



*Sanctuary Cove resort Act 1985
Section 27
Buildings Units and Group Titles Act 1980
Building Units and Group Titles Regulations 1998*

NOTICE OF EXTRAORDINARY GENERAL MEETING OF THE SANCTUARY COVE PRIMARY THOROUGHFARE BODY CORPORATE

**Notice of business to be dealt with at the
EXTRAORDINARY GENERAL MEETING of the Sanctuary
Cove Primary Thoroughfare Body Corporate 201, to be held at
Meeting Room 1, Sanctuary Cove Body Corporate Services, Shop 1A, Building 1, Masthead Way,
Sanctuary Cove, QLD, 4212 on
Thursday 02 October 2025 at 12:30 PM**

A proxy form and a voting paper have been included to give you the opportunity to be represented at the meeting. Please read the attached General Instructions, to ensure that all documents are completed correctly as failure to do so may jeopardise your entitlement to vote.

INDEX OF DOCUMENTS

- 1. NOTICE AND AGENDA OF MEETING**
- 2. INSTRUCTIONS FOR VOTING**
- 3. VOTING (MOTIONS FROM AGENDA)**
- 4. PROXY FORM**

The following agenda sets out the substance of the motions to be considered at the meeting. The full text of each motion is set out in the accompanying Voting Paper. An explanatory note by the owner proposing a motion may accompany the agenda.

If you are not attending the meeting in person, please take the time to complete and return the voting paper to the reply address below or submit a valid proxy to the PTBC Secretary prior to the meeting.

Sanctuary Cove Body Corporate Services Pty Ltd, for the Secretary

Reply To PO Box 15, Sanctuary Cove QLD, 4212
--

NOTICE OF THE EXTRAORDINARY GENERAL MEETING OF Sanctuary Cove Primary Thoroughfare Body Corporate 201

**Notice of business to be dealt with at the
EXTRAORDINARY GENERAL MEETING of the Sanctuary
Cove Primary Thoroughfare Body Corporate 201, to be held at
Meeting Room 1, Sanctuary Cove Body Corporate Services, Shop 1A, Building 1, Masthead Way,
Sanctuary Cove, QLD, 4212 on
Thursday 02 October 2025 at 12:30 PM**

In order to avoid delaying commencement of the meeting, it would be appreciated if proxies and voting papers could be received by this office at least 24 hours prior to the meeting. However, proxies and voting papers will be accepted prior to the commencement of the meeting.

AGENDA

1. Attendance record including admittance of proxies and voting papers
2. Quorum
3. Financial status
4. Recording of the meeting
5. Motions
 - 5.1 Approval of previous PTBC EGM minutes - 28th August 2025
 - 5.2 Approval for expenditure for TEW to undertake works for the Class A Project
 - 5.3 Approval to replace six security fence panels - The Pines Entry Gate on Edgecliff Drive

6. Correspondence for Information

For noting of the PBC and the PBC EC

No	Date	From	To	Regarding
1.	21 August 2025	Facilities SCCSL	PTBC	North Gate Reimbursement
2.	5 Sept 2025	MSCD	PTBC	Lot 7 Transfer signed form
3.	Sept 2025	Engeny	PTBC	Silt Volume Priority

Correspondence for Action

For noting of the PBC and the PBC EC

No	Date	From	To	Regarding

8. Business Arising
 - 8.1 Legal Advice for Administration & Facilities Agreement amendments
 - 8.2 Biodiversity Flying Fox Relocation Proposal
9. General Business
10. Closure of Meeting

11. Next Meeting on 30th October 2025

GENERAL INSTRUCTIONS EXTRAORDINARY GENERAL MEETING NOTICE

INTERPRETATIONS

Section 39 of the *Sanctuary Cove Resort Act 1985* sets out the following interpretations for:

VOTING RIGHTS Any powers of voting conferred by or under this part may be exercised:

- (a) in the case of a proprietor who is an infant-by the proprietor's guardian;
- (b) in the case of a proprietor who is for any reason unable to control the proprietor's property by the person who for the time being is authorised by law to control that property;
- (c) in the case of a proprietor which is a body corporate-by the person nominated pursuant to section 38 by that body corporate.

Part 3, Section 22 of the *Sanctuary Cove Resort Act 1985*, sets out the following interpretation for:

SPECIAL RESOLUTION

'Special Resolution' means a resolution, which is:

- (a) passed at a duly convened general meeting of the principal body corporate by the members whose lots (whether initial lots, secondary lots, group title lots or building unit lots) have an aggregate lot entitlement of not less than 75% of the aggregate of all lot entitlements recorded in the principal body corporate roll.

Part 3, Division 2B, 47D of the *Sanctuary Cove Resort Act 1985*, sets out the following for proxies for General meetings of the Principal Body Corporate:

APPOINTMENT OF PROXY

- (a) must be in approved form; and
- (b) must be in the English language; and
- (c) cannot be irrevocable; and
- (d) cannot be transferred by the holder of the proxy to a third person; and
- (e) lapses at the end of the principal body corporate's financial year or at the end of a shorter period stated in the proxy; and
- (f) may be given by any person who has the right to vote at a general meeting; and
- (g) subject to the limitations contained in this division, may be given to any individual; and
- (h) must appoint a named individual.

