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The Whittles way.

176 Fullarton Road  
Dulwich SA 5065

08 8291 2300  
whittles.com.au

02 Oct 2025

Whittles Management  
Services Pty Ltd atf  
Whittles Strata Unit Trust  
ABN 31 493 603 726

**TO THE OWNERS OF COMMUNITY CORPORATION 23362 INC.  
4-8 CHARLES STREET, ADELAIDE, SA, 5000  
NOTICE OF ANNUAL GENERAL MEETING**

Notice is hereby given of the Annual General Meeting of Community Corporation 23362 Inc. as follows:

**Date:** Thursday, 23 October 2025  
**Time:** 01:00 PM  
**Venue:** To join via video, click on the link below and enter the meeting ID and passcode  
<https://join.whittles.com.au>  
**Meeting ID: 442 279 222 444 5**  
**Passcode: mH2tB2Jo**

To join via phone dial the number below and enter the conference ID  
**Dial: 08 8249 7882**  
**Conference ID: 454 242 153#**

**Reconvened Meeting**

Please note if a Reconvened meeting is required it will be held on the 5th November 2025 at 6:00PM at the Scots Church, 237 North Terrace, ADELAIDE, SA, 5000.

Please find enclosed the agenda and associated documentation for the above-mentioned meeting.

**Meeting Attendance**

In order for the Corporation to transact any business at the AGM there must be a quorum of owners, either present or by proxy. If a quorum is not achieved the meeting cannot proceed and will need to be reconvened to a later date. This results in additional cost to your Corporation which could have been avoided.

Whilst there will be general discussion on the Body Corporate affairs it will not be possible to consider matters of significance, or non-budgeted expenditure items, that have not been included on the agenda.

**Voting**

If you are unable to join the meeting, please either:

1. Complete your vote electronically using StrataVote
2. Complete the proxy and voting paper and return to Whittles PO BOX 309, Kent Town SA 5071 or email to [info.adelaide@whittles.com.au](mailto:info.adelaide@whittles.com.au)



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**General Information**

In accordance with *The Statutes Amendment (Community and Strata Titles) Act 2013* a copy of the proposed contract appointing Whittles Strata and Community Corporation's Managers and details of the Managers Professional Indemnity Insurance are available for viewing on the owners portal.

If you have any queries regarding the above please feel free to contact our office.

Kind regards,  
Steve Geyer

## AGENDA

The following agenda sets out the substance of the motions to be considered at the meeting. The full text of each motion is set out in the accompanying "Voting Paper".

### IMPORTANT

**The Community Titles Act 1996 prescribes that a lot MUST NOT be in debt in order to exercise a vote.**

Attendance record and apologies

Appointment of Chairperson

Quorum

Motions as per voting paper:

1. Declaration of Interest
2. Management Committee review
3. Acceptance of Minutes
4. Acceptance of Statement of Accounts
5. Appointment of Manager
6. Election of Office Bearers and Committee
7. Accredited Contractors (Advice)
8. Annual Compliance Register (Advice)
9. Utility Supplies Review (Advice)
10. Sinking Fund Forecast
11. Current Insurance Details (Advice)
12. Insurance Renewal
13. Administrative Fund Budget
14. General Business
15. Sinking Fund Budget
16. Change the Hot System from Gas to Electric
17. Insufficient Funds Special Levy Authority
18. Audit of Annual Financial Statement
19. Interest Charged on Overdue Contributions/Levies
20. Recovery of Overdue Contributions/Levies
21. Next Meeting & Closure

**VOTING PAPER**

**1 - Declaration of Interest**

All owners or their nominees, are reminded that they are required to advise the meeting if they have any direct or indirect pecuniary interest in any matter to be considered by the meeting. Whittles refers all members to the agreement for disclosure of all its relevant interests.

**2 - Management Committee review**

Please go to the Martin Towers website to view the power point presentation. Link [http://223northtce.info/Publications/AGM\\_2025.pdf](http://223northtce.info/Publications/AGM_2025.pdf)

**3 - Acceptance of Minutes**

**Ordinary Resolution**

THAT in accordance with the provisions of s81(5)(b) of the *Community Titles Act 1996*, the minutes of the Annual General Meeting held on 8 OCT 2024 and sent to owners be accepted as a true and correct record of the proceedings of that meeting.

YES

NO

Abstain

**4 - Acceptance of Statement of Accounts**

**Ordinary Resolution**

THAT in accordance with the provisions of s81(5) (d) of the *Community Titles Act 1996* (amended), the audited Statement of Accounts for the financial year ending 30 JUN 2025, which have been circulated to all members, is accepted.

YES

NO

Abstain

**5 - Appointment of Manager**

**Ordinary Resolution**

THAT the Body Corporate under s76(9) of the *Community Titles Act 1996*:

- i. appoint Whittles Management Services Pty Ltd as its Manager to supply Services,
- ii. make the appointment for a Term of twelve (12) months, being from the 1 JUL 2025 to 30 JUN 2026 and that upon expiry of the Term this agreement will continue on a month to month basis until the next Annual General Meeting or until delegation is revoked,
- iii. authorise limited powers to Whittles Management Services Pty Ltd,
- iv. agree to pay Service Fees to Whittles Management Services Pty Ltd,
- v. acknowledge the Disclosures by Whittles Management Services Pty Ltd and
- vi. execute the Services Agreement that specifies the details of the terms and conditions of the appointment, with Whittles Management Services Pty Ltd.

The Services Agreement is available for viewing at [whittles.com.au](http://whittles.com.au) through your owner portal.

YES

NO

Abstain

**6 - Election of Office Bearers and Committee**

THAT in accordance with s76(1) & 90(1) of the *Community Titles Act 1996*, the meeting appoint Office Bearers and Committee Members.

By accepting nomination and election to the committee, members agree to share all contact information with other elected committee members to facilitate efficient communication regarding Body Corporate matters. This consent will remain valid for the duration of their term on the committee.

Limitations Imposed

The Body Corporate Manager advises that the Management Committee and Officers of the Body Corporate do not have powers to resolve matters subject to special or unanimous resolutions.

Committee Meetings should be conducted in accordance with s91 to 99 of the *Community Titles Act 1996*.

An agenda should be forwarded to all committee members and decisions at the meeting minuted, copies of which are to be placed with the Body Corporate records.

**Presiding Officer**

Lot 55 - M Jappe has been nominated

**Secretary**

Lot 5 - P Relf has been nominated

**Treasurer**

Lot 18 - D Chadbourne has been nominated

**Ordinary Member/s**

Lot 18 - E Farrant, Lot 62 - C Karykis and Lot 82 - C Wastell has been nominated

**7 - Accredited Contractors (Advice)**

To ensure compliance with work health and safety requirements to protect both contractors and Body Corporates, Whittles only engage accredited contractors who comply with state and territory legislation. If the Body Corporate decides, by act or omission to engage a contractor who is not accredited with Whittles, the Body Corporate acts as the Person Conducting a Business or Undertaking, in regard to the common property for the purposes of occupational health and safety legislation. This means, that if the contractor engaged by the Body Corporate does not have the necessary accreditation, an injured party may seek damages from the Body Corporate.

The Corporate Manager will only request quotations from, and instruct works to be undertaken on behalf of the Body Corporate, by accredited contractors. However, non-accredited contractor's invoices will be processed for payment only when instructed to do so by the Body Corporate Chairperson or a person authorised by the Body Corporate to do so.

**8 - Annual Compliance Register (Advice)**

The *Work Health and Safety Act 2012*, recognises that a Body Corporate's common property is a workplace, as such the Body Corporate is responsible for ensuring the workplace is free from hazard, as far as reasonably practicable. Whittles has established a register to ensure owners are fully aware of their legislative and reporting requirements for the Body Corporate. Many different areas are subject to annual compliance and the Body Corporate Manager may review at the meeting all Body Corporate obligations and where necessary, update any compliance reports required to be held on file.

