserted by No. 58 of 1995 s. 88(5); amended by No. 74 of 2003 s. 112(22); No. 30 of 2018 s. 110.]

REIWA REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA
APPROVED BY THE REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA (INC.)
COPYRIGHT © REIWA 2020
FOR USE BY REIWA MEMBERS
KPR

13. Notice of alteration to lot

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

[Clause 13 inserted by No. 58 of 1995 s. 88(5); amended by No. 30 of 2018 s. 111.]

14. Appearance of lot

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

[Clause 14 inserted by No. 58 of 1995 s. 88(5); amended by No. 30 of 2018 s. 112.]

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

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

[Clause 15 inserted by No. 30 of 2018 s. 113.]