

Strata Committee Correspondence

7th August to 16th October 2018

Min	To	From	Type	Date	Issue / Content
A					
					Annual General Meeting Matters
1	Secretary/Strata Mgr.	Braithwaite/Huntingdon	Email	07.08.18	Forwarding motions for inclusion in the AGM Notice.
2	Barry Braithwaite	Secretary	Email	08.08.18	Acknowledging receipt of AGM addenda items.
3	Secretary	Pam Matthews	Email	12.08.18	Opining that the Building Manager should provide greater attention to minor matters around the building and asking that this be raised in the Building Manager's performance review.
4	Strata Manager	Secretary	Email	13.08.18	Forwarding the papers for issue with the Notice of Annual General Meeting.
5	Secretary	Strata Manager	Email	13.08.18	Advising that the strata management agency agreement has a further 12 months to run.
6	Secretary/Treasurer	Strata Manager	Email	21.08.18	Forwarding a number of queries concerning the accounts from Mr. Braithwaite.
7	Secretary	Beryl Huntingdon	Email	22.08.18	Asking that the G&LC newsletter continue in its present form.
8	Strata Manager	Secretary	Email	22.08.18	Forwarding interior refurbishment costs that should have been included in the AGM Notice.
9	Strata Manager	Secretary	Email	24.08.18	Forwarding answers to the queries raised by Mr. Braithwaite concerning the accounts.
10	Secretary	Alan Johnson	Email	24.08.18	Forwarding his proxy for the upcoming meeting.
11	Secretary	Lou Huntingdon	Email	27.08.18	Raising a number of matters concerning the conduct of the AGM and the composition of the mailing list.
12	Strata Committee	Alan Walsh	Email	29.08.18	Commenting on the attachment to a proxy from the lot owner of Shop 9 concerning grease pit cost sharing.
13	Strata Manager	Alan Walsh	Email	29.08.18	Requesting that the registration of by-laws 1, 24, 25, 29, 52, 55 & 56 be commenced.
14	Strata Committee	Alan Walsh	Email	30.08.18	Offering to continue on the strata committee.
15	Strata Manager	Alan Walsh	Email	04.09.18	Forwarding the draft AGM minutes for issue.
16	Strata Manager	Barry Braithwaite	Email	12.09.18	Commenting on the conduct of the AGM.
B					
					Building Management
17	Alan Walsh	Building Manager	Email	15.08.18	Reporting on liaison between the BM and G&LC.
18	Building Manager	Alan Walsh	Email	02.09.18	Stating that relief arrangements should to be improved.
C					
					Cooling Towers
19	Strata Committee	Building Manager	Email	07.09.18	Forwarding a quote of \$2070 from Hydrochem for the implementation of new Health Dept. requirements.
20	Building Manager	Secretary	Email	08.09.18	Asking what extra is required that is not already included in the annual maintenance agreement.
21	Secretary	Building Manager	Email	10.09.18	Forwarding a list of items relating to a Risk Management Plan in a specific format.
22	Building Manager	Secretary	Email	10.09.18	Asking whether the BM considers the proposed fee good value for money given the new requirements.
23	Secretary	Building Manager	Email	12.09.18	Providing further information on the change of regulations and the quote from Hydrochem.
D					
					Electricity
24	Strata Committee	Building Manager	Email	10.08.18	Forwarding details of the new supply contract and the latest invoice.
25	Building Manager	Alan Walsh	Email	25.08.18	Asking that the strata manager provide an assessment of the new agreement.
26	Alan Walsh	Strata Manager	Email	30.08.18	Pointing out that the new agreement was negotiated by the building manager.
27	Strata Committee	Building Manager	Email	05.09.18	Forwarding details from electricity invoices for the last twelve months.
28	Owners Corporation	Secretary	Email	18.09.18	Providing information on electricity consumption and background to the power budget for 2018/19.
29	Secretary	Maureen McDermott	Email	11.10.18	Expressing appreciation at receiving the information.
E					
					Interior Design
30	Interior Designer	Secretary	Email	09.08.18	Proposing a meeting to discuss the presentation material for the AGM.
31	Secretary	Interior Designer	Email	10.08.18	Forwarding an updated version of the booklet showing the design concept for common areas.