All legislative compliance reports will be reviewed promptly as required and any maintenance attended to in accordance with Australian Standards or Industry best practice using qualified and reputable practitioners. To ensure that the Body Corporate obligations are met and maintained during the year, the Compliance Register will be updated throughout the year.

**9 - Utility Supplies Review (Advice)**

Whittles Standard Service Agreements include an annual review of common property utility supplies. This will be undertaken by Strata Utility Networks Australia Pty Ltd (if your building is eligible). They will implement any changes without charge where there is a benefit for the Body Corporate.

**10 - Sinking Fund Forecast**

**Ordinary Resolution**

THAT the Body Corporate review and accept the existing Sinking Fund Projection Report at the Annual General Meeting for the current period.

The *Statutes Amendment (Community and Strata Titles) Act 2012*, requires that all Strata and Community Body Corporates other than small groups (6 or less) prepare a forward budget for maintenance and capital works. This forward budget must be tabled at each Annual General Meeting and new information must be presented for consideration no less than every three (3) years for Corporations consisting of 7-20 lots and five (5) years for Corporations consisting of more than 20 lots.

A comprehensive professional report was performed in 2016 and is available for viewing at [whittles.com.au](http://whittles.com.au) through your owner portal.

YES

NO

Abstain

**11 - Current Insurance Details (Advice)**

A copy of the Body Corporate's current certificate of currency/insurance is attached to this meeting notice and is also available for viewing at whittles.com.au through your owner portal.

**12 - Insurance Renewal**

**Ordinary Resolution**

THAT the Body Corporate Manager is to arrange quotes and/or renewal of the Body Corporate's insurance for a sum insured of \$183,979,950 with the Authorised Representative of MGA Insurance Brokers Pty Ltd, who have an association with Whittles. A Financial Services Guide is available on request.

Owners are reminded that where repairs are carried out under insurance and the repairs benefit a particular lot, the lot owner may be responsible for the payment of any excess subject to any explicit instructions to the contrary by the Body Corporate.

Whittles recommends consideration be given to the following additional cover options if not already included in the policy; office bearers liability, flood or catastrophe, electrical surge, loss of rent and machinery breakdown.

**Contents Insurance**

The Body Corporate Manager advises members of the necessity for them to arrange individually for adequate insurance for contents of their lots, inclusive of carpets, drapes, light fittings, etc., whether or not the lot is occupied by the lot owner or tenant, and it was noted that the Body Corporate's Legal Liability cover applied primarily to common property and that lot owners should be separately insured for cover in relation to their own premises.

The Body Corporate's Certificate of Currency/Insurance is available for viewing at whittles.com.au through your owner portal.

YES

NO

Abstain

**13 - Administrative Fund Budget**

**Ordinary Resolution**

THAT in accordance with s81(5)(d) (iii) of the *Community Titles Act 1996*, the attached Administrative Fund budget be approved and adopted.

Contributions reflected in this budget are an increase from the previous budget with proposed quarterly contributions for the Corporation of \$208,000.00 for the financial year ending 30 JUN 2026.

This budget is based on the requirements for the Body Corporate during the coming year and DOES NOT provide for additional works as may be agreed to or arranged by owners during the year.

Contributions will be raised in accordance with Lot Entitlement Values.

YES

NO

Abstain

<b>14 - General Business</b>
Any general business items to be discussed at the meeting.  Note: Owners may discuss other matters regarding the building however, no binding decisions can be made and no expenditure can be authorised for non-budgeted items without a further meeting of the Committee or Corporation.

<b>15 - Sinking Fund Budget</b>	<b>Ordinary Resolution</b>
THAT in accordance with s116 of the <i>Community Titles Act 1996</i> , the attached Sinking Fund budget be approved and adopted.  Contributions reflected in this budget are the same as the previous budget with proposed quarterly contributions for the Corporation of \$66,938.00 for the financial year ending 30 JUN 2026.  This budget is based on the requirements for the Body Corporate during the coming year and DOES NOT provide for additional works as may be agreed to or arranged by owners during the year.  Contributions will be raised in accordance with Lot Entitlement Values.  <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Abstain	

<b>16 - Change the Hot System from Gas to Electric</b>	<b>Unanimous Resolution</b>
That Community Corporation 23362 Inc by Unanimous resolution changing the hot water system from gas to electric. Please refer to the tender process document attached  <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Abstain	

<b>17 - Insufficient Funds Special Levy Authority</b>	<b>Ordinary Resolution</b>
THAT should there be insufficient funds in the Administration Account of the Body Corporate to meet the payment of the premium for insurance, rates and taxes or other like expenses as and when those expenses become due for payment and which if unpaid would expose the Body Corporate to risk or the imposition of fines or other sanctions, then, and only then, the Body Corporate Manager is authorised, but in consultation with the Management Committee, to raise a special levy to meet the shortfall required to ensure payment of the relevant expense provided that the amount of the special levy so raised is to be in accordance with Lot Entitlement Values and must not exceed the sum of \$83,000.00.  If the maximum levy amount is insufficient to meet the relevant expense or expenses, then any additional special levy necessary to meet such expense must be authorised by the Body Corporate at a duly convened General Meeting of owners.  <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Abstain	

<b>18 - Audit of Annual Financial Statement</b>	<b>Ordinary Resolution</b>
THAT in accordance with Part 13, Division 2 of the <i>Community Titles Act 1996</i> , the Body Corporate is obligated to carry out an independent audit of the Body Corporate's annual statement of accounts. Whittles recommends MGI Assurance (SA) be appointed at an estimated cost of \$2,000.00.	
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Abstain	

<b>19 - Interest Charged on Overdue Contributions/Levies</b>	<b>Ordinary Resolution</b>
THAT in accordance with the provisions of s114 (4) of the <i>Community Titles Act 1996</i> , the Body Corporate will apply arrears interest of 15% per annum calculated daily, if payment of a contribution or levy or an instalment of a contribution or levy is not received in full within 30 days of the due date.	
The Management Committee is authorised to waive penalty interest charges in extenuating circumstances at their discretion.	
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Abstain	

<b>20 - Recovery of Overdue Contributions/Levies</b>	<b>Ordinary Resolution</b>
THAT in accordance with s114 (7) of the <i>Community Titles Act 1996</i> , Whittles is authorised to take all necessary action, without the need for further authority, including instructing a debt recovery company to initiate legal proceedings against owners on behalf of COMMUNITY CORP.23362 INC when they are in arrears to recover overdue contributions and levies, penalties and recovery costs incurred.	
Whittles charge the debtor for the issue of a first arrears notice if payment of a contribution or levy or an instalment of a contribution or levy is not received in full within 27 days of the due date. (27 days or more overdue), and when issuing instructions to the debt recovery company.	
Fees charged by third party providers will be recovered from the debtor at cost per invoice.	
Owners are advised of the following debt recovery process:	
<ol style="list-style-type: none"><li>1. Owners are issued their contribution notice approximately 3 weeks before the due date.</li><li>2. If this is not paid by the due date owners are issued a reminder notice approximately 14 days after the due date.</li><li>3. Once 27 days or more overdue, a final notice is issued to the owner incurring a \$44.00 fee. Payment is to be made in full within 21 days from date of issue.</li><li>4. Interest starts accumulating on the overdue amounts approximately 5 days after the final notice is issued.</li><li>5. Once the 21 days has expired, the account will be referred to debt collection, which will incur a Whittles administration fee and an establishment fee from the debt collection agency.</li></ol>	
<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Abstain	

<b>21 - Next Meeting &amp; Closure</b>
To be discussed at the meeting.

