



NOTICE OF EXECUTIVE COMMITTEE MEETING OF THE PTBC

Name of Property: Sanctuary Cove Primary Thoroughfare Body Corporate
GTP: 201
Location of Meeting: Meeting Room 1, Sanctuary Cove Body Corporate Services, Sanctuary Cove
QLD 4212
**Date and Time of
meeting** Thursday 29th February 2024
12:00pm

This notice is forwarded to all committee members. If a committee member is unable to attend, they can assign their proxy to an alternate member by completing the attached proxy form or complete the enclosed Voting Paper, in accordance with Schedule 2, Part 2, section 17 of the Building Units and Group Titles Act 1980.

The following agenda sets out the substance of the motions to be considered at the meeting. Sanctuary Cove Body Corporate Services Pty Ltd, for the Secretary.

Agenda

1. Attendance record
2. Apologies and proxies
3. Quorum
4. Conflict of Interest Member Declaration
5. Recording of meeting
6. Motions
 1. Minutes of PTBC EC VOC meeting held 31st October 2023
 2. Minutes of PTBC EC VOC meeting held 3rd November 2023
 3. Minutes of PTBC EC VOC meeting held 31st January 2024
 4. Matters in Progress January 2024 / February 2024
 5. Operations Report January 2024
 6. Body Corporate – FSC Minutes – 24th November 2023
 7. Body Corporate – FSC Minutes – 23rd February 2024
 8. Body Corporate - 2024 PTBC EGM Dates
 9. Body Corporate – 2024 PTBC EC Dates

7. Correspondence for Information

No	Date	From	To	Regarding
1	14 December 2023	PTBC Secretary	PTBC	SCCSL signed Financials
2	15 February 2024	Biodiversity	PTBC	Kangaroo Management Plan – Years 3 and 4
3	12 February 2024	MBC	PTBC Chairperson	Formal Notice of appointment for PBC Nominee Director Paul Kernaghan
4	19 February 2024	CEO	PTBC PBC representatives Stuart Shakespeare & Paul Kernaghan	Formal Notice of appointment for PTBC Nominee Directors Barry Teeling & Stephen Anderson

8. Correspondence for Action

No	Date	From	To	Regarding
1	30 February 2024	Resident in Banksia Lakes	PTBC	Tree removal on PTBC land

9. General Business

8.1 Draft Deed of Agreement – Water supply agreement

10. Date of next PTBC EC Meeting – Wednesday 24th April 2024

11. Closure of Meeting

Reply To PO Box 15, SANCTUARY COVE QLD, 4212

Proxy form for Body Corporate meetings
Building Units and Group Titles Act 1980

Section 1 – Body corporate secretary details

Name: The Secretary
Address of scheme: C/- Sanctuary Cove Primary Thoroughfare Body Corporate, PO Box 15,
SANCTUARY COVE, 4212

Section 2 – Authorisation

Notes: The Regulations set out a number of restrictions on the use of proxies, including an ability for the body corporate to further restrict their use including prohibition. If there is insufficient space please attach separate sheets.

I/we

Name of owner 1:

Signature:Dated: ___/___/___

Name of owner 2:

Signature:Dated: ___/___/___

being the Proprietor/s of the following Lot/s

Lot number/s:Plan number:

Name of Body Corporate:

.....
hereby appoint,

Proxy (full name):

as my/our proxy to vote on my/our behalf (including adjournments) at (please tick **one**)

- The body corporate meeting to be held on ___/___/___
- All body corporate meetings held before ___/___/___ (expiry date)
- All body corporate meetings held during the rest of the body corporate's financial year unless I/we serve you with a prior written withdrawal of the appointment

unless I/we serve you with a prior written withdrawal of the appointment of Proxy.

Signature of proxy holder:Dated: ___/___/___

Residential address:

Suburb:State:Postcode:

Postal address:

Suburb:State:Postcode:

VOTING PAPER

Executive Committee Meeting for Sanctuary Cove Primary Thoroughfare Body Corporate GTP 201

Name of Property: Sanctuary Cove Primary Thoroughfare Body Corporate
GTP: 201
Location of Meeting: Meeting Room 1, Sanctuary Cove Body Corporate Services, Sanctuary Cove QLD 4212
Date and Time of meeting Thursday 29th February 2024
12:00pm

Motions

**1 Approval of PTBC EC VOC Minutes 31 October 2023
(Agenda Item 6.1)**

Proposed by: Statutory Motion

RESOLVED That the VOC Minutes of the PTBC Executive Committee Meeting held on 31st October 2023 be accepted as a true and correct record of the proceedings of the meeting.

Yes	
No	
Abstain	

**2 Approval of PTBC EC VOC Minutes 3 November 2023
(Agenda Item 6.2)**

Proposed by: Statutory Motion

RESOLVED That the VOC Minutes of the PTBC Executive Committee Meeting held on 3rd November 2023 be accepted as a true and correct record of the proceedings of the meeting.

Yes	
No	
Abstain	

3 Approval of PTBC EC VOC Minutes 31 January 2024 (Agenda Item 6.3)

Proposed by: Statutory Motion

RESOLVED That the VOC Minutes of the PTBC Executive Committee Meeting held on 31st January 2024 be accepted as a true and correct record of the proceedings of the meeting.

Yes	
No	
Abstain	

4 Body Corporate - Matters in Progress (Agenda Item 6.4)

Proposed by: PTBC Chairperson

RESOLVED That the PTBC EC notes the Matters in Progress Report January 2024/February 2024 as tabled and provides an instruction to the Body Corporate Manager to remove items (as detailed at the meeting)

Yes	
No	
Abstain	

5 Body Corporate – Operations Report (Agenda Item 6.5)

Proposed by: PTBC Chairperson

RESOLVED That the PTBC EC notes Operations Report January 2024 as tabled.

Yes	
No	
Abstain	

6 Body Corporate – FSC Minutes (Agenda Item 6.6)

Proposed by: PTBC Chairperson

RESOLVED That the PTBC EC notes and accepts the FSC Minutes dated 24th November 2023 as tabled.

Yes	
No	
Abstain	

7 Body Corporate – FSC Minutes (Agenda Item 6.7)

Proposed by: PTBC Chairperson

RESOLVED That the PTBC EC notes and accepts the FSC Minutes dated 23rd February 2024 as tabled.

Yes	
No	
Abstain	

8 2024 PTBC EGM Dates (Agenda Item 6.8)

Proposed by: PTBC Chairperson

RESOLVED That the PTBC EC resolves to call an Extraordinary General Meeting of the PTBC on the following dates:
Wednesday 24 April 2024
Thursday 27 June 2024
Thursday 29 August 2024
Thursday 31 October 2024
Monday 9 December 2024

Yes	
No	
Abstain	

9 2024 PTBC EC Dates (Agenda Item 6.9)

Proposed by: PTBC Chairperson

RESOLVED That the PTBC EC resolves to call an Executive Committee Meeting of the PTBC on the following dates:
Wednesday 24 April 2024
Thursday 27 June 2024
Thursday 29 August 2024
Thursday 31 October 2024
Monday 9 December 2024

Yes	
No	
Abstain	

10 Correspondence for Information (Agenda Item 7)

Proposed by: PTBC Chairperson

RESOLVED That the PTBC EC notes and accepts the Correspondence for Information, February 2024 as tabled.

Yes	
No	
Abstain	

11 Correspondence for Action (Agenda Item 8)

Proposed by: PTBC Chairperson

THAT the PTBC EC notes and accepts the Correspondence for Action February 2024 as tabled and instructs the Manager of Body Corporate to action as issued at the meeting.

Yes	
No	
Abstain	

12 Date of next PTBC EGM / EC Meeting (Agenda Item 10)

Proposed by: PTBC Chairperson

RESOLVED that the date of the next PTBC Extraordinary General Meeting will be Wednesday 24th April 2024 10:00am.

Further **RESOLVED** that the date of the next PTBC Executive Committee Meeting will be Wednesday 24th April 2024 10:00am.

Yes	
No	
Abstain	

GTP:201

Name of voter: _____

Signature of voter: _____ Date: _____



MINUTES OF THE VOTING OUTSIDE COMMITTEE MEETING OF THE PRIMARY THOROUGHFARE BODY CORPORATE

Location of meeting: Voting Outside Committee meeting
Date and time of meeting: Tuesday 31st October 2023
Meeting start time: 4:00pm **Meeting finish time:** 4:05pm

Attendance

The following Committee members were present by voting paper:

Position: Chairperson Member Name: Mulpha Sanctuary Cove Investments Pty Ltd Rep: Mr Stephen Anderson

Position: Ordinary Member Name: Mulpha Sanctuary Cove Developments Pty Limited Rep: Mr Barry Teeling

Quorum

A Quorum was present for this meeting.

MOTIONS

1	Facilities – Bridge Upgrade Works		CARRIED
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Proposed by: PTBC Chairperson

RESOLVED That the PTBC agrees to expend \$120,606.20 Inc GST plus a contingency of 10% in the amount of \$12,060.62 Inc GST for the engagement of JR Electrical and Communication to undertake the replacement of lights and painting of the bridge, with funds to be expensed to the Sinking Fund – Bridges 22160 (\$57,035.00 Inc GST) and Electrical Lights 222201 (\$63,571.20 Inc GST) and that due to the nature of the works and current safety concerns, the PTBC approves the reduction in the required number of quotes to be obtained from three (3) to two (2).

Yes	2
No	0
Abstain	0

FURTHER RESOLVED That the PTBC agrees to expend \$4,668.02 Inc GST plus a contingency of 10% in the amount of \$500.00 Inc GST for the engagement of Wallys Master Blaster to chemically treat and high pressure clean the Entry Boulevard bridge, with funds to be expensed to the Sinking Fund – Bridges 22160

FURTHER RESOLVED That the PTBC agrees to expend \$5,054.50 Inc GST plus a contingency of 10% in the amount of \$500.00 Inc GST for the engagement of Smartstone Group to undertake the render repairs on the Entry Boulevard bridge and to provide traffic lights (traffic management) with funds to be expensed to the Sinking Fund – Bridges 22160

Chairperson: _____



MINUTES OF THE VOTING OUTSIDE COMMITTEE MEETING OF THE PRIMARY THOROUGHFARE BODY CORPORATE

Location of meeting: Voting Outside Committee meeting
Date and time of meeting: Friday 3rd November 2023
Meeting start time: 4:05pm **Meeting finish time:** 4:06pm

Attendance

The following Committee members were present by voting paper:

Position: Chairperson Member Name: Mulpha Sanctuary Cove Investments Pty Ltd Rep: Mr Stephen Anderson

Position: Ordinary Member Name: Mulpha Sanctuary Cove Developments Pty Limited Rep: Mr Barry Teeling

Position: Ordinary Member Name: Sanctuary Cove Golf and Country Club Holdings Limited Rep: Mr Paul Sanders

Quorum

A Quorum was present for this meeting.

MOTIONS

1	Facilities – Traffic Management Plan and Traffic Diversion	CARRIED
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Proposed by: PTBC Chairperson

RESOLVED The PTBC approves the traffic management plan and traffic diversion (attachment 1) to enable the earthworks and services to be undertaken in preparation for the installation of the new village gates.

This diversion as per the attachment will allow ongoing access by Lot owners to the Marina Village and Resort until the civil works are completed and paid for by Mulpha Sanctuary Cove Developments PTY LTD.

These works are expected to begin immediately and are programmed to be finalised by the end of January 2024.

Yes	3
No	0
Abstain	0

Chairperson: _____



MINUTES OF THE VOTING OUTSIDE COMMITTEE MEETING OF THE PRIMARY THOROUGHFARE BODY CORPORATE

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Date and time of meeting: Wednesday 31st January 2024
Meeting start time: 4:05pm **Meeting finish time:** 4:06pm

Attendance

The following Committee members were present by voting paper:

Position: Chairperson Member Name: Mulpha Sanctuary Cove Investments Pty Ltd Rep: Mr Stephen Anderson

Position: Ordinary Member Name: Mulpha Sanctuary Cove Developments Pty Limited Rep: Mr Barry Teeling

Position: Ordinary Member Name: Sanctuary Cove Golf and Country Club Holdings Limited Rep: Mr Paul Sanders

Position: Ordinary Member Name: Principal Body Corporate GTP 202 Rep: Mr Stuart Shakespeare

Quorum

A Quorum was present for this meeting.

MOTIONS

1	Facilities – Sediment Depth Assessment	CARRIED
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Proposed by: PTBC Chairperson

THAT the PTBC agrees to engage Wolpert as the recommended company to carry out the Sediment Depth Assessment in each waterbody of Sanctuary Cove Golf and Country Club.

	Orion Spatial Solutions	Wolpert
Cost (exc. GST)	\$60,000.00	\$24,600.00
Works Undertaken	1-2 weeks from acceptance of work.	1-2 weeks from acceptance of work.
Vessel used to undertake works	Remote controlled boat	Remote controlled boat

Yes	4
No	0
Abstain	0

NOTE: This relates to the Site-Wide Review adopted by the PTBC in 2023. This proposal is essential to ensure that the silt build up in the lakes is accurately assessed and measured for the report being completed.

Chairperson: _____

As at
22 February 2024



#	MEETING DATE	RESOLUTION	Onus	COMMENTS	EXPECTED COMPLETION DATE
90	06/18	Upgrade of Adelia pedestrian and vehicle access gates	FM	<ul style="list-style-type: none"> Project expected completion – April 2024. 	Commenced
95	09/19	Village Gate	FM	<ul style="list-style-type: none"> Postponed commencing June 2024 after the boat show. 	Commenced
97	10/20	Fig Tree replacement - Boulevard	FM	<ul style="list-style-type: none"> NO action taken – future project 	ON HOLD
101	08/22	A Class Water	CEO	<ul style="list-style-type: none"> Pumps and other equipment for final project installation in safe storage – will bring to site. Energex have approved the new site for the transformer – expect works to commence in June 2024. Water supply agreement to be put to PTBC in March 2024 for approval. 	ONGOING
102	03/23	Safety concerns Boulevard pathway - risk	FM	<ul style="list-style-type: none"> Review timing of addressing potential hazards on each side of the Boulevard pathway Mulching has been undertaken; the remainder of works will be undertaken when time permits. 	Pending
104	02/23	Site wide water review	CEO / Golf	<ul style="list-style-type: none"> Lake storage and stormwater runoff investigations to ascertain retention of stormwater. Motion on PTBC Agenda - \$42K (ex gst) for a complete report and recommendations. WO issued 	Commenced

As at
22 February 2024



				<ul style="list-style-type: none">Further funding to conduct lake survey of depth approved.	
107	05/23	Advice sought by PTBC amending section 56 Sanctuary Cove Resort Act 1985	PTBC	<ul style="list-style-type: none">Correspondence issued by Mulpha to the PTBC and PBC to commence this stalled process.Will be addressed at March 2024 meetings.	ONGOING



OPERATIONS REPORT – JANUARY 2024

The three months leading up to 31 January were impacted by severe weather conditions that swept across South East Queensland.

December and January have been impacted by the storm damage; however, we are working with the Insurance Brokers to finalise a claim.

February will see a return to some normality for the Operations and Security teams, dependant on the weather.

Major capital project upgrades and asset improvements continue across The Resort.

Key Performance Indicators

Positive / Actioned	Watch / Ongoing	Negative / Not Started
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Sanctuary Cove Community Services Limited and its wholly owned subsidiaries

Net Expenditure Statement	Security	Security	Community & Others	Community & Others	Combined Annual Budget	Combined Annual
	YTD	Budget YTD	YTD	Budget YTD	FYF	Budget
Income						
Management Fees	1,030,167	1,029,167	744,447	732,151	6,126,048	6,126,048
Other services & interest	29,330	20,633	9,798	6,375	188,581	112,429
Total Income	1,059,497	1,049,800	754,245	738,526	6,314,629	6,238,477
Expenditure						
Employee expenses	801,846	828,860	544,431	558,364	5,433,438	5,433,438
Other	143,495	185,305	116,288	107,713	807,199	805,039
Total Expenses	945,342	1,014,165	660,720	666,077	6,240,638	6,238,478
Net operating Saving / (Cost)	114,156	35,635	93,526	72,449	73,992	-
YTD +/- movement compared to budget		78,521		21,077		73,992

- January year to date results tracking well to budget with minimal variances predominantly arising from timing differences.
- FYF projection updated because of forecasted additional service revenue.



Principal Body Corporate (Major Variances)

Principal Body Corporate (Major Expenditure Variances)	FY2024 Actual	FY2024 Budget	Variance \$	Variance %	Note
Admin- postage	9,643	9,163	(480)	(5.2) %	1
Network Manager Service Fees	102,670	99,064	(3,607)	(3.6) %	2
Consultants	2,480	7,500	5,021	66.9%	
Legal Services	14,611	37,500	22,890	61.0%	
Grounds & Garden- contract	210,410	232,772	22,362	9.6%	
Grounds & Garden- other	25,829	12,500	(13,329)	(106.6) %	3
Grounds & Garden- mulching	3,378	6,250	2,873	46.0%	
Grounds & Garden- tree management	74,169	6,250	(67,919)	(1,086.7) %	4
Insurance Excess	10,000	5,000	(5,000)	(100.0) %	5
Irrigation- Golf Lakes Maintenance	14,037	2,500	(11,537)	(461.5) %	6
Irrigation- A class water usage	6,840	34,493	27,652	80.2%	
Plumbing- contract	29,300	34,358	5,058	14.7%	
Plumbing- materials/machinery	49,321	31,250	(18,071)	(57.8) %	7
Roads	13,741	11,250	(2,491)	(22.1) %	8
Road Sanding	0	30,000	30,000	100.0%	
Road sweeping	17,678	16,451	(1,227)	(7.5) %	9
Signage	1,490	1,000	(490)	(49.0) %	10
Land Holding- rates	7,443	7,251	(192)	(2.6) %	11
Utilities- electricity/gas	39,662	38,038	(1,624)	(4.3) %	12
Water Billing	3,168	2,805	(363)	(12.9) %	13
Other Expenses	1,949,056	2,049,938	100,881	4.9%	
Total Expenditure	2,584,926	2,675,332	90,406	3.4%	

Notes:

1. Admin – Postage: Postage costs in relation to water billing resulting in a variance against budget – timing issue.
2. Network Manager Fees: Repairs and asbestos testing of Fibre pits, multiple FTTH installations.
3. Grounds & Garden Other: Road Roundabout upgrades.
4. Grounds & Garden Tree Management: Emergency works in clearing storm damage, Edgecliff Buffer Pruning.



5. Insurance excess: Excess charged in water leak repair claim.
6. Irrigation – Golf Lakes Maintenance: Budget assumed A Class water usage. A water management plan was introduced which is offset by the savings in A class water.
7. Plumbing – Materials & maintenance: Multiple water leaks requiring repair and vacuum trucks.
8. Roads: Multiple repairs for paving and kerbs.
9. Road Sweeping: Contract price effective from November was higher than the projected budget.
10. Signage: Street signs and sign brackets.
11. Land Holding – rates: Land tax was higher than the projected budget.
12. Utilities – electricity/gas: Electricity rate increase was higher than the projected budget.
13. Water Billing: Water billing costs increased marginally; further variances due to timing issues with changed billing frequency.

Project	2023/24 Budget			2024/25 Forecast		
	Levy	Estimated Spend	Balance	Levy	Spend	Balance
Annual Contribution - as per AssetFinda	2,344,669.68			2,415,010		
Interest received	291,030			311,524		
Total Including Interest	2,635,700			2,726,533		
Levy per 1823 lots	1,286			1,325		
% Change	3.00%			3.00%		
Spend per Asset Finda						
Bridges_PBC	100,000	0	554,510	50,000	0	604,510
Electrical_Lights_PBC	0	(200,000)	610,308	50,000	(14,167)	646,140
Facilities_Equip_PBC	10,000	(1,460)	8,540	6,000	(706)	13,834
FTTH_PBC	0	(40,000)	226,491	0	(40,000)	186,491
Harbour_PBC (including revetment walls)	0	0	875,430	237,277	0	1,112,707
Hydraulic & Electrical Supplies	45,000	0	36,958	50,000	0	86,958
Irrigation_Control_PBC (inc A Class water)	1,110,009	0	(270,392)	491,117	0	220,725
Irrigation_Mains_PBC	(83,040)	0	223,172	0	0	223,172
Irrigation_Valves_PBC	10,000	(31,791)	69,267	(31,506)	0	37,762
Kerb_PBC	100,000	(750,000)	(504,493)	690,000	0	185,507
Landscape_PBC (including parks and playgrounds)	350,000	(73,920)	476,486	0	(82,929)	393,557
Path_PBC	127,785	(240,000)	516,603	(200,000)	0	316,603
Pumps_PBC	50,000	(60,000)	132,199	0	0	132,199
Reports	20,000	(30,000)	146,525	20,000	(30,000)	136,525
Roads_PBC (including parking)	0	0	548,592	50,000	(20,713)	577,879
Security_System_PBC (including alarm monitoring)	697,078	(445,068)	334,217	630,000	(500,000)	464,217
Stormwater_Line_PBC	0	0	362,710	79,917	0	442,627
Stormwater_Point_PBC	0	0	255,646	62,000	0	317,646
Switchboard_Meter_PBC	53,868	(67,943)	195,096	30,000	0	225,096
Wall_Fences_PBC	10,000	0	107,748	126,328	0	234,076
Wastewater_Line_PBC	50,000	0	500,000	0	0	500,000
Wastewater_MH_PBC	25,000	0	466,133	(150,000)	0	316,133
Wastewater_RM_PBC	40,000	0	380,000	(200,000)	0	180,000
Water_Lines_PBC	0	0	224,439	568,882	(700,000)	93,321
Water_Point_PBC (includes sluice valves, fire hydrants, water	75,000	(250,000)	180,222	140,000	(242,893)	77,329
WW_H_Connection_PBC	(200,000)	0	118,539	23,083	0	141,622
Vehicles	45,000	0	(2,988)	3,435	0	447
Facilities Compound	0	0	0	0	0	0
Total Spend	2,635,700	(2,190,182)	6,771,959	2,726,533	(1,631,409)	7,867,084



Primary Thoroughfare Body Corporate (Major Variances) – YTD December 2023

PTBC (Major Expenditure Variances)	FY2023 Actual	FY2023 Budget	Variance \$	Variance %	Notes
Accounting- audit	59	0	(59)	(0.0) %	1
Admin- meetings	262	91	(171)	(186.9) %	2
Admin- print/copy costs	357	300	(57)	(19.0) %	3
Admin- Filing Fee	96	0	(96)	(0.0) %	4
Consultants	0	2,500	2,500	100.0%	
Legal Services	0	2,500	2,500	100.0%	
Cleaning	1,200	0	(1,200)	(0.0) %	5
Electrical- contract	6,845	6,762	(83)	(1.2) %	6
Grounds & Garden- contract	48,395	46,386	(2,009)	(4.3) %	7
Grounds & Garden- other	21,311	11,250	(10,061)	(0.0) %	8
Grounds & Garden- tree management	11,100	7,500	(3,600)	(48.0) %	9
Irrigation- Golf Lakes Mtce	5,945	7,800	1,855	23.8%	
Irrigation- A class water	2,280	11,498	9,217	80.2%	
Plumbing- contract	3,437	3,283	(154)	(4.7) %	10
Mtce- animal management	35,819	25,000	(10,819)	(43.3) %	11
Repairs & Mtce- electrical	2,065	1,250	(815)	(65.2) %	12
Road Sanding	19,765	21,218	1,453	6.8%	
Road sweeping	6,983	5,324	(1,659)	(31.2) %	13
Utilities- electricity/gas	24,494	22,311	(2,182)	(9.8) %	14
Land Holding- rates	3,560	3,610	49	1.4%	
Other Expenses	193,933	295,429	101,496	34.4%	
Total Expenditure	387,907	474,012	86,105	18.2%	

Notes:

1. Accounting Audit – FY2023 actual audit fee variance.
2. Admin – meetings – Annual fee recognised in January – timing issue.
3. Admin – print/copy costs – Printing charges at cost – timing issue.
4. Admin – filing fee – Titles search.



5. Cleaning – Contractor’s compound cleaning fees unbudgeted due to completion of the compound in late 2023.
6. Electrical contract – Billing cycles are fortnightly, with 3 fortnights in January- timing issue.
7. Grounds & Garden Contract – Landscape solutions monthly contract increase from 1 Nov 2023 was higher than projected budget.
8. Grounds & Garden Other – Accrual of Golf Club monthly costs Nov – Jan.
9. Grounds & Garden Tree management – Palm lifting/pruning, Village to Security.
10. Plumbing Contract- Billing cycles are fortnightly, with 3 fortnights in January- timing issue.
11. Mtce – animal management – Kangaroo Management, Ibis, Fox and removal fees variance due to Ibis and Fox invoices for prior year.
12. R&M electrical – UPS- Load testing performed in January – timing issue.
13. Road Sweeping: Contract price effective from November was higher than the projected budget.
14. Utilities – electricity/gas: Rate increases higher than the projected budget together with recognition of under accrual in the current year.

Project	2023/24 Budget			2024/25 Forecast		
	Levy	Estimated Spend	Balance	Levy	Estimated Spend	Balance
Annual Contribution - as per AssetFinda	951,150.00			1,052,300		
Facilities Compound Rental	70,000			72,240		
Livingstonia Path rental	25,000			25,800		
Interest received	72,627			92,973		
Total Including Interest	1,118,777			1,243,313		
Levy per 4250 lots	224			248		
% Change	11.90%			23.80%		
Spend per Asset Finda						
Bridges_PTBC	50,000	0	(31,862)	38,442	0	6,580
Buildings_PTBC	0	(35,270)	117,223	50,000	(6,625)	160,598
Electrical_Lights_PTBC	150,000	0	69,764	36,048	(20,990)	84,822
Facilities Equipment_PTBC	1,000	(166)	834	166	0	1,000
FTTH_PBC	171,000	0	(99,451)	99,452	0	1
Harbour_PTBC (including revetment walls)	0	0	0	0	0	0
Hydraulic & Electrical Supplies	0	0	13,488	700	0	14,188
Irrigation_Control_PTBC (inc A Class water)	295,525	0	664,586	0	0	664,586
Irrigation_Mains_PTBC	(315,525)	0	0	0	0	0
Irrigation_Valves_PTBC	0	(1,936)	80,619	0	0	80,619
Kerb_PTBC	20,000	0	979	375,000	(16,996)	358,983
Landscape_PTBC (including parks and playgrounds)	20,000	(30,000)	233,882	0	(30,000)	203,882
Path_PTBC	1,000	(207,000)	136,199	110,000	0	246,199
Pumps_PTBC	21,598	(10,000)	(5,976)	30,000	(10,000)	14,024
Reports	0	(20,000)	29,198	10,000	(20,000)	19,198
Roads_PTBC (including parking)	0	0	291,206	0	0	291,206
Security_System_PTBC	53,638	0	(12,765)	50,000	(38,522)	(1,287)
Stormwater_Line_PTBC	0	0	50,000	(45,000)	0	5,000
Stormwater_Point_PTBC	0	0	37,100	72,400	0	109,500
Switchboard_Meter_PTBC	0	(12,100)	67,900	0	(18,150)	49,750
Wall_Fences_PTBC (including gates)	292,148	(350,000)	(140,365)	167,149	0	26,784
Wastewater_Line_PTBC	0	0	396,946	0	0	396,946
Wastewater_MH_PTBC	0	0	0	0	0	0
Wastewater_RM_PTBC	0	0	0	0	0	0
Water_Lines_PTBC	0	0	150,000	33,341	0	183,341
Water_Point_PTBC (includes sluice valves, fire hydrants, water meters)	0	(10,000)	132,126	0	(38,701)	93,425
WW_H_Connection_PTBC	0	0	71,120	0	0	71,120
New Asset - Facilities Compound	358,393	0	(231,608)	215,615	0	(15,993)
New Asset - Rotary Memorial	0	0	(0)	0	0	(0)
Total Spend	1,118,777	(676,471)	2,021,144	1,243,313	(199,984)	3,064,473



Aged Debtors (excluding intercompany balances)

Company	Total	Current	30 days	Over 30 days
Sanctuary Cove Community Services Ltd	767,475	767,140	335	0
Sanctuary Cove Security Services Pty Ltd	959,024	959,024	0	0

Debtor management with one item in SCCSL between 0-30 days.

Staff Numbers

Department	Budgeted	Actual
Body Corporate	16.5	15.1
Security	33.0	29.2
Total	49.5	44.3

Employee turnover since the 1 November 2023 – Four (4) Security (1 failed to qualify for probation and 3 career changes due to salary) and One (1) Body Corporate – headhunted.

Invested Cash Position

Account	Bank	Actual Holding	Interest Rate %	Interest Received YTD
PBC – Administration Fund	BOQ	31,363		-
ARC - Administration Fund	MBL	406,000		-
PBC – Sinking Fund (at call)	Macquarie	1,075,592	2.90%	11,335
PBC – Sinking Fund (at call)	BOQ	966	0.00%	-
PBC – Sinking Fund Term Deposit	Macquarie	500,000	4.65%	5,758
PBC – Sinking Fund Term Deposit	Macquarie	1,000,000	4.60%	16,227
PBC – Sinking Fund Term Deposit	Macquarie	250,000	4.60%	2,899
PBC – Sinking Fund Term Deposit	Macquarie	500,000	4.65%	4,267
PBC – Sinking Fund Term Deposit	Macquarie	500,000	4.65%	4,241
PBC – Sinking Fund Term Deposit	Macquarie	500,000	4.60%	3,312
PBC – Sinking Fund Term Deposit	BOQ	3,500,000	4.40%	38,816
TOTAL INTEREST EARNED YTD		8,263,921		86,856



Account	Bank	Actual Holding	Interest Rate %	Interest Received YTD
PTBC – Administration Fund	BOQ	7,188		-
PTBC – Sinking Fund (at call)	Macquarie	1,727,763	2.90%	10,489
PTBC – Sinking Fund (at call)	BOQ	1,007	0.00%	-
PTBC – Sinking Fund Term Deposit	BOQ	500,000	4.60%	5,773
TOTAL INTEREST EARNED YTD		2,235,958		16,261

Account	Bank	Actual Holding	Interest Rate %	Interest Received YTD
SCCSL	Macquarie	226,183	2.90%	4,269
SCCSL	Macquarie	8,392	NA	
SCCSL	Macquarie	556,000	NA	
SCCSL	CBA	84	NA	
TOTAL INTEREST EARNED YTD				4,269
Security	Macquarie	446,646	2.90%	5,334
Security	Macquarie	200,000	4.70%	2,169
Security	CBA	15		
Security	CBA	2,142		
TOTAL INTEREST EARNED YTD				7,503

Term deposit rates compared at each rollover and terms considered to maximize return on investment with combined use of at call accounts providing current interest returns of 2.9%.

Finance Team activities:

- Periodic review of current finance policies and associated procedures and controls. Ongoing
- Preparation of Request for Proposals for financial statement audits for companies and Body Corporate entities for the FY2025 year onwards. To be issued by end of February.
- Stratamax Invoice Hub to be reviewed and considered for streamlining invoice approvals.

Efficiencies:

- Currently reviewing accounting platform with consideration of upgrading to the next version which allows consolidation for the companies without the need to log in and out of each company, minimising duplication of tasks, increasing efficiencies and mitigating manual errors. Ongoing
- BAS lodgements still being reviewed to work on a solution to submit bulk lodgements. Working with the ATO and Stratamax support. Ongoing
- Review of current payroll and time and attendance software due to the identification of inefficiencies in the current programs requiring additional manual tasks to complete the fortnightly payroll process. Currently waiting on demonstrations from various SAAS providers to ensure all applications considered meet the minimum requirements of both Community Services and Security Services. Scheduled late February/ early March.