32	Interior Designer	Secretary	Email	20.08.18	Requesting samples of finishes and advising details of the venue and time of the AGM.
33	Susan & Mark Ridge	Secretary	Email	20.08.18	Answering queries concerning selection of the interior designer and estimation of costs.
34	Secretary	Susan Ridge	Email	23.08.18	Forwarding comments on the interior design proposals.
35	Susan Ridge	Secretary	Email	23.08.18	Advising that her comments will be included in a register of all comments received on the designs.
36	Helen Lynch	Secretary	Email	26.08.18	Thanking her for her presentation and proposing that feedback be discussed at a future date.
37	Secretary	Vicki Jordan	Email	29.08.18	Providing detailed feedback on foyer and lift lobby refurbishment proposals.
38	Secretary	Alan Walsh	Email	31.08.18	Providing feedback on refurbishment proposals.
39	Secretary	Lou Huntingdon	Email	06.09.18	Suggesting a minimal upgrade to foyer and lobbies.
40	Secretary	Pam Matthews	Email	20.09.18	Providing comprehensive commentary on the proposed interior design scheme.
41	Secretary	Suzanne Woolridge	Email		Providing feedback on refurbishment proposals.

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42	Strata Manager	Secretary	Email	10.08.18	Asking that a final warning be issued to Ms. Negroh warning that continuing parking breaches will be referred to the Civil & Admin. Tribunal.
43	Strata Manager	Secretary	Email	10.08.18	Asking that Unit 806 be advised that a Notice to Comply will be issued if parking breaches continue.
44	Secretary	Strata Manager	Email	10.08.18	Providing a copy of the letter issued to Ms. Negroh.
45	Secretary	Strata Manager	Email	10.08.18	Providing a copy of the letter issued to Mr. & Mrs. Gleeson of Unit 806.
46	Building Manager	Alan Walsh	Email	18.08.18	Advising of a further parking breach by Mr. Gleeson.

Parking

G

47	Alan Johnson	Secretary	Email	11.08.18	Providing information on the progress of development applications for sites north of the Cecil.
48	Secretary	Bill Swingler	Email	20.08.18	Forwarding a copy of letter sent to Mark Speakman.
49	Secretary	Bill Swingler	Email	20.08.18	Forwarding a copy of letter sent to SSC Mayor.
50	Secretary	Andrew Brien	Email	07.09.18	Sending a draft letter to the precinct reporting on progress of the DA's and suggesting further action.
51	Secretary	Andrew Brien	Email	07.09.18	Advising that the Ozone developer has lodged an appeal to the Land & Enviro. Court due to Council's request for design changes.
52	Cecil Precinct	Secretary	Email	08.09.18	Advising the status of the Ozone development application.
53	Cecil Precinct	Secretary	Email	08.09.18	Advising the status of the Angelo House development application.
54	Secretary	Vassilia Hairis (Mare Blu)	Email	09.09.18	Sending a Telegraph article that reports that the LEP rules can be broken if "it is in the Public interest".
55	Secretary	Vassilia Hairis (Mare Blu)	Email	11.09.18	Forwarding a letter from Council that advises that a revised DA will be referred for the comment of local residents when received from the developer.
56	Owners Corporation	Secretary	Email	11.09.18	Providing a brief summary of the progress of DA's for the 2 sites north of the Cecil.
57	Secretary	Barry Braithwaite	Email	11.09.18	Expressing disinterest in the proposed developments and asking to be removed from the email list.
58	Secretary	Jill Tukian	Email	11.09.18	Thanking the Secretary for the update on the DA's.
59	Secretary	Vicki Jordan	Email	11.09.18	Thanking the Secretary for the update on the DA's.
60	Owners Corporation	Secretary	Email	16.09.18	Asking whether others wish to be removed from the mailing list.
61	Secretary	Alan Johnson	Email	16.09.18	Asking that they be kept informed.
62	Secretary	Jeff Purnell	Email	16.09.18	Asking that they be kept informed.
63	Secretary	Barrie Burns	Email	16.09.18	Asking that they be kept informed
64	Secretary	Wally Negroh	Email	16.09.18	Asking that they be kept informed
65	Secretary	Rhonda Carroll	Email	17.09.18	Asking that they be kept informed.
66	Secretary	Denise Bramble	Email	17.09.18	Asking that they be kept informed.
67	Secretary	Deidre Swingler	Email	17.09.18	Asking that they be kept informed.
68	Secretary	Bill Elgood	Email	17.09.18	Asking that they be kept informed.
69	Secretary	Andrew Brien	Email	30.09.18	Advising of recent correspondence with Council officers and proposing an approach to Cr. Simpson.
70	Secretary	Vassilia Hairis	Email	04.10.18	Advising she has a meeting with Mark Speakman on Friday 5 th Oct. and seeking advice on issues to raise.