**APPOINT A PROXY**

**Name of Owner:** ..... **of** .....

**Lot Number (s):** .....  
*(If you own multiple lots you only need to complete one voting paper but list your multiple lots above)*

**Name of Corporation:** COMMUNITY CORP.23362 INC

Please tick one of the below

Appoint (full name): .....

**OR**

The representative of Whittles Strata and Community Managers of 176 Fullarton Road, Dulwich SA 5065.

To act generally on my/our behalf as my/our proxy and to vote in accordance with the voting instructions (if completed) at this meeting on 23 Oct 2025 at 01:00 PM and any adjournment or postponement unless I/we choose to attend.

***Should your nominated proxy not join the meeting, Whittles will represent you and your votes will be recorded in accordance with your voting instruction submitted.***

**Signature:** ..... **Date:** .....



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**Attachments**

- Statement of Accounts
- Current Insurance Details
- Budget
- Tender process and recommendation



# Administrative Fund Statement of Income & Expenditure

COMMUNITY CORP.23362 INC  
4-8 Charles Street ADELAIDE SA 5000  
1 July 2024 to 30 June 2025  
Printed 15/07/25 09:28

	YTD Actual	YTD Budget	Variance	Last Year
<b>FUND INCOME</b>				
Contributions	806,960.79	781,934.00	25,026.79	721,169.70
Fines/penalties	80.00	0.00	80.00	0.00
Interest-Contributions arrears	882.70	0.00	882.70	1,108.50
Interest-External Accounts	5,397.06	5,500.00	(102.94)	5,351.57
Keys & fobs	300.00	0.00	300.00	1,636.34
<b>TOTAL FUND INCOME</b>	<b>813,620.55</b>	<b>787,434.00</b>	<b>26,186.55</b>	<b>729,266.11</b>
<b>FUND EXPENDITURE</b>				
Air conditioning	1,600.00	2,000.00	400.00	1,970.00
Auditor fee	2,000.00	2,000.00	0.00	2,000.00
Cleaning	207,697.19	198,000.00	(9,697.19)	214,791.15
Common property	20,490.82	16,000.00	(4,490.82)	9,787.60
Debt collection fees	3,741.86	0.00	(3,741.86)	2,820.24
Debt collection fees recovery	(2,597.17)	0.00	2,597.17	(2,900.24)
Electrical	3,440.28	3,000.00	(440.28)	3,321.72
Fire systems	5,104.47	4,500.00	(604.47)	2,480.21
Grounds	3,874.25	4,500.00	625.75	3,560.00
Health Club / Gym	190.91	1,000.00	809.09	786.81
Hot water service	13,015.19	5,000.00	(8,015.19)	5,075.75
Indoor plant rental	6,057.54	4,800.00	(1,257.54)	4,860.90
Internet	1,394.09	600.00	(794.09)	598.00
Legal fees	(80.00)	0.00	80.00	0.00
Lift	37,791.40	33,713.09	(4,078.31)	37,595.15
Local Government charges	0.00	0.00	0.00	75.82
Management - Additional services fee	1,108.18	3,000.00	1,891.82	1,174.55
Management - Agreed Services	23,000.00	23,000.00	0.00	23,000.00
Management - Asset Maintenance Services	1,443.00	1,443.00	0.00	1,443.00
Management - Disbursement Fees	9,345.96	9,346.00	0.04	9,548.00
Owner expense	276.00	0.00	(276.00)	250.00
Owner recovery	(1,696.00)	0.00	1,696.00	(810.00)
Pest control	460.00	0.00	(460.00)	0.00
Plumbing	12,352.50	4,000.00	(8,352.50)	5,493.51
Pool/Spa	12,444.73	7,000.00	(5,444.73)	7,057.14
Primary Plan contribution	301,088.03	320,848.00	19,759.97	280,310.58
Rubbish	15,548.18	11,000.00	(4,548.18)	13,237.43
Security	3,702.70	3,000.00	(702.70)	1,925.10
Sundry expense	206.36	600.00	393.64	182.24
Taxation	11,565.29	8,400.00	(3,165.29)	8,262.00
Telephone	(61.61)	0.00	61.61	0.00
Transfer	0.00	0.00	0.00	100,000.00
Utilities-Electricity	38,748.06	33,000.00	(5,748.06)	46,904.11
Utilities-Gas	49,626.09	65,000.00	15,373.91	78,563.23
Utilities-Water	24,487.73	25,000.00	512.27	23,970.28
Venue hire	0.00	250.00	250.00	290.91
Website	2,755.30	3,000.00	244.70	3,441.00
<b>TOTAL FUND EXPENDITURE</b>	<b>810,121.33</b>	<b>793,000.09</b>	<b>(17,121.24)</b>	<b>891,066.19</b>
<b>FUND SURPLUS (DEFICIT)</b>	<b>3,499.22</b>	<b>(5,566.09)</b>	<b>9,065.31</b>	<b>(161,800.08)</b>

## Administrative Fund Statement of Assets & Liabilities

COMMUNITY CORP.23362 INC  
4-8 Charles Street ADELAIDE SA 5000

30 June 2025

Printed 15/07/25 09:28

	YTD Actual	Last Year
<b>OWNERS FUNDS</b>		
Balance Brought Forward	204,893.92	366,694.00
Surplus/(Deficit) For Period	3,499.22	(161,800.08)
<b>TOTAL FUNDS</b>	<b>208,393.14</b>	<b>204,893.92</b>
<b>ASSETS</b>		
Cash at Bank (MBL)	118,060.04	109,641.72
Investment Account 2	112,164.52	106,767.46
<b>TOTAL ASSETS</b>	<b>230,224.56</b>	<b>216,409.18</b>
<b>LIABILITIES</b>		
GST control account	10,115.42	4,551.94
Accrued Expenses	0.00	30.52
Unallocated Advances	11,716.00	6,932.80
<b>TOTAL LIABILITIES</b>	<b>21,831.42</b>	<b>11,515.26</b>
<b>NET ASSETS</b>	<b>208,393.14</b>	<b>204,893.92</b>

## Sinking Fund Statement of Income & Expenditure

COMMUNITY CORP.23362 INC  
4-8 Charles Street ADELAIDE SA 5000  
1 July 2024 to 30 June 2025  
Printed 15/07/25 09:28

	YTD Actual	YTD Budget	Variance	Last Year
<b>FUND INCOME</b>				
Contributions	275,361.28	267,752.00	7,609.28	252,911.78
Interest-External Accounts	28,614.76	0.00	28,614.76	29,422.81
Transfer-From Administration fund	0.00	0.00	0.00	100,000.00
<b>TOTAL FUND INCOME</b>	<b>303,976.04</b>	<b>267,752.00</b>	<b>36,224.04</b>	<b>382,334.59</b>
<b>FUND EXPENDITURE</b>				
Air conditioning	0.00	0.00	0.00	10,194.00
Cleaning	12,300.00	0.00	(12,300.00)	0.00
Common property	0.00	5,000.00	5,000.00	0.00
Electrical	16,296.28	0.00	(16,296.28)	0.00
Fire systems	3,590.00	10,000.00	6,410.00	0.00
Grounds	5,250.00	0.00	(5,250.00)	0.00
Hot water service	9,349.09	365,000.00	355,650.91	13,508.79
Lift	26,460.00	0.00	(26,460.00)	3,540.00
Pool/Spa	210,300.00	195,000.00	(15,300.00)	2,600.00
Security	133,322.00	170,750.00	37,428.00	5,490.00
Solar Panels	0.00	300,000.00	300,000.00	0.00
<b>TOTAL FUND EXPENDITURE</b>	<b>416,867.37</b>	<b>1,045,750.00</b>	<b>628,882.63</b>	<b>35,332.79</b>
<b>FUND SURPLUS (DEFICIT)</b>	<b>(112,891.33)</b>	<b>(777,998.00)</b>	<b>665,106.67</b>	<b>347,001.80</b>