SECURITY SERVICES

Security Statistics (from 1 January 2024)

Period	Alarm Activations				Medical	Incidents	Keys Issued	Infringe Notices	Accesses
	Fire	General	Panic	Total					
YTD 2024	184	614	169	967	48	74	352	415	101
YTD 2023	149	488	147	784	54	55	572	545	57

Valet Services (January 2024 – YTD 2024)

	January 2024		January 2023		Year to Date 2024	
	Number	\$ Charge	Number	\$ Charge	Number	\$ Charge
Key Pick-Up	12	\$96.00	20	\$140.00	32	\$256.00
Long Term Rental	12	\$1,750.00	8	\$1,000.00	25	\$3,800.00
Short Term Rental	0	\$0.00	0	\$0.00	0	\$0.00
Access Re arm	7	\$266.00	3	\$128.00	13	\$515.00
Other	4	\$152.00	6	\$216.00	15	\$654.00
Rental Breaches	0	\$0.00	0	\$0.00	0	\$0.00
Commercial Call Outs	0	\$0.00	6	\$1,650.00	10	\$2,750.00
Total	35	\$2,264.00	43	\$3,134.00	95	\$7,975.00

Key Performance Indicators based on approved Operating Plan 2023/2024

<p>Specific Monthly KPO's:</p> <ul style="list-style-type: none"> ➤ Review CCTV cameras approved for Stage 2 Security Technology. <p>Ongoing Monthly KPOs:</p> <ul style="list-style-type: none"> ➤ Provide 24hr Emergency Medical support through First Aid, Defibrillation and Medical Oxygen for an estimated 174 Medical Incidents per annum at an average of 14 Medicals per month. ➤ Provide 24hr Mobile, Marine and Golf Course (night) patrolling subject to Incident Response. Complete building/gate checks and patrols of relevant stakeholder areas. Marine Patrols, subject to boat maintenance and staffing levels. 	<p>Ongoing due to delays with supply of equipment and establishing new FTTH connections.</p> <p>Items Actioned – refer to statistics.</p>
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- Deal with estimate 2,899 alarms per annum at an average of 241 per month; deal with estimate 314 phone or camera activated security/emergency incidents at an average of twenty-six per month; and when safe to do so respond within 4 minutes.
- Provide Gate access at a monthly average of 27,359 based on a yearly access of 328,315.
- Follow up on Late to Test (LTT) alarm panels not reporting within 24hrs. Forward FTTH matters to the Network Manager, troubleshoot alarm panel faults, and consult with owners to rectify, forward non-compliance to Body Corporate
- By-Law enforcement – maintain or reduce the current Reminder Notice average of 175 per month, report underage drivers and serious nuisance activity by way of Incident Report. Provide monthly statistics in Security Report.
- Complete a daily Watercraft Register check of residential jetty and pontoon; file completed form at Roundhouse for inspection.
- Speed Camera deployment on the secondary thoroughfare and location rotated twice monthly. Provide photo evidence as basis to issue/enforce Speed Offence Notice. Provide monthly statistics in Security Report.
- Short- and Long-Term Rental checks.
- Parks and open space checks.
- Review of Operational procedures.
- Measure LPR and Visitor Management uptake and access, provide monthly statistic in Security Report.
- Measure Valet Services and provide monthly statistics in Security Report.
- Risk and Compliance – Conduct risk assessments as required operationally, review Security Risk Register, monitor and review Compliance Calendar to ensure Licence and qualifications are compliant.
- Attending and contributing to senior management meetings and planning.



Residential Zone Activity By-Laws – Issue of Vehicle Parking Reminder Notices

134 Parking Infringement “Reminder Notices” were issued in January compared to 212 for the same period of the previous year. A breakdown of the “Reminder Notices” by Body Corporate and location type is outlined in the tables below.

RBC	No of Breaches	Previous Year	RBC	No of Breaches	Previous Year
Ardisia	30	40	Tristania	3	21
Plumeria	12	24	Washingtonia	3	8
Zieria	12	17	Acacia	2	3
Cassia	9	6	Corymbia	2	1
Colvillia	9	4	Felicia	2	7
Alpinia	8	24	Darwinia	1	0
Schotia Island	7	4	Fuschia	1	0
Caladenia	6	14	Banksia Lakes	0	10
Harpullia	6	9	Admin	0	3
Molinia	6	5	Alyxia	0	1
Araucaria	7	5			
Roystonia	5	2			
Bauhinia	3	4			
	120	158		14	54

Speed Sign/Camera

There were no Speeding Notices were issued in January due to an intermittent charging issue with the speed camera. The battery pack has now been replaced and the camera was operational by the end of the month.

Fixed Speed Radar Reading

Speed	<40 km/h	41-45 km/h	46- 49 km/h	50-59	60- 69 km/h	70 + km/h	Total Stats
YTD 2022	267,787	54,985	11,143	2,191	381	111	336,598
YTD 2023	367,576	83,587	15,758	2,788	495	95	470,299
YTD 2024	94,909	24,818	4,068	713	127	12	124,647
Total	730,272	163,390	30,969	5,692	1,003	218	931,544
% Current YTD	76.14%	19.92%	3.26%	0.57%	0.10%	0.01%	100.0%
Nov 2023	32,925	7,098	1,479	195	47	7	41,751
Dec 2023	31,572	10,701	1,296	273	44	4	43,890
Jan 2024	30,412	7,019	1,293	245	36	1	39,006
% Current MM	77.97%	17.99%	3.31%	0.63%	0.09%	0.01%	100.0%

Highest Speed

Location	Speed km/h	Date	Time
1019 Edgecliff	58	29.01.24	0600 hrs.
2204 The Parkway	76	14.01.24	1100 hrs.

Operational

Security attended thirty-one incidents in January - 17 General Incidents and 14 Medicals.

Seventeen (17) General Incidents reported for January:

- a) Five (5) were Person related including:
 1. Two for minor disorderly behaviour at the Hotel and Village.
 2. A visitor tried to access a gate using a resident's name.
 3. A man overboard in the river who swam to a resident's jetty.
 4. A deceased kangaroo was found on the road in the residential area.

- b) Seven (7) were Vehicle related including:
 1. Two for residential gate damage when their vehicle hit the boom or gate.
 2. A vehicle that hit traffic bollards on the Boulevard.
 3. A vehicle 'drifting' on the Caseys Rd roundabout
 4. A vehicle of interest sought by the Police.
 5. A food delivery driver that ran into a garden bed
 6. A buggy was taken by mistake from the Village and later recovered.

- c) Five (5) were Property related including:
 1. Three alarms in the Village.
 2. A power fail in the North Gate residential area.
 3. A resident who towed in a Tinnie adrift in the river.

Security attended fourteen (14) Medical Incidents and nine involved residents. Overall, ten patients were transported to hospital by QAS for further treatment.

37 Complaints were received in January:

	Jan 2024	Dec 2023	Nov 2023	Oct 2023
Residents	17	31	35	37
Subject not located	9	13	11	10
Rentals	7	3	7	4
PBC/Village/Hotel	4	3	3	3
TOTAL	37	50	56	54



Marine Patrols

There were 395 patrols of Marine Zones 1-5 by Haven and Eden (including transit between zones).

- a) Haven was deployed on 11 dayshifts and 17 nightshifts.
- b) Eden was deployed on 10 dayshifts.

January 2024	Haven	Eden	Totals
Zone 1/Harbour 1	119	26	145
Zone 2/Harbour 2	54	24	78
Zone 3/Harbour 3	35	25	60
Zone 4/Harbour 4	23	27	50
Zone 5/Roystonia	48	14	62
Total Patrols	279	116	395
Day Patrols	11	10	21
Night Patrols	17	0	17

Patrols in January were reduced due to staff shortage and absenteeism.

There were twelve incidents of unauthorised access in private Harbours, lakes, and Marina Piers in January:

- a) Nine groups were fishing related and moved on without incident.
- b) Two groups were moved on without incident.
- c) One group left before Security arrived and could not be located.

Visitor Management System and License Plate Recognition

	03.01.24	2.02.24
Residents registered with LPR	1095	1109
Total not registered with LPR	303	289
Total Lots	1,398	1,398
Resident vehicles/buggies LPR	5580	5647
Permanent visitor vehicles LPR	4407	4445
Total Vehicles	9,987	10,092
Residents registered VMS Portal	428	431
Res/Builder/multiuser same house	136	138
Number of VMS entries	2632	2665



The current number of Body Corporate owners is - 1398.

LPR registration by Residents increased by 14 to 1109 or 79% of resident homes.

VMS Portal registration decreased by 3 for the month to 431.

138 residents and builders are actively using the portal.

The number of VMS entries for current residents and builders increased by 33 to 2665.

LPR Technology Update

The current LPR fault criteria are the vehicle is LPR registered, it stopped correctly at the read point however the plate was not read. The faults are reported daily to the service provider for review.

There have been minimal issues reported with LPR recognition at the residential gates.

Workplace Health and Safety

The next bi-monthly WHS meeting is scheduled 12 February 2024 and will be reported next month.

BODY CORPORATE SERVICES

Monthly Action Key Performance Indicators

Month	Description	Actioned
Monthly	➤ General Meeting agenda issue min 10 days prior to each meeting with minutes drafted and issued to Chairperson within 10 business days	Complete
	➤ Committee meeting agenda issue min 7 days prior to each committee meeting with minutes drafted and issued to Chairperson within 10 business days post meeting.	Complete
	➤ Extranet / portal content management	Complete
	➤ Monthly communications to residents – newsletter / email / Facebook	Complete
	➤ Minimum 3 site compliance inspections each week to inc real estate and building compliance	Complete
	➤ Compliance breach case management – max period for open case being no more than 6 months. Any case closure correspondence to be issued within 7 days of remedy.	Complete
	➤ DCBL non-compliance report to be issued to Snr Body Corporate Manager monthly	Complete
	➤ Site maintenance matters to be issued to Facilities Team following each site inspection – AssetFinda software to be used	Complete
	➤ Bi – Monthly Body Corporate Manager site inspection with Compliance Officer.	Complete
	➤ Body Corporate Manager site BUP inspection with member of Facilities team	Complete
	➤ Change of Ownership, Address and Appt of Nominee forms processed within 48hrs of receipt and ack of same issued to resident	Complete



Additional BCS Operations

1. Building Works – Inspections undertaken two times per week by BCS and seven days per week by Security Services Team.
2. Stage 2 DCBLs – Working group has commenced and hope to have a draft copy to RBC's June 2024
3. Compliance – Inspections undertaken two times per week. Report issued to PBC EC for further instruction for those matters issued with three or more breaches.
4. Website Formulation – Public landing page completed. Collaborating with Developer to complete owner content and forms. Close to completion to present to the PBC EC.
5. Policy and Procedure review- Ongoing.
6. February 2024 is a busy month with RBC AGMs scheduled.

Insurance

Insured Name	Date of Loss	Incident Description	Update
Sanctuary Cove PBC	07/08/2021	Notification Only	Notification Only – Resident – Walking her dogs along the path of Harbour Terraces and fell. No Movement on claim
Sanctuary Cove PBC	30/11/2021	Claim for Legal expenses – Owner suing another owner and PBC as respondent	Harbour Terraces matter. PBC named as respondent as PBC allowed renovation to proceed. Claim still ongoing
Sanctuary Cove PBC	05/01/2022	Third Party Hit Street Lamp – Masthead Way	Third party hit streetlamp on Masthead Way. SUU is awaiting repair report from Crawford and Company to progress the claim.
Sanctuary Cove PBC	16/01/2022	Resident – Twisted ankle on footpath	Notification Only – Resident twisted ankle on footpath at the Parkway near the golf driveway entrance. Settlement of claim paid to Claimant- \$14,000 Defence Costs- \$10,935.25
Sanctuary Cove PBC	02/04/2022	Resident – Cycling and fell	Resident riding push bike along road moved over for car and has fallen off when tyre come off road. No further approach has occurred from claimant file closed, can be re-opened if further information comes to light.
Sanctuary Cove PBC	21/04/2022	Notification Only- Motorbike Rider fell off bike	Notification Only No Movement on claim
Sanctuary Cove PBC	24/04/2022	Slip & Fall – The Boulevard	Notification Only No Movement on claim
Sanctuary Cove PBC	27/05/2022	Machinery Breakdown - Pump	Machinery Breakdown – Masthead Way. Claim with Insurer and it is their intention to decline claim.
Sanctuary Cove PBC	12/05/2023	Infrastructure Damage to pipes and lost water	Claim has been finalised in the amount of \$28,316.64

Legal Expenses

Sanctuary Cove Principal Body Corporate			Budget	
				150,000.00
Grace Lawyers	26.09.23	Schotia compliance		15.00
Grace Lawyers	26.09.23	Adelia compliance		1,212.50
Grace Lawyers	31.10.23	Bauhinia		935.00
Grace Lawyers	31.10.23	Schotia compliance		973.00
Grace Lawyers	31.10.23	Adelia compliance		2,829.00
Grace Lawyers	30.11.23	Bauhinia		4,345.00
Grace Lawyers	30.11.23	Schotia compliance		3,328.50
Grace Lawyers	31.12.23	Bauhinia		2,200.00
				15,838.00
			Balance	134,162.00

FACILITIES SERVICES

After Hours Call Outs

Date	PBC Emergency Repair
08/01/2024	Marine Drive North – Multiple main line leaks
11/01/2024	Marine Drive North – Multiple main line leaks

Date	PTBC Emergency Repair
03/01/2024	Irrigation main line leak – Entry Boulevard

Contracts Subcommittee

N/A

Maintenance Contracts - Tenders

CR	Contract Review											
CSC	Contract Sub Committee review of Contract/Tender documentation											
EOI	Invitation for “Expressions of Interest”											
RFT	“Request for Tender” invite Contractors to submit a bid for the provision of goods or services.											
Evaluation	Undertake evaluation of received tenders											
Approval	Seek/Obtain necessary approvals											
Award	Award contract works to successful Tenderer											
Tender	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct



FTTH					CR	CSC	EOI	RFT	Eval	Appr	Award	
Street Sweeping					CR	CSC	EOI	RFT	Eval	Appr	Award	
Landscaping					CR	CSC	EOI	RFT	Eval	Appr	Award	
Waste and Recycling					CR	CSC	EOI	RFT	Eval	Appr	Award	

Contractor Six (6) Monthly Review

Contract Review	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
FTTH												
Street Sweeping			✓									
Landscaping			✓									
Waste and Recycling			✓									

Comments	
Street Sweeping	During the Christmas Day storms, the contractor exhibited commendable flexibility by promptly attending the site to clear any issues, demonstrating their commitment to service. No significant areas for improvement were identified. The company consistently accommodates management requests and promptly communicates any personnel or equipment changes.
Landscaping	Staffing numbers via WOL appear to frequently fall short of the mandated count of 14. Despite external challenges like adverse weather, service standards have fallen below expectations. Urgent measures were taken, including formal notification sent to the Qld/State manager on 23/01/2024 requesting a meeting to address these issues. Actions from the subsequent site inspection on 29/01/2024 included outlining expectations to the team, planning ongoing spraying, scheduling a turf spray for February, and arranging for the Jacobsen HR600 mower to improve mowing efficiency. Regular communication and a potential variation team onsite aim to ensure continued progress, with a follow-up site review scheduled for the end of February 2024.
Waste and Recycling	The new leading hand has seamlessly maintained high service standards. Immediate action is taken to rectify missed bins, with efforts made for same-day resolution. Daily communication with the office 100% call rate. However, there are occasional delays in receiving the monthly report, essential for operational oversight. The accounts manager has been reminded of the 5-business day reporting requirement, and direct contact has been requested for timely notification of service disruptions.

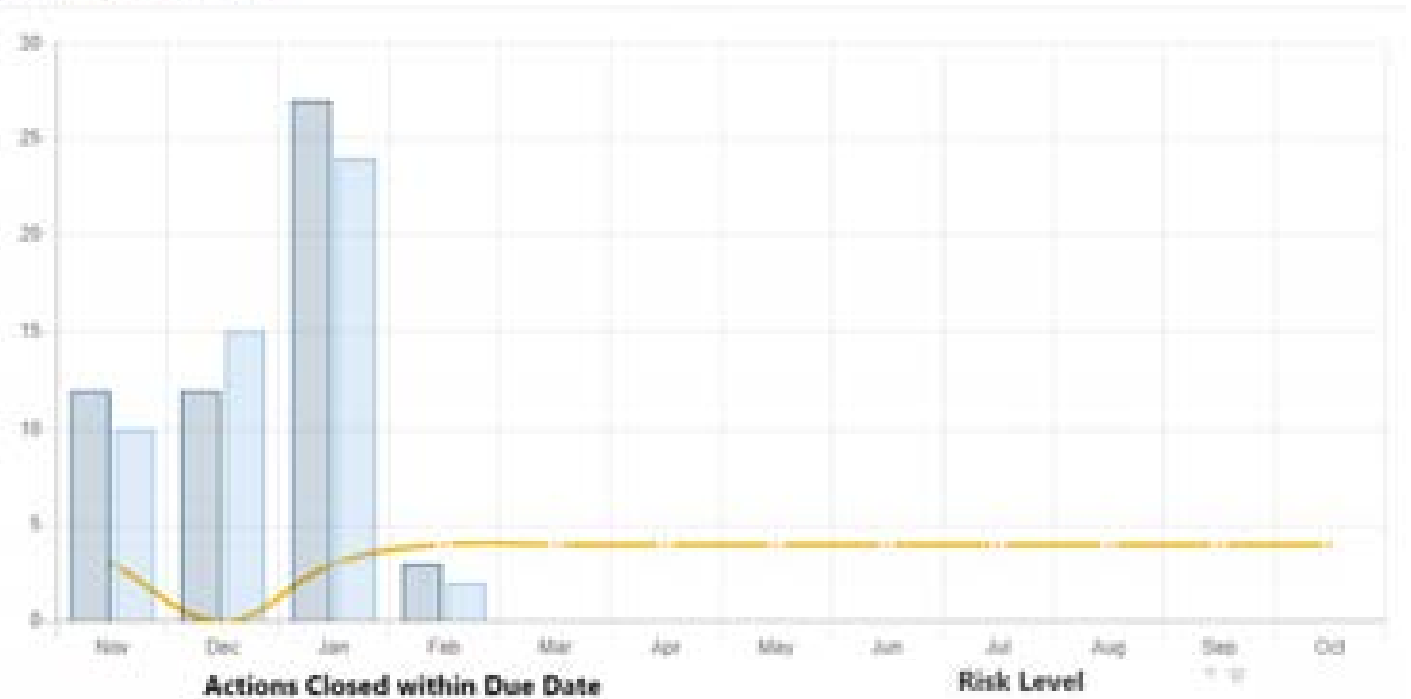
Hazard Identification/Reporting

In November 2023, the Management team introduced Safety Champion (safety management software), to increase and strengthen our commitment to Workplace Health & Safety and Risk & Compliance Management.

By centralising safety data and processes, this software streamlines the management of safety procedures, ensuring compliance with regulatory requirements and industry standards. Its ability to capture, track, and analyse safety incidents in real-time empowers the company to proactively identify potential hazards, implement corrective actions, and prevent future accidents. Moreover, safety management software facilitates communication and collaboration among all departments, fostering a culture of safety awareness and accountability. With features such as customisable reporting, mobile accessibility, and automated alerts, this technology enables the company to optimise safety practices, minimise downtime, reduce costs, and ultimately, safeguard the well-being of employees and assets.



Summary by Month



Highest Level of Controls Implemented



Sinking Fund Major Projects

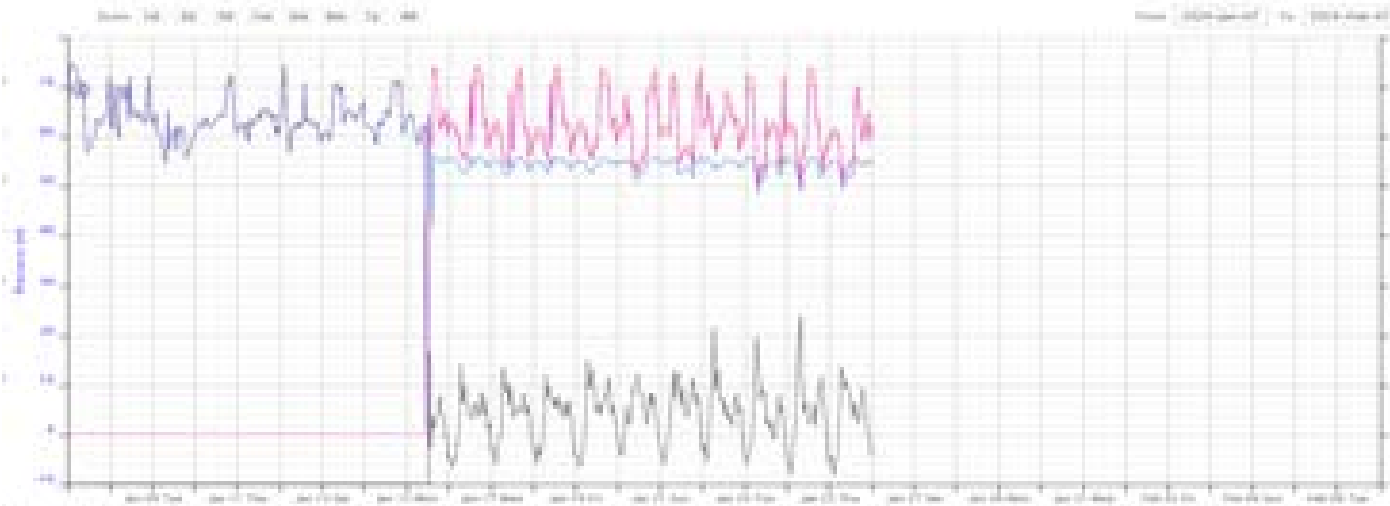
Project	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Asset management system review												
MDN Potable water - Consultant/Reports												
Tulip Lighting Year 2												
Electrical lighting - Butcherbird park lighting (inhouse)												
Revetment Wall												
Irrigation - Class A												
The Parkway - Silky Oak removal/replacement												
Landscaping - Year 2, 3 and 4 (PBC/PTBC)												
Park Signage												
Building management system												
Access systems												
Check/Isolation valves												
Village Gates - Paving												
Road - Parking Bays												
Olympic Road - Repave												
Muirfield Lane - Repave												
Kerb Year 4 (Cassia, Araucaria)												
Village Gates - Kerbing												
Switchboard upgrade												
Water meters x 230												
Pressure Management System												

Sinking Fund Major Projects

Project	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Bridge - Entry boulevard bridge paint			█									
Entrance boulevard lighting - Tulip/Up lights							█					
Electrical lighting - Bridge Lighting				█								
Electrical lighting - Bollards			█									
Irrigation - Class A	█											
Landscaping - Year 2, 3 and 4 (PBC/PTBC)	█											
Landscaping - The Address Gates						█						
Village Gates - Kerbing								█				
Village Gates - Paving								█				
Switchboard - 1x upgrade/replacement			█									
The Address Gates/Fence upgrade			█									
Gates/Fences - Vardon Lane								█				
Pressure Management System	█											



ii Portway PRV 1 Outside Gate



iii Portway PRV 2 Inside Gate



The Pressure Reduction Valves (PRVs), part of the Pressure Management Systems, were commissioned on January 15th, with set points compliant with Australian Standards AS/NZS 3500. Immediate reductions in pressure levels and fluctuations in the internal water network supply to Sanctuary Cove have been observed. The Pressure Management System will dynamically adjust network pressures to maintain a more consistent and reduced level across the potable network

Please refer to the adjacent graphs/data illustrating significant fluctuations in the incoming supply pressure from GCCC compared to the current supply pressures at Sanctuary Cove.

The Red/Pink axis represents the GCCC supply pressure. The Blue axis represents the supply pressure to the Sanctuary Cove site from the PRVs.

The relationship between pressure and leakage is typically greater than linear, indicating that even small reductions in pressure can result in disproportionately larger decreases in leakage and mains failures.

Key Performance Indicators

FACILITIES SERVICES	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	Achieved
LEADERSHIP/CUSTOMER SERVICE (WORK REQUESTS/PREVENTATIVE MAINTENANCE)							
PM - (MO) Percentage closed for month - Target 75%	81%	100%	75%				100%
Total % (Open vs Closed) Target 80%	82%	76%	75%				100%
Greater > 60 Days (Target <25)	7	10	14				100%
Total Outstanding <100	39	55	69				100%
Plumber jobs remaining > 30 days 2 average	0	2	2				100%
Electrician jobs remaining > 30 days 6 average	0	8	9				33.33%
Irrigation Jobs remaining > 30 days 5 average	5	6	1				66.67%
Priority 1 - Target >100 %	100%	100%	100%				100%
Priority 2 - Target >77.5 %	96%	100%	80%				100%
Priority 3 - Target >75 %	76%	76%	75%				100%
GOVERNANCE / COMPLIANCE							
	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	Total
FM - Monthly Site Inspection	✓	✓	✓				100%
Contractor Induction - Annual target 75%	78%	77%	76%				100%
Hazard identification - Target 2 each / 16 per month	17	16	24				100%
Risk Assessments - Target 2 each (Annual)							100%
Department Procedures - Target 1 (per month) 12 required for year	✓	✓	✓				100%
FM Departmental Audit - Risk Management - 6 Total							100%
FINANCIAL PERFORMANCE							
Administration Fund – Spend vs Budget	✓	✓	✓				100%
Sinking Fund Projects - Project Tracker	✓	✓	✓				100%
Asset Management System - Sinking Fund Update	✓	✓	✓				100%
Asset Management Report to CEO							100%
Water Billing - Review zero/low reads	✓						100%

*Note – Electrician on leave Jan 2024

Service Providers

Landscape Solutions	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24
1.1 Maximum number of failures P2	100%	100%	100%									
1.2 Response & Repair Timeframe	44%	55%	41									
1.3 Preventative Maintenance	68%	62%	64%									
1.4 Document Compliance	100%	100%	100%									
1.5 Reporting	100%	100%	100%									
SPS	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24
1.1 Maximum number of failures P2	100%	100%	100%									
1.2 Response & Repair Timeframe	N/A	N/A	N/A									
1.3 Preventative Maintenance	100%	100%	100%									
1.4 Document Compliance	100%	100%	100%									
1.5 Reporting	100%	100%	100%									
Cleanaway	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24
1.1 Missed calls	2	2	4									
1.2 Missed Bins	12	6	3									
1.3 Complaints <5	0	0	6									
1.4 Document Compliance	100%	100%	100%									
1.5 Reporting	0%	0%	0%									



**MINUTES OF THE
FINANCE SUB COMMITTEE MEETING
OF THE PTBC**

Body Corporate Committee Sanctuary Cove Primary Thoroughfare Body Corporate GTP 201 Finance Sub-Committee
Location of Meeting: Office of Dale St George - Sanctuary Cove Body Corporate Services
Date and Time of meeting Friday, 24 November 2023
Meeting Chaired by: Mr Stephen Anderson
Meeting start time: 10:13am **Meeting finish time:** 10:19am

ATTENDANCE

The following Committee members attended the meeting In Person:

Chairperson Mr Stephen Anderson (SA)
 Ordinary Mr Mick McDonald (MM)
 Ordinary Mr Robert Hare (RH)

APOLOGIES

Ordinary Mr Tony McGinty (TM)

BY INVITATION

CEO Mr Dale St George (DSG)
 Finance Manager Ms Mika Yanaka (MY)
 Manager of Body Corporate Ms Jodie Cornish (minute taker)

QUORUM

The Chairperson declared that a Quorum was present.

MOTIONS

1 Minutes CARRIED

Proposed by: The Chairperson

RESOLVED That the Minutes of the Finance Sub-Committee Meeting held on 20 October 2023 be accepted as a true and correct record of the proceedings of the meeting.

Yes	3
No	0
Abstain	0

MEMBER	Yes	No	Abstain
Mr Stephen Anderson	x		
Mr Mick McDonald	x		
Mr Tony McGinty			
Mr Robert Hare	x		

2 Selective Review CARRIED

Proposed by: The Chairperson

Yes	3
No	0
Abstain	0

RESOLVED That the FSC notes the Selective Review item for the PTBC for October 2023 as tabled.

MEMBER	Yes	No	Abstain
Mr Stephen Anderson	X		
Mr Mick McDonald	X		
Mr Tony McGinty			
Mr Robert Hare	X		

3 PTBC Financial Statements CARRIED

Proposed by: The Chairperson

Yes	3
No	0
Abstain	0

RESOLVED That the FSC notes and recommends to the PTBC the approval of the PTBC Financial Statements at 31 October 2023 as tabled.

NOTE:

- Overall position is favourable to budget by \$126K
- Consisted of management fees and high over-run of legal fees.
- Gates and fences over budget due to unexpected repairs

MEMBER	Yes	No	Abstain
Mr Stephen Anderson	X		
Mr Mick McDonald	X		
Mr Tony McGinty			
Mr Robert Hare	X		

4 Date of Next Meeting WITHDRAWN

Proposed by: The Chairperson

Yes	
No	
Abstain	

RESOLVED That the next FSC Meeting will be held on Friday, 15 December 2023 at 10:15am.

NOTE: FSC members agreed there will be no meeting held on 15 December 2023 for FSC. They will reconvene in 2024.

MEMBER	Yes	No	Abstain
Mr Stephen Anderson			
Mr Mick McDonald			
Mr Tony McGinty			
Mr Robert Hare			

GENERAL BUSINESS

Chairperson:



NOTICE OF FINANCE SUB COMMITTEE MEETING OF THE PTBC

Body Corporate:	Sanctuary Cove Primary Thoroughfare Body Corporate
Committee:	Finance Sub Committee
Location of Meeting:	Meeting Room 1 - Sanctuary Cove Body Corporate Services
Date of Meeting:	Friday, 23 February 2024
Time of Meeting:	10.15am

This notice is forwarded to all committee members.

Note: Only committee members are required to attend the meeting. If a committee member is unable to attend, they can assign their proxy to another committee member.

The following agenda sets out the substance of the motions to be considered at the meeting. Sanctuary Cove Body Corporate Services Pty Ltd, for the Secretary.

AGENDA

1. Attendance record and apologies
2. Admittance of proxies and voting papers.
3. Quorum
4. Business Arising
 - 4.1 Approval of Previous Minutes
 - 4.2 Selective Review
5. Financials
 - 5.1 PTBC Financial Statements
 - 5.2 Budget Variance Analysis
 - 5.3 Detailed Transaction Lists
 - 5.4 Cash Flow
 - 5.5 Budget Timeline
 - 5.6 40-Year Predictive Model
6. Next Meeting – Friday, 23 March 2024

ITEMS OF BUSINESS

1 Approval of Minutes of Previous Meeting

Proposed by: The Chairperson

RESOLVED That the Minutes of the Finance Sub-Committee Meeting held on 17 November 2023 be accepted as a true and correct record of the proceedings of the meeting.

Yes	
No	
Abstain	

2 Selective Review

Proposed by: The Chairperson

RESOLVED That the FSC notes and accepts the Selective Review items for the PTBC for October 2023 as tabled.

Yes	
No	
Abstain	

3 PTBC Financial Statements

Proposed by: The Chairperson

RESOLVED That the FSC notes and accepts the PTBC Financial Statements as at 31 January 2024 as tabled.

Yes	
No	
Abstain	

4 PTBC Budget Variance Analysis

Proposed by: The Chairperson

RESOLVED That the FSC notes and accepts the PTBC Budget Variance Analysis as at 31 January 2024 as tabled.

Yes	
No	
Abstain	

5 PTBC Detailed Transaction Lists

Proposed by: The Chairperson

RESOLVED That the FSC notes and accepts the PTBC Detailed Transaction Lists as at 31 January 2024 as tabled.

Yes	
No	
Abstain	

6 PTBC Cash Flow

Proposed by: The Chairperson

RESOLVED That the FSC notes and accepts the PTBC Cash Flow as at 31 January 2024 as tabled.