H**Shop 4,5,6 Endota Spa**

71	Building Manager	Alan Walsh	Email	08.08.18	Asking whether access to the foyer by commercial operators has been blocked as agreed.
72	Alan Wash	Building Manager	Email	08.08.18	Advising that Endota only want access morning and evening and are not moving stock through the foyer.
73	Building Manager	Alan Walsh	Email	09.08.18	Noting that the SC had not received a request from Endota for such access.
74	Secretary	Kerin Morgan	Email	10.08.18	Advising that it is impossible to enter the shop from the street and seeking approval to enter via the foyer.
75	Building Manager	Alan Walsh	Email	10.08.18	Asking for a detailed report on the situation.
76	Strata Committee	Alan Walsh	Email	15.08.18	Advising that he has no objection to approval being given for after-hour's access via the gr. floor foyer.

I**Shop 7,8 Milky Lane**

77	Strata Committee	Alan Walsh	Email	10.08.18	Outlining repeated requests for the shop's storage on B1 to be hidden behind a curtain and suggesting a letter.
78	Strata Committee ^{81e}	Building Manager	Email	04.09.18	Forwarding a request for 2 additional access tags.
79	Building Manager ⁸²	Alan Walsh	Email	04.09.18	Requesting additional information.
80	Alan Walsh	Building Manager	Email	05.09.18	Providing more details concerning the application.
81	Building Manager	Alan Walsh	Email	05.09.18	Agreeing to the issue of a tag for the manager provided the approval of the lot owner is confirmed but rejecting the issue of a tag to a delivery driver.
82	Strata Committee	Building Manager	Email	13.09.18	Confirming the lot owner's approval for the extra tag.

J**Shop 12 Snap Gym**

83	Adrian Mueller	Alan Walsh	Email	12.08.18	Seeking advice on the application of by-law 1 and also actions open to the Council concerning DA conditions.
84	Adrian Mueller	Alan Walsh	Email	14.08.18	Putting on hold the request for legal advice due to some hope for a resolution arising from a meeting with the gym management.
85	Strata Manager	Secretary	Email	15.08.18	Forwarding the text of a letter to be sent to SSC concerning noise and the end of the 24-hour trial period.
86	David Noonan	Secretary	Email	15.08.18	Forwarding meeting minutes and asking for a copy of the gym's DA variation submission and acoustic report.
87	Secretary	Jeremy Moy	Email	15.08.18	Forwarding comments on the minutes and a copy of the acoustic report.
88	Jeremy Moy	Secretary	Email	15.08.18	Stating that the OC will sign the DA variation submission as land owners when a full copy of the variation submission is received.
89	Secretary	Jeremy Moy	Email	15.08.18	Advising that the OC may not need to sign the DA variation application because the proposed acoustic flooring is not fixed to the common property.
90	Jeremy Moy	Secretary	Email	17.08.18	Asking for advice on the completion of the DA variation application.
91	Secretary	Building Manager	Email	17.08.18	Forwarding an email to Eric Stubbs from SSC seeking information on Snap's compliance with DA conditions during the 2-year trial period.
92	Eric Stubbs	Secretary	Email	21.08.18	Advising that the DA variation has been lodged and that there is only a 2-week period for submissions.
93	Secretary	Eric Stubbs	Email	21.08.18	Acknowledging advice of the 2-week submission period.
94	Secretary	Eric Stubbs	Email	22.08.18	Forwarding a copy of an email to SSC detailing recent daily intrusive noise from the gym.
95	Secretary	Eric Stubbs	Email	26.08.18	Forwarding a copy of a draft submission to SSC on the proposed DA variation submission.
96	Secretary	John Greville	Email	26.08.18	Reporting on the source of noise and vibration due to the dropping of heavy weights on Sunday 26 August.
97	Secretary	Eric Stubbs	Email	27.08.18	Forwarding a copy of an email to SSC that summarises noise from the gym since Sept. 2016.
98	Secretary	Alan Walsh	Email	28.08.18	Forwarding a copy of his submission in response to the gym's Section 96 application.
99	Secretary	Eric Stubbs	Email	30.08.18	Forwarding a copy of his submission in response to the gym's Section 96 application
100	Strata Committee	Secretary	Email	31.08.18	Forwarding a copy of the final version of SC's submission on the gym's Section 96 application.
101	Secretary	Sutherland Council	Email	31.08.18	Issuing acknowledgment of the strata committee's submission on the gym's Section 96 application.
102	Secretary	Eric Stubbs	Email	02.09.18	Forwarding details of noise experienced in late August and asking the committee to treat the noise as breaches of by-law 1.