## Sinking Fund Statement of Assets & Liabilities

COMMUNITY CORP.23362 INC  
4-8 Charles Street ADELAIDE SA 5000

30 June 2025

Printed 15/07/25 09:28

	YTD Actual	Last Year
<b>OWNERS FUNDS</b>		
Balance Brought Forward	1,385,108.04	1,038,106.24
Surplus/(Deficit) For Period	(112,891.33)	347,001.80
<b>TOTAL FUNDS</b>	<b>1,272,216.71</b>	<b>1,385,108.04</b>
<b>ASSETS</b>		
Cash at Bank (MBL)	671,604.13	813,110.22
Investment Account 2	600,612.58	571,997.82
<b>TOTAL ASSETS</b>	<b>1,272,216.71</b>	<b>1,385,108.04</b>
<b>LIABILITIES</b>		
<b>TOTAL LIABILITIES</b>	<b>0.00</b>	<b>0.00</b>
<b>NET ASSETS</b>	<b>1,272,216.71</b>	<b>1,385,108.04</b>

## Consolidated Statement of Assets & Liabilities

COMMUNITY CORP.23362 INC  
4-8 Charles Street ADELAIDE SA 5000

30 June 2025

Printed 15/07/25 09:28

	YTD Actual	Last Year
<b>OWNERS FUNDS</b>		
Balance Brought Forward	1,590,001.96	1,404,800.24
Surplus/(Deficit) For Period	(109,392.11)	185,201.72
<b>TOTAL FUNDS</b>	<b>1,480,609.85</b>	<b>1,590,001.96</b>
<b>ASSETS</b>		
Cash at Bank (MBL)	789,664.17	922,751.94
Investment Account 2	712,777.10	678,765.28
<b>TOTAL ASSETS</b>	<b>1,502,441.27</b>	<b>1,601,517.22</b>
<b>LIABILITIES</b>		
GST control account	10,115.42	4,551.94
Accrued Expenses	0.00	30.52
Unallocated Advances	11,716.00	6,932.80
<b>TOTAL LIABILITIES</b>	<b>21,831.42</b>	<b>11,515.26</b>
<b>NET ASSETS</b>	<b>1,480,609.85</b>	<b>1,590,001.96</b>

## Notes to the Financial Statements

COMMUNITY CORP.23362 INC  
4-8 Charles Street ADELAIDE SA 5000  
30 June 2025  
Printed 15/07/25 09:28

### Investments

Investment	Fund	Bank	Bank Account	Maturity	Amount	Interest
2	Admin	NAB	237540662	27/08/25	112,164.52	4.10%
2	Sinking	NAB	237540662	27/08/25	600,612.58	4.10%
<b>Total Investments</b>					<b>712,777.10</b>	

The following balances relate to amounts received or owing as at 30/06/2025

### Receivables - Owner Arrears

#### Unit/Lot Details

	<u>Admin</u>				C/Fwd
	Contributions	Fines/penalties	Debt collection fees recovery	Final notice fee	
00072	1,034.00			44.00	1,078.00
00086	2,028.00		40.00	44.00	2,112.00
00096	2,115.60		40.00	44.00	2,199.60
00098	1,210.00			44.00	1,254.00
00104				44.00	44.00
00108		267.00		484.00	751.00
<b>Totals including GST (if applicable)</b>	<b>6,387.60</b>	<b>267.00</b>	<b>80.00</b>	<b>704.00</b>	<b>7,438.60</b>

### Receivables - Owner Arrears (continued)

#### Unit/Lot Details

	<u>Sinking</u>			
	B/Fwd	Contributions	Other	Total
00072	1,078.00	346.00	34.55	1,458.55
00086	2,112.00	692.00	117.65	2,921.65
00096	2,199.60	722.00	122.75	3,044.35
00098	1,254.00	405.00	40.45	1,699.45
00104	44.00			44.00
00108	751.00	55.00	256.10	1,062.10
<b>Totals including GST (if applicable)</b>	<b>7,438.60</b>	<b>2,220.00</b>	<b>571.50</b>	<b>10,230.10</b>

### Debtors

Nil

### Allocated Advance Payments

#### Unit/Lot Details

	<u>Admin</u>		<u>Sinking</u>	
	Contributions		Contributions	Total
00001	2,178.00		729.00	2,907.00
00002	1,716.00		574.00	2,290.00

## Notes to the Financial Statements

COMMUNITY CORP.23362 INC  
4-8 Charles Street ADELAIDE SA 5000  
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### Allocated Advance Payments (continued)

Unit/Lot Details	Admin	Sinking	Total
	Contributions	Contributions	
00003	1,716.00	574.00	2,290.00
00004	1,716.00	574.00	2,290.00
00005	1,936.00	648.00	2,584.00
00006	1,672.00	560.00	2,232.00
00008	1,606.00	538.00	2,144.00
00010	1,606.00	538.00	2,144.00
00012	0.22		0.22
00015	2,134.00	714.00	2,848.00
00016	2,134.00	714.00	2,848.00
00022	1,012.00	339.00	1,351.00
00023	1,012.00	339.00	1,351.00
00024	1,056.00	353.00	1,409.00
00030	2,090.00	700.00	2,790.00
00032	1,188.00	398.00	1,586.00
00033	1,056.00	353.00	1,409.00
00039	2,134.00	714.00	2,848.00
00041	2,134.00	714.00	2,848.00
00043	2,266.00	758.00	3,024.00
00047	1,100.00	368.00	1,468.00
00048	1,144.00	383.00	1,527.00
00049	4,972.00	1,664.00	6,636.00
00051	3,960.00	1,325.00	5,285.00
00058	2,090.00	700.00	2,790.00
00063	6,578.00	2,202.00	8,780.00
00064	6,578.00	2,202.00	8,780.00
00065	6,578.00	2,202.00	8,780.00
00066	9,966.00	3,336.00	13,302.00
00074	1,034.00	346.00	1,380.00
00075	1,034.00	346.00	1,380.00
00088	1,056.00	353.00	1,409.00
00089	1,166.00	390.00	1,556.00
00093	1,100.00	368.00	1,468.00
00100	1,144.00	383.00	1,527.00
00101	1,144.00	383.00	1,527.00
00106	1,188.00	398.00	1,586.00
00109	1,276.00	427.00	1,703.00
00110	1,276.00	427.00	1,703.00
<b>Totals</b>	<b>86,746.22</b>	<b>29,034.00</b>	<b>115,780.22</b>

### Outstanding Creditors

Creditor	Ref	Details	Account	Amount
MUNR00	2336206/06/25	Utilities-Electricity - Quarterly admin/sinking...	A61500	77,940.86
<b>Totals</b>				<b>77,940.86</b>

# Notes to the Financial Statements

COMMUNITY CORP.23362 INC  
4-8 Charles Street ADELAIDE SA 5000

30 June 2025

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## Unallocated Advance Payments

<b>Unit/Lot Details</b>	<b>Admin</b>
00005	6,496.00-
00006	4,536.00-
00010	684.00-
<b>Totals</b>	<b>11,716.00-</b>

## Summary of Significant Accounting Policies

COMMUNITY CORP.23362 INC  
4-8 Charles Street ADELAIDE SA 5000  
1 July 2024 to 30 June 2025  
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### Basis of Preparation

The Body Corporate agent has prepared the financial statements on the basis that the Body Corporate is a non-reporting entity because there are no users dependent on general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared to meet the information needs of members.

The financial statements have been prepared in accordance with the significant accounting policies disclosed below, which the Body Corporate agent has determined are appropriate to meet the purposes of preparation. Such accounting policies are consistent with the prior period unless otherwise stated.