Yes	
No	
Abstain	

7 PTBC Budget Timeline

Proposed by: The Chairperson

RESOLVED That the FSC notes and accepts the PTBC Budget Timeline as tabled.

Yes	
No	
Abstain	

8 PTBC 40-Year Predictive Model

Proposed by: The Chairperson

RESOLVED That the FSC notes and accepts the PTBC 40-Year Predictive Model as tabled.

Yes	
No	
Abstain	

9 Date of Next Meeting

Proposed by: The Chairperson

RESOLVED That the date of the next FSC Meeting will be Friday, 23 March 2024 at 10:15am.

Yes	
No	
Abstain	

**MINUTES FROM
PREVIOUS MEETING
FOR APPROVAL**



**MINUTES OF THE
FINANCE SUB COMMITTEE MEETING
OF THE PTBC**

Body Corporate Committee Sanctuary Cove Primary Thoroughfare Body Corporate GTP 201 Finance Sub-Committee
Location of Meeting: Office of Dale St George - Sanctuary Cove Body Corporate Services
Date and Time of meeting Friday, 24 November 2023
Meeting Chaired by: Mr Stephen Anderson
Meeting start time: 10:13am **Meeting finish time:** 10:19am

ATTENDANCE

The following Committee members attended the meeting In Person:

Chairperson Mr Stephen Anderson (SA)
 Ordinary Mr Mick McDonald (MM)
 Ordinary Mr Robert Hare (RH)

APOLOGIES

Ordinary Mr Tony McGinty (TM)

BY INVITATION

CEO Mr Dale St George (DSG)
 Finance Manager Ms Mika Yanaka (MY)
 Manager of Body Corporate Ms Jodie Cornish (minute taker)

QUORUM

The Chairperson declared that a Quorum was present.

MOTIONS

1 Minutes CARRIED

Proposed by: The Chairperson

RESOLVED That the Minutes of the Finance Sub-Committee Meeting held on 20 October 2023 be accepted as a true and correct record of the proceedings of the meeting.

Yes	3
No	0
Abstain	0

MEMBER	Yes	No	Abstain
Mr Stephen Anderson	x		
Mr Mick McDonald	x		
Mr Tony McGinty			
Mr Robert Hare	x		

2 Selective Review CARRIED

Proposed by: The Chairperson

Yes	3
No	0
Abstain	0

RESOLVED That the FSC notes the Selective Review item for the PTBC for October 2023 as tabled.

MEMBER	Yes	No	Abstain
Mr Stephen Anderson	X		
Mr Mick McDonald	X		
Mr Tony McGinty			
Mr Robert Hare	X		

3 PTBC Financial Statements CARRIED

Proposed by: The Chairperson

Yes	3
No	0
Abstain	0

RESOLVED That the FSC notes and recommends to the PTBC the approval of the PTBC Financial Statements at 31 October 2023 as tabled.

NOTE:

- Overall position is favourable to budget by \$126K
- Consisted of management fees and high over-run of legal fees.
- Gates and fences over budget due to unexpected repairs

MEMBER	Yes	No	Abstain
Mr Stephen Anderson	X		
Mr Mick McDonald	X		
Mr Tony McGinty			
Mr Robert Hare	X		

4 Date of Next Meeting WITHDRAWN

Proposed by: The Chairperson

Yes	
No	
Abstain	

RESOLVED That the next FSC Meeting will be held on Friday, 15 December 2023 at 10:15am.

NOTE: FSC members agreed there will be no meeting held on 15 December 2023 for FSC. They will reconvene in 2024.

MEMBER	Yes	No	Abstain
Mr Stephen Anderson			
Mr Mick McDonald			
Mr Tony McGinty			
Mr Robert Hare			

GENERAL BUSINESS

Chairperson:

SELECTIVE REVIEW



TAX INVOICE

Sanctuary Cove Primary G.T.P.201
Attention: Eliza Court
Sanctuary Cove Primary GPT 201
PO BOX 15
Sanctuary Cove 4212
QLD 4212
AUSTRALIA

Invoice Date
18 Dec 2023

Invoice Number
INV-0575- PO
00009461

ABN
59 664 570 908

JREC Trust
JR Electrical &
Communication
2/1 Fairway Ave
Southport
License #88046

Description	Quantity	Unit Price	GST	Amount AUD
Bridge works as per quote 00009461	1.00	43,856.80	10%	43,856.80
40% Claim - \$43856.80				
			Subtotal	43,856.80
			TOTAL GST 10%	4,385.68
			TOTAL AUD	48,242.48

Due Date: 1 Jan 2024

Immediate payment required.

Please pay into the following bank account
BSB 638 060
ACC 15764427

For electrical installations, this certifies that the electrical installation, to the extent it is affected by the electrical work, has been tested to ensure that it is electrically safe and is in accordance with the requirements of the wiring rules and any other standard applying under the Electrical Safety Regulation 2013 to the electrical installation.

For electrical equipment, this certifies that the electrical equipment, to the extent it is affected by the electrical work, is electrically safe.



PAYMENT ADVICE

To: JREC Trust
JR Electrical & Communication
2/1 Fairway Ave
Southport
License #88046

Customer Sanctuary Cove Primary
G.T.P.201

Invoice Number INV-0575- PO 00009461

Amount Due **48,242.48**

Due Date 1 Jan 2024

Amount Enclosed

Enter the amount you are paying above



Work Order

Bill To:
Sanctuary Cove Primary G.T.P. 201

Billing Address:
**Sanctuary Cove Primary G.T.P.
201**

Order No: **00009461**
Order By: **eliza.court**
Order Date: **01 Nov 23**
Quote No:

**C/- Sanctuary Cove Primary B/C
PO Box 15
Sanctuary Cove QLD 4212**

ATTENTION TO:

Contractor Name and Address	JR Electrical & Communication 2/1 Fairway Avenue SOUTHPORT QLD 4215	Tel: 0400499013
		Fax:
		Mobile:
		Email: JRElectrical14@gmail.com*

Ref:

SITE CONTACT:

Name	Shayn Fox	Tel-H:
Unit No		Tel-W: 07 5500 3302
		Mobile: 0431 094 524

JOB DETAILS:

Property Affected: **Common Property**

Address **C/- Sanctuary Cove Primary B/C PO Box 15 Sanctuary Cove QLD 4212**

Job Description

Sanctuary Cove Boulevard Bridge Upgrade
Please proceed as per quote # QU-0191 dated 26 October 2023 to:
Removal of all 24 Existing fittings.
Installation of NEW LED recessed lights would use existing cut out in wall to minimized repairs.
Works would be completed during hours of 7am - 3.00pm
JR Electrical to manage the painting contractor on site, Painting of the bridge has been included as a line item.
Please not that Sanctuary cove would be responsible for the high-pressure cleaning of the bridge, before works to begin.
This has not been included in the quote.
Sanctuary Cove to supply traffic management for the duration of the project.
Sanctuary Cove is to complete repairs to bridge.
Total cost: \$109,642.00 (ex gst)
Internal note: Split between Bridges 22160 (\$51,850 ex gst) & Electrical Lights 222201 (\$57,792 ex gst)

PLEASE NOTE:

INVOICES WILL NOT BE PAID UNLESS THEY CONTAIN WORK ORDER NUMBER AND UNIT

Bill To: (see above)

PAYMENT TERMS 30 DAYS

Sanctuary Cove Primary G.T.P. 201
C/- Sanctuary Cove Primary B/C
PO Box 15
Sanctuary Cove QLD 4212

Order No: 00009461
Order By: eliza.court
Order Date: 01 Nov 23
Quote No:

This work order is for 40% deposit
Cost: \$43,856.80 (ex gst)



QUOTE

Sanctuary Cove Body Corporate

Date
26 Oct 2022

Expiry
9 Nov 2022

Quote Number
QU-0191

Reference
BLV Bridge Lights &
Bridge Painting.

ABN
59 664 570 908

JREC Trust
JR Electrical &
Communication
2/1 Fairway Ave
Southport
License #88046

Sanctuary Cove BLV Bridge Refurbishment.

Removal of all 24 Existing fittings.

Installation of NEW LED recessed lights would use existing cut out in wall to minimized repairs.

Works would be completed during hours of 7am - 3.00pm

JR Electrical to manage the painting contractor on site, Painting of the bridge has been included as a line item.

Please note that Sanctuary Cove would be responsible for the high-pressure cleaning of the bridge, before works to begin. This has not been included in the quote.

Sanctuary Cove to supply traffic management for the duration of the project.

Sanctuary Cove is to complete repairs to bridge.

Description	Quantity	Unit Price	GST	Amount AUD
Supply 24 LED Recessed Lights for the bridge. (Sanctuary Cove BLVD) 10-year warranty on fittings Sealing of all fittings, all conduits coming in and out of base to reduce insects.	24.00	1,658.00	10%	39,792.00
Labor to install lights all works will be completed during business hours 7am- 3:30 Monday - Friday	180.00	100.00	10%	18,000.00
Sundries - Screws, Plugs, silicones, hire of equipment, and access equipment, generators	1.00	2,900.00	10%	2,900.00
Painting of the bridge this will include all sides, of the bridge including the walk path and all visible areas to the bridge. These works will take 14- 20 days to complete all necessary works. Painting would include - Block Walls - 2 coats of low sheen Acrylic Steel Rails- 1st coat High build Epoxy Primer 2nd coat Dulux Aluminum Epoxy Enamel	1.00	48,950.00	10%	48,950.00
Subtotal				109,642.00

TOTAL GST 10% 10,964.20

TOTAL AUD 120,606.20

Terms

- Quote will be valid for 14 days from original date.
- Isolation of electrical circuit to the bridge lights to be completed by onsite electrician to ensure all other lighting in the BLV would be working.
- There has been no allowance for replacement of cabling.

- 12 months warranty on all labor only
- Lead times on fittings would be 5 weeks once PO is raised fittings will be ordered and installation would be discussed with SC
- Please note that SC would be responsible of cleaning of the bridge before work commences. (High pressure clean required)
- SC to provide desired color of paint before works commences.
- Payment Terms Deposit of 40% would be required. The outstanding would be 14 days from completion.
- Full Scope of works will be provided to SC once all approvals are completed.
- There has been allowance for an Environmental Plan for these works.



ENTRY BOULEVARD – BRIDGE UPGRADE WORKS

DISTRIBUTION: PTBC	ATTACHMENTS: 6	DATE: Oct 2023
MOTION RESOLVED That the PTBC agrees to expend \$120,606.20 Inc GST plus a contingency of 10% in the amount of \$12,060.62 Inc GST for the engagement of JR Electrical and Communication to undertake the replacement of lights and painting of the bridge, with funds to be expensed to the Sinking Fund – Bridges 22160 (\$57,035.00 Inc GST) and Electrical Lights 222201 (\$63,571.20 Inc GST) and that due to the nature of the works and current safety concerns, the PTBC approves the reduction in the required number of quotes to be obtained from three (3) to two (2). FURTHER RESOLVED That the PTBC agrees to expend \$4,668.02 Inc GST plus a contingency of 10% in the amount of \$500.00 Inc GST for the engagement of Wallys Master Blaster to chemically treat and high pressure clean the Entry Boulevard bridge, with funds to be expensed to the Sinking Fund – Bridges 22160 FURTHER RESOLVED That the PTBC agrees to expend \$5,054.50 Inc GST plus a contingency of 10% in the amount of \$500.00 Inc GST for the engagement of Smartstone Group to undertake the render repairs on the Entry Boulevard bridge and to provide traffic lights (traffic management) with funds to be expensed to the Sinking Fund – Bridges 22160		

Objective

This scope of work outlines the necessary tasks and activities for the upgrade of the Entrance Boulevard bridge, focusing on painting and light upgrades. The project aims to improve the aesthetics, functionality, and safety of the bridge.

Background

After several incidents, the Entry Bridge now exhibits extensive visual damage across various areas, with the existing paint showing signs of flaking and a dull appearance.

Furthermore, the current light fittings are no longer available for purchase, creating a challenge in maintaining a consistent illumination for users. To address this concern and ensure uniform lighting, a new fitting was investigated for procurement.

Reflectors are being used in place of lights to illuminate the area. Current lack of adequate lighting is a safety concern for road users.

To assist the contractors with quoting, a comprehensive scope of work was outlined, detailing all the necessary tasks, specifications and deliverables required for the upgrade works.

Scope of works

The project entails the following components:

- Replacement of 24 recessed wall lights.
- Removal of 12 light fittings from the pedestrian path side.
- Installing cover plates over decommissioned light openings to achieve a seamless and flush appearance.



ENTRY BOULEVARD – BRIDGE UPGRADE WORKS

- Painting of rendered wall concrete pillar sections in Dulux colour "Raku."
- Painting of double steel box railings bar sections to achieve a like-for-like colour match.
- Coordination with relevant stakeholders to ensure minimal disruption to traffic and pedestrians.
- All works to be completed after normal business hours (7:30am – 4:30pm, offsite by 5:00pm)

Light Upgrade Specifications

- Removal of 12 existing light fittings and covers on the pedestrian path side of the bridge.
- Installation of 24 black recessed wall lights – Bega Recessed wall luminaire 24212AK4, LED 13.7w, Colour temperature 4000k in colour silver, with installation housing (10490)
Please find attached light specifications/data sheets.
- Installation of cover plates over decommissioned light openings to achieve a seamless and flush appearance.
- Ensure that all recessed light fitting boxes are sealed and made weatherproof.
- Ensure proper wiring, connectivity, and safety compliance.
- Testing and verification of the new lights' functionality before project completion.
- Isolation of bridge lighting in conjunction with onsite electrician's requirements.
- Temporary lighting in place to ensure safety to road/path users.

Painting Specifications

- Prepare surfaces to ensure proper paint adhesion, including any repairs to rendered sections as required
- Apply appropriate primers (as required), minimum two (2) coat system, to achieve desired finish.
- Painting of rendered wall concrete pillar sections: Using Dulux colour "Raku" as per manufacturers specifications.
- Painting of double steel box railings bar sections: Match the existing colour to maintain visual consistency.
- Each coat of paint is to be uniform in colour, thickness, and texture and free of runs, sags, blisters, or other discontinuities.
- Employ suitable paint products and techniques to ensure durability and resistance to weather conditions.

Pricing

Three (3) contractors were initially selected to quote on the project; however, DBZ declined to provide a quotation for the works. Despite this, the remaining two (2) contractors, JR Electrical and Communication and IPOWERC GC, submitted their proposals for the project. While the absence of DBZ's quote was unexpected, the detailed submissions from JR Electrical and Communication and IPOWERC GC were thoroughly evaluated. Both companies have previously demonstrated their expertise, making them a viable choice for the project.



ENTRY BOULEVARD – BRIDGE UPGRADE WORKS

Company	Set up/Sundries	Painting	Electrical	Total Ex GST	Total Inc GST
JR Electrical and Communication	\$2,900	\$48,950	\$57,792	\$109,642.00	\$120,606.20
IPOWER GC	\$4,366	\$48,800	\$57,544	\$110,720.00	\$121,792.00
Wallys Master Blaster (cleaning)				\$4,243.65	\$4,668.02
Smartstone (Bridge repairs and Traffic Management)				\$4,595.00	\$5,054.50

Attachments

1. Entrance Boulevard – Bridge Upgrade (Scope of works)
2. JR Electrical and Communications – Quote QU0191
3. IPOWER GC – Quote171
4. Wallys Master Blaster – QU-3623
5. Smarstone – Render Repairs (email dated 12/10/2023)
6. Smarstone – Traffic Management (email dated 24/10/20230)



MINUTES OF THE VOTING OUTSIDE COMMITTEE MEETING OF THE PRIMARY THOROUGHFARE BODY CORPORATE

Location of meeting: Voting Outside Committee meeting
Date and time of meeting: Tuesday 31st October 2023
Meeting start time: 4:00pm **Meeting finish time:** 4:05pm

Attendance

The following Committee members were present by voting paper:
 Position: Chairperson Member Name: Mulpha Sanctuary Cove Investments Pty Ltd Rep: Mr Stephen Anderson
 Position: Ordinary Member Name: Mulpha Sanctuary Cove Developments Pty Limited Rep: Mr Barry Teeling

Quorum

A Quorum was present for this meeting.

MOTIONS

1	Facilities – Bridge Upgrade Works	CARRIED
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Proposed by: PTBC Chairperson

RESOLVED That the PTBC agrees to expend \$120,606.20 Inc GST plus a contingency of 10% in the amount of \$12,060.62 Inc GST for the engagement of JR Electrical and Communication to undertake the replacement of lights and painting of the bridge, with funds to be expensed to the Sinking Fund – Bridges 22160 (\$57,035.00 Inc GST) and Electrical Lights 222201 (\$63,571.20 Inc GST) and that due to the nature of the works and current safety concerns, the PTBC approves the reduction in the required number of quotes to be obtained from three (3) to two (2).

Yes	2
No	0
Abstain	0

FURTHER RESOLVED That the PTBC agrees to expend \$4,668.02 Inc GST plus a contingency of 10% in the amount of \$500.00 Inc GST for the engagement of Wallys Master Blaster to chemically treat and high pressure clean the Entry Boulevard bridge, with funds to be expensed to the Sinking Fund – Bridges 22160

FURTHER RESOLVED That the PTBC agrees to expend \$5,054.50 Inc GST plus a contingency of 10% in the amount of \$500.00 Inc GST for the engagement of Smartstone Group to undertake the render repairs on the Entry Boulevard bridge and to provide traffic lights (traffic management) with funds to be expensed to the Sinking Fund – Bridges 22160

Chairperson: _____



iPOWER GC
 Electrical Contractor Lic No. 865412
 Refrigerant Handling Lic No. L111943
 Email: info@ipowergc.com.au
 Phone: (0428) 654 485

QUOTE

QUOTE171

Sanctuary Cove Primary Thoroughfare Body Corporate	Date	19 October 2023
	Expiry Date	18 November 2023
	ABN	58 332 613 361

"ENTRANCE BOULEVARD – BRIDGE UPGRADE"

Description	Quantity	Unit Price	Amount
Preliminaries: - Administration - Insurances - Site safety	1	4,366.00	4,366.00
Electrical works: - Decommission and removal of 36x existing light fittings and covers to the roadside and pedestrian path side of the bridge. - Dispose of all old fittings. - Replacement of like for like 24x black recessed wall lights – Bega Recessed wall luminaire 24212AK4, LED 13.7w, Colour temperature 4000k in colour silver and housings (10490). - Ensure that all recessed light fitting boxes are sealed and made weatherproof. - Ensure proper wiring, connectivity, and safety compliance. - Testing and verification of the new lights' functionality before project completion. - Isolation of bridge lighting in conjunction with onsite electrician's requirements. - Temporary lighting in place to ensure the safety of road/path users.	1	57,554.00	57,554.00
Painting – Bridge 1. Install stainless steel cover plates over decommissioned light openings to achieve a seamless and flush appearance. 2. Prepare surfaces to ensure proper paint adhesion, including any repairs to rendered sections as required 3. Apply appropriate primers (as required), minimum two (2) coat system, to achieve desired finish. 4. Painting of rendered wall concrete pillar sections: Using Dulux colour "Raku" as per manufacturers specifications. 5. Painting of double steel box railings bar sections: Match the existing colour to maintain visual consistency. 6. Each coat of paint is to be uniform in colour, thickness, and texture and free of runs, sags, blisters, or other discontinuities.	1	48,800.00	48,800.00

7. Employ suitable paint products and techniques to ensure durability and resistance to weather conditions.

Quality Assurance

1. Regular inspections will be conducted during the painting process to monitor proper paint application, coverage, and finish.

Subtotal	110,720.00
Total GST	11,072.00

Total AUD 121,792.00

NOTE:

- All works will be completed between 7am-5pm
- Noise and dust will be kept to a minimum but can not be avoided.
- All contractors working from heights will be wearing harnesses in line with workplace health and safety requirements and working in accordance with the safety management system.
- All waste materials will be appropriately disposed of.
- Measures will be implemented to protect workers, pedestrians and vehicles from potential hazards.
- Yearly review to occur once per year for 3 years to ensure the quality of finishes.

Light fitting replacements:

The above quotation is based on the provision that the existing light fittings are easily removable and the wiring is compliant with the current electrical Australian Standards and in good working order - If any additional works are required to replace/repair wiring or light housings, additional costs are excluded herewith.

FINANCIAL STATEMENTS



Sanctuary Cove Primary G.T.P. 201

BALANCE SHEET

AS AT 31 JANUARY 2024

	ACTUAL 31/01/2024	ACTUAL 31/10/2023
<u>OWNERS FUNDS</u>		
Administrative Fund	280,135.88	337,639.08
Sinking Fund	1,714,003.15	1,578,838.77
<u>TOTAL</u>	<u>\$ 1,994,139.03</u>	<u>\$ 1,916,477.85</u>

THESE FUNDS ARE REPRESENTED BY

CURRENT ASSETS

Cash At Bank	7,188.08	19,223.05
Mbl Ptbc Fix Term 1	500,000.00	500,000.00
Sccsl - 50% Shareholding	5,500.00	5,500.00
Macquarie At Call	1,727,762.94	1,686,726.93
Boq At Call Ptbc	1,006.85	1,006.85
Levies Billed Not Due	625,047.62	625,047.62
Utility Arrears	(3,845.50)	92,799.15
Secondary Debtors	13,436.50	1,852.20
Accruals Receivables	11,436.82	786,754.92
Prepayments	182,832.47	243,842.63
<u>TOTAL CURRENT ASSETS</u>	3,070,365.78	3,962,753.35

NON-CURRENT ASSETS

<u>TOTAL NON-CURRENT ASSETS</u>	0.00	0.00
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TOTAL ASSETS

3,070,365.78 **3,962,753.35**

CURRENT LIABILITIES

Gst Clearing Account	31,790.91	10,213.45
Payg Clearing Account	2,868.38	0.00
Provision - Income Tax	(650.45)	16,114.77
Creditors	168,565.65	396,696.67
Accruals	128,943.15	1,052,902.51
Levies Billed Not Due	568,225.10	568,225.10
Prepayments	(0.01)	(0.01)
Levies In Advance	176,484.02	2,123.01
<u>TOTAL LIABILITIES</u>	1,076,226.75	2,046,275.50



Sanctuary Cove Primary G.T.P. 201

BALANCE SHEET

AS AT 31 JANUARY 2024

	ACTUAL 31/01/2024	ACTUAL 31/10/2023
<u>NET ASSETS</u>	<u>\$ 1,994,139.03</u>	<u>\$ 1,916,477.85</u>

Sanctuary Cove Primary G.T.P. 201

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 NOVEMBER 2023 TO 31 JANUARY 2024

	ACTUAL 01/11/23-31/01/24	BUDGET 01/11/23-31/10/24	VARIANCE %	ACTUAL 01/11/22-31/10/23
<u>ADMINISTRATIVE FUND</u>				
<u>INCOME - ADMINISTRATIVE FUND</u>				
Administrative Fund Levy	330,437.55	1,321,736.20	25.00	1,373,136.36
Mutual Revenue - Water	(10,010.46)	0.00	0.00	3,353,223.09
Mutual Revenue - Water Potable	0.00	0.00	0.00	458,872.76
Mutual Revenue - Water Waste	0.00	0.00	0.00	458,481.94
Non-Mutual Rev - Certificates	(33.82)	0.00	0.00	33.82
Non-Mutual Rev - Other	0.00	0.00	0.00	2,045.46
TOTAL ADMIN. FUND INCOME	320,393.27	1,321,736.20		5,645,793.43
<u>EXPENDITURE - ADMIN. FUND</u>				
Accounting - Audit	59.43	3,352.00	1.77	3,309.50
Accounting - Tax Services	0.00	220.00	0.00	220.00
Admin - Bank Charges	32.41	209.00	15.51	119.72
Admin - Software Licence Costs	4,865.40	8,846.00	55.00	11,605.04
Admin - Meetings	261.82	365.00	71.73	278.19
Admin - It Maintenance Fees	2,683.66	11,000.00	24.40	10,720.88
Admin - Postage	24.69	240.00	10.29	170.84
Admin - Print/Copy Costs	356.92	1,200.00	29.74	1,030.16
Management Fees	109,850.30	403,841.00	27.20	454,034.44
Security Services Fees	21,653.60	78,816.00	27.47	66,280.75
Admin - Filing Fees	96.40	0.00		0.00
Consultant Services	0.00	10,000.00	0.00	9,235.00
Legal Services	0.00	10,000.00	0.00	20,042.00
Bad Debt Expense	0.00	0.00	0.00	2,090.00
Cleaning	1,200.00	0.00		1,775.00
Debt Collection Costs	0.00	500.00	0.00	0.00
Electrical - Contract	6,845.25	27,047.00	25.31	22,186.14
Electrical-Materials/Machinery	2,825.62	16,200.00	17.44	12,511.91
Fire Protection-Audit/Inspect	495.00	2,233.00	22.17	1,898.64
Gross Pollutant Trap - Mtce	0.00	1,573.00	0.00	1,237.84
Grounds & Garden - Contract	48,395.25	185,546.00	26.08	182,144.28
Grounds & Garden - Other	21,310.70	45,000.00	47.36	38,838.62
Grounds & Garden - Mulching	2,432.50	40,000.00	6.08	3,600.00
Grounds & Garden - Tree Mgmt	11,100.00	30,000.00	37.00	26,300.00
Hire & Rental	0.00	1,782.00	0.00	6,426.88
Insurance - Brokerage	508.45	2,243.00	22.67	1,994.45



Sanctuary Cove Primary G.T.P. 201

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 NOVEMBER 2023 TO 31 JANUARY 2024

	ACTUAL	BUDGET	VARIANCE	ACTUAL
	01/11/23-31/01/24	01/11/23-31/10/24	%	01/11/22-31/10/23
Insurance - Excess	0.00	10,000.00	0.00	(20,000.00)
Insurance- Premium	19,687.40	86,187.00	22.84	80,597.54
Irrigation - Contract	7,827.80	48,891.00	16.01	74,506.74
Irrigation -Material/Machinery	1,641.06	20,000.00	8.21	2,505.04
Irrigation - Golf Lakes Mtce	5,944.62	31,200.00	19.05	37,414.86
Irrigation - A Class Water	2,280.07	45,990.00	4.96	6,157.89
Pest Control	220.00	2,200.00	10.00	1,200.00
Plumbing - Contract	3,436.70	13,132.00	26.17	7,993.12
Plumbing - Materials/Machinery	1,169.91	16,000.00	7.31	3,996.75
Mtce - Animal Management	35,819.09	100,000.00	35.82	109,065.16
Repairs & Maintenance	3,537.83	15,000.00	23.59	14,815.42
Rep & Mtce - Air Conditioning	745.00	5,500.00	13.55	2,978.43
Rep & Mtce - Electrical	2,065.23	5,000.00	41.30	1,794.50
Rep & Mtce - Fences	0.00	7,000.00	0.00	12,000.00
Rep & Mtce - Gates	5,896.11	45,000.00	13.10	38,935.56
Rep & Mtce - Cctv	0.00	5,000.00	0.00	0.00
Roads	2,680.00	30,000.00	8.93	6,194.53
Road Sanding	19,765.00	21,218.00	93.15	19,765.00
Road Sweeping	6,983.45	21,296.00	32.79	19,691.16
Signage	0.00	3,500.00	0.00	2,948.91
Waste Removal - Other	0.00	4,000.00	0.00	0.00
Land Holding - Land Tax	5,156.61	20,239.00	25.48	6,875.48
Land Holding - Rates	3,560.10	7,219.00	49.32	6,916.81
Utilities - Electricity / Gas	24,493.56	89,246.00	27.44	92,230.49
Utilities - Water	0.00	0.00	0.00	1,574.66
Utilities - Water Oncharged	(10,010.47)	0.00	0.00	4,270,577.79
Water Meter Reads	0.00	103.00	0.00	0.00
Workers Compensation	0.00	184.00	0.00	182.68
TOTAL ADMIN. EXPENDITURE	377,896.47	1,533,318.00		5,678,968.80
SURPLUS / DEFICIT	\$ (57,503.20)	\$ (211,581.80)		\$ (33,175.37)
Opening Admin. Balance	337,639.08	337,639.08	100.00	370,814.45
ADMINISTRATIVE FUND BALANCE	\$ 280,135.88	\$ 126,057.28		\$ 337,639.08



Sanctuary Cove Primary G.T.P. 201

STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 NOVEMBER 2023 TO 31 JANUARY 2024

	ACTUAL 01/11/23-31/01/24	BUDGET 01/11/23-31/10/24	VARIANCE %	ACTUAL 01/11/22-31/10/23
<u>SINKING FUND</u>				
<u>INCOME - SINKING FUND</u>				
Sinking Fund Levies	237,787.55	850,000.00	27.98	849,999.99
Sinking Fund Discount	0.00	0.00	0.00	0.01
Mutual Rev - Rental Compound	17,499.99	0.00		41,774.17
Interest Earned	16,261.36	5,000.00	325.23	69,748.19
<u>TOTAL SINKING FUND INCOME</u>	271,548.90	855,000.00		961,522.36
<u>EXPENDITURE - SINKING FUND</u>				
S/Fund Income Tax Expense	3,924.06	0.00		15,684.77
Consultant S/Fund Reports	17,000.00	20,000.00	85.00	4,850.00
Bridges	0.00	150,000.00	0.00	77,037.24
Buildings Ptbc	0.00	2,600.00	0.00	0.00
Building-Contractors Compound	0.00	0.00	0.00	231,212.98
Electrical Lights	54,924.98	150,000.00	36.62	44,956.80
Insurance - Charges Recovered	0.00	0.00	0.00	(954.80)
Hydraulic/Electrical Supplies	553.10	0.00		5,732.01
Irrigation Control	8,652.43	0.00		1,050,578.43
Irrigation Valves	0.00	1,000.00	0.00	0.00
Landscape	27,148.70	250,000.00	10.86	51,695.57
Pathways	0.00	50,000.00	0.00	39,433.81
Pumps	5,914.50	50,000.00	11.83	79,885.80
Roadways-Kerbs & Gutters	3,340.00	50,000.00	6.68	58,980.00
Security System	0.00	0.00	0.00	28,654.14
Switchboard Meter	0.00	10,000.00	0.00	0.00
Vehicles	0.00	0.00	0.00	23,464.20
Walls Fences	14,926.75	75,000.00	19.90	68,314.63
Water Point	0.00	10,000.00	0.00	0.00
<u>TOTAL SINK. FUND EXPENDITURE</u>	136,384.52	818,600.00		1,779,525.58
<u>SURPLUS / DEFICIT</u>	\$ 135,164.38	\$ 36,400.00		\$ (818,003.22)
Opening Sinking Fund Balance	1,578,838.77	1,578,838.77	100.00	2,396,841.99
<u>SINKING FUND BALANCE</u>	\$ 1,714,003.15	\$ 1,615,238.77		\$ 1,578,838.77

BUDGET VARIANCE ANALYSIS

Sanctuary Cove
Primary Thoroughfare
Body Corporate
Budget Variance

For the period ended 31 January 2024

SANCTUARY COVE PRIMARY THOROUGHFARE BODY CORPORATE
BUDGET VARIANCE
Administration Fund Budget Variance - Period Ending 31 January 2024
DRAFT UNAUDITED - FOR MANAGEMENT PURPOSES ONLY