103	Secretary	Eric Stubs	Email	19.09.18	Forwarding a schedule of intrusive noise for Sept. and asking for it to be the basis for a Notice to Comply.
104	Strata Manager	Secretary	Email	20.09.18	Asking that a Notice to Comply to be issued to the proprietor of Shop 12 for continuing breaches of BL 1.
105	Secretary	Strata Manager	E mail	24.09.18	Forwarding a copy of the Notice to Comply for the SC's records.
106	Secretary	Eric Stubbs	Email	12.10.18	Reporting that there has been no change in intrusive noise and forwarding a schedule for the last 3 weeks
107	Secretary	Eric Stubbs	Email	12.10.18	Forwarding a copy of an email to the Council seeking advice on recent actions by the Council.

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Stair Pressurisation

108	Paul Gearin (Certifier)	Secretary	Email	20.08.18	Seeking an opinion on whether a DA is required for the proposed works and if so a fee proposal for preparing and submitting the DA.
109	Secretary	Lindall Wynne (Town Planner)	Email	18.08.18	Advising that in her opinion a DA is unlikely to be required but suggesting an opinion from a certifier.
110	Paul Gearin (Certifier)	Secretary	Email	19.09.18	Asking if he is proposing to respond to the Secretary's email on 20 August.
111	Strata Committee	John Greville	Email	08.10.18	Requesting care be taken to ensure noise, vibration and offensive odours are not intrusive.
112	John Greville	Secretary	Email	08.10.18	Advising that the issues he raises are key design parameters in the brief to the design engineer.
113	Lindall Wynne (Town Planner)	Secretary	Email	12.10.18	Advising that advice from certifiers had been inconclusive and inviting a fee proposal.
114	Secretary	Lindall Wynne (Town Planner)	Email		Requesting background documents to better understand the proposed assignment.
115	Lindall Wynne (Town Planner)	Secretary	Email	15.10.18	Providing background documents as requested.

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Telco Works

116	Strata Committee	Building Manager	Email	17.09.18	Forwarding a request from an Optus contractor for approval of works including a new fibre cable from basement to roof.
117	Building Manager	Secretary	Email	17.09.18	Asking for the proposed cable route and noting fire proofing will be required at each floor penetration.
118	Secretary	Building Manager	Email	17.09.18	Advising that the proposed route is via the electrical cupboard on the north side of the lift lobbies.

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Unit 305 Dog Request

119	Strata Committee	Building Manager	Email	17.08.18	Forwarding an application for a visitor dog.
120	Strata Committee	Building Manager	Email	17.08.18	Reporting on an incident between a resident and the owner of the 2 resident dogs.
121	Building Manager	Secretary	Email	17.08.18	Advising that the SC does not approve the visitor dog because this would exceed the limit of 2 dogs per unit.

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Unit 704 Access Tag

122	Strata Committee	Building Manager	Email	21.08.18	Forwarding a request for an additional access tag.
123	Building Manager	Secretary	Email	21.08.18	Asking why one lot owner is applying for a tag for another lot owner.
124	Secretary	Building Manager	Email	21.08.18	Advising that the tag applied for is to replace one given to another lot owner.
125	Building Manager	Secretary	Email	21.08.18	Asking whether the application can be amended to reflect what is really happening.
126	Strata Committee	Alan Walsh	Email	22.08.18	Recommending that the "tag on a stick" should be returned to the original owner.