### Basis of Accounting

The financial statements have been prepared on a cash basis where income is recorded when received and expenditure is recorded when paid and are based on historical costs.

### Cash and cash equivalents

Cash and cash equivalents comprise deposits held on call with banks and other short-term highly liquid investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

### Goods and Services Tax

Income, expenditure and assets of the Corporation are recognised net of the amount of Goods and Services Tax (GST), except where the GST incurred is not recoverable from the Australian Taxation Office (ATO).

The net amount of GST payable to, or recoverable from, the ATO represents the unpaid portion of the aggregate of GST on income received and expenditure paid and is presented as the GST Control Account on the Statement of Assets and Liabilities.

### Income Tax

Income tax is the tax payable on taxable income calculated using applicable income tax rates enacted, or substantially enacted, during the financial year.

Only the non-member income of the Corporation is assessable for income tax purposes, as member income is excluded under the principle of mutuality.

The income tax expense recorded in the Statement of Income and Expenditure represent amounts that have been paid to, or recovered from, the ATO.

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF COMMUNITY CORPORATION 23362 INC**

**Report on the Audit of the Financial Report**

***Opinion***

We have audited the accompanying financial report, being a special purpose financial report, of COMMUNITY CORPORATION 23362 INC, which comprises the Statements of Assets and Liabilities as at 30 June 2025 and the Admin Fund and Sinking Fund Income and Expenditure Statements for the year then ended. The financial report has been prepared in accordance with the cash basis of accounting as described in the summary of significant accounting policies. No assets or liabilities are recorded other than cash and bank balances.

In our opinion, the financial report presents fairly, in all material respects, the financial position of COMMUNITY CORPORATION 23362 INC as at 30 June 2025, and of its financial performance for the year then ended in accordance with the accounting policies described in the summary of significant accounting policies and the *Community Titles Act 1996 (SA)*

***Basis for Opinion***

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

***Emphasis of Matter - Basis of Accounting***

Without modifying our opinion, we draw attention to the basis of accounting, which is the cash basis of accounting. The financial report is prepared to provide information to the MEMBERS of COMMUNITY CORPORATION 23362 INC and, as a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

***Responsibility of Management for the Financial Report***

Management is responsible for the preparation of the financial report that gives a true and fair view and have determined that the cash basis of accounting is appropriate to meet the needs of members. Management's responsibility also includes such internal control as management determines is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF COMMUNITY CORPORATION 23362 INC**

In preparing the financial report, management are responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intend to liquidate the entity or to cease operations, or have no realistic alternative but to do so.

Management is responsible for overseeing the entity's financial reporting process.

***Auditor's Responsibilities for the Audit of the Financial Report***

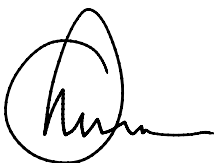
Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at:

[https://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf)

This description forms part of our auditor's report.

**MGI Assurance (SA) Pty Ltd**  
Chartered Accountants



**Clayton Lawrence**  
Director

Eastwood, South Australia  
18 July 2025



Date Issued: 23 July 2025

# Certificate of Currency

This Certificate of Currency confirms the following **Policy** is current at the date stated below. Please refer to **Policy** documents for full terms and conditions.

Certificate of Currency		
<b>Named Insured:</b>	Community Corporation No 22241 Inc & Community Corporation No 23362 Inc	
Indemnity to Others (Section 5, General Liability Insurance Only)	Not Applicable	
<b>Policy Number:</b>	03GS007113	
<b>Insurance:</b>	Residential Strata Insurance	
<b>Wording</b>	Chubb Strata Insurance ChubbSTRATA01PDS0224	
<b>Period of Insurance:</b>	From:	4.00pm on 31 August 2024, Local Standard Time
	To:	4.00pm on 31 August 2025, Local Standard Time
<b>The Insurer:</b>	Section 1	100.00% Chubb Insurance Australia Limited
	Section 2	100.00% Chubb Insurance Australia Limited
	Section 3	100.00% Chubb Insurance Australia Limited
	Section 4-10	100.00% Chubb Insurance Australia Limited
<b>Insured Location</b>	215-225 North Terrace, Adelaide SA 5000	

## Limits of Liability

Section 1: Property Damage Insurance	<b>Buildings and Common Property</b>	AUD 183,979,950
	<b>Common Contents</b>	AUD 1,839,800
	<b>Catastrophe</b>	AUD 55,745,925
Section 2: Machinery Breakdown Insurance	AUD 25,000	
Section 3: Consequential Loss Insurance	AUD 36,795,990	
Combined Section 1 - Property Damage Insurance and Section 3 - Consequential Loss Insurance Limit of Liability	AUD 278,361,665	
Section 4: Crime Insurance	AUD 1,700,000	
Section 5: General Liability Insurance	<b>Personal Injury</b>	AUD 50,000,000 in respect of any one <b>Occurrence</b>
	<b>Property Damage</b>	AUD 50,000,000 in respect of any one <b>Occurrence</b>
Section 6: Environmental Impairment Liability Insurance	AUD 250,000 in the aggregate <b>Period of Insurance</b>	
Section 7: Management Committee Liability Insurance	AUD 20,000,000 in the aggregate <b>Period of Insurance</b>	
Section 8: Audit Expenses Insurance	AUD 30,000	
Section 9: Appeal Expenses Insurance	AUD 150,000	
Section 10: Voluntary Workers Insurance	<b>Accident</b> each occurrence Limit	AUD 200,000
	<b>Accident</b> aggregate Limit	AUD 200,000 in the aggregate <b>Period of Insurance</b>

All the values on this Certificate of Currency are correct as at 23 July 2025 and may only be subject to change within the **Period of Insurance** by written agreement between the Insurer and the **Insured**.

The insurance afforded by the policies described in this Certificate is subject to all terms, exclusions and conditions of such policies.

This Certificate is furnished as a matter of information only and does not constitute an insurance contract upon which claims can be made. **Policy** terms and conditions incorporate provisions which may enable Insurers to cancel or vary the **Policy** on the happening of prescribed circumstances or events (i.e. non-payment of premium). Therefore, this confirmation of insurance is not to be construed as guaranteeing that the **Policy** will remain in force throughout the **Period of Insurance** as specified herein.

Signed:



James McEntee  
IBU / GBU Senior Underwriter

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Authorised Officer, Chubb Insurance Australia Limited  
ABN 23 001 642 020 AFSL 239687