Actual JAN 24	Budget JAN 24	Variance \$	Details	Actual YTD JAN 24	Budget YTD JAN 24	Variance \$	Variance %	Budget Balance YTD	Budget Utilisation YTD %	FYF FY2024	FYB FY2024	Variance \$	Variance %	PYA FY2023
Income														
-	-	-	Admin Fund Levy	330,438	330,438	(0)	0.0%	991,312	25%	1,321,750	1,321,750	-	0.0%	1,373,136
-	-	-	2021 Operating Surplus utilised	-	-	-	-	159,232	-	159,232	159,232	-	0.0%	159,232
-	17,632	17,632	Non Mutual Revenue - Certificates	(34)	52,896	52,930	-	211,617	0%	211,583	211,583	-	0.0%	34
Expenses														
-	-	-	Accounting - audit	59	-	(59)	-	3,293	2%	3,352	3,352	-	0.0%	3,310
-	-	-	Accounting - tax services	-	-	-	-	220	0%	220	220	-	0.0%	220
4	17	(13)	Admin - bank charges	32	52	20	38.0%	177	16%	209	209	-	0.0%	120
1,569	-	1,569	Admin - software licence costs	4,865	6,676	1,811	27.1%	3,981	55%	10,282	8,846	(1,436)	(16.2)%	11,605
218	30	188	Admin - meetings	262	91	(171)	-186.9%	103	72%	365	365	-	0.0%	278
858	917	(58)	Admin - IT Monthly Maintenance	2,684	2,750	66	2.4%	8,316	24%	11,000	11,000	-	0.0%	10,721
-	-	-	Admin - Newsletter	-	-	-	-	-	0%	-	-	-	0.0%	0
(1)	20	(21)	Admin - postage	25	60	35	58.9%	215	10%	240	240	-	0.0%	171
53	100	(47)	Admin - print/copy costs	357	300	(57)	-19.0%	843	30%	1,200	1,200	-	0.0%	1,030
-	-	-	Management Fees	109,850	109,850	-	0.0%	293,991	27%	403,841	403,841	-	0.0%	454,034
-	-	-	Security services	21,654	21,654	-	0.0%	57,177	27%	78,830	78,830	-	0.0%	66,281
-	-	-	Admin - Filing Fee	96	-	(96)	-	(96)	96	96	-	(96)	0.0%	0
-	-	-	Network Manager Service Fees	-	-	-	-	-	-	-	-	-	0.0%	0
(1,974)	833	(2,808)	Consultants	-	2,500	2,500	100.0%	10,000	-	10,000	10,000	-	0.0%	9,235
-	833	(833)	Legal Services	-	2,500	2,500	100.0%	10,000	-	10,000	10,000	-	0.0%	20,042
-	-	-	Bad Debt Expense	-	-	-	-	-	-	-	-	-	0.0%	2,090
500	-	500	Cleaning	1,200	-	(1,200)	-	(1,200)	1,200	4,800	-	(4,800)	0.0%	1,775
-	42	(42)	Debt Collection Fees	-	125	125	100.0%	500	0%	500	500	-	0.0%	0
2,679	2,254	425	Electrical - contract	6,845	6,762	(83)	-1.2%	20,202	25%	27,047	27,047	-	0.0%	22,186
335	1,350	(1,015)	Electrical - Materials/Machinery	2,826	4,050	1,224	30.2%	13,374	17%	16,200	16,200	-	0.0%	12,512
-	-	-	Fire Protection - audit/inspect	495	2,233	1,738	77.8%	1,738	22%	2,233	2,233	-	0.0%	1,899
-	-	-	Gross Pollutant Trap- mtce	-	-	-	-	1,573	0%	1,573	1,573	-	0.0%	1,238
16,132	15,462	670	Grounds & Garden - contract	48,395	46,386	(2,009)	-4.3%	137,150	26%	193,586	185,546	(8,040)	(4.3)%	182,144
9,708	3,750	5,958	Grounds & Garden - other	21,311	11,250	(10,061)	-89.4%	23,689	47%	45,000	45,000	-	0.0%	38,839
-	3,333	(3,333)	Grounds & Garden - mulching	2,433	10,000	7,568	75.7%	37,568	6%	40,000	40,000	-	0.0%	3,600
-	2,500	(2,500)	Grounds & Garden - tree management	11,100	7,500	(3,600)	-48.0%	18,900	37%	30,000	30,000	-	0.0%	26,300
-	-	-	Hire/Rental	-	-	-	-	1,782	0%	1,782	1,782	-	0.0%	6,427
-	1,752	(1,752)	Insurance - Brokerage	508	2,243	1,735	77.3%	1,735	23%	2,243	2,243	-	0.0%	1,994
-	-	-	Insurance Excess	-	-	-	-	10,000	0%	10,000	10,000	-	0.0%	(20,000)
516	64,640	(64,124)	Insurance Premiums	19,687	86,187	66,499	77.2%	66,499	23%	86,187	86,187	-	0.0%	80,598
2,624	4,074	(1,450)	Irrigation - contract	7,828	12,223	4,395	36.0%	41,064	16%	48,891	48,891	-	0.0%	74,507
1,041	1,667	(626)	Irrigation - materials/machinery	1,641	5,000	3,359	67.2%	18,359	8%	20,000	20,000	-	0.0%	2,505
6,404	2,600	3,804	Irrigation - Golf Lakes Mtce	5,945	7,800	1,855	23.8%	25,255	19%	31,200	31,200	-	0.0%	37,415
-	3,833	(3,833)	Irrigation - A class water	2,280	11,498	9,217	80.2%	43,710	5%	45,990	45,990	-	0.0%	6,158
-	-	-	A Class Water Recharge	-	-	-	-	-	0%	-	-	-	0.0%	0
220	183	37	Pest Control	220	550	330	60.0%	1,980	10%	2,200	2,200	-	0.0%	1,200
1,379	1,094	284	Plumbing - contract	3,437	3,283	(154)	-4.7%	9,695	26%	13,132	13,132	-	0.0%	7,993
500	1,333	(833)	Plumbing - materials/machinery	1,170	4,000	2,830	70.8%	14,830	7%	16,000	16,000	-	0.0%	3,997
7,352	8,333	(981)	Mtce - animal management	35,819	25,000	(10,819)	-43.3%	64,181	36%	110,819	100,000	(10,819)	(10.8)%	109,065
103	1,250	(1,147)	Repairs & Maintenance	3,538	3,750	212	5.7%	11,462	24%	15,000	15,000	-	0.0%	14,815
385	458	(73)	Repairs & Mtce - air conditioning	745	1,375	630	45.8%	4,755	14%	5,500	5,500	-	0.0%	2,978
1,650	417	1,234	Repairs & Mtce - electrical	2,065	1,250	(815)	-65.2%	2,935	41%	5,000	5,000	-	0.0%	1,795
-	583	(583)	Repairs & Mtce - fences	-	1,750	1,750	100.0%	7,000	0%	7,000	7,000	-	0.0%	12,000
2,148	3,750	(1,602)	Repairs & Mtce - gates	5,896	11,250	5,354	47.6%	39,104	13%	45,000	45,000	-	0.0%	38,936
-	417	(417)	Repairs & Mtce - CCTV	-	1,250	1,250	100.0%	5,000	0%	5,000	5,000	-	0.0%	0
-	2,500	(2,500)	Roads	2,680	7,500	4,820	64.3%	27,320	9%	30,000	30,000	-	0.0%	6,195
19,765	-	19,765	Road Sanding	19,765	21,218	1,453	6.8%	1,453	93%	21,218	21,218	-	0.0%	19,765
1,964	1,775	190	Road sweeping	6,983	5,324	(1,659)	-31.2%	14,312	33%	23,568	21,296	(2,272)	(10.7)%	19,691
-	875	(875)	Signage	-	875	875	100.0%	3,500	0%	3,500	3,500	-	0.0%	2,949
-	-	-	Waste Removal - contract	-	-	-	-	-	0%	-	-	-	0.0%	0

SANCTUARY COVE PRIMARY THOROUGHFARE BODY CORPORATE
BUDGET VARIANCE
Administration Fund Budget Variance - Period Ending 31 January 2024
DRAFT UNAUDITED - FOR MANAGEMENT PURPOSES ONLY

Actual JAN 24	Budget JAN 24	Variance \$	Details	Actual YTD JAN 24	Budget YTD JAN 24	Variance \$	Variance %	Budget Balance YTD	Budget Utilisation YTD %	FYF FY2024	FYB FY2024	Variance \$	Variance %	PYA FY2023
-	-	-	Waste Removal - other	-	-	-		4,000	0%	4,000	4,000	-	0.0%	0
1,719	-	1,719	Land Holding - land tax	5,157	-	(5,157)		15,083	25%	20,628	20,239	(389)	(1.9)%	6,875
3,560	3,610	(49)	Land Holding - rates	3,560	3,610	49	1.4%	3,659	49%	7,219	7,219	-	0.0%	6,917
8,876	7,437	1,439	Utilities - electricity/gas	24,494	22,311	(2,182)	-9.8%	64,752	27%	89,246	89,246	-	0.0%	92,230
-	-	-	Utilities - water	-	-	-		-	0%	-	-	-	0.0%	1,575
-	-	-	Water Meter Reads	-	26	26	100.0%	103	0%	103	103	-	0.0%	0
-	-	-	Water Testing	-	-	-		-	0%	-	-	-	0.0%	0
-	-	-	Workers Compensation	-	-	-		184	0%	184	184	-	0.0%	183
90,286	144,023	(53,737)	Total Expenses	387,907	474,012	86,105	18.2%	1,145,425	25%	1,561,184	1,533,332	(27,852)	(1.8)%	1,408,391
			Recoveries: Income / (Expense)											
-	-	-	Water - recovered	(10,010)	-	10,010				-	-	-		3,505,181
-	-	-	Water - oncharged	10,010	-	(10,010)				-	-	-		(3,505,181)
-	-	-	Non Mutual Revenue - Other	-	-	-				-	-	-		2,045
-	-	-	Mutual Revenue - Other	-	-	-				-	-	-		0
-	-	-	Admin Levies < Budget (rounding)	-	-	-				-	-	-		
-	-	-	Total Recoveries: overs / (unders)	0	-	(0)		(0)		-	-	-		2,045
(90,286)	(126,391)	36,105	TOTAL Surplus / (Deficit)	(57,503)	(90,679)	33,176	36.6%	216,735		131,380	159,232	(27,852)		126,056

SANCTUARY COVE PRIMARY THOROUGHFARE BODY CORPORATE

Sinking Fund expenditure

YTD 1/11/23 - 31/01/24

Project	Balance 31.10.23	Approved Budgeted Spend	Approved Budgeted Spend	YTD Actual	Balance Projected Expenditure	Budget Balance 31.10.24	Comments
Annual Contribution - as per AssetFinda		951,150		237,788			
Facilities Compound rental		70,000		17,500			Facilities compound rental
Livingstonia Path rental		25,000					
Interest received		13,632		12,337			Interest earned before tax accrued
Total Including Interest		1,059,782		267,625		75,139	
Levy per 4250 lots		224					
% Change		11.90%					
Spend per Asset Finda							
Sinking Fund Accumulation Contributions						0	
Bridges_PTBC	141,101	50,000		0	0	191,101	
Buildings_PTBC	9,412	0	(35,270)	(35,270)	0	(25,858)	
Electrical_Lights_PTBC	155,762	150,000		(54,925)	0	250,837	Bridgeworks (JR Elec) & Buggy Path (IPower)
Facilities Equipment_PTBC	0	1,000	(166)	0	(166)	834	
FTTH_PTBC	554,200	171,000		0	0	725,200	
Harbour_PTBC (including revetment walls)	0	0		0	0	0	
Hydraulic & Electrical Supplies	(5,583)	0		(553)	0	(6,136)	Bunnings - workbenches, storage, bins for facilities compound
Irrigation_Control_PTBC (inc A Class water)	(247,121)	295,525		(8,652)	0	39,752	A Class Water Project
Irrigation_Mains_PTBC	315,525	(315,525)		0	0	0	
Irrigation_Valves_PTBC	88,015	0	(1,936)	0	(1,936)	86,079	
Kerb_PTBC	(166,393)	20,000		(3,340)	0	(149,733)	Main entry roundabout (Smart Stone)
Landscape_PTBC (including parks and playgrounds)	571,799	20,000	(30,000)	(27,149)	(2,851)	561,799	Pine Hurst Drive upgrade
Path_PTBC	347,765	1,000	(207,000)	0	(207,000)	141,765	
Pumps_PTBC	(27,459)	21,598	(10,000)	(5,915)	(4,086)	(15,862)	Irrigation upgrade
Reports	64,348	0	(20,000)	(17,000)	(3,000)	44,348	Engeny water retention & review report
Roads_PTBC (including parking)	(180,403)	0		0	0	(180,403)	
Security_System_PTBC	21,133	2,000		0	0	23,133	
Stormwater_Line_PTBC	50,000	0		0	0	50,000	
Stormwater_Point_PTBC	37,100	0		0	0	37,100	
Switchboard_Meter_PTBC	90,000	0	(12,100)	0	(12,100)	77,900	
Wall_Fences_PTBC (including gates)	(245,832)	292,148	(350,000)	(14,927)	(335,073)	(303,684)	Camera's and fence hire for The Address gates, installation of fence near The Pines gate
Wastewater_Line_PTBC	413,712	0		0	0	413,712	
Wastewater_MH_PTBC	0	0		0	0	0	
Wastewater_RM_PTBC	0	0		0	0	0	
Water_Lines_PTBC	150,000	0		0	0	150,000	
Water_Point_PTBC (includes sluice valves, fire hydrants, water meters)	(93,110)	0	(10,000)	0	(10,000)	(103,110)	
WW_H_Connection_PTBC	71,120	0		0	0	71,120	
Building-Contractors Compound	(640,025)	351,036		0	0	(288,989)	
Vehicles	(23,464)	0	0	0	0	(23,464)	
	0					0	
Total Spend	1,451,601	1,059,782	(676,472)	(167,730)	(576,212)	1,767,440	

Primary Thoroughfare Body Corporate (PTBC)
ADMINISTRATION FUND
For the year period 1 November 2023 to 31 January 2024

The Admin Fund YTD has resulted in a net deficit position of \$57.5k, \$33.2k (36.6%) favourable to the YTD budget.

Total expenses incurred YTD \$388k, \$86k (18.2%) favourable to budget.

PTBC (Major Expenditure Variances)	FY2023 Actual	FY2023 Budget	Variance \$	Variance %	Notes
Accounting - audit	59	0	(59)	(0.0)%	1
Admin - meetings	262	91	(171)	(186.9)%	2
Admin - print/copy costs	357	300	(57)	(19.0)%	3
Admin - Filing Fee	96	0	(96)	(0.0)%	4
Consultants	0	2,500	2,500	100.0%	
Legal Services	0	2,500	2,500	100.0%	
Cleaning	1,200	0	(1,200)	(0.0)%	5
Electrical - contract	6,845	6,762	(83)	(1.2)%	6
Grounds & Garden - contract	48,395	46,386	(2,009)	(4.3)%	7
Grounds & Garden - other	21,311	11,250	(10,061)	(0.0)%	8
Grounds & Garden - tree management	11,100	7,500	(3,600)	(48.0)%	9
Irrigation - Golf Lakes Mtce	5,945	7,800	1,855	23.8%	
Irrigation - A class water	2,280	11,498	9,217	80.2%	
Plumbing - contract	3,437	3,283	(154)	(4.7)%	10
Mtce - animal management	35,819	25,000	(10,819)	(43.3)%	11
Repairs & Mtce - electrical	2,065	1,250	(815)	(65.2)%	12
Road Sanding	19,765	21,218	1,453	6.8%	
Road sweeping	6,983	5,324	(1,659)	(31.2)%	13
Utilities - electricity/gas	24,494	22,311	(2,182)	(9.8)%	14
Land Holding - rates	3,560	3,610	49	1.4%	
Other Expenses	193,933	295,429	101,496	34.4%	
Total Expenditure	387,907	474,012	86,105	18.2%	

Notes:

1. Accounting Audit – FY2023 actual audit fee variance
2. Admin – meetings – Annual fee recognised in January – timing issue
3. Admin – print/copy costs – Printing charges at cost – timing issue
4. Admin – filing fee – Titles search
5. Cleaning – Contractor’s compound cleaning fees unbudgeted due to completion of the compound in late 2023.
6. Electrical contract – billing cycles are fortnightly, with 3 fortnights in January - timing issue
7. Grounds & Garden Contract – Landscape solutions monthly contract increase from 1 Nov 2023 was higher than projected budget.
8. Grounds & Garden Other – Entry mound turf installation and accrual of Golf Club monthly costs Nov – Jan
9. Grounds & Garden Tree management – Palm cleaning, Village to Security, Washingtonia bridge entrance
10. Plumbing Contract - billing cycles are fortnightly, with 3 fortnights in January - timing issue
11. Mtce – animal management – Kanagaroo Management, Ibis, Fox and removal fees variance due to Ibis and Fox invoices for prior year.
12. R&M electrical – Load testing performed in January – timing issue
13. Road Sweeping: Contract price effective from November was higher than the projected budget.
14. Utilities – electricity/gas: Rate increases higher than the projected budget together with recognition of under accrual in the current year.

Aged Balance List:

- Mutual revenue receivables is in a credit balance of \$176.5k due to levies received in advance of due date 1 Feb 2024. It has been cleared on 1 Feb 2024.
- Second Debtors \$13.5k, majority is current. Invoices to recover cost of repairs for damage to gates and fences are outstanding:
 - Simon Mudnic \$643.50 120 days +
 - Danny Dearn \$1,171.50 90 days +
 - Chris Carter \$1,290.15 30 days +

Despite numerous efforts for collection, Simon Mundic and Danny Dearn are unresponsive and deem the amounts will not be recoverable and recommend a bad debt provision to be recognised in February 2024.

- Creditors balance is \$168.6k of which the majority is current with \$14.8k for Asset Finda held for payment as the invoice is being reviewed by the Facilities team.

SANCTUARY COVE PRIMARY THOROUGHFARE BODY CORPORATE
BUDGET VARIANCE
Administration Fund Budget Variance - Period Ending 31 January 2024
DRAFT UNAUDITED - FOR MANAGEMENT PURPOSES ONLY

Actual JAN 24	Budget JAN 24	Variance \$	Details	Actual YTD JAN 24	Budget YTD JAN 24	Variance \$	Variance %	Budget Balance YTD	Budget Utilisation YTD %	FYF FY2024	FYB FY2024	Variance \$	Variance %	PYA FY2023
Income														
-	-	-	Admin Fund Levy	330,438	330,438	(0)	0.0%	991,312	25%	1,321,750	1,321,750	-	0.0%	1,373,136
-	-	-	2021 Operating Surplus utilised	-	-	-	-	159,232	-	159,232	159,232	-	0.0%	159,232
-	17,632	17,632	Non Mutual Revenue - Certificates	(34)	52,896	52,930	-	211,617	0%	211,583	211,583	-	0.0%	34
Expenses														
-	-	-	Accounting - audit	59	-	(59)	-	3,293	2%	3,352	3,352	-	0.0%	3,310
-	-	-	Accounting - tax services	-	-	-	-	220	0%	220	220	-	0.0%	220
4	17	(13)	Admin - bank charges	32	52	20	38.0%	177	16%	209	209	-	0.0%	120
1,569	-	1,569	Admin - software licence costs	4,865	6,676	1,811	27.1%	3,981	55%	10,282	8,846	(1,436)	(16.2)%	11,605
218	30	188	Admin - meetings	262	91	(171)	-186.9%	103	72%	365	365	-	0.0%	278
858	917	(58)	Admin - IT Monthly Maintenance	2,684	2,750	66	2.4%	8,316	24%	11,000	11,000	-	0.0%	10,721
-	-	-	Admin - Newsletter	-	-	-	-	-	0%	-	-	-	0.0%	0
(1)	20	(21)	Admin - postage	25	60	35	58.9%	215	10%	240	240	-	0.0%	171
53	100	(47)	Admin - print/copy costs	357	300	(57)	-19.0%	843	30%	1,200	1,200	-	0.0%	1,030
-	-	-	Management Fees	109,850	109,850	-	0.0%	293,991	27%	403,841	403,841	-	0.0%	454,034
-	-	-	Security services	21,654	21,654	-	0.0%	57,177	27%	78,830	78,830	-	0.0%	66,281
-	-	-	Admin - Filing Fee	96	-	(96)	-	(96)	96	96	-	(96)	0.0%	0
-	-	-	Network Manager Service Fees	-	-	-	-	-	-	-	-	-	0.0%	0
(1,974)	833	(2,808)	Consultants	-	2,500	2,500	100.0%	10,000	-	10,000	10,000	-	0.0%	9,235
-	833	(833)	Legal Services	-	2,500	2,500	100.0%	10,000	-	10,000	10,000	-	0.0%	20,042
-	-	-	Bad Debt Expense	-	-	-	-	-	-	-	-	-	0.0%	2,090
500	-	500	Cleaning	1,200	-	(1,200)	-	(1,200)	1,200	4,800	-	(4,800)	0.0%	1,775
-	42	(42)	Debt Collection Fees	-	125	125	100.0%	500	0%	500	500	-	0.0%	0
2,679	2,254	425	Electrical - contract	6,845	6,762	(83)	-1.2%	20,202	25%	27,047	27,047	-	0.0%	22,186
335	1,350	(1,015)	Electrical - Materials/Machinery	2,826	4,050	1,224	30.2%	13,374	17%	16,200	16,200	-	0.0%	12,512
-	-	-	Fire Protection - audit/inspect	495	2,233	1,738	77.8%	1,738	22%	2,233	2,233	-	0.0%	1,899
-	-	-	Gross Pollutant Trap- mtce	-	-	-	-	1,573	0%	1,573	1,573	-	0.0%	1,238
16,132	15,462	670	Grounds & Garden - contract	48,395	46,386	(2,009)	-4.3%	137,150	26%	193,586	185,546	(8,040)	(4.3)%	182,144
9,708	3,750	5,958	Grounds & Garden - other	21,311	11,250	(10,061)	-89.4%	23,689	47%	45,000	45,000	-	0.0%	38,839
-	3,333	(3,333)	Grounds & Garden - mulching	2,433	10,000	7,568	75.7%	37,568	6%	40,000	40,000	-	0.0%	3,600
-	2,500	(2,500)	Grounds & Garden - tree management	11,100	7,500	(3,600)	-48.0%	18,900	37%	30,000	30,000	-	0.0%	26,300
-	-	-	Hire/Rental	-	-	-	-	1,782	0%	1,782	1,782	-	0.0%	6,427
-	1,752	(1,752)	Insurance - Brokerage	508	2,243	1,735	77.3%	1,735	23%	2,243	2,243	-	0.0%	1,994
-	-	-	Insurance Excess	-	-	-	-	10,000	0%	10,000	10,000	-	0.0%	(20,000)
516	64,640	(64,124)	Insurance Premiums	19,687	86,187	66,499	77.2%	66,499	23%	86,187	86,187	-	0.0%	80,598
2,624	4,074	(1,450)	Irrigation - contract	7,828	12,223	4,395	36.0%	41,064	16%	48,891	48,891	-	0.0%	74,507
1,041	1,667	(626)	Irrigation - materials/machinery	1,641	5,000	3,359	67.2%	18,359	8%	20,000	20,000	-	0.0%	2,505
6,404	2,600	3,804	Irrigation - Golf Lakes Mtce	5,945	7,800	1,855	23.8%	25,255	19%	31,200	31,200	-	0.0%	37,415
-	3,833	(3,833)	Irrigation - A class water	2,280	11,498	9,217	80.2%	43,710	5%	45,990	45,990	-	0.0%	6,158
-	-	-	A Class Water Recharge	-	-	-	-	-	0%	-	-	-	0.0%	0
220	183	37	Pest Control	220	550	330	60.0%	1,980	10%	2,200	2,200	-	0.0%	1,200
1,379	1,094	284	Plumbing - contract	3,437	3,283	(154)	-4.7%	9,695	26%	13,132	13,132	-	0.0%	7,993
500	1,333	(833)	Plumbing - materials/machinery	1,170	4,000	2,830	70.8%	14,830	7%	16,000	16,000	-	0.0%	3,997
7,352	8,333	(981)	Mtce - animal management	35,819	25,000	(10,819)	-43.3%	64,181	36%	110,819	100,000	(10,819)	(10.8)%	109,065
103	1,250	(1,147)	Repairs & Maintenance	3,538	3,750	212	5.7%	11,462	24%	15,000	15,000	-	0.0%	14,815
385	458	(73)	Repairs & Mtce - air conditioning	745	1,375	630	45.8%	4,755	14%	5,500	5,500	-	0.0%	2,978
1,650	417	1,234	Repairs & Mtce - electrical	2,065	1,250	(815)	-65.2%	2,935	41%	5,000	5,000	-	0.0%	1,795
-	583	(583)	Repairs & Mtce - fences	-	1,750	1,750	100.0%	7,000	0%	7,000	7,000	-	0.0%	12,000
2,148	3,750	(1,602)	Repairs & Mtce - gates	5,896	11,250	5,354	47.6%	39,104	13%	45,000	45,000	-	0.0%	38,936
-	417	(417)	Repairs & Mtce - CCTV	-	1,250	1,250	100.0%	5,000	0%	5,000	5,000	-	0.0%	0
-	2,500	(2,500)	Roads	2,680	7,500	4,820	64.3%	27,320	9%	30,000	30,000	-	0.0%	6,195
19,765	-	19,765	Road Sanding	19,765	21,218	1,453	6.8%	1,453	93%	21,218	21,218	-	0.0%	19,765
1,964	1,775	190	Road sweeping	6,983	5,324	(1,659)	-31.2%	14,312	33%	23,568	21,296	(2,272)	(10.7)%	19,691
-	875	(875)	Signage	-	875	875	100.0%	3,500	0%	3,500	3,500	-	0.0%	2,949
-	-	-	Waste Removal - contract	-	-	-	-	-	0%	-	-	-	0.0%	0

SANCTUARY COVE PRIMARY THOROUGHFARE BODY CORPORATE
BUDGET VARIANCE
Administration Fund Budget Variance - Period Ending 31 January 2024
DRAFT UNAUDITED - FOR MANAGEMENT PURPOSES ONLY

Actual JAN 24	Budget JAN 24	Variance \$	Details	Actual YTD JAN 24	Budget YTD JAN 24	Variance \$	Variance %	Budget Balance YTD	Budget Utilisation YTD %	FYF FY2024	FYB FY2024	Variance \$	Variance %	PYA FY2023
-	-	-	Waste Removal - other	-	-	-		4,000	0%	4,000	4,000	-	0.0%	0
1,719	-	1,719	Land Holding - land tax	5,157	-	(5,157)		15,083	25%	20,628	20,239	(389)	(1.9)%	6,875
3,560	3,610	(49)	Land Holding - rates	3,560	3,610	49	1.4%	3,659	49%	7,219	7,219	-	0.0%	6,917
8,876	7,437	1,439	Utilities - electricity/gas	24,494	22,311	(2,182)	-9.8%	64,752	27%	89,246	89,246	-	0.0%	92,230
-	-	-	Utilities - water	-	-	-		-	0%	-	-	-	0.0%	1,575
-	-	-	Water Meter Reads	-	26	26	100.0%	103	0%	103	103	-	0.0%	0
-	-	-	Water Testing	-	-	-		-	0%	-	-	-	0.0%	0
-	-	-	Workers Compensation	-	-	-		184	0%	184	184	-	0.0%	183
90,286	144,023	(53,737)	Total Expenses	387,907	474,012	86,105	18.2%	1,145,425	25%	1,561,184	1,533,332	(27,852)	(1.8)%	1,408,391
			Recoveries: Income / (Expense)											
-	-	-	Water - recovered	(10,010)	-	10,010				-	-	-		3,505,181
-	-	-	Water - oncharged	10,010	-	(10,010)				-	-	-		(3,505,181)
-	-	-	Non Mutual Revenue - Other	-	-	-				-	-	-		2,045
-	-	-	Mutual Revenue - Other	-	-	-				-	-	-		0
-	-	-	Admin Levies < Budget (rounding)	-	-	-				-	-	-		
-	-	-	Total Recoveries: overs / (unders)	0	-	(0)		(0)		-	-	-		2,045
(90,286)	(126,391)	36,105	TOTAL Surplus / (Deficit)	(57,503)	(90,679)	33,176	36.6%	216,735		131,380	159,232	(27,852)		126,056

SANCTUARY COVE PRIMARY THOROUGHFARE BODY CORPORATE

Sinking Fund expenditure

YTD 1/11/23 - 31/01/24

Project	Balance 31.10.23	Approved Budgeted Spend	Approved Budgeted Spend	YTD Actual	Balance Projected Expenditure	Budget Balance 31.10.24	Comments
Annual Contribution - as per AssetFinda		951,150		237,788			
Facilities Compound rental		70,000		17,500			Facilities compound rental
Livingstonia Path rental		25,000					
Interest received		13,632		12,337			Interest earned before tax accrued
Total Including Interest		1,059,782		267,625		75,139	
Levy per 4250 lots		224					
% Change		11.90%					
Spend per Asset Finda							
Sinking Fund Accumulation Contributions						0	
Bridges_PTBC	141,101	50,000		0	0	191,101	
Buildings_PTBC	9,412	0	(35,270)	(35,270)	0	(25,858)	
Electrical_Lights_PTBC	155,762	150,000		(54,925)	0	250,837	Bridgeworks (JR Elec) & Buggy Path (IPower)
Facilities Equipment_PTBC	0	1,000	(166)	0	(166)	834	
FTTH_PTBC	554,200	171,000		0	0	725,200	
Harbour_PTBC (including revetment walls)	0	0		0	0	0	
Hydraulic & Electrical Supplies	(5,583)	0		(553)	0	(6,136)	Bunnings - workbenches, storage, bins for facilities compound
Irrigation_Control_PTBC (inc A Class water)	(247,121)	295,525		(8,652)	0	39,752	A Class Water Project
Irrigation_Mains_PTBC	315,525	(315,525)		0	0	0	
Irrigation_Valves_PTBC	88,015	0	(1,936)	0	(1,936)	86,079	
Kerb_PTBC	(166,393)	20,000		(3,340)	0	(149,733)	Main entry roundabout (Smart Stone)
Landscape_PTBC (including parks and playgrounds)	571,799	20,000	(30,000)	(27,149)	(2,851)	561,799	Pine Hurst Drive upgrade
Path_PTBC	347,765	1,000	(207,000)	0	(207,000)	141,765	
Pumps_PTBC	(27,459)	21,598	(10,000)	(5,915)	(4,086)	(15,862)	Irrigation upgrade
Reports	64,348	0	(20,000)	(17,000)	(3,000)	44,348	Engeny water retention & review report
Roads_PTBC (including parking)	(180,403)	0		0	0	(180,403)	
Security_System_PTBC	21,133	2,000		0	0	23,133	
Stormwater_Line_PTBC	50,000	0		0	0	50,000	
Stormwater_Point_PTBC	37,100	0		0	0	37,100	
Switchboard_Meter_PTBC	90,000	0	(12,100)	0	(12,100)	77,900	
Wall_Fences_PTBC (including gates)	(245,832)	292,148	(350,000)	(14,927)	(335,073)	(303,684)	Camera's and fence hire for The Address gates, installation of fence near The Pines gate
Wastewater_Line_PTBC	413,712	0		0	0	413,712	
Wastewater_MH_PTBC	0	0		0	0	0	
Wastewater_RM_PTBC	0	0		0	0	0	
Water_Lines_PTBC	150,000	0		0	0	150,000	
Water_Point_PTBC (includes sluice valves, fire hydrants, water meters)	(93,110)	0	(10,000)	0	(10,000)	(103,110)	
WW_H_Connection_PTBC	71,120	0		0	0	71,120	
Building-Contractors Compound	(640,025)	351,036		0	0	(288,989)	
Vehicles	(23,464)	0	0	0	0	(23,464)	
	0					0	
Total Spend	1,451,601	1,059,782	(676,472)	(167,730)	(576,212)	1,767,440	

DETAILED TRANSACTION LISTS

SANCTUARY COVE PRIMARY G.T.P. 201

C/- Sanctuary Cove Primary B/C PO Box 15 Sanctuary Cove QLD 4212

Transactions for the period from 01/11/23 to 31/01/24

For Selected Accounts

AND (ge.Field14 = 23)