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Unit 1201 Access Tag

127	Strata Committee	Building Manager	Email	28.09.18	Forwarding a request for a tag to replace 2 lost tags.
128	Building Manager	Secretary	Email	03.10.18	Advising agreement to issue one replacement tag.
129	Building Manager	Diane Raisin	Email	03.11.18	Advising agreement to issue one replacement tag.

P

Weep Hole Covers

130	Strata Committee	John Greville	Email	01.09.18	Forwarding a photo which shows some rusting coming from a fixing of a weep-hole cover.
131	Building Manager	Secretary	Email	02.09.18	Asking that the extent of the problem be investigated concurrent with a wash down of the building.
132	Secretary	Building Manager	Email	04.09.18	Advising that 316 stainless steel fixings were specified and that the problem has been referred to the painting contractor that fixed them.

Q**Miscellaneous**

133	Strata Committee	Alan Walsh	Email	09.08.18	Reporting on Shop 1 Awning approval in Sept 1997.
134	Strata Committee	Building Manager	Email	10.08.18	Forwarding a response from Sutherland Council re: accidental slab penetration above B3 exhaust fan rm.
135	Owners Corporation	Secretary	Email	10.08.18	Issuing minutes of the August SC meeting.
136	Alan Johnson	Secretary	Email	11.08.18	Responding to questions on Airbnb and precinct developments.
137	Strata Committee	Prestige Strata	Email	13.08.18	Offering to meet to discuss their services.
138	Secretary	BuildingLink	Email	13.08.18	Forwarding login details to the strata committee and giving an outline of the system.
139	Building Manager	Secretary	Email	14.08.18	Asking that the AGM be noted in the Notice of Meeting tab.
140	Owners Corporation	Secretary	Email	16.08.18	Issuing the August edition of "Just a Minute".
141	Building Manager	Strata Manager	Email	20.08.18	Advising that floating timber floors are not covered by the strata insurance policy.
142	Secretary	Mitchell Brandtman	Email	23.08.18	Forwarding an invoice for services rendered.
143	Strata Committee	Secretary	Email	30.08.18	Forwarding the Cecil's Safety Management Plan in response to comments on evacuation procedure.
144	Alan Walsh	Building Manager	Email	03.09.18	Forwarding a newspaper article concerning the proposed merger of Vodafone and TPG
145	Owners Corporation	Building Manager	Email	05.09.18	Advising residents of their BuildingLink login details.
146	Strata Committee	Building Manager	Email	06.09.18	Forwarding a request from the G&LC to post a notice to BuildingLink's notice board.
147	Strata Committee	Building Manager	Email	10.09.18	Reporting that only 2 doors were found to be defective during a fire door inspection.
148	Strata Committee	Building Manager	Email	11.09.18	Reporting on a confrontation with Barry Braithwaite over access to a lift that had been keyed off for the use of a removalist.
149	Strata Committee	Building Manager	Email	14.09.18	Forwarding a quote of \$980 for replacement of glass in Lift No2.
150	Strata Committee	Building Manager	Email	14.09.18	Reporting on drilling across the road that was dangerously close to the Cecil's basement carpark.
151	Strata Committee	Building Manager	Email	24.09.18	Advising of a leak in the O2 hot water line originating on level 12 and effecting some O1 line walls below.
152	Secretary	Strata Manager	Email	27.09.18	Advising that 3 quotes were received for renewal of insurance and that the offer of the existing insurer, CHU, was accepted.
153	Secretary	G.C. Singletons Pty Ltd.	Email	28.09.18	Expressing interest in supplying carpet for the interior refurbishment of common areas in the Cecil.
154	Treasurer	Strata Manager	Email	04.10.18	Forwarding financial reports to the end of September.
155	Strata Committee	John Greville	Email	07.10.18	Reporting rust appearing on spigots supporting stainless steel handrails on masonry balustrades.
156	Strata Manager	Secretary	Email	13.10.18	Asking for confirmation that recent bylaws have been sent for registration.
157	Strata Committee	Building Manager	Email	16.10.18	Forwarding the building manager's report for the preceding month.