# PROPOSED BUDGET

COMMUNITY CORP.23362 INC  
4-8 CHARLES STREET, ADELAIDE

Year ending June 2026

## ADMINISTRATIVE FUND

	Jul-Sept 25	Oct-Dec 25	Jan-Mar 26	Apr-Jun 26	Annual Total
<b>INCOME</b>					
Contributions	200,000.00	200,000.00	208,000.00	208,000.00	\$816,000.00
Arrears	7,281.90	0.00	0.00	0.00	\$7,281.90
Advances	-78,860.19	-0.00	-0.00	-0.00	-\$78,860.19
Interest - External Accounts	1,375.00	1,375.00	1,375.00	1,375.00	\$5,500.00
<b>Total</b>	<b>129,796.71</b>	<b>201,375.00</b>	<b>209,375.00</b>	<b>209,375.00</b>	<b>\$749,921.71</b>
<b>EXPENDITURE</b>					
Air conditioning	500.00	500.00	500.00	500.00	\$2,000.00
Auditor fee	2,000.00	0.00	0.00	0.00	\$2,000.00
Cleaning	48,250.00	48,250.00	48,250.00	48,250.00	\$193,000.00
Cleaning - Windows	0.00	19,000.00	0.00	0.00	\$19,000.00
Common property	4,000.00	4,000.00	4,000.00	4,000.00	\$16,000.00
Electrical	750.00	750.00	750.00	750.00	\$3,000.00
Fire systems	1,250.00	1,250.00	1,250.00	1,250.00	\$5,000.00
Grounds	1,125.00	1,125.00	1,125.00	1,125.00	\$4,500.00
Health Club / Gym	250.00	250.00	250.00	250.00	\$1,000.00
Hot water service	2,500.00	2,500.00	2,500.00	2,500.00	\$10,000.00
Indoor plant rental	1,500.00	1,500.00	1,500.00	1,500.00	\$6,000.00
Internet	150.00	150.00	150.00	150.00	\$600.00
Lift	8,250.00	8,250.00	8,250.00	8,250.00	\$33,000.00
Management - Additional services fee	750.00	750.00	750.00	750.00	\$3,000.00
Management - Agreed Services	5,875.00	5,875.00	5,875.00	5,875.00	\$23,500.00
Management - Asset Maintenance Services	360.75	360.75	360.75	360.75	\$1,443.00
Management - Disbursement Fees	1,862.50	1,862.50	1,862.50	1,862.50	\$7,450.00
Plumbing	1,000.00	1,000.00	1,000.00	1,000.00	\$4,000.00
Pool/Spa	2,500.00	2,500.00	2,500.00	2,500.00	\$10,000.00
Primary Plan contribution	80,212.00	80,212.00	83,311.00	83,311.00	\$327,046.00
Public Officer Fee	150.00	0.00	0.00	0.00	\$150.00
Rubbish - Removal	3,500.00	3,500.00	3,500.00	3,500.00	\$14,000.00
Security	750.00	750.00	750.00	750.00	\$3,000.00
Sundry expense	150.00	150.00	150.00	150.00	\$600.00
Taxation - Accountants fee	250.00	0.00	0.00	0.00	\$250.00
Taxation - BAS Return	250.00	250.00	250.00	250.00	\$1,000.00
Taxation - PAYG Income Tax Instalment	1,125.00	1,125.00	1,125.00	1,125.00	\$4,500.00
Taxation - Payment	275.00	275.00	275.00	275.00	\$1,100.00
Technology and System Fees	444.00	444.00	444.00	444.00	\$1,776.00
Utilities - Electricity	9,000.00	9,000.00	9,000.00	9,000.00	\$36,000.00
Utilities - Gas	13,750.00	13,750.00	13,750.00	13,750.00	\$55,000.00
Utilities - Water	6,250.00	6,250.00	6,250.00	6,250.00	\$25,000.00
Venue hire	250.00	0.00	0.00	0.00	\$250.00
Website	750.00	750.00	750.00	750.00	\$3,000.00
<b>Total</b>	<b>199,979.25</b>	<b>216,329.25</b>	<b>200,428.25</b>	<b>200,428.25</b>	<b>\$817,165.00</b>

## SINKING FUND

	Jul-Sept 25	Oct-Dec 25	Jan-Mar 26	Apr-Jun 26	Annual Total
<b>INCOME</b>					
Contributions	66,938.00	66,938.00	66,938.00	66,938.00	\$267,752.00
Arrears	2,018.18	0.00	0.00	0.00	\$2,018.18
Advances	-26,394.54	-0.00	-0.00	-0.00	-\$26,394.54
<b>Total</b>	<b>42,561.64</b>	<b>66,938.00</b>	<b>66,938.00</b>	<b>66,938.00</b>	<b>\$243,375.64</b>
<b>EXPENDITURE</b>					
Common property	1,250.00	1,250.00	1,250.00	1,250.00	\$5,000.00
Fire systems - Repairs	2,500.00	2,500.00	2,500.00	2,500.00	\$10,000.00
Hot water service	1,250.00	1,250.00	1,250.00	1,250.00	\$5,000.00
Hot water service - Replacement	0.00	0.00	360,000.00	0.00	\$360,000.00
Solar Panels	0.00	0.00	300,000.00	0.00	\$300,000.00
<b>Total</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>665,000.00</b>	<b>5,000.00</b>	<b>\$680,000.00</b>

## CASH FLOW SUMMARY

	Jul-Sept 25	Oct-Dec 25	Jan-Mar 26	Apr-Jun 26	Annual Total
<b><u>ADMINISTRATIVE FUND</u></b>					
Opening Balance	208,393.14	138,210.60	123,256.35	132,203.10	\$208,393.14
Add: Contributions	200,000.00	200,000.00	208,000.00	208,000.00	\$816,000.00
Add: Interest - External Accounts	1,375.00	1,375.00	1,375.00	1,375.00	\$5,500.00
Add: Arrears	7,281.90	0.00	0.00	0.00	\$7,281.90
Minus: Advances	78,860.19	0.00	0.00	0.00	\$78,860.19
Minus: Expenditures	199,979.25	216,329.25	200,428.25	200,428.25	\$817,165.00
CLOSING BALANCE	138,210.60	123,256.35	132,203.10	141,149.85	\$141,149.85
<b><u>SINKING FUND</u></b>					
Opening Balance	1,272,216.71	1,309,778.35	1,371,716.35	773,654.35	\$1,272,216.71
Add: Contributions	66,938.00	66,938.00	66,938.00	66,938.00	\$267,752.00
Add: Arrears	2,018.18	0.00	0.00	0.00	\$2,018.18
Minus: Advances	26,394.54	0.00	0.00	0.00	\$26,394.54
Minus: Expenditures	5,000.00	5,000.00	665,000.00	5,000.00	\$680,000.00
CLOSING BALANCE	1,309,778.35	1,371,716.35	773,654.35	835,592.35	\$835,592.35

## CALCULATION OF CONTRIBUTIONS

Total Lot Entitlement      10000  
 Number of Lots              111

Lot Number	— Effective from 15/01/26 —		— Effective from 15/01/26 —	
	LEV	ADMIN Fund	LEV	SINKING Fund SINKING
		(incl. GST)		Fund (incl. GST)
77, 78	45	936.00	45	301.22
21, 22, 23, 76, 79	46	956.80	46	307.91
72, 73, 74, 75, 86, 87	47	977.60	47	314.60
24, 33, 34, 35, 85, 88	48	998.40	48	321.30
81, 82, 83, 84, 95, 96	49	1,019.20	49	327.99
36, 45, 46, 47, 71, 90, 91, 92, 93, 94, 97	50	1,040.00	50	334.69
20, 48, 80, 99, 100, 101, 102	52	1,081.60	52	348.07
68, 69, 89, 104, 105	53	1,102.40	53	354.77
32, 67, 70, 103, 106	54	1,123.20	54	361.46
98	55	1,144.00	55	368.15
7, 44	56	1,164.80	56	374.85
108, 109, 110, 111	58	1,206.40	58	388.24
107	61	1,268.80	61	408.32
8, 9, 10, 11, 12	73	1,518.40	73	488.64
6	76	1,580.80	76	508.72
2, 3, 4	78	1,622.40	78	522.11
5	88	1,830.40	88	589.05
18, 30, 42, 57, 58, 59	95	1,976.00	95	635.91
14, 15, 16, 17, 26, 27, 28, 29, 38, 39, 40, 41	97	2,017.60	97	649.29
1	99	2,059.20	99	662.68
19, 31, 43	103	2,142.40	103	689.46
60	104	2,163.20	104	696.15
56	112	2,329.60	112	749.70
54	140	2,912.00	140	937.13
55	167	3,473.60	167	1,117.86
13, 25, 37	177	3,681.60	177	1,184.80
50, 51, 52, 53	180	3,744.00	180	1,204.88
49	226	4,700.80	226	1,512.79
62, 63, 64, 65	299	6,219.20	299	2,001.44
61	353	7,342.40	353	2,362.91
66	453	9,422.39	453	3,032.29
<b>QUARTERLY TOTAL</b>		<b>\$207,999.99</b>		<b>\$66,937.50</b>
		<b>\$228,826.00</b>		<b>\$73,631.00</b>



# Martin Towers- Hot Water System

## Introduction

Based on the lack of technical information and the large number of exclusions, presented by Connekt Plumbing, the Management Committee unanimously proposes we accept the quotation from Hindmarsh Plumbing, see below.