Date	Details	Type	Reference	Reference Details	Amount
12070 Admin - Bank Charges					
31/01/24	StrataPay Trans/Svce	Payment	B0000321		4.75
31/01/24	GST B0000321	Journal	J0037059		-0.43
Total:					\$4.32
12100 Admin - Software Licence Costs					
01/12/23	GST DA005138	Journal	J0037115		-1341.73
01/12/23	AssetfindaSep-Mar24 INV-0452	Creditor Invoice	DA005138	Assetfinda Pty Ltd 08200677	14759.07
01/01/24	Assetfinda 23/24 00000829001	Journal	J0036613		-6708.67
08/01/24	FlexITJul23-Jun24 D0004770	Journal	J0036403		41.67
08/01/24	ComplianceSoftware D0004830	Journal	J0036407		159.06
08/01/24	02.09.23-01.03.24 D0004816	Journal	J0036405		26.58
08/01/24	Assetfinda Sep-Dec23 J0036291	Journal	J0036411	Assetfinda	-8944.88
10/01/24	Assetfinda 23/24 J0036543	Journal	J0036549	Rvs Accrual Nov23	6708.67
10/01/24	Assetfinda Sep-Dec23 J0036555	Journal	J0036561	Rvs Accruals Dec 23	8944.88
10/01/24	Assetfinda Sep-Dec23 J0036557	Journal	J0036563	Accrual Dec 23	-2683.48
10/01/24	AssetfindaSep-Nov23 00000832001	Journal	J0036629	Rvs Incorrect Jnl	2012.61
10/01/24	AssetfindaSep-Nov23 J0036545	Journal	J0036551		-2012.61
12/01/24	Univerus Software Assetfinda Subscription 1 Sept 2023 to 31 Mar 2024 (PBC 70%)	Debtor Invoice	MA000371	Sanctuary Cove Pbc 03100003	-10331.35
12/01/24	GST MA000371	Journal	J0036645		939.21
Total:					\$1569.03
12110 Admin - Meetings					
22/01/24	GST DA005119	Journal	J0036891		-21.82
22/01/24	CommunicationsJan24 2010-8075	Creditor Invoice	DA005119	Sanctuary Cove Community Svcs 08200422	240.00
Total:					\$218.18
12115 Admin - It Maintenance Fees					
19/01/24	GST DA005115	Journal	J0036875		3.14
19/01/24	GST DA005115	Journal	J0036907		-3.14
19/01/24	GST DA005114	Journal	J0036903		-3.14
19/01/24	GST DA005114	Journal	J0036873		3.14
22/01/24	GST DA005117	Journal	J0036883		-88.41
22/01/24	GST DA005126	Journal	J0036932		2.86
22/01/24	ManagedServiceJan24 2010-8073	Creditor Invoice	DA005117	Sanctuary Cove Community Svcs 08200422	972.49
22/01/24	HomeOfficeDec23 2010-8077	Creditor Invoice	DA005127	Sanctuary Cove Community Svcs 08200422	-31.42
22/01/24	HomeOfficeNov23 2010-8077	Creditor Invoice	DA005126	Sanctuary Cove Community Svcs 08200422	-31.42
22/01/24	GST DA005127	Journal	J0036934		2.86
31/01/24	HomeOfficeJan24 00000836003	Journal	J0036971	Sccsl	31.42
Total:					\$858.38
12125 Admin - Postage					
08/01/24	Bing Nov-Dec 23 J0036292	Journal	J0036412	Sccsl	-22.53
08/01/24	Postage Nov-Dec 23 J0036293	Journal	J0036413	Sccsl	-2.16
08/01/24	Postage December 23 J0036359	Journal	J0036462		-1.19
31/01/24	Bing Nov-Jan 24 00000836005	Journal	J0036973	Sccsl	22.53
31/01/24	Postage Nov-Dec 23 00000836007	Journal	J0036975	Sccsl	2.16
Total:					\$-1.19
12130 Admin - Print/Copy Costs					
08/01/24	Printing Nov-Dec 23 J0036294	Journal	J0036414	Sccsl	-304.08
31/01/24	Printing Nov-Jan 24 00000836009	Journal	J0036977	Sccsl	356.92

SANCTUARY COVE PRIMARY G.T.P. 201

C/- Sanctuary Cove Primary B/C PO Box 15 Sanctuary Cove QLD 4212

Transactions for the period from 01/11/23 to 31/01/24

For Selected Accounts

AND (ge.Field14 = 23)

Date	Details	Type	Reference	Reference Details	Amount
Total:					\$52.84
12160 Management Fees					
16/01/24	01.02.24 - 30.04.24 2010-8060	Creditor Invoice	DA005097	Sanctuary Cove Community Svcs 08200422	106546.86
16/01/24	GST DA005097	Journal	J0036789		-9686.08
19/01/24	01.02.24 - 30.04.24 D0005097	Journal	J0036793		-96860.78
Total:					\$0.00
12180 Security Services Fees					
16/01/24	01.02.24-30.04.24 2024-160128	Creditor Invoice	DA005109	Sanctuary Cove Security Svcs 08200429	20512.83
16/01/24	GST DA005109	Journal	J0036841		-1864.80
19/01/24	01.02.24-30.04.24 D0005109	Journal	J0036845		-18648.03
Total:					\$0.00
12185 Admin - Filing Fees					
01/01/24	TitlesSearch 2010-8028	Creditor Invoice	DA005046	Sanctuary Cove Community Svcs 08200422	106.04
01/01/24	GST DA005046	Journal	J0036487		-9.64
08/01/24	QLD Title Registry J0036295	Journal	J0036415	Sccsl	-96.40
Total:					\$0.00
12200 Network Manager Service Fees					
08/01/24	UPSMaintenance J0036225	Journal	J0036409	Power On Wo9358	1296.00
31/01/24	12200 > 12740 00000842001	Journal	J0037287	Move Inv011252 To Correct GI	-1296.00
Total:					\$0.00
12225 Consultant Services					
10/01/24	01/11/23-30/11/23 J0036575	Journal	J0036579	Brogan Watling	-1974.29
31/01/24	B Watling Nov 23 00000838001	Journal	J0037069	Sccsl	1974.29
31/01/24	B Watling Nov 23 00000844001	Journal	J0037321	Sccsl	-1974.29
Total:					\$-1974.29
12250 Cleaning					
02/01/24	December 2023 25	Creditor Invoice	DA005067	Heather Nicholls 08201011	330.00
02/01/24	GST DA005067	Journal	J0036695		-30.00
08/01/24	Dec23 FacilitiesComp J0036296	Journal	J0036416	Heather Nicholl's	-300.00
31/01/24	Jan24FacilitiesCompo 00000836011	Journal	J0036979	Heather Nicholl's	500.00
Total:					\$500.00
12300 Electrical - Contract					
01/12/23	GST DA005050	Journal	J0036503		-1.01
01/12/23	GST DA005053	Journal	J0036509		-6.84
01/12/23	769AD5 Fuel to Dec23 9740	Creditor Invoice	DA005050	Sanctuary Cove Security Svcs 08200429	11.08
01/12/23	767AD5 Fuel to Dec23 9740	Creditor Invoice	DA005053	Sanctuary Cove Security Svcs 08200429	75.22
01/01/24	Electrical Dec 2023 2010-8032	Creditor Invoice	DA005079	Sanctuary Cove Community Svcs 08200422	26.22
01/01/24	Electrical Dec 2023 2010-8032	Creditor Invoice	DA005073	Sanctuary Cove Community Svcs 08200422	551.73
01/01/24	GST DA005079	Journal	J0036725		-2.38
01/01/24	Electrical Dec 2023 2010-8032	Creditor Invoice	DA005077	Sanctuary Cove Community Svcs 08200422	70.38
01/01/24	GST DA005077	Journal	J0036721		-6.40
01/01/24	GST DA005073	Journal	J0036713		-50.16
01/01/24	Electrical Dec 2023 2010-8032	Creditor Invoice	DA005071	Sanctuary Cove Community Svcs 08200422	1481.76
01/01/24	GST DA005071	Journal	J0036709		-134.71
08/01/24	PayrollExpensesDec23 J0036360	Journal	J0036463	Sccsl	-1347.05
08/01/24	PayrollExpensesDec23 J0036361	Journal	J0036464	Sccsl - Trades/Maint	-501.58

SANCTUARY COVE PRIMARY G.T.P. 201

C/- Sanctuary Cove Primary B/C PO Box 15 Sanctuary Cove QLD 4212

Transactions for the period from 01/11/23 to 31/01/24

For Selected Accounts

AND (ge.Field14 = 23)

Date	Details	Type	Reference	Reference Details	Amount
Electrical - Contract 12300 (Continued)					
08/01/24	20/12/23 - 31/12/23 J0036297	Journal	J0036417	Wages Accrual	-256.78
08/01/24	20/12/23 - 31/12/23 J0036298	Journal	J0036418	Wages Accrual	-556.99
08/01/24	Fuel December 23 J0036299	Journal	J0036419	Security (Wright Express 7 Ele	-102.88
10/01/24	Payroll tax Dec 23 J0036583	Journal	J0036590	Scscl	-87.82
19/01/24	GST DA005131	Journal	J0036947		-4.66
19/01/24	769AD5 21-31 Dec 23 9887	Creditor Invoice	DA005132	Sanctuary Cove Security Svcs 08200429	14.21
19/01/24	767AD5 21-31 Dec 23 9887	Creditor Invoice	DA005131	Sanctuary Cove Security Svcs 08200429	51.28
19/01/24	GST DA005132	Journal	J0036949		-1.29
22/01/24	GST DA005118	Journal	J0036887		-21.82
22/01/24	Trades/Main Jan 24 2010-8076	Creditor Invoice	DA005120	Sanctuary Cove Community Svcs 08200422	30.00
22/01/24	GST DA005120	Journal	J0036895		-2.73
22/01/24	CommunicationJan24 2010-8074	Creditor Invoice	DA005118	Sanctuary Cove Community Svcs 08200422	240.00
31/01/24	Electrical Jan 24 00000838003	Journal	J0037071		32.10
31/01/24	Electrical Jan 24 00000838005	Journal	J0037073	Scscl	2183.35
31/01/24	Electrical Jan 24 00000838009	Journal	J0037077	Scscl	811.54
31/01/24	Fuel January 2024 00000836013	Journal	J0036981	Security (Wright Express 7-11	76.18
31/01/24	Water Jan 2024 00000836015	Journal	J0036983	Fernleigh Spring Water	34.50
31/01/24	Electrical Jan 24 00000838007	Journal	J0037075		74.27
Total:					\$2678.72
12320 Electrical-Materials/Machinery					
21/12/23	GST DA005091	Journal	J0036767		-18.73
21/12/23	Stock 468465-425	Creditor Invoice	DA005091	Haymans Electrical 08200852	206.03
09/01/24	Stock J0036521	Journal	J0036528	Hayman's Electrical	-187.30
31/01/24	Electrical Jan 24 00000838011	Journal	J0037079	Scscl	334.81
Total:					\$334.81
12400 Grounds & Garden - Contract					
01/01/24	GST DA005047	Journal	J0036491		-1613.18
01/01/24	ContractDec2023 -5151-00267	Creditor Invoice	DA005047	Landscape Solutions 08200284	17744.93
08/01/24	Contract Dec 23 J0036300	Journal	J0036420	Landscape Solutions	-16131.75
15/01/24	GST DA005113	Journal	J0036869		-1613.18
15/01/24	ContractJan2024 -5151-00271	Creditor Invoice	DA005113	Landscape Solutions 08200284	17744.93
Total:					\$16131.75
12420 Grounds & Garden - Other					
18/12/23	GST DA005061	Journal	J0036673		-14.20
18/12/23	Bunnings Sprinklers cember 2023	Creditor Invoice	DA005061	Sanctuary Cove Prinp. Gtp 202 08200428	156.16
01/01/24	GST DA005045	Journal	J0036483		-170.67
01/01/24	EntryLakesDec23 12	Creditor Invoice	DA005044	Weed Blitz 08200775	2500.00
01/01/24	PerimeterFenceNov23 SANCT100712	Creditor Invoice	DA005045	S Cove Golf &ctry Club Pty Ltd 08200424	1877.37
08/01/24	Entry Lakes Dec 23 J0036301	Journal	J0036421	Weed Blitz	-2500.00
08/01/24	Slashing November 23 J0036302	Journal	J0036422	Scg&cc	-1706.70
08/01/24	Bunnings J0036303	Journal	J0036423	Pbc	-141.96
08/01/24	Slashing December 23 J0036304	Journal	J0036424	Scg&cc	-1706.70
13/01/24	EntryLakesJan24 1	Creditor Invoice	DA005092	Weed Blitz 08200775	2500.00
16/01/24	GST DA005110	Journal	J0036857		-344.37
16/01/24	SecuritySlipLane 10117268	Creditor Invoice	DA005110	The Plant Management Company 08200481	3788.10
31/01/24	Slashing November 23 00000836017	Journal	J0036985	Scg&cc	1706.70
31/01/24	Slashing December 23 00000836019	Journal	J0036987	Scg&cc	1706.70
31/01/24	Slashing January 24 00000836021	Journal	J0036989	Scg&cc	1706.70
31/01/24	Jan24StormDamage 00000838013	Journal	J0037081	Scscl 2010-8095	350.71

SANCTUARY COVE PRIMARY G.T.P. 201

C/- Sanctuary Cove Primary B/C PO Box 15 Sanctuary Cove QLD 4212

Transactions for the period from 01/11/23 to 31/01/24

For Selected Accounts

AND (ge.Field14 = 23)

Date	Details	Type	Reference	Reference Details	Amount
Total:					\$9707.84
12422 Grounds & Garden - Tree Mgmt					
19/12/23	GST DA005063	Journal	J0036679		-80.00
19/12/23	RemovalDeadPalm JC6041	Creditor Invoice	DA005063	Jc Tree Services Pty Ltd 08200561	880.00
22/12/23	GST DA005065	Journal	J0036687		-90.00
22/12/23	SickleBridge JC6089	Creditor Invoice	DA005065	Jc Tree Services Pty Ltd 08200561	990.00
08/01/24	SickleBridge J0036305	Journal	J0036425	Jc Tree Service Wo9618	-900.00
08/01/24	RemovalDeadPalm J0036306	Journal	J0036426	Jc Tree Service Wo9697	-800.00
08/01/24	PalmsGolf J0036307	Journal	J0036427	Kings Landscapes Wo9301	-3600.00
31/01/24	PalmsGolf 00000836023	Journal	J0036991	King Landscapes Wo9301	3600.00
Total:					\$0.00
12450 Insurance- Premium					
31/01/24	InfrastructureJan24 00000843001	Journal	J0037295	Pbc	-5495.97
31/01/24	InfrastructureJan24 00000843003	Journal	J0037297	Pbc	5958.48
31/01/24	PublicLiabilityJan24 00000843005	Journal	J0037299	Pbc	-899.75
31/01/24	PublicLiabilityJan24 00000843007	Journal	J0037301	Pbc	953.28
Total:					\$516.04
12500 Irrigation - Contract					
01/12/23	GST DA005052	Journal	J0036507		-1.04
01/12/23	813IL2 Fuel to Dec23 9740	Creditor Invoice	DA005055	Sanctuary Cove Security Svcs 08200429	119.76
01/12/23	769AD5 Fuel to Dec23 9740	Creditor Invoice	DA005052	Sanctuary Cove Security Svcs 08200429	11.42
01/12/23	GST DA005055	Journal	J0036513		-10.89
18/12/23	GST DA005060	Journal	J0036671		-6.97
18/12/23	PPE T Bartolo cember 2023	Creditor Invoice	DA005060	Sanctuary Cove Prinp. Gtp 202 08200428	76.65
18/12/23	GST DA005059	Journal	J0036669		-4.00
18/12/23	GST DA005062	Journal	J0036675		-8.18
18/12/23	PPE T Bartolo cember 2023	Creditor Invoice	DA005062	Sanctuary Cove Prinp. Gtp 202 08200428	90.00
18/12/23	PPE T Bartolo cember 2023	Creditor Invoice	DA005059	Sanctuary Cove Prinp. Gtp 202 08200428	44.01
01/01/24	GST DA005072	Journal	J0036711		-51.68
01/01/24	GST DA005078	Journal	J0036723		-2.45
01/01/24	Irrigation Dec 2023 2010-8032	Creditor Invoice	DA005075	Sanctuary Cove Community Svcs 08200422	2395.02
01/01/24	Irrigation Dec 2023 2010-8032	Creditor Invoice	DA005081	Sanctuary Cove Community Svcs 08200422	113.76
01/01/24	GST DA005081	Journal	J0036729		-10.34
01/01/24	Irrigation Dec 2023 2010-8032	Creditor Invoice	DA005078	Sanctuary Cove Community Svcs 08200422	27.00
01/01/24	GST DA005075	Journal	J0036717		-217.73
01/01/24	Irrigation Dec 2023 2010-8032	Creditor Invoice	DA005072	Sanctuary Cove Community Svcs 08200422	568.44
08/01/24	PayrollExpensesDec23 J0036362	Journal	J0036465	Sccsl	-2177.29
08/01/24	PayrollExpensesDec23 J0036363	Journal	J0036466	Sccsl - Trades/Maint	-516.78
08/01/24	IrrigationTechUnifor J0036308	Journal	J0036428	Pbc Wo9529	-109.69
08/01/24	Uniform J0036309	Journal	J0036429	Pbc Wo9576	-81.82
08/01/24	20/12/23 - 31/12/23 J0036310	Journal	J0036430	Pbc	-912.29
08/01/24	20/12/23 - 31/12/23 J0036311	Journal	J0036431	Wages Accrual	-264.56
08/01/24	Fuel December 23 J0036312	Journal	J0036432	Security (Wright Express 7 Ele	-57.57
09/01/24	PPE T Bartolo J0036522	Journal	J0036529	Pbc	-191.51
10/01/24	Payroll tax Dec 23 J0036584	Journal	J0036591	Sccsl	-127.96
19/01/24	813IL2 21-31 Dec 23 9888	Creditor Invoice	DA005133	Sanctuary Cove Security Svcs 08200429	101.63
19/01/24	GST DA005133	Journal	J0036953		-9.24
19/01/24	GST DA005134	Journal	J0036955		-1.33
19/01/24	769AD5 21-31 Dec 23 9888	Creditor Invoice	DA005134	Sanctuary Cove Security Svcs 08200429	14.64
22/01/24	Trades/Main Jan 24 2010-8076	Creditor Invoice	DA005122	Sanctuary Cove Community Svcs 08200422	30.00

SANCTUARY COVE PRIMARY G.T.P. 201

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Transactions for the period from 01/11/23 to 31/01/24

For Selected Accounts

AND (ge.Field14 = 23)

Date	Details	Type	Reference	Reference Details	Amount
Irrigation - Contract 12500 (Continued)					
22/01/24	GST DA005122	Journal	J0036899		-2.73
31/01/24	Irrigation Jan 24 00000838017	Journal	J0037085		33.07
31/01/24	Irrigation Jan 24 00000838015	Journal	J0037083		114.04
31/01/24	Irrigation Jan 24 00000838019	Journal	J0037087	Sccsl	2720.42
31/01/24	Irrigation Jan 24 00000838021	Journal	J0037089	Sccsl	836.13
31/01/24	Fuel January 2024 00000836025	Journal	J0036993	Security (Wright Express 7-11	94.17
Total:					\$2624.11
12520 Irrigation -Material/Machinery					
08/01/24	Sentinel Training J0036313	Journal	J0036433	Sentinel Training Wo9563	-600.00
31/01/24	Sentinel Training 00000836027	Journal	J0036995	Sentinel Training Wo9563	600.00
31/01/24	Irrigation Jan 24 00000838023	Journal	J0037091	Sccsl	1040.93
Total:					\$1040.93
12540 Irrigation - Golf Lakes Mtce					
08/01/24	WtrmgtpJanNov-Dec23 J0036343	Journal	J0036458	Sc Golf & Country Club	-3963.08
08/01/24	20/12/23 - 31/12/23 J0036314	Journal	J0036434	Wages Accrual	-256.78
12/01/24	WtrMgmtPlanDec23	Debtor Invoice	MA000370	Sanctuary Cove Pbc 03100003	-5147.03
12/01/24	GST MA000370	Journal	J0036641		467.91
31/01/24	WtrMgtPlanDec23 00000839003	Journal	J0037111		4679.12
31/01/24	WtrMgtPlanNov23 00000839001	Journal	J0037109		4679.12
31/01/24	WtrmgtpJanNov-Jan24 00000836029	Journal	J0036997	Sc Golf & Country Club	5944.62
Total:					\$6403.88
12600 Pest Control					
16/01/24	Termitelnspect 59276	Creditor Invoice	DA005093	Ecology - Care Corporation 08200178	242.00
16/01/24	GST DA005093	Journal	J0036773		-22.00
Total:					\$220.00
12640 Plumbing - Contract					
01/12/23	GST DA005054	Journal	J0036511		-1.38
01/12/23	769AD5 Fuel to Dec23 9740	Creditor Invoice	DA005051	Sanctuary Cove Security Svcs 08200429	11.08
01/12/23	GST DA005051	Journal	J0036505		-1.01
01/12/23	766AD5 Fuel to Dec23 9740	Creditor Invoice	DA005054	Sanctuary Cove Security Svcs 08200429	15.20
01/01/24	Plumbing Dec 2023 2010-8032	Creditor Invoice	DA005080	Sanctuary Cove Community Svcs 08200422	26.22
01/01/24	Plumbing Dec 2023 2010-8032	Creditor Invoice	DA005074	Sanctuary Cove Community Svcs 08200422	551.73
01/01/24	GST DA005080	Journal	J0036727		-2.38
01/01/24	GST DA005070	Journal	J0036707		-44.49
01/01/24	GST DA005082	Journal	J0036731		-0.24
01/01/24	GST DA005076	Journal	J0036719		-2.11
01/01/24	GST DA005074	Journal	J0036715		-50.16
01/01/24	Plumbing Dec 2023 2010-8032	Creditor Invoice	DA005076	Sanctuary Cove Community Svcs 08200422	23.24
01/01/24	Plumbing Dec 2023 2010-8032	Creditor Invoice	DA005082	Sanctuary Cove Community Svcs 08200422	2.65
01/01/24	Plumbing Dec 2023 2010-8032	Creditor Invoice	DA005070	Sanctuary Cove Community Svcs 08200422	489.37
08/01/24	PayrollExpensesDec23 J0036364	Journal	J0036467	Sccsl	-444.88
08/01/24	PayrollExpensesDec23 J0036365	Journal	J0036468	Sccsl - Trades/Maint	-501.58
08/01/24	20/12/23 - 31/12/23 J0036315	Journal	J0036435	Wages Accrual	-188.14
08/01/24	Fuel Nov 23 J0036316	Journal	J0036436	Security (Wright Express 7 Ele	-43.15
10/01/24	Payroll tax Dec 23 J0036585	Journal	J0036592	Sccsl	-44.96
10/01/24	Super Adj C Cameron J0036586	Journal	J0036593	Sccsl	-2.41
19/01/24	766AD5 21-31 Dec 23 9889	Creditor Invoice	DA005135	Sanctuary Cove Security Svcs 08200429	7.71
19/01/24	GST DA005136	Journal	J0036961		-1.29

SANCTUARY COVE PRIMARY G.T.P. 201

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Transactions for the period from 01/11/23 to 31/01/24

For Selected Accounts

AND (ge.Field14 = 23)

Date	Details	Type	Reference	Reference Details	Amount
Plumbing - Contract 12640 (Continued)					
19/01/24	769AD5 21-31 Dec 23 9889	Creditor Invoice	DA005136	Sanctuary Cove Security Svcs 08200429	14.21
19/01/24	GST DA005135	Journal	J0036959		-0.70
22/01/24	GST DA005121	Journal	J0036897		-2.73
22/01/24	Trades/Main Jan 24 2010-8076	Creditor Invoice	DA005121	Sanctuary Cove Community Svcs 08200422	30.00
31/01/24	Plumbing Jan 24 00000838025	Journal	J0037093		32.10
31/01/24	Plumbing Jan 24 00000838029	Journal	J0037097		23.52
31/01/24	Plumbing Jan 24 00000838027	Journal	J0037095	Sccsl	628.37
31/01/24	Plumbing Jan 24 00000838031	Journal	J0037099	Sccsl	811.54
31/01/24	Fuel Jan 24 00000836031	Journal	J0036999	Security (Wright Express 7-11)	43.36
Total:					\$1378.69
12660 Plumbing - Materials/Machinery					
09/01/24	PumpStation#18 J0036523	Journal	J0036530	Scpcb	-369.00
09/01/24	PumpStation#18 M00003647	Creditor Invoice	DA005068	Sanctuary Cove Prinp. Gtp 202 08200428	405.90
09/01/24	GST DA005068	Journal	J0036699		-36.90
10/01/24	Materials Nov 23 J0036567	Journal	J0036571	Bunnings	712.96
10/01/24	Materials Nov 23 00000826001	Journal	J0036601	Bunnings Rvs	-712.96
31/01/24	PumpStation#18 00000836033	Journal	J0037001	Jr Electrical Wo9845	500.00
Total:					\$500.00
12680 Mtce - Animal Management					
01/11/23	GST DA005096	Journal	J0036785		-75.00
01/11/23	InjuredJoeyNthGate IN-H7001	Creditor Invoice	DA005096	Biodiversity Australia Pty Ltd 08200327	825.00
31/12/23	GST DA005087	Journal	J0036751		-279.00
31/12/23	WhitelbisMgtDec23 IN-H7300	Creditor Invoice	DA005087	Biodiversity Australia Pty Ltd 08200327	3069.00
01/01/24	Kgroo Mgt 23-24 00000835001	Journal	J0036853	Biodiversity Aust Wo9186	6393.33
08/01/24	AggressiveKangaroo J0036317	Journal	J0036437	Biodiversity Wo9532	-350.00
08/01/24	KangarooRemoval J0036318	Journal	J0036438	Biodiversity Wo9541	-750.00
08/01/24	WhitelbisMgtSep23 J0036319	Journal	J0036439	Biodiversity Wo9122	-2790.00
08/01/24	WhitelbisMgtOct23 J0036320	Journal	J0036440	Biodiversity Wo9123	-2790.00
08/01/24	WhitelbisMgtDec23 J0036321	Journal	J0036441	Biodiversity Wo9125	-2790.00
08/01/24	EuropeanFoxMgtSep23 J0036322	Journal	J0036442	Biodiversity Wo9120	-3420.00
23/01/24	DeceasedKangaroo 2010-8080	Creditor Invoice	DA005129	Sanctuary Cove Community Svcs 08200422	115.00
23/01/24	GST DA005128	Journal	J0036938		-10.45
23/01/24	GST DA005129	Journal	J0036942		-10.45
23/01/24	DeceasedKangaroo 2010-8079	Creditor Invoice	DA005128	Sanctuary Cove Community Svcs 08200422	115.00
24/01/24	GST DA005137	Journal	J0036965		-75.00
24/01/24	InjuredKangaroo@8805 IN-H7326	Creditor Invoice	DA005137	Biodiversity Australia Pty Ltd 08200327	825.00
31/01/24	WhitelbisJan24 RVS 00000840001	Journal	J0037279	Biodiversity Wo912 Rvs	-2790.00
31/01/24	InjuredKangaroo RVS 00000841001	Journal	J0037283	Biodiversity Wo9799 Rvs	-750.00
31/01/24	AggressiveKangaroo 00000836035	Journal	J0037003	Biodiversity Wo9532	350.00
31/01/24	InjuredKangaroo 00000836037	Journal	J0037005	Biodiversity Wo9799	750.00
31/01/24	WhitelbisMgtSep23 00000836039	Journal	J0037007	Biodiversity Wo9122	2790.00
31/01/24	WhitelbisMgtOct23 00000836041	Journal	J0037009	Biodiversity Wo9123	2790.00
31/01/24	EuropeanFoxMgtSep23 00000836043	Journal	J0037011	Biodiversity Wo9120	3420.00
31/01/24	WhitelbisMgtJan24 00000836045	Journal	J0037013	Biodiversity Wo9126	2790.00
Total:					\$7352.43
12740 Repairs & Maintenance					
05/12/23	Stock 503605749	Creditor Invoice	DA005058	Dulux Australia (Ptbc) 08200040	852.91
05/12/23	GST DA005058	Journal	J0036665		-77.54
01/01/24	Supplies Nov 2023 00000830001	Journal	J0036621	Correct Reversal Date	159.85

SANCTUARY COVE PRIMARY G.T.P. 201

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Transactions for the period from 01/11/23 to 31/01/24

For Selected Accounts

AND (ge.Field14 = 23)

Date	Details	Type	Reference	Reference Details	Amount
Repairs & Maintenance 12740 (Continued)					
08/01/24	UPSMaintenance J0036226	Journal	J0036410	Power On Wo9358	-1296.00
08/01/24	Stock J0036323	Journal	J0036443	Dulux Australia	-775.37
12/01/24	Supplies Nov 2023 J0036605	Journal	J0036617	Bunnings	-159.85
31/01/24	12200 > 12740 00000842002	Journal	J0037288	Move Inv011252 To Correct GI	1296.00
31/01/24	Stock 00000836047	Journal	J0037015	Bunnings Wo9776	65.40
31/01/24	Stock 00000836049	Journal	J0037017	Bunnings Wo9823	37.67
Total:					\$103.07
12760 Rep & Mtce - Air Conditioning					
22/12/23	MthlyMaintDec23 9860	Creditor Invoice	DA005066	The Trustee For Air Control 08200482	242.00
22/12/23	GST DA005066	Journal	J0036691		-22.00
08/01/24	Monthly maint Dec 23 J0036324	Journal	J0036444	The Trustee For Air Control	-180.00
15/01/24	WaterLeakLee'sOffice 9888	Creditor Invoice	DA005108	The Trustee For Air Control 08200482	181.50
15/01/24	GST DA005108	Journal	J0036837		-16.50
31/01/24	Monthly maint Jan 24 00000836051	Journal	J0037019	The Trustee For Air Control	180.00
Total:					\$385.00
12765 Rep & Mtce - Electrical					
18/12/23	GST DA005112	Journal	J0036865		-144.00
18/12/23	Annualloadtest INV-2537	Creditor Invoice	DA005112	Gold Coast Generators 08201093	1584.00
08/01/24	Qtrly Load Test Dec J0036325	Journal	J0036445	Gold Coast Generators	-265.00
31/01/24	Monthly maint Jan 24 00000836053	Journal	J0037021	Gold Coast Generators	150.00
31/01/24	Electrical Jan 24 00000838033	Journal	J0037101	Sccsl 2010-8094	325.23
Total:					\$1650.23
12780 Rep & Mtce - Gates					
01/12/23	GST DA005048	Journal	J0036495		-61.50
01/12/23	GST DA005049	Journal	J0036499		-120.00
01/12/23	AddressGateEntryBoom INV-2413	Creditor Invoice	DA005049	Brisbane Gates 08200105	1320.00
01/12/23	SecurityCarpark INV-2412	Creditor Invoice	DA005048	Brisbane Gates 08200105	676.50
01/12/23	GST DA005056	Journal	J0036517		-18.40
01/12/23	NorthGate 25787	Creditor Invoice	DA005056	Secure Access Systems Pty Ltd 08200623	202.40
08/01/24	SecurityCarparkGateS J0036326	Journal	J0036446	Brisbane Gates Wo9605	-615.00
08/01/24	AddressEntryGate J0036327	Journal	J0036447	Brisbane Gates Wo9611	-1200.00
09/01/24	VillageEntryCamera 25797	Creditor Invoice	DA005088	Secure Access Systems Pty Ltd 08200623	152.14
09/01/24	GST DA005088	Journal	J0036755		-13.83
09/01/24	NthGateIntercom 25798	Creditor Invoice	DA005089	Secure Access Systems Pty Ltd 08200623	2007.78
09/01/24	GST DA005089	Journal	J0036759		-182.53
Total:					\$2147.56
12784 Roads					
27/11/23	MainEntryRoundabout C45721A	Creditor Invoice	DA005095	Smart Stone Group Pty Ltd 08200450	2948.00
27/11/23	GST DA005095	Journal	J0036781		-268.00
08/01/24	MainEntryRoundabout J0036328	Journal	J0036448	Smart Stone Wo9565	-2680.00
Total:					\$0.00
12788 Road Sanding					
31/01/24	RoadSandingJan24 00000836055	Journal	J0037023	Smart Stone Group Pty Ltd	19765.00
Total:					\$19765.00
12792 Road Sweeping					
29/12/23	GST DA005064	Journal	J0036683		-196.42