The Martin Towers hot water system is aging and creating building issues, specifically:

1. The cold-water pumps, servicing the apartment complex, are past time-of-life (they were rated for a ten years operational life, and the equipment was installed in 2005). The cold-water pumps will require replacement in the short term. The risk being, if one failed, there would be delays in obtaining parts for repair and would mean no water for the affected residential apartments, during that time.
2. The current water proofing, in the hot-water tank area, both North Tower and South Tower, is degrading and is potentially damaging the concrete slab that supports the residential apartment complex.
3. The current hot-water system is nearing time-of-life and will require either extensive maintenance, requiring replacement of different units on a regular basis, or replacement with a new hot-water system.

The Management Committee is concerned regarding the remedial actions necessary to support water supply, ensure building structural integrity and the modernisation of the hot water system. Hence, we sought quotations to replace the hot water system, with the replacement to use an electric hot water system, in order to take advantage of the power generated by the building's solar system, and to protect the lot holders from the projected increases in gas prices, which are recovered via strata fees.

Considerable effort has been put into obtaining works quotations, (see History Section), based on a set of requirements, (see Technical Specification Section). Considering the quotations received from Connekt Plumbing (\$644k, capability score: 3.9/10) and Hindmarsh Plumbing (\$663k, capability score: 8.8/10), the Management Committee recommends that we accept the Hindmarsh Plumbing quotation.

## History

Jun 2022      Project Start

- Whittles Body Corporate recommended Kennett Gas Services but they failed to respond

Dec 2022      Failure to Provide Quotation

- Kennett Gas Services failed to provide quotation – this was after eighteen months of engagement qualifying the apartment complex's requirements

- Beven Plumbing engaged, as they were the current plumbing organisation servicing the apartment complex. We worked with them for a period of 8 months but they failed to provide a quotation.
- As both Kennet Gas Services and Beven Plumbing were working with Rheem. We worked with Rheem Plumbing for a period of 6 – 8 months but they also failed to provide a quotation
- Industry survey conducted
  - Difficulty in finding organisations willing to quote
  - Hindmarsh Plumbing indicated interest to provide quotation

Aug 2023      Initial Quotation

- Hindmarsh Plumbing provided solution + quotation
  - \$360,192.25
- Management Committee rejected quotation on technical grounds

Dec 2024      Second Quotation

- Hindmarsh Plumbing provided updated solution
  - Including required additional works: building works, council approvals, temporary hot water system during works, etc.
  - \$663,016.20
- Management Committee rejected quotation due to lack of information provided by the Hindmarsh Plumbing solution (i.e., we were not sure as to what we were getting)

May 2025      Third Quotation

- Hindmarsh Plumbing provided additional information, necessary for committee to understand work scope
  - Including comparison study: comparing estimated future costs for electric vs gas, finding was:
    - Maintain existing gas system: \$63k, but could not support past three years
    - Capital cost for a gas system: \$333k (initial) \$1,315k (10-year)
    - Capital cost for electric system: \$699k (initial) \$1,339k (10-year)
  - Including required additional works: water proofing
  - Decision to go electric
    - Electricity costs (above) were factored in at consumer (i.e., power grid) rates
    - Electric power will be supplied by extensive (and additional proposed additional solar panels and battery farm) solar system – effectively providing more energy than will be consumed by the hot water system
    - Greener solution (i.e., reduced CO<sub>2</sub> emissions)
    - Isolated solution (i.e., we are not dependent on the power grid)
  - \$698,810.00

May 2025      Additional Quotation Sought

- In preparation for the EGM, the following organisations were asked to indicate a capability and an interest to provide a quotation, should the EGM resolution fail
- Connekt Plumbing (<https://connektplumbing.com.au/>)
  - Failed to respond
- Jordan Plumbing (<https://www.rajordan.com.au/>)
  - Failed to respond

- National 1 Plumbing (<https://www.national1plumbing.com.au/>)
  - Neville McMullen (Director) responded with tentative interest, pending a site visit

#### Jun 2025      Extraordinary General Meeting

- Solution presented to lot holders
- Unanimous resolution failed
  - 35 in favour
  - 3 abstained
  - 1 against

#### Jul & Aug 2025 Additional Quotations

- The following technical specification was given to the plumbing organisations that were asked to provide a quotation for the works.
- **Connekt Plumbing,**
  - <https://connektplumbing.com.au/>
  - 16 July 2025, email sent requesting quotation, confirmation received of intention to visit site
  - 22 July 2025, email from Lachlan O'Brien (Service Manager) responded with interest to consider provide quotation
  - 23 July 2025, email from Lachlan O'Brien responded with request for site inspection
  - 24 July 2025, site inspection with Rheem representative
  - 31 July 2025, email from Lachlan O'Brien requesting second site inspection, scheduled for 05 August 2025
  - 21 Aug 2025, Whittles requested status update on the quotation
  - 02 Sep 2025, Whittles requested status update on the quotation (Lachlan O'Brien)
  - 09 Sep 2025, Whittles requested status update on the quotation, in particular a date when we could expect to see the quotation (Lachlan O'Brien)
  - 09 Sep 2025, Connekt Plumbing responded that they will provide a status update post Thursday 11 Sep 2025, as they are waiting on internal review
- **Hindmarsh Plumbing**
  - <https://www.hindmarshplumbing.com.au/>
  - 16 July 2025, email sent requesting quotation, work order A1146479 issued
  - 23 July 2025, follow-up email sent, due to no response
  - 25 July 2025, received confirmation of intention to update quotation
  - 20 August 2025, quotation received \$663,016.20
- **Jordan Plumbing**
  - <https://www.rajordan.com.au/>
  - 16 July 2025, email sent requesting quotation, work order A1146492 issued
  - 23 July 2025, email from Joshua Attwood received advising: declining to quote at this time
- **National 1 Plumbing,**
  - <https://www.national1plumbing.com.au/>
  - 16 July 2025, email sent requesting quotation, confirmation received from National 1 Plumbing regarding sourcing of current prices
  - 31 Jul 2025, email from Rick Smith (Project Manager) requesting site visit
  - 04 Aug 2025, email from Rick Smith (Project Manager) confirming site visit 06 Aug 2025

- 21 Aug 2025, Whittles requested status update on the quotation
- 02 Sep 2025, Whittles requested status update on the quotation (Ricky Smith)
- 09 Sep 2025, Whittles requested status update on the quotation, in particular a date when we could expect to see the quotation (Ricky Smith)
- BCA Engineers contacted: Scott Gill (0419 036 533), [ScottGill@bcaengineers.com](mailto:ScottGill@bcaengineers.com)
  - 26 Aug 2025, Requesting confirmation that he is able to review the tender responses
  - 26 Aug 2026, Requested a quotation for work
  - 05 Sep 2025, Scott Gill responded to email of 02 Sep 2025, that a quotation for review of the Hot Water Plumbing quotations would not be provided until they had viewed all quotations received

Sep 2025      Quotation Status

- 11 Sep 2025, Hindmarsh Plumbing advise that their quotation, after being held constant for one year, will expire on the 20 Sep 2025
- 11 Sep 2025, Due to the two remaining contenders' failing to provide a timely response, Whittles requested Hindmarsh Plumbing to update their quotation
- 11 Sep 2025, Confirmation from Hindmarsh Plumbing that they can provided an updated quotation on or before 30 Sep 2025
- 15 Sep 2025, Whittles again requested Connekt to provide a date when they expect to submit their quotation.
- 15 Sep 2025, Whittles, after receiving not response from National 1, have telephoned the organisation and have requested provision of a date when they expect to submit their quotation.
- 16 Sep 2025, received a set of questions raised by Nation 1, that it would have been expected that they, as experts, should have been able to establish for themselves, i.e.:
  1. Maximum Demand Assessment:  
Has a maximum demand assessment been conducted on the switchboards intended to supply power to the new heat pumps? If so, please provide the details of this assessment.
  2. Power Supply Capacity:  
Has the building's existing electrical infrastructure been reviewed to confirm it can support the additional load from the heat pumps? If this has been completed, could you please share the relevant findings?
  3. Engineering Calculations – Building Requirements:  
While we have seen information from Rheem regarding the capacity of the systems required, we have not received any supporting technical calculations from a building services engineer regarding the building's actual requirements. Are any such calculations available, and if so, could you provide them?
  4. Engineering Review and Responsibilities:  
Please note that Rheem is a product supplier and not a consulting engineering firm. Therefore, for appropriate equipment selection and system integration, the following engineering services are necessary:
    - Hydraulic and thermal capacity and flow rate calculations for the building
    - Electrical load calculations for equipment connection
- 17 Sep 2025, Whittles informed Connekt & National 1, after perception that at least one organisation was using delaying tactics (possibly to cause a competitor's quotation to expire), that the tender will close this Friday 19 Sep 2025 at COB.

- 19 Sep 2025, received email from Connekt (Lachlan O'Brien) advising that his quotation will be provided Monday 22 Sep 2025 before Noon.
- 19 Sep 2025, no response from Nation 1.
- 22 Sep 2025, received quotation from Connekt (\$643,500.00)
- 23 Sep 2025, updated quotation from Hindmarsh (\$663,016.20)
- 24 Sep 2025, Hindmarsh quotation deemed to be the best solution by the Management Committee, for presentation at the AGM

## Technical Specification

Organisations requested to provide a quotation, where provided with the following information. The responses against each of the necessary capabilities were tabulated in a spreadsheet, which was used to evaluate the winning tender response.

## Contacts

You may contact **Steve Geyer** of Whittles for information relating to works contracts

phone: 8291 2300, Steve.Geyer@whittles.com.au

You may contact **James Neisler**, Caretaker regarding building access

mobile 0407 404 501, service@onsiteservices.net.au

You may contact **Phillip Relf**, Martin Towers Presiding Officer and resident regarding building access and elaborations relating to the system capability requirements

mobile 0403 070 370, philliparelf@gmail.com

Please copy any correspondence to Phillip Relf

## Identification

Martin Towers is an apartment complex, located on top of the old John Martins carpark, situated at 223 North Terrace, Adelaide (i.e., eight stories above ground level).

Martin Towers consists of two towers (i.e., North Tower with 66 apartments in total across seven stories and South Tower with 45 apartments in total across five stories) and supports one hot water system for each of the two towers, located on the Plaza level and situated at the base between the two towers. The North Tower's hot water system is located on the east side of the building and the South Tower's hot water system is located on the west side of the building. Three lifts service the apartment complex.

The current North Tower's hot water system supports:

- 4 gas fired hot water units – heating coils and storage tanks
- 124 bathroom
- 66 kitchen

- 24 separate laundry

The current South Tower's hot water system supports:

- 3 gas fired hot water units – heating coils and storage tanks
- 45 bathroom
- 45 kitchen
- no separate laundry (i.e., combined with bathroom)

Images of the building relevant to the work are presented below.



Martin Towers

As seen from North Terrace



South Tower – Gate to:

- Cold Water Pump
- Hot Water System



### South Tower – Western Corridor

The roof over the hot water system may need to be raised/extended

The corridor can be (and should be) sacrificed to provide necessary footprint expansion of the replacement hot water system and for venting of cold air towards the west



### South Tower

Cold water pump in foreground

Three gas hot water heaters in background



### South Tower

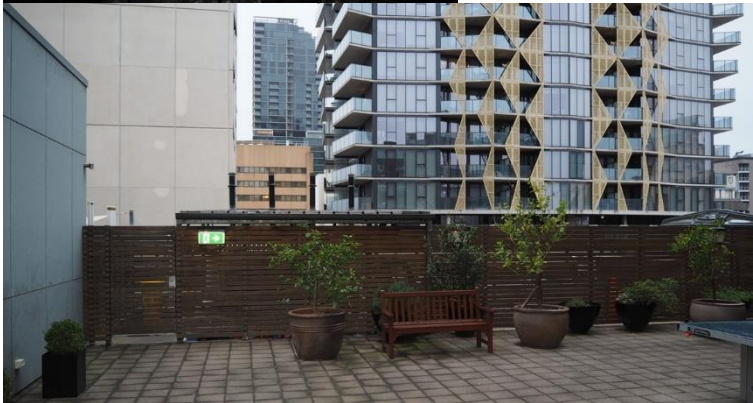
Cold water pump

Note: Electrical fixtures (e.g., LED light control for west garden) will require to be moved off the wall, should the wall be sacrificed to allow necessary footprint for the replacement hot water heaters and storage tanks



South Tower

Three gas hot water heaters



North Tower – Gate to:

- Gas hot water heaters



North Tower

Four gas hot water heaters



North Tower

Four hot water heaters

Note: Large area in background suitable for storage tanks and booster



North Tower

Note: Large area in background suitable for storage tanks and booster

Heat exchangers for the pool are situated on the RHS

## Site Inspection

A site inspection with Phillip Relf will be necessary to understand the scope of this work component.

## Capability Statement

The quotation should provide the following capabilities:

1. Provide two costed options, and with a works schedule (i.e., start and end dates), for:
  - a. South Tower only and
  - b. North Tower and South Tower
2. Quotations to provide sufficient technical content (e.g., hot water flow estimates, product identification & specifications, etc.) to allow similar quotations to be compared
3. Replacement of the Cold-Water pump (dual unit supporting both towers and physically located with the South Tower current hot water system) – required for both quotation options

4. Supply and subsequent removal of a temporary hot water system (may be gas or electric in nature) during the works – to ensure an uninterrupted supply of hot water to the apartments – required for both quotation options
5. Removal of existing gas hot water systems, capping of gas supply, removal of associated metres, redundant pipe work, etc.
6. Removal of existing water proofing under the hot water system, inspection of concrete base (i.e., engage a building engineer and supply of report), remedial actions as required and replacement of water proofing
7. Extension of fence around the water heater and extension & raising of roof – South Tower only but can be offered for the North Tower, if necessary
8. Installation of new electric heat pump hot water system – may offer multiple units forming the hot water system
9. Heat pump to vent cold air in the easterly direction for the North Tower and westerly direction for the South Tower
10. Installation of boost electric water heater (i.e., one for North Tower and one for South Tower)
11. Electrical works to support power needs of the hot water systems, etc.
12. Installation of new stainless steel storage tanks (i.e., multiple for North Tower and multiple for South Tower)
13. Insulated water pipe plumbing as necessary to reduce heat losses
14. Internet connected sensors that monitor electricity usage
15. System testing (e.g., stress testing for peak flow rates)
16. Warranty and ten-year maintenance contract cost disclosure
17. Certification of the hot water systems
18. Council approvals, if applicable
19. List of exclusions, if applicable

Note: Gas supply to building must be retained, as gas is used by the apartment cook-tops.

Note: Access to a single 24-hour car park will be provided

## Decision Period

A decision regarding preliminary acceptance of the quotation will be made by early September 2025, with formal acceptance to be announced post execution of the Martin Towers Annual General Meeting, to be held September/October 2025.