SANCTUARY COVE PRIMARY G.T.P. 201

C/- Sanctuary Cove Primary B/C PO Box 15 Sanctuary Cove QLD 4212

Transactions for the period from 01/11/23 to 31/01/24

For Selected Accounts

AND (ge.Field14 = 23)

Date	Details	Type	Reference	Reference Details	Amount
Road Sweeping 12792 (Continued)					
29/12/23	RoadSweepingDec23 112093	Creditor Invoice	DA005064	Specialised Pavement Services 08200857	2160.60
31/12/23	GST DA005090	Journal	J0036763		-109.09
31/12/23	StormCleanup 112243	Creditor Invoice	DA005090	Specialised Pavement Services 08200857	1200.00
08/01/24	Road Sweeping Dec 23 J0036329	Journal	J0036449	Specialised Pavement Services	-1964.18
09/01/24	StormCleanup J0036524	Journal	J0036531	Specialised Pavement Services	-1090.91
31/01/24	Road Sweeping Jan 24 00000836057	Journal	J0037025	Specialised Pavement Services	1964.18
Total:					\$1964.18
12830 Land Holding - Land Tax					
01/01/24	Land Tax Jan 23 00000834001	Journal	J0036849	Csr 23/24	1718.87
Total:					\$1718.87
12840 Land Holding - Rates					
31/01/24	Lot 6 Sickie Ave 00000836059	Journal	J0037027	City Of Gold Coast	728.94
31/01/24	Lot 21 Caseys Road 00000836061	Journal	J0037029	City Of Gold Coast	728.94
31/01/24	Lot 91 Santa Barbara 00000836063	Journal	J0037031	City Of Gold Coast	2102.22
Total:					\$3560.10
12860 Utilities - Electricity / Gas					
01/11/23	GST DA005099	Journal	J0036801		-96.81
01/11/23	GST DA005104	Journal	J0036821		-114.48
01/11/23	GST DA005069	Journal	J0036703		-123.93
01/11/23	GST DA005103	Journal	J0036817		-13.98
01/11/23	QB079120481 39781030	Creditor Invoice	DA005099	Origin Energy 130112 08200347	1064.91
01/11/23	QB087200886 39768948	Creditor Invoice	DA005103	Origin Energy 130112 08200347	153.76
01/11/23	NMI31200303024 39811209	Creditor Invoice	DA005104	Origin Energy 130112 08200347	1259.23
01/11/23	GST DA005102	Journal	J0036813		-56.04
01/11/23	31200307644Apr-Sep23 A-2988EA9F	Creditor Invoice	DA005069	Origin Energy 130112 08200347	1363.25
01/11/23	QB079120210 39753715	Creditor Invoice	DA005102	Origin Energy 130112 08200347	616.45
29/11/23	NMI31159028111 45013283	Creditor Invoice	DA005101	Origin Energy 130112 08200347	597.37
29/11/23	GST DA005101	Journal	J0036809		-54.31
29/11/23	NMI31200671308 44035255	Creditor Invoice	DA005100	Origin Energy 130112 08200347	353.31
29/11/23	GST DA005100	Journal	J0036805		-32.12
02/01/24	31200307644Sep-Dec23 A-2988EA9F	Creditor Invoice	DA005083	Origin Energy 130112 08200347	1221.74
02/01/24	QB079120210 57319361	Creditor Invoice	DA005107	Origin Energy 130112 08200347	597.83
02/01/24	GST DA005106	Journal	J0036829		-21.57
02/01/24	GST DA005107	Journal	J0036833		-54.35
02/01/24	GST DA005083	Journal	J0036735		-111.07
02/01/24	NMI31200303024 57318901	Creditor Invoice	DA005105	Origin Energy 130112 08200347	1151.67
02/01/24	GST DA005105	Journal	J0036825		-104.70
02/01/24	GST DA005098	Journal	J0036797		-88.36
02/01/24	QB087200886 57319632	Creditor Invoice	DA005106	Origin Energy 130112 08200347	237.26
02/01/24	QB079120481 57321345	Creditor Invoice	DA005098	Origin Energy 130112 08200347	971.99
08/01/24	GST DA005085	Journal	J0036743		-446.83
08/01/24	Origin to Dec 23 J0036330	Journal	J0036450	Origin	-8627.00
08/01/24	QB07494165 Nov-Dec23 J0036331	Journal	J0036451	Lpe	-4309.00
08/01/24	QB07644442 Nov-Dec23 J0036332	Journal	J0036452	Lpe	-4707.00
08/01/24	Streetlighting Dec 2 J0036333	Journal	J0036453	Scpbc	-2009.00
08/01/24	QB07644442Nov-Dec23 0 000 091-0	Creditor Invoice	DA005085	Locality Planning Energy(ptbc) 08200770	4915.09
08/01/24	GST DA005086	Journal	J0036747		-463.68
08/01/24	QB07494165Nov-Dec23 0 000 092-0	Creditor Invoice	DA005086	Locality Planning Energy(ptbc) 08200770	5100.48
12/01/24	GST DA005084	Journal	J0036739		-197.96

SANCTUARY COVE PRIMARY G.T.P. 201

C/- Sanctuary Cove Primary B/C PO Box 15 Sanctuary Cove QLD 4212

Transactions for the period from 01/11/23 to 31/01/24

For Selected Accounts

AND (ge.Field14 = 23)

Date	Details	Type	Reference	Reference Details	Amount
Utilities - Electricity / Gas 12860 (Continued)					
12/01/24	StreetlightingDec23 M0003652	Creditor Invoice	DA005084	Sanctuary Cove Prinp. Gtp 202 08200428	2177.60
31/01/24	Origin to Jan 24 00000836065	Journal	J0037033	Origin	2119.00
31/01/24	QB07494165 Jan 24 00000836067	Journal	J0037035	Lpe	2356.00
31/01/24	QB07644442 Jan 24 00000836069	Journal	J0037037	Lpe	2271.00
31/01/24	Streetlighting Jan 2 00000836071	Journal	J0037039	Scpbc	1980.00
Total:					\$8875.75
21160 Mutual Rev - Rental Compound					
12/01/24	GST MA000369	Journal	J0036637		583.33
12/01/24	Compound Rental Facilities Compound Rental January 2024	Debtor Invoice	MA000369	Sanctuary Cove Pbc 03100003	-6416.66
Total:					-\$5833.33
21245 Interest Earned					
08/01/24	TD to Dec 2023 J0036347	Journal	J0036460	Mbl	3087.67
31/01/24	TD to Jan 2024 00000837001	Journal	J0037055	Accrual Jan 2024	-5041.10
31/01/24	Interest	Payment	B0000322		-4037.79
Total:					-\$5991.22
22100 S/Fund Income Tax Expense					
08/01/24	PAYG Accrual Dec 23 J0036399	Journal	J0036470		-2438.34
31/01/24	Nov 23 to Jan 24 00000845001	Journal	J0037329		3924.06
Total:					\$1485.72
22126 Consultant S/Fund Reports					
31/01/24	SCGCWaterMgtProj 00000838035	Journal	J0037103	Engeny Aust Wo8916	17000.00
Total:					\$17000.00
222201 Electrical Lights					
18/12/23	GST DA005116	Journal	J0036879		-4385.68
18/12/23	Bridge Works INV-0575	Creditor Invoice	DA005116	Jr Electrical & Communication 08200942	48242.48
08/01/24	SCBvdBridgeUpgradeDe J0036334	Journal	J0036454	Jr Electrical & Communication	-43856.80
31/01/24	BuggyPath 00000836073	Journal	J0037041	lpower Gc Inv1444	11068.18
Total:					\$11068.18
222601 Irrigation Control					
31/01/24	AclassWaterProject 00000836075	Journal	J0037043	Scpbc	2089.53
Total:					\$2089.53
22312 Pumps					
01/12/23	GST DA005057	Journal	J0036661		-591.45
01/12/23	IrrigationUpgrade M0003607	Creditor Invoice	DA005057	Sanctuary Cove Prinp. Gtp 202 08200428	6505.95
08/01/24	MainEntryRoundabout J0036336	Journal	J0036456	Pbc	-5914.50
Total:					\$0.00
22320 Roadways-Kerbs & Gutters					
18/12/23	GST DA005094	Journal	J0036777		-334.00
18/12/23	MainEntryRoundabout C45745A	Creditor Invoice	DA005094	Smart Stone Group Pty Ltd 08200450	3674.00
08/01/24	MainEntryRoundabout J0036335	Journal	J0036455	Smart Stone Wo9653	-3340.00
Total:					\$0.00
224991 Walls Fences					
16/01/24	TheAddressGates TF 613739	Creditor Invoice	DA005111	Tfh Hire Services Pty Ltd 08200902	3836.52

SANCTUARY COVE PRIMARY G.T.P. 201

C/- Sanctuary Cove Primary B/C PO Box 15 Sanctuary Cove QLD 4212

Transactions for the period from 01/11/23 to 31/01/24

For Selected Accounts

AND (ge.Field14 = 23)

Date	Details	Type	Reference	Reference Details	Amount
Walls Fences 224991 (Continued)					
16/01/24	GST DA005111	Journal	J0036861		-348.77
31/01/24	NearThePinesGate 00000836077	Journal	J0037045	Wavetime Constructions Wo9564	8900.00
31/01/24	TheAddressGates 00000836079	Journal	J0037047	Tfh Hire Wo9627	2539.00
Total:					\$14926.75
Report Total:					\$125031.86

CASH FLOW

Sanctuary Cove Principal Body Corporate - Cashflow forecast Year ending 31 October 2024

	Total	Actual Nov-23	Actual Dec-23	Actual Jan-24	Forecast Feb-24	Forecast Mar-24	Forecast Apr-24	Forecast May-24	Forecast Jun-24	Forecast Jul-24	Forecast Aug-24	Forecast Sep-24	Forecast Oct-24
Trading A/c - opening balance	19,223	19,223	1,121,331	6,995	7,188	2,915	1,848	2,082	(501)	(1,608)	(1,343)	(1,344)	(395)
Revenue - Admin													
ADMINISTRATIVE FUND LEVY	1,556,384	260,766	101,988	103,187	272,611	90,870	-	272,611	90,870		272,611	90,870	
NON-MUTUAL REV - OTHER	852,588	850,759		1,829									
	2,408,972	1,111,525	101,988	105,015	272,611	90,870	-	272,611	90,870	-	272,611	90,870	-
Expenses - Admin													
ACCOUNTING - AUDIT	4,769	-	2,925	-	-	-	-	-	-	-	-	-	1,844
ACCOUNTING - TAX SERVICES	484	242	-	-	-	-	-	-	-	-	-	242	-
ADMIN - BANK CHARGES	210	-	-	-	19	19	19	38	19	19	19	19	38
ADMIN - SOFTWARE LICENCE COSTS	8,846	-	1,650	-	800	800	800	800	800	800	800	800	800
ADMIN - MEETINGS	402	24	48	240				70		20			
ADMIN - IT MAINTENANCE FEES	12,100	1,004	2,008	972	902	902	902	902	902	902	902	902	902
ADMIN - NEWSLETTER	-	-	-	-	-	-	-	-	-	-	-	-	-
ADMIN - POSTAGE	264	37	-	-	51	22	22	22	22	22	22	22	22
ADMIN - PRINT/COPY COSTS	1,320	308	-	-	110	110	110	110	110	110	110	110	132
MANAGEMENT FEES	525,164	201,774	-	-	106,547	-	-	109,724	-	-	107,119	-	-
SECURITY SERVICES FEES	78,680	15,786	-	-	20,513	-	-	21,383	-	-	20,999	-	-
NETWORK MANAGER SERVICE FEES	1,426	-	1,426	-	-	-	-	-	-	-	-	-	-
CONSULTANT SERVICES	10,997	385	-	-	1,179	1,179	1,179	1,179	1,179	1,179	1,179	1,179	1,179
LEGAL SERVICES	11,000	-	-	-	1,222	1,222	1,222	1,222	1,222	1,222	1,222	1,222	1,222
BUILDING R&M	-	-	-	-	-	-	-	-	-	-	-	-	-
CLEANING	5,280	550	440	330	440	440	440	440	440	440	440	440	440
DEBT COLLECTION COSTS	550	-	-	-	-	-	-	-	550	-	-	-	-
ELECTRICAL - CONTRACT	29,752	2,200	3,807	2,486	2,362	2,362	2,362	2,362	2,362	2,362	2,362	2,362	2,362
ELECTRICAL-MATERIALS/MACHINERY	17,820	77	214	206	1,925	1,925	1,925	1,925	1,925	1,925	1,925	1,925	1,925
FIRE PROTECTION-AUDIT/INSPECT	2,633	675	1,958	-	-	-	-	-	-	-	-	-	-
GROUNDS & GARDEN - CONTRACT	212,939	-	17,745	17,745	17,745	17,745	17,745	17,745	17,745	17,745	17,745	17,745	35,490
GROUNDS & GARDEN - OTHER	49,726	6,715	5,852	7,034	4,125	4,125	3,125	3,125	3,125	3,125	3,125	3,125	3,125
GROUNDS & GARDEN - MULCHING	44,000	-	-	2,676	4,592	4,592	4,592	4,592	4,592	4,592	4,592	4,592	4,592
GROUNDS & GARDEN - TREE MANAGEMENT	33,000	1,540	10,340	1,870	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,145	2,090
HIRE & RENTAL	1,960	-	-	-	-	-	-	-	-	-	-	-	1,960
INSURANCE - BROKERAGE	2,467	-	-	-	2,467	-	-	-	-	-	-	-	-
INSURANCE - EXCESS	10,000	-	-	-	-	-	-	10,000	-	-	-	-	-
INSURANCE- PREMIUM	94,806	-	-	-	94,806	-	-	-	-	-	-	-	-
IRRIGATION - CONTRACT	49,384	6,900	851	3,476	4,240	4,240	4,240	4,240	4,240	4,240	4,240	4,240	4,240
IRRIGATION - MATERIAL/MACHINERY	22,000	-	2,193	-	2,201	2,201	2,201	2,201	2,201	2,201	2,201	2,201	2,201
IRRIGATION - GOLF LAKES MTCE	34,320	(5,147)	7,327	(5,147)	4,143	4,143	4,143	4,143	4,143	4,143	4,143	4,143	4,143
IRRIGATION - A CLASS WATER USAGE	37,942	-	-	-	4,216	4,216	4,216	4,216	4,216	4,216	4,216	4,216	4,216
PEST CONTROL	2,420	-	-	242	242	242	242	242	242	242	242	242	242
PLUMBING - CONTRACT	14,445	922	1,009	1,149	1,263	1,263	1,263	1,263	1,263	1,263	1,263	1,263	1,263
PLUMBING - MATERIALS/MACHINERY	17,600	111	220	406	1,874	1,874	1,874	1,874	1,874	1,874	1,874	1,874	1,874
MTCE - ANIMAL MANAGEMENT	176,479	84,812	21,500	3,894	7,364	7,364	7,364	7,364	7,364	7,364	7,364	7,364	7,364
REPAIRS & MAINTENANCE	14,284	534	270	2,083	1,266	1,266	1,266	1,266	1,266	1,266	1,266	1,266	1,266
REP & MTCE - AIR CONDITIONING	5,438	396	198	242	511	511	511	511	511	511	511	511	511
REP & MTCE - ELECTRICAL	4,748	165	165	1,584	315	315	315	315	315	315	315	315	315
REP & MTCE - FENCES	9,057	2,640	-	-	713	713	713	713	713	713	713	713	713
REP & MTCE - GATES	48,993	7,743	1,617	3,831	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978
Repairs & Mtce - CCTV	4,583	-	-	-	509	509	509	509	509	509	509	509	509
ROADS	27,500	-	-	2,948	2,728	2,728	2,728	2,728	2,728	2,728	2,728	2,728	2,728
ROAD SANDING	-	-	-	-	-	-	-	-	-	-	-	-	-
ROAD SWEEPING	21,326	1,805	2,161	3,361	1,556	1,556	1,556	1,556	1,556	1,556	1,556	1,556	1,556
SIGNAGE	2,888	-	-	-	-	963	-	-	963	-	-	963	-
WASTE REMOVAL - CONTRACT	-	-	-	-	-	-	-	-	-	-	-	-	-
WASTE REMOVAL - OTHER	2,200	-	-	-	-	-	-	-	2,200	-	-	-	-
LAND HOLDING - LAND TAX	42,889	20,626	-	-	-	-	-	-	-	-	-	-	22,263
LAND HOLDING - RATES	7,941	-	-	-	-	3,971	-	-	-	-	-	3,971	-
UTILITIES - ELECTRICTY / GAS	86,598	4,790	12,385	21,782	5,294	5,294	5,294	5,294	5,294	5,294	5,294	5,294	5,294
UTILITIES - ELEC. ONCHARGED	-	-	-	-	-	-	-	-	-	-	-	-	-
UTILITIES - WATER	-	-	-	-	-	-	-	-	-	-	-	-	-
UTILITIES - WATER ONCHARGED	942,853	942,853	-	-	-	-	-	-	-	-	-	-	-
WATER METER READS	85	-	-	-	-	28	-	-	28	-	-	28	-
GROSS POLLUTANT TRAP	202	-	-	-	-	-	-	-	-	-	-	202	-
WATER TESTING	1,730	-	-	-	-	-	865	-	-	-	-	-	865
WORKERS COMPENSATION	202	-	-	-	-	-	-	-	-	202	-	-	-
	2,738,702	1,300,467	98,307	73,410	304,360	84,960	79,864	220,194	82,739	79,221	207,116	84,404	123,661
Net movement - Admin Fund	(329,730)	(188,942)	3,681	31,605	(31,749)	5,911	(79,864)	52,417	8,131	(79,221)	65,495	6,466	(123,661)

Sanctuary Cove Principal Body Corporate - Cashflow forecast Year ending 31 October 2024

	Total	Actual Nov-23	Actual Dec-23	Actual Jan-24	Forecast Feb-24	Forecast Mar-24	Forecast Apr-24	Forecast May-24	Forecast Jun-24	Forecast Jul-24	Forecast Aug-24	Forecast Sep-24	Forecast Oct-24
Revenue - Sinking Fund													
SINKING FUND LEVIES	1,038,317	187,651	71,964	73,854	165,330	55		206,085	27,665	77,000	145,365	11,385	71,964
INTEREST EARNED	-												
MUTUAL REV - RENTAL COMPOUND	77,000	6,417	6,417	6,417	6,417	6,417	6,417	6,417	6,417	6,417	6,417	6,417	6,417
NON-MUTUAL REV - INSURANCE REC	-												
	1,115,317	194,067	78,380	80,271	171,747	6,472	6,417	212,502	34,082	83,417	151,782	17,802	78,380
Expenses - Sinking													
Bridges	2,695	2,695	-	-									
Electrical_Lights	48,242	-	-	48,242									
Equipment - computers	183	-	-	-				183					
Harbour (including revetment walls)	608	-	608	-									
Hydraulic & Electrical Supplies	121	-	121	-									
Irrigation_Control (inc A Class water)	26,965	26,965	-	-									
Irrigation_Valves	2,130	-	-	-		2,130							
Kerb	6,489	-	2,815	3,674									
Landscape (including parks and playgrounds)	33,000	-	-	27,049	5,951								
Path	227,700	-	-	-	25,300	25,300	25,300	25,300	25,300	25,300	25,300	25,300	25,300
Pumps	11,000	-	-	6,506	499	499	499	499	499	499	499	499	499
Reports	22,000	-	-	-	2,444	2,444	2,444	2,444	2,444	2,444	2,444	2,444	2,444
Switchboard_Meter	13,310	-	-	-	1,479	1,479	1,479	1,479	1,479	1,479	1,479	1,479	1,479
Wall_Fences (including gates)	385,000	30,629	-	-	39,375	39,375	39,375	39,375	39,375	39,375	39,375	39,375	39,375
Water_Point (includes sluice valves, fire hydrants, water meters)	11,000	-	-	-	1,222	1,222	1,222	1,222	1,222	1,222	1,222	1,222	1,222
Vehicles	25,811	25,811	-	-									
	816,254	86,100	3,544	85,471	76,270	72,449	70,319	70,502	70,319	70,319	70,319	70,319	70,319
Net movement - Sinking Fund	299,063	107,968	74,836	(5,201)	95,476	(65,977)	(63,903)	142,000	(36,238)	13,097	81,462	(52,518)	8,061
Funds invested on call - transfers in/(out)	9,905	1,183,082	(1,192,853)	(26,755)	(68,000)	59,000	144,000	(197,000)	27,000	66,388	(146,957)	47,000	115,000
FITH loan redemptions	-												
GST	(4,289)			(4,289)									
Tax instalments	4,833			4,833									
BALANCE CASH AT BANK	(995)	1,121,331	6,995	7,188	2,915	1,848	2,082	(501)	(1,608)	(1,343)	(1,344)	(395)	(995)
Funds invested opening balance	1,687,734	1,687,734	510,874	1,699,732	1,728,770	1,796,770	1,737,770	1,593,770	1,790,770	1,763,770	1,697,382	1,844,339	1,797,339
Interest	10,489	2,593	3,858	4,038									
Funds invested on call - transfers in/(out)	(15,884)	(1,179,453)	1,185,000	25,000	68,000	(59,000)	(144,000)	197,000	(27,000)	(66,388)	146,957	(47,000)	(115,000)
At call	1,682,339	510,874	1,699,732	1,728,770	1,796,770	1,737,770	1,593,770	1,790,770	1,763,770	1,697,382	1,844,339	1,797,339	1,682,339
(To)/from Term deposit	-												
BALANCE MACQ / BOQ AT CALL	1,682,339	510,874	1,699,732	1,728,770	1,796,770	1,737,770	1,593,770	1,790,770	1,763,770	1,697,382	1,844,339	1,797,339	1,682,339
Cash at bank - ROW 122		1,121,331	6,995	7,188	2,915	1,848	2,082	(501)	(1,608)	(1,343)	(1,344)	(395)	(995)
Macq TD		500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Macq at call - ROW 130		509,867	1,698,725	1,727,763	1,795,763	1,736,763	1,592,763	1,789,763	1,762,763	1,696,375	1,843,332	1,796,332	1,681,332
BoQ at call - ROW 130		1,007	1,007	1,007	1,007	1,007	1,007	1,007	1,007	1,007	1,007	1,007	1,007
		2,132,205	2,206,727	2,235,958	2,299,685	2,239,618	2,095,852	2,290,268	2,262,162	2,196,038	2,342,995	2,296,944	2,181,344

BUDGET TIMELINE

FINANCE SUBCOMMITTEE ACTION ITEMS AS AT JANUARY 2024

ITEM #	DATE	RESOLUTION	COMMENT	ACTION BY	EXPECTED COMPLETION DATE
1	November 2023	Budget Approvals – 24/2025	FSC dates <ul style="list-style-type: none"> • Cost split allocation to be assessed and confirmed. • Sinking fund projects submitted – Nov 2023. • Reconcile Sinking Fund Plan – FSC – Nov 2023 • Assess YTD progress of current projects – PBC / PTBC – Nov 2023. • Assumptions submitted – FSC / SCCSL – Jan 2024. • SCCSL & Unit Trust Indicative draft budget – FSC – Jan 2024 • 1st draft budget– All entities - Operations & Admin – FSC/ PBC / PTBC – Jan 2024 – SCCSL Feb 2024 • Final draft budget – all entities - Operations & Admin – FSC/ PBC / PTBC – Feb 2024 • Finalise Sinking fund projects – FSC / PBC / PTBC/ RBC’s – Feb 2024 • Confirm assumptions – FSC / PBC / PTBC – Feb 2024 • Review Levy Movement – PBC / PTBC – Feb 2024 • Final budget - all entities – March 2024 • Final budget approval at RBC EGM / PBC / PTBC EGM – June 2024 • Final budget approval SCCSL – July 2024 		
2	March 2023	FTTH Contract Extension	<ul style="list-style-type: none"> • OptiComm proposing to purchase the FTTH network for \$1. They will spend approx. 700k to upgrade network from Calix to Nokia. They will take care of future maintenance & new installs. 5% of wholesale revenue generated by the Network to PBC (approx. 30k per annum). • Considering going out to tender for FTTH due to issues being experienced with OptiComm. FSC to consider before proceeding. 		
3	August 2023	PBC Purchasing Policy	<ul style="list-style-type: none"> • Under review. • FSC to review new policy once complete. 		

Green =Complete, Yellow = In progress, Red = Not Yet In progress

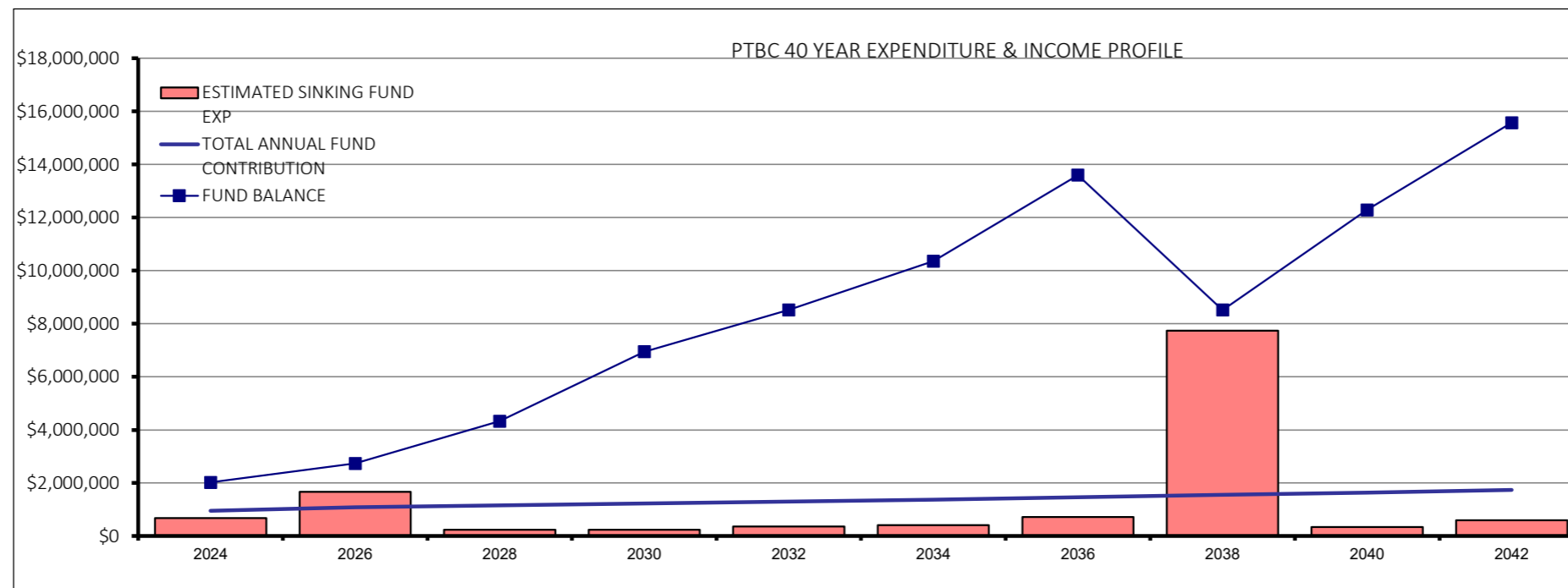
40-YEAR PREDICTIVE MODEL

SINKING FUND DATA 1

Sanctuary Cove, Gold Coast QLD
Sinking Fund Forecast

Primary Thoroughfare Body Corporate (PTBC)													
Growth Rate/CPI Interest Rate	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
TOTAL ANNUAL FUND CONTRIBUTION	850,000	951,150	1,052,300	1,083,869	1,116,385	1,149,877	1,184,373	1,219,904	1,256,501	1,294,196	1,333,022	1,373,013	1,414,203
OPENING FUND BALANCE & INTEREST	69,748	72,627	92,973	140,966	125,520	145,709	199,336	258,726	319,635	330,033	392,044	408,613	476,258
PBC - Facilities Compound Rental (CPI each Yr)	41,774	70,000	72,240	74,552	76,937	79,399	81,781	84,398	87,099	89,886	92,763	95,731	98,794
Livingstonia Path Rental		25,000	25,800	26,626	27,478	28,357	29,208						
ACCUMULATED FUNDS	3,358,363	2,697,614	3,264,455	4,390,483	4,075,023	4,570,922	5,828,092	7,187,513	8,611,829	8,888,743	10,340,532	10,760,241	12,342,691
ESTIMATED SINKING FUND EXP	1,779,525	676,471	199,984	1,661,781	907,442	237,528	203,609	238,919	1,437,202	366,039	1,457,648	406,806	152,314
FUND BALANCE	1,578,838	2,021,143	3,064,471	2,728,703	3,167,581	4,333,394	5,624,484	6,948,594	7,174,627	8,522,703	8,882,885	10,353,435	12,190,376
ASSET VALUES	24,209,212	24,935,488	25,683,553	26,454,060	27,247,681	28,065,112	28,907,065	29,774,277	30,667,505	31,587,531	32,535,157	33,511,211	34,516,548

	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048
	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25
TOTAL ANNUAL FUND CONTRIBUTION	1,456,629	1,500,328	1,545,338	1,591,698	1,639,449	1,688,633	1,739,292	1,791,470	1,845,214	1,900,571	1,957,588	2,016,316	2,076,805
OPENING FUND BALANCE & INTEREST	560,757	625,343	642,052	391,847	477,881	565,261	628,796	716,288	785,687	868,206	985,073	1,082,535	1,173,794
PBC - Facilities Compound Rental (CPI each Yr)	101,956	105,218	108,585	112,060	115,646	119,347	123,166	127,107	131,175	135,372	139,704	144,175	148,788
ACCUMULATED FUNDS	14,309,719	15,825,300	16,253,633	10,614,021	12,621,690	14,661,525	16,160,724	18,206,336	19,842,217	21,778,197	24,496,997	26,776,405	28,916,647
ESTIMATED SINKING FUND EXP	715,309	1,867,642	7,735,217	225,308	333,405	992,054	589,252	1,126,195	968,169	363,566	963,617	1,259,145	2,430,721
FUND BALANCE	13,594,410	13,957,658	8,518,416	10,388,714	12,288,285	13,669,471	15,571,471	17,080,142	18,874,048	21,414,632	23,533,380	25,517,260	26,485,926
ASSET VALUES	35,552,044	36,618,605	37,717,163	38,848,678	40,014,139	41,214,563	42,451,000	43,724,530	45,036,266	46,387,354	47,778,974	49,212,343	50,688,714



**CORRESPONDENCE
FOR INFORMATION**

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Financial Statements

For the Year Ended 31 October 2023

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Contents

For the Year Ended 31 October 2023

	Page
Financial Statements	
Directors' Report	1
Auditor's Independence Declaration	3
Consolidated Statement of Profit or Loss and Other Comprehensive Income	4
Consolidated Statement of Financial Position	5
Consolidated Statement of Changes in Equity	6
Consolidated Statement of Cash Flows	7
Notes to the Financial Statements	8
Directors' Declaration	20
Independent Auditor's Report	21

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Directors' Report

31 October 2023

The directors present their report, together with the financial statements of the Group, being the Company and its controlled entities, for the financial year ended 31 October 2023.

1. General information

Directors

The names of the directors in office at any time during, or since the end of, the year are:

Names	Position
Stephen Anderson	PTBC Chairperson
Stuart Shakespeare	PBC Chairperson (Appointed Sep 2023)
Paul Donovan	Independent Director
Caroline Tolmie	(Resigned May 2023)

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

Company secretary

Dale St George held the position of Company secretary at the end of the financial year.

Principal activities

The principal activities of the Group during the financial year were body corporate administration, building management and security management at Sanctuary Cove.

No significant change in the nature of these activities occurred during the year.

2. Operating results and review of operations for the year

Operating results

The consolidated profit of the Group amounted to \$ NIL (2022: \$ NIL).

Dividends paid or recommended

No dividends were paid or declared since the start of the financial year. The company constitution clause 78 states the Directors must not pay any dividends to Members.

3. Other items

Significant changes in state of affairs

There have been no significant changes in the state of affairs of entities in the Group during the year.

Events after the reporting date

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Group, the results of those operations or the state of affairs of the Group in future financial years.

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Directors' Report

31 October 2023

3. Other items (Continued)

Environmental issues

The Group's operations are not regulated by any significant environmental regulations under a law of the Commonwealth or of a state or territory of Australia.

Meetings of directors

During the financial year, 8 meetings of directors were held. Attendances by each director during the year were as follows:

Directors' Meetings		
	Number eligible to attend	Number attended
Stephen Anderson	8	8
Stuart Shakespeare	-	-
Paul Donovan	8	8
Caroline Tolmie	4	4

Indemnification and insurance of officers and auditors

During the financial year, the company paid a premium in respect of a contract insuring the directors of the company (as named above), the company secretary and all executive officers of the company against any liability incurred as such a director, secretary or executive officer to the extent permitted by the Corporations Act 2001. The contract of insurance prohibits disclosure of the nature of the liability and the amount of the premium.

Auditor's Independence declaration

The auditor's independence declaration in accordance with section 307C of the *Corporations Act 2001*, for the year ended 31 October 2023 has been received and can be found on page 3 of the financial report.

Signed in accordance with a resolution of the Board of Directors:

Director: 

Director: 

Dated this 7th day of December 2023



DICKFOS DUNN ADAM

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**AUDITOR'S INDEPENDENCE DECLARATION UNDER SECTION 307C
OF THE CORPORATIONS ACT 2001**

As auditor of Sanctuary Cove Community Services Ltd and its Controlled Entities for the year ended 31 October 2023, I declare that, to the best of my knowledge and belief, there have been no contraventions of:

- (i) the auditor independence requirements as set out in the *Corporations Act 2001* in relation to the audit; and
- (ii) any applicable code of professional conduct in relation to the audit.

DICKFOS DUNN ADAM
Audit & Assurance

Dickfos Dunn Adam

T L Adam
T L Adam

Dated: 1 December 2023
SOUTHPORT

Audit and Assurance
Chartered Accountants
Member of the Big 4
100 St George Street
Sydney NSW 2000
Australia
www.dickfosdunnadam.com.au

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Consolidated Statement of Profit or Loss and Other Comprehensive Income

For the Year Ended 31 October 2023

		2023	2022
	Note	\$	\$
Revenue	4	6,115,549	5,674,591
Depreciation		(97,814)	(81,067)
Amortisation - Right-of-use assets		(172,654)	(159,856)
Employee benefits expense		(5,337,632)	(4,987,578)
Other expenses		(466,544)	(420,974)
Finance costs		(40,905)	(25,116)
Income tax expense	1(b)	-	-
Profit for the year		-	-
Other comprehensive income, net of income tax		-	-
Total comprehensive income for the year		-	-

The accompanying notes form part of these financial statements.

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Consolidated Statement of Financial Position

As At 31 October 2023

	Note	2023 \$	2022 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	6	1,128,101	1,209,199
Trade and other receivables	7	2,127,258	1,712,000
Inventories	8	4,431	3,443
Other assets	10	250,340	112,204
TOTAL CURRENT ASSETS		<u>3,510,130</u>	<u>3,036,846</u>
NON-CURRENT ASSETS			
Property, plant and equipment	9	286,204	178,723
Right of Use Asset	9	591,129	763,783
TOTAL NON-CURRENT ASSETS		<u>877,333</u>	<u>942,506</u>
TOTAL ASSETS		<u>4,387,463</u>	<u>3,979,352</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	10	1,244,567	877,204
Borrowings	12	206,660	163,637
Short-term provisions	11	561,021	688,088
Other liabilities	13	1,773,614	1,533,179
TOTAL CURRENT LIABILITIES		<u>3,785,862</u>	<u>3,262,108</u>
NON-CURRENT LIABILITIES			
Borrowings	12	516,471	653,762
Long-term provisions	11	74,030	52,482
TOTAL NON-CURRENT LIABILITIES		<u>590,501</u>	<u>706,244</u>
TOTAL LIABILITIES		<u>4,376,363</u>	<u>3,968,352</u>
NET ASSETS		<u>11,100</u>	<u>11,000</u>
EQUITY			
Issued capital	14	11,100	11,000
TOTAL EQUITY		<u>11,100</u>	<u>11,000</u>

The accompanying notes form part of these financial statements.

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Consolidated Statement of Changes in Equity

For the Year Ended 31 October 2023

2023

	Ordinary Shares	Retained Earnings	Total
Note	\$	\$	\$
Balance at 1 November 2022	11,000	-	11,000
Shares issued during the year	100	-	100
Surplus for year	-	-	-
Balance at 31 October 2023	<u>11,100</u>	<u>-</u>	<u>11,100</u>

2022

	Ordinary Shares	Retained Earnings	Total
Note	\$	\$	\$
Balance at 1 November 2021	11,000	-	11,000
Surplus for year	-	-	-
Balance at 31 October 2022	<u>11,000</u>	<u>-</u>	<u>11,000</u>

The accompanying notes form part of these financial statements.

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Consolidated Statement of Cash Flows

For the Year Ended 31 October 2023

	2023	2022
Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from customers	6,406,096	6,176,974
Payments to suppliers and employees	(6,219,820)	(6,173,744)
Interest received	10,543	7,672
Finance costs	(40,905)	(25,115)
Net cash provided by/(used in) operating activities	20 <u>155,914</u>	<u>(14,213)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Proceeds from sale of plant and equipment	26,329	9,207
Purchase of plant and equipment	(226,563)	(147,471)
Net cash provided by/(used in) investing activities	<u>(200,234)</u>	<u>(138,264)</u>
CASH FLOWS FROM FINANCING ACTIVITIES:		
Proceeds from borrowings	69,715	-
Right of Use Asset repayments	(106,493)	(103,703)
Net cash provided by/(used in) financing activities	<u>(36,778)</u>	<u>(103,703)</u>
Net increase/(decrease) in cash and cash equivalents held	(81,098)	(256,180)
Cash and cash equivalents at beginning of year	1,209,199	1,465,379
Cash and cash equivalents at end of financial year	6 <u><u>1,128,101</u></u>	<u><u>1,209,199</u></u>

The accompanying notes form part of these financial statements.

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

The financial report covers Sanctuary Cove Community Services Ltd and its Controlled Entities ('the Group'). Sanctuary Cove Community Services Ltd is a company limited by shares, incorporated and domiciled in Australia.

The functional and presentation currency of the group is Australian Dollars. Comparatives are consistent with prior years.

Statement of Compliance

The financial statements comply with the recognition and measurement requirements of Australian Accounting Standards, the presentation requirements in those Standards as modified by AASB 1060 General Purpose Financial Statements - Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities (AASB 1060) and the disclosure requirements in AASB 1060. Accordingly, the financial statements comply with Australian Accounting Standards – Simplified Disclosures.

AASB 1060 General Purpose Financial Statements - Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities (AASB 1060).

The above standard and amendments did not have any impact on the amounts recognised in prior periods and are not expected to significantly affect the current or future periods.

Future Australian Accounting Standards and Interpretations on issue but not yet effective

The Directors do not consider the following new accounting standards will impact the financial statements when they are required to be implemented .

The amendments are applied retrospectively for annual periods beginning on or after 1 January 2023, with early application permitted.

AASB 2021-2 Amendments to Australian Accounting Standards – Disclosure of Accounting Policies and Definition of Accounting Estimates. Effective for annual reporting periods beginning on or after 1 January 2023.

AASB 2021-2 amends AASB Standards to improve accounting policy disclosures so that they provide more useful information to investors users of the financial statements and clarify the distinction between accounting policies and accounting estimates. Specifically, AASB 2021-2 amends:

- *AASB 7 Financial Instruments: Disclosures*, to clarify that information about measurement bases for financial instruments is expected to be material to an entity's financial statements;
- *AASB 101 Presentation of Financial Statements*, to require entities to disclose their material accounting policy information rather than their significant accounting policies;
- *AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors*, to clarify how entities should distinguish changes in accounting policies and changes in accounting estimates;.
- *AASB Practice Statement 2 Making Materiality Judgements*, to provide non-mandatory guidance on how to apply the concept of materiality to accounting policy disclosures..

Except for the amendments to AASB Practice Statement 2 (which provide non-mandatory guidance and therefore do not have an effective date), the amendments are effective for annual periods beginning on or after 1 January 2023. The amendments to the individual Standards may be applied early, separately from the amendments to the other Standards, where feasible. The directors of the Group do not anticipate that the amendments will have a material impact on the company , but may change the disclosure of accounting policies included in the financial statements.

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

1 Summary of Significant Accounting Policies

(a) Basis for consolidation

The consolidated financial statements include the financial position and performance of controlled entities from the date on which control is obtained until the date that control is lost.

Intragroup assets, liabilities, equity, income, expenses and cashflows relating to transactions between entities in the consolidated entity have been eliminated in full for the purpose of these financial statements.

All controlled entities have a October financial year end.

A list of controlled entities is contained in Note 17 to the financial statements.

Subsidiaries

Subsidiaries are all entities over which the parent has control. Control is established when the parent is exposed to, or has rights to variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the relevant activities of the entity.

(b) Income Tax

The tax expense recognised in the consolidated statement of profit or loss and other comprehensive income comprises of current income tax expense plus deferred tax expense.

Current tax is the amount of income taxes payable (recoverable) in respect of the taxable profit (loss) for the year and is measured at the amount expected to be paid to (recovered from) the taxation authorities, using the tax rates and laws that have been enacted or substantively enacted by the end of the reporting period. Current tax liabilities (assets) are measured at the amounts expected to be paid to (recovered from) the relevant taxation authority.

(c) Goods and services tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payable are stated inclusive of GST.

Cash flows in the consolidated statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

(d) Leases

At the lease commencement, the Group recognises a right-of-use asset and associated lease liability for the lease term. The lease term includes extension periods where the Group believes it is reasonably certain that the option will be exercised.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises of the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration less any lease incentives received.

The right-of-use asset is depreciated over the lease term on a straight line basis and assessed for impairment in accordance with the impairment of assets accounting policy.

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

1 Summary of Significant Accounting Policies (Continued)

(d) Leases (Continued)

The lease liability is initially measured at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the Group's incremental borrowing rate is used.

Subsequent to initial recognition, the lease liability is measured at amortised cost using the effective interest rate method. The lease liability is remeasured whether there is a lease modification, change in estimate of the lease term or index upon which the lease payments are based (e.g. CPI) or a change in the Group's assessment of lease term.

Where the lease liability is remeasured, the right-of-use asset is adjusted to reflect the remeasurement or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Exceptions to lease accounting

The Group has elected to apply the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. The Group recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

2 Critical Accounting Estimates and Judgements

The directors make estimates and judgements during the preparation of these financial statements regarding assumptions about current and future events affecting transactions and balances.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

The significant estimates and judgements made have been described below.

Key estimates - impairment of property, plant and equipment

The Group assesses impairment at the end of each reporting period by evaluating conditions specific to the Group that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value-in-use calculations which incorporate various key assumptions.

Key estimates - provisions

As described in the accounting policies, provisions are measured at management's best estimate of the expenditure required to settle the obligation at the end of the reporting period. These estimates are made taking into account a range of possible outcomes and will vary as further information is obtained.

Key estimates - receivables

The receivables at reporting date have been reviewed to determine whether there is any objective evidence that any of the receivables are impaired. An impairment provision is included for any receivable where the entire balance is not considered collectible. The impairment provision is based on the best information at the reporting date.

Key estimates - useful life of fixed assets

Management reviews its estimate of the useful life of depreciable assets at each reporting date, based on the expected utility of the assets.

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

3 Auditors' Remuneration

	2023	2022
	\$	\$
Auditing or reviewing the financial statements	10,000	10,200
Total auditors' remuneration	10,000	10,200

4 Revenue and Other Income

	2023	2022
	\$	\$
Sale of goods	33,544	36,105
Cost recovery for services rendered	6,044,249	5,630,814
Interest received	37,756	7,672
Total revenue and other income	6,115,549	5,674,591

Sale of goods

Revenue is recognised on transfer of goods to the customer as this is deemed to be the point in time when risks and rewards are transferred and there is no longer any ownership or effective control over the goods.

Provision of services

Revenue in relation to provision of services is recognised depending on whether the outcome of the services can be estimated reliably. If the outcome can be estimated reliably then the stage of completion of the services is used to determine the appropriate level of revenue to be recognised in the period. If the outcome cannot be reliably estimated then revenue is recognised to the extent of expenses recognised that are recoverable. Deferred income is accounted for where income is received for services which have not yet been delivered.

Interest revenue

Interest is recognised using the effective interest method.

5 Result for the Year

The result for the year was derived after charging / (crediting) the following items:

	2023	2022
	\$	\$
Finance Costs		
Financial liabilities measured at amortised cost:		
- Other finance costs	40,905	25,116
Total finance costs	40,905	25,116

The result for the year includes the following specific expenses:

	2023	2022
	\$	\$
Other expenses:		
Employee benefit expenses	5,337,632	4,987,578
Depreciation expenses	97,814	81,067

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

6 Cash and Cash Equivalents

	2023	2022
	\$	\$
Cash at bank and in hand	928,101	759,199
Short-term deposits	200,000	450,000
Total cash and cash equivalents	<u>1,128,101</u>	<u>1,209,199</u>

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

7 Trade and Other Receivables

	2023	2022
	\$	\$
CURRENT		
Trade receivables	218,366	235,691
GST receivable	2,169	-
Other related party (PBC)	1,906,723	1,476,309
Total current trade and other receivables	<u>2,127,258</u>	<u>1,712,000</u>

The carrying value of trade receivables is considered a reasonable approximation of fair value due to the short-term nature of the balances.

The maximum exposure to credit risk at the reporting date is the fair value of each class of receivable in the financial statements.

8 Inventories

	2023	2022
	\$	\$
CURRENT		
At cost:		
Inventories	4,431	3,443
Total current inventories	<u>4,431</u>	<u>3,443</u>

Inventories are measured at the lower of cost and net realisable value.

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

9 Property, plant and equipment

PLANT AND EQUIPMENT

	2023	2022
	\$	\$
Plant and equipment		
At cost	840,412	723,241
Accumulated depreciation	(589,466)	(574,032)
Total plant and equipment	<u>250,946</u>	<u>149,209</u>
Leasehold Improvements		
At cost	46,919	33,306
Accumulated amortisation	(11,661)	(3,792)
Total leasehold improvements	<u>35,258</u>	<u>29,514</u>
RIGHT-OF-USE		
Right-of-use assets	864,938	864,660
Accumulated amortisation	(273,809)	(100,877)
Total right-of-use assets	<u>591,129</u>	<u>763,783</u>
Total property, plant and equipment	<u><u>877,333</u></u>	<u><u>942,506</u></u>

(a) Movements in carrying amounts of property, plant and equipment

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

	Plant & Equipment	Leasehold Improvmts	Right of Use Assets	Total
	\$	\$	\$	\$
Year ended 31 October 2023				
Balance at the beginning of year	149,209	29,514	763,783	942,506
Additions	192,466	12,829	-	205,295
Depreciation/Amortisation expense	(90,729)	(7,085)	(172,654)	(270,468)
Balance at the end of the year	<u><u>250,946</u></u>	<u><u>35,258</u></u>	<u><u>591,129</u></u>	<u><u>877,333</u></u>

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

9 Property, plant and equipment (Continued)

	Plant and Equipment	Leasehold Improvmts	Right of Use Assets	Total
	\$	\$	\$	\$
Year ended 31 October 2022				
Balance at the beginning of year	120,431	1,094	58,979	180,504
Additions	117,956	29,514	864,660	1,012,130
Disposals	(9,206)	-	-	(9,206)
Depreciation expense	(79,972)	(1,094)	(159,856)	(240,922)
Balance at the end of the year	<u>149,209</u>	<u>29,514</u>	<u>763,783</u>	<u>942,506</u>

Property, plant and equipment is depreciated on a straight-line basis over the assets useful life to the Group, commencing when the asset is ready for use.

Leased assets and leasehold improvements are amortised over the shorter of either the unexpired period of the lease or their estimated useful life.

The depreciation rates used for each class of depreciable asset are shown below:

Fixed asset class	Depreciation rate
Plant and Equipment	6.67% - 50%
Leasehold improvements	20%

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

10 Other Assets

	2023	2022
	\$	\$
CURRENT		
Prepayments	239,523	112,204
Accrued income	10,817	-
Total current other assets	<u>250,340</u>	<u>112,204</u>

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

10a Trade and Other Payables

	2023	2022
	\$	\$
Current		
Trade payables	141,987	36,599
Bonds held	570,000	416,000
GST payable	187,839	152,205
Other payables and accruals	184,153	146,948
Deposit to be refunded	30,000	-
Employee benefits	130,588	125,452
Total current trade and other payables	1,244,567	877,204

Trade and other payables are unsecured, non-interest bearing and are normally settled within 30 days. The carrying value of trade and other payables is considered a reasonable approximation of fair value due to the short-term nature of the balances.

11 Provisions

	2023	2022
	\$	\$
CURRENT		
Employee benefits	561,021	688,088
Total current provisions	561,021	688,088
NON-CURRENT		
Employee benefits	74,030	52,482
Total non-current provisions	74,030	52,482

Provision is made for the Group's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cashflows are discounted using market yields on high quality corporate bond rates incorporating bonds rated AAA or AA by credit agencies, with terms to maturity that match the expected timing of cashflows. Changes in the measurement of the liability are recognised in profit or loss.

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

12 Borrowings

	2023	2022
	\$	\$
CURRENT		
Lease liability secured	36,549	7,875
Lease liability - building lease	170,111	155,762
Total current borrowings	<u>206,660</u>	<u>163,637</u>
NON-CURRENT		
Secured liabilities:		
Lease liability secured	516,471	653,762
Total non-current borrowings	<u>516,471</u>	<u>653,762</u>

Leased liabilities are secured by the underlying leased assets.

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership that are transferred to entities in the Group, are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

13 Other Liabilities

	2023	2022
	\$	\$
CURRENT		
Deferred revenue	1,773,614	1,533,179
Total current other liabilities	<u>1,773,614</u>	<u>1,533,179</u>

Deferred revenue relates to quarterly management fees charged in advance.

14 Issued Capital

	2023	2022
	\$	\$
(2023: Ordinary shares)	11,100	11,000
Total issued capital	<u>11,100</u>	<u>11,000</u>

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

15 Leasing Commitments

(a) Operating leases

	2023	2022
	\$	\$
Minimum lease payments under non-cancellable operating leases:		
- not later than one year	-	20,088

The operating leases include:

- Photocopier and printer rental agreement with a five year term expiring on 3 July 2023.
- Computer equipment rental agreement with a three year term expiring on 02 September 2023.

16 Key Management Personnel Remuneration

Key management personnel remuneration included within employee expenses for the year is shown below:

	2023	2022
	\$	\$
Short-term employee benefits	466,177	445,460

17 Related Parties

Entities exercising control over the group

The entities exercising control over the Group consist of Sanctuary Cove Principal Body Corporate (PBC) and Sanctuary Cove Primary Thoroughfare Body Corporate (PTBC). These entities serve as the ultimate parent entities of the group exercising their control through their significant shareholding.

Controlled entities

Sanctuary Cove Community Services Ltd which is incorporated in Australia and owns 100% (2022: 100%) of:

Sanctuary Cove Security Services Pty Ltd
Sanctuary Cove Body Corporate Services Pty Ltd
Resort Body Corp Services Pty Ltd

Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity, is considered key management personnel.

Refer to Note 16.

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

17 Related Parties (Continued)

Other related parties

Other related parties include close family members of key management personnel and entities that are controlled or significantly influenced by those key management personnel or their close family members.

Transactions with related parties

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

18 Contingencies

In the opinion of the Directors, the Company did not have any contingencies at 31 October 2023 (31 October 2022:None).

19 Events after the end of the Reporting Period

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Group, the results of those operations or the state of affairs of the Group in future financial years.

20 Cash Flow Information

(a) Reconciliation of result for the year to cashflows from operating activities

Reconciliation of net income to net cash provided by operating activities:

	2023	2022
	\$	\$
Profit for the year	-	-
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit:		
- amortisation	172,932	159,856
- depreciation	97,814	81,067
- net (gain) on disposal of property, plant and equipment	(32,727)	(3,463)
Changes in assets and liabilities:		
- (increase)/decrease in trade and other receivables	(415,258)	(51,069)
- (increase)/decrease in other assets	(138,136)	(18,784)
- (increase)/decrease in inventories	(988)	1,509
- increase/(decrease) in trade and other payables	337,361	(261,224)
- increase/(decrease) in other liabilities	240,435	-
- increase/(decrease) in provisions	(105,519)	77,895
Cashflows from operations	<u>155,914</u>	<u>(14,213)</u>

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322

Notes to the Financial Statements

For the Year Ended 31 October 2023

21 Statutory Information

The registered office and principal place of business of the company is:

Sanctuary Cove Community Services Ltd
Shop 01A, Masthead Way
Sanctuary Cove 4212

Sanctuary Cove Community Services Ltd and its Controlled Entities

ABN: 30 119 669 322


Directors' Declaration

The directors have determined that the Company is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies described in Note 1 to the financial statements.

The directors of the Company declare that:

1. The financial statements and notes, as set out on pages 4 to 19, are in accordance with the *Corporations Act 2001* and:
 - (a) comply with Accounting Standards as stated in Note 1; and
 - (b) give a true and fair view of the Company's financial position as at 31 October 2023 and of its performance for the year ended on that date in accordance with the accounting policies described in the Notes to the financial statements.
2. In the directors' opinion, there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors.

Director  Director 

Dated *7th December 2023*



22 Garden Street (PO Box 1669) Southport Queensland 4215
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www.dixfosdunnadam.com.au

**SANCTUARY COVE COMMUNITY SERVICES LTD
ABN 30 119 669 322
AND CONTROLLED ENTITIES**

**INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF
SANCTUARY COVE COMMUNITY SERVICES LIMITED AND ITS CONTROLLED ENTITIES**

Unqualified Auditor's Opinion

We have audited the financial report of Sanctuary Cove Community Services Ltd and its Controlled Entities (the group) which comprises the statement of financial position as at 31 October 2023, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the director's declaration.

In our opinion, the accompanying financial report of the group is in accordance with the *Corporations Act 2001*, including:

- (i) Giving a true and fair view of the group's financial position as at 31 October 2023 and of its financial performance for the year then ended; and
- (ii) Complying with Australian Accounting Standards 1060–Simplified Disclosures and the *Corporations Regulations 2001*.

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 group in accordance with the auditor independence requirements of the *Corporations Act 2001* and 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 confirm that the independence declaration required by the *Corporations Act 2001*, which has been given to the directors of the group, would be in the same terms if given to the directors as at the time of this auditor's report.

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

Responsibilities of the Directors for the Financial Report

The directors of the group are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the *Corporations Act 2001* and is appropriate to meet the needs of the members. The directors' responsibility also includes such internal control as the directors determine 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.

In preparing the financial report, the directors are responsible for assessing the group'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 the directors either intend to liquidate the group or to cease operations, or have no realistic alternative but to do so.



**SANCTUARY COVE COMMUNITY SERVICES LTD
ABN 30 119 669 322
AND CONTROLLED ENTITIES**

**INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF
SANCTUARY COVE COMMUNITY SERVICES LIMITED AND ITS CONTROLLED ENTITIES**

Auditor's Responsibilities for the Audit of the Financial Report

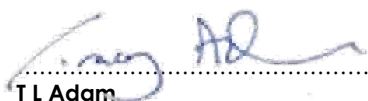
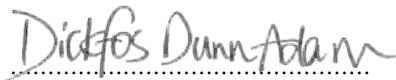
Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that 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 this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the group's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors
- Conclude on the appropriateness of the director's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the group's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the group to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

DICKFOS DUNN ADAM
Audit & Assurance



T L Adam

Dated: 7 December 2023
SOUTHPORT

From: [Dale StGeorge](#)
To: [Jodie Syrett](#)
Subject: FW: BSQ3040 - Sanctuary Cove - Kangaroo Management - Years Three & Four Report
Date: Tuesday, 20 February 2024 10:58:31 AM
Attachments: [bioresize_a9723291-abce-4df2-93fc-f7012b0b23a9.png](#)
[sciquaresize_8288d623-3aac-4a59-94d5-74dea4e8c662.png](#)
[affiliationsresize_995e2b38-b1cf-48c3-8f08-31746964607b.png](#)
[BSQ3040-BVE-REP-KangarooManagement_YearsThreeandFour-rev1.0.pdf](#)
[image001.png](#)

Kind Regards,

DALE ST GEORGE

Chief Executive Officer

Direct 07 5500 3321 | dale.stgeorge@scove.com.au

Main 07 5500 3333 | enquiries@scove.com.au

Address PO Box 15 | Shop 1A, Building 1, Masthead Way Sanctuary Cove Q 4212

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SANCTUARY COVE COMMUNITY SERVICES LIMITED | SANCTUARY COVE BODY CORPORATE PTY LTD

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From: Tiffany Sieuwerts <Tiffany.Sieuwerts@biodiversityaust.com.au>

Sent: Thursday, February 15, 2024 4:12 PM

To: Dale StGeorge <dale.stgeorge@scove.com.au>; Shanyn Fox <Shanyn.Fox@scove.com.au>

Cc: Steve Noy <Steve.Noy@biodiversityaust.com.au>; Colin Britton

<colin.britton@biodiversityaust.com.au>

Subject: BSQ3040 - Sanctuary Cove - Kangaroo Management - Years Three & Four Report

Good Afternoon Dale & Shanyn,

Please see attached the Kangaroo Management Report for Years Three & Four.

Should you have any questions, please reach out.

Kind regards,

Tiffany Sieuwerts

Biosecurity Pest and Weed

LEADING THE WAY
IN ENVIRONMENTAL
MANAGEMENT



**EASTERN GREY KANGAROO
MANAGEMENT – YEARS THREE
& FOUR**

SANCTUARY COVE

November 2023

Contents

Document Control Page.....	3
1. Executive Summary.....	4
2. Introduction.....	4
3. Methods.....	5
3.1 Population surveys	5
3.2 Fertility management	6
3.3 Humane euthanasia.....	6
4. Results.....	7
4.1 Population surveys	7
4.2 Fertility management	9
4.3 Humane euthanasia.....	9
5. Discussion	11
6. References.....	12



Document Control Page

Document Status

Version	Purpose	Author	Reviewed / approved by	Date
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Copy	Purpose	Method	Issued to:	Name	Date
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2	Submission	Email	Biodiversity Australia	Chantal Linares	14/11/2023

Project Number: BSQ3040

Our Document Reference: BSQ3040-BVE-REP-KangarooManagement_YearsThreeandFour-rev1.0

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1. Executive Summary

Biodiversity Australia was commissioned by Sanctuary Cove Body Corporate to provide eastern grey kangaroo (*Macropus giganteus*) population management at Sanctuary Cove. With access to an abundantly resourced area, the resident eastern grey kangaroo population had grown at an unsustainable rate, resulting in an increased potential for negative human/kangaroo interactions and animal welfare issues.

A population survey conducted by Biodiversity Australia in late 2018 found that the Sanctuary Cove eastern grey kangaroo population was estimated at 255 adult individuals. A Property Management Plan was designed to reduce the resident kangaroo population to a sustainable number. The plan aims to maintain population numbers at approximately 150 individuals, planned for achievement within a five-year period using multiple management methods including fertility management and humane euthanasia, coupled with continuous monitoring.

This report details the findings of the program thus far, summarising ‘years three and four’.

2. Introduction

Biodiversity Australia Pty Ltd (BA) was commissioned by Sanctuary Cove Body Corporate (SCBC) to produce a Property Management Plan to inform the management of eastern grey kangaroos (*Macropus giganteus*) within Sanctuary Cove across a five-year period. Eastern grey kangaroos are highly adapted to urban environments and benefit from habitat alterations in these areas (Tribe *et al.* 2014). Managed green spaces within the urban matrix, such as golf courses often attract and maintain high densities of kangaroos, providing a continuous source of food and water year-round (Coulson *et al.* 2014).

The gated residential community of Sanctuary Cove (Hope Island) in South-East Queensland includes two golf courses: The Palms and The Pines, which harbour a dense population of eastern grey kangaroos relative to area. Careful management of this kangaroo population has been deemed necessary to reduce the potential for negative human-wildlife interactions such as kangaroo attacks on humans and collisions with vehicles. Ethical and social considerations have seen fertility management identified as the most appropriate form of kangaroo population management for conductance at Sanctuary Cove.

Biodiversity Australia implemented the kangaroo management plan in 2019. A variety of factors saw year three of the program commence throughout 2022. No fertility control or humane euthanasia was conducted in 2022. For these reasons, ‘year three’ of the program incorporates works undertaken throughout 2022 and ‘year four’ of the accounts for those performed in 2023. Year five of the program is expected to occur in July 2024.

The aim of the eastern grey kangaroo management plan is to maintain the kangaroo population at a reduced rate of ~150 individuals using a variety of methods. This report details the results of years three (2022) and four (2023) of this program.



3. Methods

Methods that have been employed for years three and four of the program include:

- Population surveys
- Fertility management
- Humane euthanasia

Relevant legislation and permits can be viewed in the Property Management Plan (Biodiversity Australia, 2023).

3.1 Population surveys

Direct counts are used to estimate the abundance of the kangaroo population in Sanctuary Cove. A variety of surveys were conducted in year three of the program (Table 1).

3.1.1 Year Three

In 2022, short surveys across each zone were conducted during three times of the day (dawn, midday and dusk) to account for crepuscular activity within a three-day period, designed to gain an average population estimate [detailed survey methods can be viewed in the Property Management Plan (Biodiversity Australia, 2023)].



Table 1: Population survey structure across years one and two of the program.

Survey year	Time period	Survey within each zone	Crepuscular survey (dawn, midday, dusk)	Three day survey
Year three	October 2022	Yes	Yes	Yes
	November 2022	Yes	Yes	Yes
	December 2022	Yes	Yes	Yes

3.2 Fertility management

Fertility management was performed by use of the immunocontraceptive vaccine, GonaCon. GonaCon was chosen as it is a single dose, long lasting and remotely deliverable contraceptive that has been shown to cause long-term infertility in eastern grey kangaroos (Wimpenny and Hinds, 2018). Fertility management was conducted in liaison with and under the guidance of Biodiversity Australia’s consultant vets. Detailed fertility management methods can be viewed in the Property Management Plan (Biodiversity Australia, 2023). Fertility management was conducted in year four (October 2023) of the program.

A complete analysis of fertility management including the number of females sighted with red ear tags and dependent young; and females sighted with red ear tags and no dependent young will be conducted in the final report of the program. A number of females have thus far been administered the vaccine whilst caring for dependent young that have been retained and therefore the current data may not be fully representative of the vaccines effectiveness at this stage of the program.

3.3 Humane euthanasia

Euthanasia is performed in accordance with industry and internal Codes of Practice and Standard Operating Procedures. Euthanasia is only performed by highly trained and licenced staff under the supervision of a consulting veterinarian using the most appropriate (DEHP approved) drugs and techniques, or directly by the authorised consultant veterinarian themselves. Detailed euthanasia methods can be viewed in the Property Management Plan (Biodiversity Australia, 2023). Humane euthanasia was conducted in year four of the program.



4. Results

4.1 Population surveys

4.1.1 Year Three

Population surveys for year three showed an average total of 170 eastern grey kangaroos (Table 6; Figure 3).

Table 2: Total population survey details for year three of the project.

Age class	October 2022 (survey 1)	November (survey 2)	December (survey 3)	Mean
Male	52	46	62	53
Female	94	93	92	93
Juvenile/sub-adult	11	8	9	9
Pouch young	15	13	16	15
Total	172	160	179	170

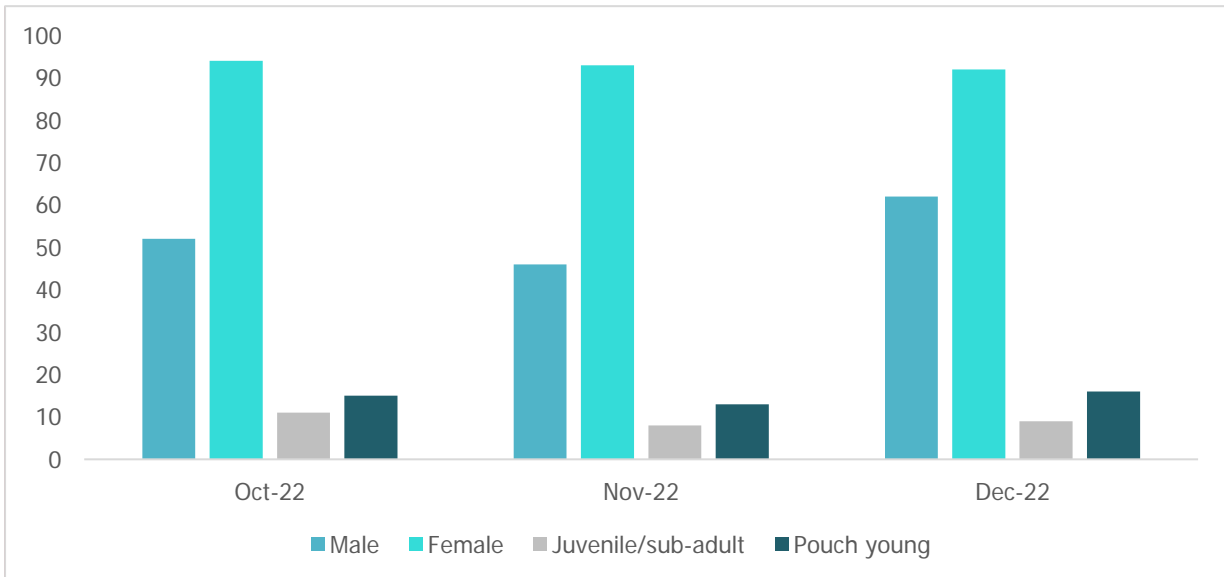


Figure 1: Survey results from year three of the program.



4.1.2 Years One to Four

Years one to four population surveys showed an average of 163 eastern grey kangaroos (Table 7; Figure 4).

Table 3: Population survey means for years one to four of the project.

Age class	Year One	Year Two	Year Three - Four	Mean
Male	50	70	53	58
Female	67	83	93	81
Juvenile/sub-adult	9	20	9	13
Pouch young	6	15	15	12
Total	132	188	170	163

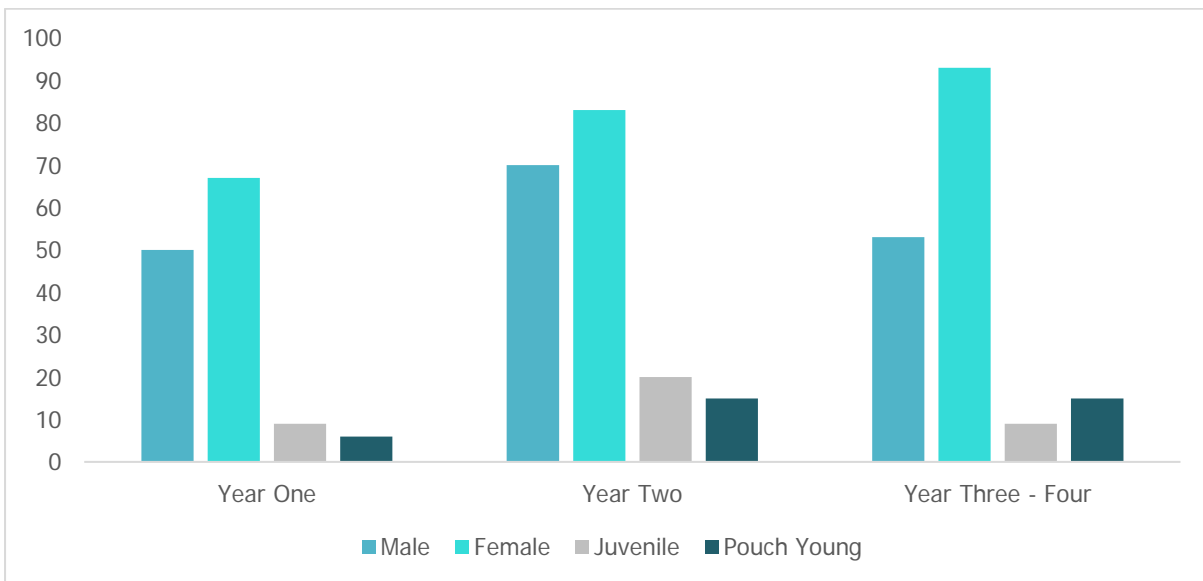


Figure 2: Population survey means for years one to four.

Since the implementation of eastern grey kangaroo population monitoring at Sanctuary Cove, numbers have fluctuated. An estimated management target of 150 individuals was determined for this project (Biodiversity Australia, 2023). Population estimates for years one and two of the project are closely following this value (Figure 6).



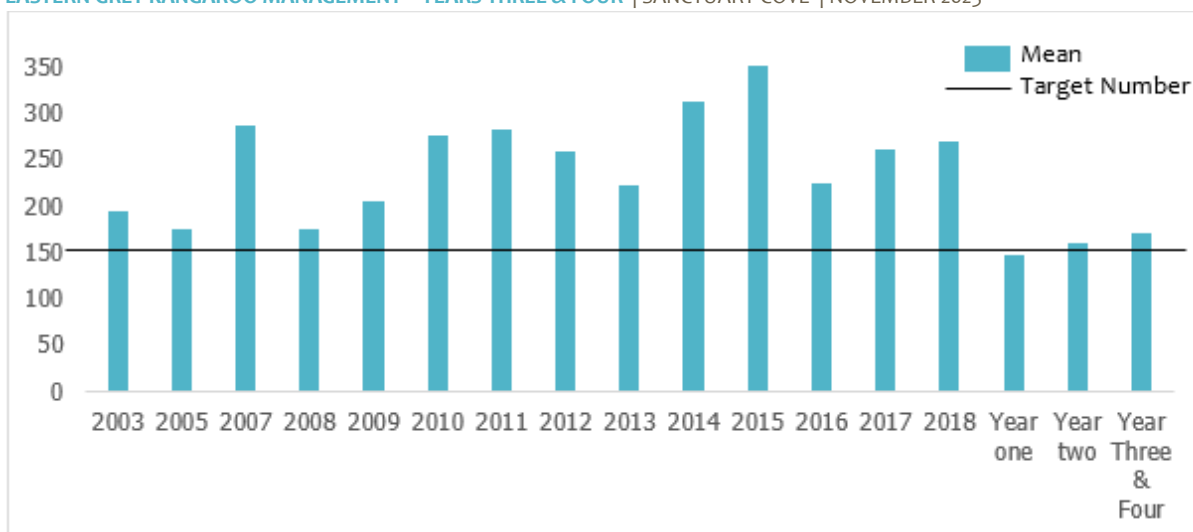


Figure 3: Mean population estimates across the management period including years one and two of the project. The estimated manageable target is listed at 150 individuals as defined in the Property Management Plan (Biodiversity Australia (2023)).

4.2 Fertility management

A total of 10 female eastern grey kangaroos were treated with the GonaCon immunocontraceptive vaccine in year four of the program (Table 2). At the end of year four of the program, 57% of the current female population had been issued with fertility treatment. However, current population surveys do not include the most recent fertility management and therefore these figures are not indicative of the total population of eastern grey kangaroos issued with fertility management.

Table 4: Total eastern grey kangaroos issued with GonaCon in years one to four of the program (2019 – 2023).

Sex	Year one	Year two	Year Three	Year Four	Total
Females issued with GonaCon	38	10	0	10	58

4.3 Humane euthanasia

A total of 3 eastern grey kangaroos were euthanised in year four of the program, across one culling event in 2023 (Table 3; Figure 2).

Table 5: Total eastern grey kangaroos euthanised in the program to date.

Sex	Year one	Year two	Year Three	Year Four	Total
Male	11	26	0	0	37
Female	78	15	0	3	96
Total	89	41	0	3	133



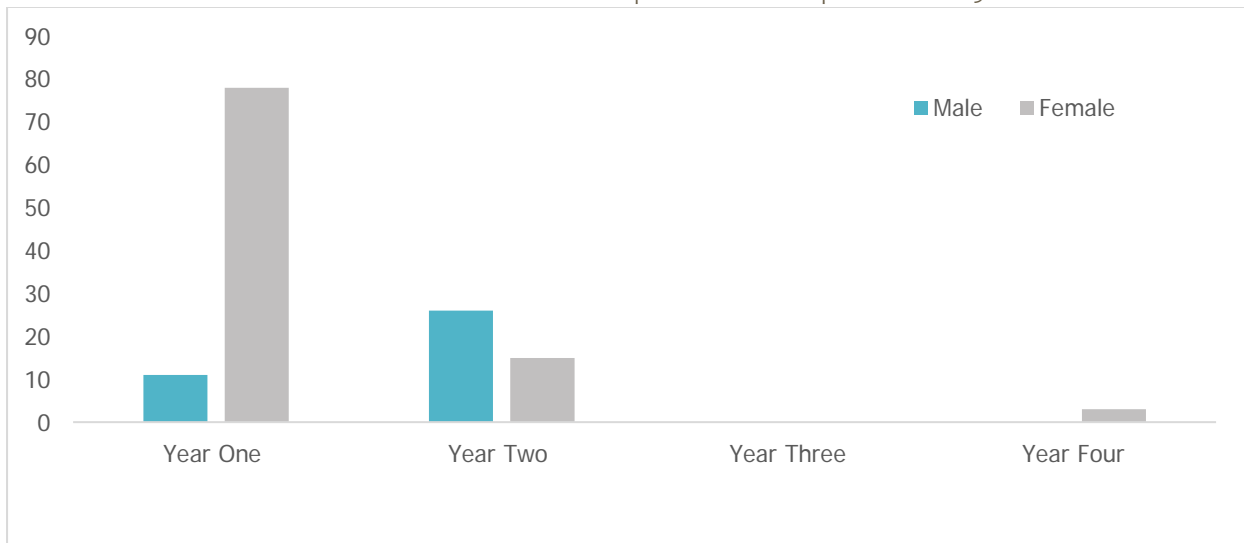


Figure 4: Total eastern grey kangaroos euthanised in years one and two of the program



5. Discussion

The gated community of Sanctuary Cove harbours a dense population of eastern grey kangaroos. The potential for negative human/wildlife interactions (e.g. kangaroo attacks, vehicle strike) has resulted in the requirement of species management, with fertility management being the focus of this program due to ethical and social considerations.

At the request of Sanctuary Cove Body Corporate and with approval from the Department of Environment and Science, Biodiversity Australia implemented eastern grey kangaroo management at Sanctuary Cove, with four of the five years of the program having been completed thus far.

Fertility management has been conducted using GonaCon, an immunocontraceptive vaccine. Additional measures have included humane euthanasia and ongoing population monitoring. No translocations occurred within years three and four of management. Population surveys for year three were conducted pre-fertility management and therefore may not be indicative of the total female population treated with GonaCon.

Year three of the program showed the highest population count within the five-year program so far. Year Four showed the lowest number of humane euthanasia and on par fertility management with year two conducted.

Throughout the population surveys, a mob of approximately twenty kangaroos was observed along Keyside Drive, in the south-east of the site. This area while within the site limits, is not within the fencing, therefore separating this mob with the rest of the kangaroos located within the site. This number was included within the population results. None of the females of this mob were observed with red tags. This would indicate that the small population in this area has migrated to the site, from outside islands and other areas. It was concluded that none of these kangaroos would be managed within years three and four with the observation that they were not currently moving within the fenced grounds at this stage. This mob will be monitored within year five as to if they are a risk to increasing the currently managed population within Sanctuary Cove fenced areas.

An estimated manageable target of 150 individuals was implemented for the resident eastern grey kangaroo population (Biodiversity Australia, 2023). Current population estimates are closer to this value than have previously been reported.

To conclude, there has been a marked decline in the presence of juvenile kangaroos since implementation of the Sanctuary Cove eastern grey kangaroo management program. The program will continue into year five of conductance with continued monitoring as well as performance of population management works as required. A complete and thorough analysis of all management techniques and results will be provided upon the completion of the project.



6. References

Biodiversity Australia (2023), Property Management Plan, Sanctuary Cove.

Coulson, G, Cripps, JK & Wilson, ME (2014), “Hopping down the main street: Eastern grey kangaroos at home in an urban matrix”, *Animals*, vol. 4, no. 2, pp. 272 – 291.

Tribe, A, Hanger, J, McDonald, IJ, Loader, J, Nottidge, BJ, McKee, JJ & Phillips, CJ (2014), “A Reproductive Management Program for an Urban Population of Eastern Grey Kangaroos (*Macropus giganteus*)”, *Animals*, vol. 4, no. 2, pp. 562-582.

Wimpenny, C & Hinds, LA (2018), *Fertility Control of Eastern Grey Kangaroos in the ACT. Assessing Efficacy of a Dart-Delivered Immunocontraceptive Vaccine*, Environment, Planning and Sustainable Development Directorate, ACT Government, Canberra





Dale St George,
Company Secretary
SSSCL and Subsidiaries
1A, Building 1
Masthead Way,
Sanctuary Cove
QLD 4212

Dear Dale,

8th February 2024

Notice Of Appointment for PBC Nominee Director per Clause 5.6 of the Shareholders Agreement

Following a resolution of the Sanctuary Cove PBC today, the PBC hereby gives notice to appoint Paul Kernaghan to the Board of Sanctuary Cove Community Services Limited and Subsidiaries as a Nominee Director of the PBC.

Subject to the Nominee Director satisfying the requirements of the Corporations Act in relation to consent and eligibility of Directors, this appointment to take effect 28 days from the date of this notice.

A copy of Mr. Kernaghan's resume is attached.

Yours sincerely



Stuart Shakespeare
Chairman
Sanctuary Cove Principal Body Corporate

Copy to:

Stephen Anderson
Chairman
Sanctuary Cove Principal Thoroughfare Body Corporate

Profile

An experienced former insurance industry Executive. Currently a Non-Executive Director of MIPS Insurance Pty Limited and Chair of MIPS Group Audit Committee and MIPS Group Risk & Compliance Committee. Extensive track record in strategy, finance, risk management, business unit operations, M&A, due diligence, marketing, and communications.

Diplomatic, respectful, and collaborative style in engaging with multiple internal and external stakeholders. At the same time persistent, challenging, and tenacious in the pursuit of good decisions and monitoring progress towards desired outcomes.

Career Summary

Medical Indemnity Protection Society	Dec 2019 - Current
Chair Group Audit Committee	
Chair Group Risk and Compliance Committee	
MIPS Insurance (MIPSi) Pty Limited	Dec 2017 - Current
Non-Executive Director	
Sydney Children's Hospitals Foundation (SCHF)	Jan 2017 – Dec 2018
Chief Operating Officer	
Allianz Australia – Executive Roles	Nov 2004 – Oct 2015
Acting CEO Territory Insurance Office (TIO)*	Dec 2014 – Sept 2015
Chief Market Manager*	Jan 2009 – Sept 2015
Chief General Manager Corporate Services^	Nov 2004 – Dec 2008
Chief General Manager Workers Compensation Division^	Dec 2004 – Jan 2006
<small>*/^Concurrent roles</small>	
Allianz Australia – Boards	Nov 2004 – Oct 2015
Joint Company Secretary Allianz Australia Limited and Subsidiaries	
Director Allianz Australia Workers' Compensation (NSW) Limited	
Director Allianz Australia Workers' Compensation (VIC) Limited	
Director Allianz Australia Claim Services Ltd	
Director Allianz Australia Partnership Services Pty Ltd	
Director Allianz Australia Share Plan Limited	
Heath Lambert Australia	Oct 2003 – May 2004
Chief Operating Officer	
AMP	Jan 1999 – Sept 2003
Corporate Strategy Executive	Oct 2001 – Sept 2003
Finance Director, Integration & Divestment Executive (General Insurance)	Jan 1999 – Sept 2001
Prudential PLC (Australia, NZ, and UK)	Sept 1990 – Dec 1998
Various Finance, Strategy and Program Director roles	

Career Highlights

- Successful oversight of the implementation of frameworks and controls to comply with major new or substantially modified regulatory standards, including AASB 17 (IFRS 17) new insurance accounting standard, APRA standard CPS 220 Risk Management, APRA Standard CPS 234 Information Security, APRA Standard CPS 190 Recovery Planning.

- Merger of the charitable operations supporting the Sydney Children's Hospitals at Randwick and Westmead, with significant upgrade in the quality and effectiveness of corporate governance functions.
- Successful integration of the Territory Insurance Office based in Darwin with the operations of Allianz Australia Limited.
- Led development of Corporate Strategic Plans with Senior Executives at Allianz over the period 2005 – 2015. Identified and shaped necessary programs of initiatives together with appropriate execution and control frameworks. Resulted in sustained growth of circa 10% pa and ROC's exceeding 18%.
- More than doubled the strength of the Allianz Brand in Australia and established major sponsorships with the SCG Trust re the Sydney Football Stadium, The Australian Paralympic Committee and Wheelchair Sports NSW.
- Transformation of customer experience in Allianz Australia through execution of multi-year customer experience programs, including introduction of NPS methodology, cultural change through roll out of customer experience principles and redesign of products, systems and processes. Achieved market leading NPS scores in several business units.
- Executed successful multi-media brand response campaigns across Direct and B2B channels utilising data and analytic capability. This supported organic business growth of circa 10% pa. Launched award winning Allianz TV commercials 2011 – 2014.
- Implemented Corporate Innovation Program (Innov8) into Allianz Australia business units generating 7000+ idea submissions with a 25% implementation rate.
- Launched market leading mobile applications in Allianz Australia, virtual assistance avatar, live chat and click to call technology and introduced responsive design across Allianz digital front ends. Allianz Australia received the worldwide Allianz Group award for digital innovation in 2013.
- Successful license renewals for Allianz' State Workers Compensation businesses in NSW and Victoria and Underwritten businesses in WA, ACT, NT and Tasmania, and successful tender for NSW TMF. Record profit for the business unit in 2005.
- Completed the integration of AMP and GIO and implemented the successful divestment of AMP's general insurance operations to Suncorp Metway.
- Successful integration of Prudential NZ with NZI Life.

Education and Professional Qualifications

- BA (Hons) Economics – University of Essex.
- FCA – Fellow of the Institute of Chartered Accountants in England & Wales.
- GAICD – Graduate Diploma of the Australian Institute of Company Directors

Other Interests

- Tennis, golf, gym.
- Wine tasting.
- Cinema and theatre.

9th February 2024

Dale St George,
Company Secretary
SSCSL and Subsidiaries
1A, Building 1
Masthead Way,
Sanctuary Cove
QLD 4212

Dear Dale,

Notice Of Appointment for PBC Nominee per Clause 5.6 of the Shareholders Agreement

Following a resolution of the Sanctuary Cove PTBC today, the PTBC hereby gives notice to appoint Barry Teeling to the Board of Sanctuary Cove Community Services Limited and Subsidiaries as a Nominee Director of the PTBC.

Subject to the Nominee Director satisfying the requirements of the Corporations Act in relation to consent and eligibility of Directors, this appointment is taking effect 28 days from the date of this notice.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Barry Teeling', written in a cursive style.

Barry Teeling
Mulpha Developments

Curriculum Vitae: **Barry Teeling** - Property Development Executive

EXECUTIVE SUMMARY

Property Development Executive with 28 years' experience in Real Estate Development. Mixed Use Development and Residential (High Density Build to Rent & Build to Sell Apartments, Land Subdivisions, Medium Density Housing/Apartments) Specialist. Significant exposure to developing landmark properties in **Australia** and **Europe**. Demonstrable track record maximizing investment returns through sound commercial judgement, sophisticated design, placemaking and brand led project positioning, high conviction decision making and people management skills.

Acquired, planned, delivered and divested property developments collectively in excess of **AUD\$4 Billion ++ (Gross Development Value)**.

KEY SKILLS

Deal Origination	Acquisitions
Full Development Lifecycle Management	Feasibility Management
Development Strategy & Execution & Value Add,	Asset Repositioning Specialist
Build to Rent Platform Set Up	Finance Management
Planning Approvals Procurement – SSD / Local	Deal Structuring, JV Negotiation & PDA (Legal Instrument) Management
Project Management	Leasing (Retail & commercial office)
Residential Sales (Apartments / Land)	Asset Disposal including Forward Funds
Team Creation & Management	Investor Relations & Stakeholder Management
Distressed Asset Workouts	Construction Management

KEY PROPERTY SECTOR EXPERIENCE

Mixed Use Development (residential and commercial office led).	Retail Shopping Centre Repositioning & Mixed Use Development
Build to Rent Residential Apartments & Build to Sell Residential Apartments	Commercial Office Development
Co-Living Accommodation	Master Planned Regeneration Communities
Hotel & Resort Development	Student Accommodation
Industrial Development / Sub-Divisions	Residential Land/Housing Subdivisions

EDUCATION

Degree in Architectural Technology – Dublin Institute of Technology, Ireland	June 1996
Property Investment and Finance Certificate, Property Council of Australia	March 2005
Diploma in Hotel Real Estate Valuation E-Cornell -	June 2021

CAREER PROGRESSION SUMMARY

Architectural Technologist (Ireland) >> Project Manager (Ireland) >> Construction Project Manager (Australia) >> Senior Project Manager (Ireland) >> Development Manager (Australia) >> Senior Development Manager (Australia) >> Development Director (Australia) >> Founder & Development Director (Global Role) >> Head of Development (Ireland & UK) >> Project Director (Australia).

EMPLOYMENT

ROLE	DEVELOPMENT DIRECTOR	COMPANY	MULPHA INTERNATIONAL
FROM: Oct 2021 to Present			

Role Summary: Joined Mulpha to manage the QLD Development business including the Sanctuary Precinct.

ROLE	PROJECT DIRECTOR	COMPANY	BUILT DEVELOPMENT GROUP, SYDNEY
FROM: 2019 to Oct 2021 (2 Years)			

Role Summary: Joined Built Development Group to assist manage and grow the property development business (separate to Built Contracting) whilst overseeing the delivery of \$600m+ GDV Mixed Use Liverpool Civic Place. Responsible for securing new business/acquisitions.

ROLE	HEAD OF DEVELOPMENT	COMPANY	LAFFERTY PROJECT MANAGERS, IRELAND
FROM: May 2017 to Oct 2019 (2.5 years)			

Role Summary: Lafferty are the leading Project Management Consultancy in Ireland acting for international property funds, Listed REITs and Private Developers in the UK and Ireland.

Created and led new business unit for Development Management Consultancy services. I consulted to some of the largest developers in Ireland and the UK e.g., Hammerson PLC, Blackstone REIT, Meyer Bergman (UK) and Chartered Land.

ROLE	DEVELOPMENT DIRECTOR	COMPANY	S RESORT HOLDINGS, AUSTRALIA, GLOBAL
FROM: June 2012 to May 2017 (5 years)			

Role Summary: Founded an adventure hotel & resort brand and completed a syndicated capital raise to lease, acquire and reposition surf related hotel assets in Bali, Sumatra, Fiji, Maldives, France and the UK. I divested my interest in the company in 2017.

ROLE	DEVELOPMENT DIRECTOR	COMPANY	PPB Advisory (now PWC), MELBOURNE
FROM: June 2011 to May 2012 (1 year)			

Role Summary: I was headhunted by PPB (PWC Australia) on the back of my success on the adjoining site in Martha Cove, Victoria. The site was owned by Eureka Funds Management and I successfully revised the development strategy to divest the funds position in the asset. PPB recruited me to manage the entire distressed Martha Cove Estate divestment and to grow the Property Advisory business in Victoria.

ROLE	SENIOR DEVELOPMENT MANAGER	COMPANY	EUREKA FUNDS MANAGEMENT, SYDNEY.
FROM: June 2006 to May 2011 (5 years)			

Role Summary: Eureka were an unlisted institutional wholesale investment trust. They have since been bought out by AXA and operating as AXA REIT Australia. Managed a portfolio of projects including residential land subdivisions, residential apartments, industrial and logistics developments and retirement villages. Member of the Investment Committee where I was part of a team which assessed the development funds investment or divestment opportunities.

ROLE	DEVELOPMENT MANAGER	COMPANY	GALLAGHER JEFFS PROJECT MANAGEMENT, SYDNEY.
FROM: June 2004 to June 2006 (2 years)			

Role Summary: One of Australia's leading Development & Project Management Consultancies for international property funds, Listed REITs and Private Developers.

ROLE	SENIOR PROJECT MANAGER	COMPANY	MLP ARCHITECTS & PROJECT MANAGEMENT, IRELAND
FROM: Sept 2001 to August 2004 (3 years)			

Role Summary: One of Irelands leading Pharma/Clean Room Architectural & Project Management Consultancies. PM lead for the largest Botox Manufacturing facility in the world.

ROLE	CONSTRUCTION PROJECT MANAGER	COMPANY	THE PATTERSON GROUP D&C MANAGEMENT, SYDNEY.
FROM: Jan 1999 to August 2001 (2.5 years)			

Role Summary: Design and Construct Interior Fit-Out Contractor in Sydney.

ROLE	ARCHTEICTURAL TECHNOLOGIST & PROJECT MANAGER	COMPANY	MLP ARCHITECTS & PROJECT MANAGEMENT, IRELAND
FROM: June 1996 to Oct 1998 (2.5 years)			

Role Summary: One of Irelands leading Pharma/Clean Room Architectural & Project Management Consultancies.

REFEREES

On Request.

Contact details can be provided on request.

9th February 2024

Dale St George,
Company Secretary
SSCSL and Subsidiaries
1A, Building 1
Masthead Way,
Sanctuary Cove
QLD 4212

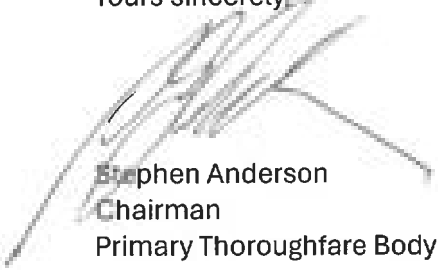
Dear Dale,

Notice Of Appointment for PBC Nominee per Clause 5.6 of the Shareholders Agreement

The PTBC hereby gives notice to reappoint Stephen Anderson to the Board of Sanctuary Cove Community Services Limited and Subsidiaries as a Nominee Director of the PTBC.

Subject to the Nominee Director satisfying the requirements of the Corporations Act in relation to consent and eligibility of Directors, this appointment is taking effect 28 days from the date of this notice.

Yours sincerely,



Stephen Anderson
Chairman
Primary Thoroughfare Body Corporate

Good morning all,

My qualifications as follows:

I am a Chartered Accountant with over 30 years in business, predominantly in the construction and development industries.

I have been involved with Sanctuary Cove and the Body Corporates since 2010, serving on the PBC, PTBC, PTBC Executive Committee, Chair of the PTBC since 2014, and a member of the Finance Subcommittee for over 10 years. Over that time I have gained a significant knowledge and background of the issues facing the community.

Perhaps my most significant contribution to the community was as a member of the Site Wide Review Committee of 2014 that was tasked with reviewing the finance, structure and governance of Sanctuary Cove. I was tasked with the Finance review and undertook significant modelling to determine a strategy for the finances of Sanctuary Cove. As part of that strategy, the largest ever asset review was undertaken in order to properly determine the future sinking funds required for the community assets. I advocated strongly within the community for the adoption of the proposed strategy and was successful in convincing the community it was the correct way for the future. For the first time the Administration and Sinking funds were considered separately, all assets were properly identified and assessed, 3 year budgeting was introduced and the community purchased a proper asset management system.,

The result of that strategy is now evident with Administration fund levies lower than 2016, and the sinking funds have been replenished even after huge asset replacement and investment in community assets over the last 9 years.

Cheers,

Stephen Anderson

**CORRESPONDENCE
FOR ACTION**

From: [Sharyn Fox](#)
To: [PTB](#)
Subject: RE: Ficus tree route damage to property and urgent removal
Date: Wednesday, 21 February 2024 9:10:09 AM
Attachments: [image002.png](#)
[image003.png](#)
[image001.png](#)

After reviewing the site and consulting with the affected lot owners, I recommend the following action:

- Cut down and remove 2x Ficus trees (2294/2296), including digging out stumps and lateral roots in the grass areas.
- Backfill with soil
- Top dress the area where roots have been removed.

Cost: \$6,550.00 excluding GST.

Replace the trees with street tree species specified in the Landscaping Management plan - Tuckeroo. (Arborist-provided image below)

Supply, delivery, and planting of replacement trees.

Cost: \$4,360 excluding GST.

Task	Qty	Plant Species	Planting Date/Location	Planting Cost (excl. GST)	Notes/Requirements
Planting Street Trees	2	Street Tree Species	2024-02-21	\$4,360.00	As per Landscaping Management Plan
Removal of Ficus Trees	2	Ficus	2024-02-21	\$6,550.00	Includes stump removal and root extraction
Backfill and Top Dress	2	Soil	2024-02-21	\$6,550.00	For the areas where Ficus trees were removed



Kind Regards,
SHANYN FOX
 Facilities Services Manager

Direct 07 5500 3302 | Sharyn.fox@scove.com.au
Main 07 5500 3333 | enquiries@scove.com.au
Mobile 0431 094 524

Main 07 5500 3333 | enquiries@scove.com.au
Address PO Box 15 | Shop 1A, Building 1, Masthead Way Sanctuary Cove Q 4212
Web stratamax.com.au/Portal/login



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From: gedcummings@gmail.com <gedcummings@gmail.com>
Sent: Tuesday, January 30, 2024 12:08 PM
To: Shanyn Fox <Shanyn.Fox@scove.com.au>
Cc: PTBC <ptbc@scove.com.au>
Subject: Ficus tree route damage to property and urgent removal
Importance: High

Hi Shanyn,

Thank you for organising Chay and onsite review today of the damage caused from the Ficus tree to our property.

From the discussion and ongoing damage to the property and other elements of this type of tree, we would like the tree removed before any more damage to the property is done.

At this point, the tree roots which are highly invasive and aggressive have pushed through the boundary causing damage and have reached the slab/foundation of the house.

This type of Ficus tree with highly aggressive and invasive root system should not be planted near houses or in gardens close to houses therefore to prevent further damage to the house foundation, driveway, water lines, sewerage pipes and the road, we would like the tree to be removed as a matter of urgency and any rectification damages caused by the tree to be made good.

Thank you in advance for your assistance in this problem.

Kind regards,

Ged and Amanda Cummings

M :: 0439 378 489
E :: gedcummings@gmail.com

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