VOTING PAPER

Extraordinary General Meeting for the Sanctuary Cove Primary Thoroughfare Body Corporate GTP 201

Location of meeting: Meeting Room 1, Sanctuary Cove Body Corporate Services, Shop 1A, Building 1, Masthead Way, Sanctuary Cove, QLD, 4212

Date and time of meeting: Thursday 02 October 2025 at 12:30 PM

Instructions

If you want to vote using this voting paper, then **circle or tick** either **YES**, **NO** or **ABSTAIN** opposite each motion you wish to vote on. You may vote for as few or as many motions as you wish. It is not necessary to vote on all motions.

After signing the completed voting paper, forward it promptly to the Secretary at the address shown at the end of the agenda. You may also vote online using the secure link emailed to your email address.

MOTIONS

- | | | |
|---|---|---------------------|
| 1 | Approval of previous PTBC EGM minutes - 28th August 2025
(Agenda Item 5.1) | Ordinary Resolution |
|---|---|---------------------|

Statutory Motion Submitted by Committee

THAT the Minutes of the PTBC Extraordinary General Meeting held on 28th August 2025 be accepted as a true and correct record of the proceedings of the meeting.

Yes ☐

No ☐

Abstain ☐

- | | | |
|---|---|---------------------|
| 2 | Approval for expenditure for TEW to undertake works for the Class A Project (Agenda Item 5.2) | Ordinary Resolution |
|---|---|---------------------|

Submitted by Committee

THAT the PTBC EGM approves the expenditure of \$345,881.80 Inc. GST plus a 10% contingency of \$34,588.18 Inc. GST, for TEW to undertake the remaining works as detailed within the Scope of Works for the Class A Project. Funds are to be allocated from Sinking Fund – GL 222601 (Irrigation Control). Costs are to be apportioned as follows:

- **PTBC:** 30% – \$103,764.54 (incl. GST)
- **PBC:** 70% – \$242,117.26 (incl. GST)

Yes ☐

No ☐

Abstain ☐

Furthermore, **THAT** the PBC EGM approves a reduction in the required number of quotes from three (3) to one (1), recognising TEW's extensive knowledge of the project, their detailed analysis of the remaining scope, and their unique

capability to deliver the works efficiently, mitigate risk, and ensure timely completion ahead of the holiday shutdown.

THAT the PTBC EGM approves the expenditure of \$17,614.85 Inc. GST for Smartstone to construct a retaining wall and reprofile the land within Cassia Park. Funds are to be allocated from Sinking Fund – GL 222601 (Irrigation Control). Costs are to be apportioned as follows:

- **PTBC:** 30% – \$ 5,284.45 (incl. GST)
- **PBC:** 70% – \$12,330.40 (incl. GST)

Furthermore, **THAT** the PBC EGM approves a reduction in the required number of quotes from two (2) to one (1), acknowledging the nature of the works, the need for timely completion, and the nominated contractor's ability to deliver the works efficiently with minimal disruption.

THAT the PTBC EGM approves the expenditure of \$4,780.88 Inc. GST for Plant Management Company to undertake turf reinstatement within Cassia Park. Funds are to be allocated from Sinking Fund – GL 222601 (Irrigation Control). Costs are to be apportioned as follows:

- **PTBC:** 30% – \$ 1,434.26 (incl. GST)
- **PBC:** 70% – \$ 3,346.62 (incl. GST)

THAT the PTBC EGM approves the expenditure of \$3,960.00 Inc. GST for KBHI to install roof capping on the Entry Bunker. Funds are to be allocated from Sinking Fund – GL 222601 (Irrigation Control). Costs are to be apportioned as follows:

- **PTBC:** 30% – \$ 1,188.00 (incl. GST)
- **PBC:** 70% – \$ 2,772.00 (incl. GST)

THAT the PTBC EGM approves the expenditure of \$6,050.00 Inc. GST for Wavetime Constructions to supply and install a flattop fence to bunker located on Caseys Rd. Funds are to be allocated from Sinking Fund – GL 222601 (Irrigation Control). Costs are to be apportioned as follows:

- **PTBC:** 30% – \$ 1,815.00 (incl. GST)
- **PBC:** 70% – \$ 4,235.00 (incl. GST)

3	Approval to replace six security fence panels - The Pines Entry Gate on Edgecliff Drive (Agenda Item 5.3)	Ordinary Resolution
----------	--	----------------------------

Submitted by Committee

THAT the PTBC EGM authorise the expenditure of \$8,140.00 (incl. GST) for the engagement of Firm Finish to undertake the proposed works as outlined. Funding is to be allocated from the Sinking Fund - GL Code 224991

Yes ☐

No ☐

Abstain ☐

GTP: 201

Lot Number: _____

Unit Number: _____

I/We require that this voting paper, completed by me/us be recorded as my/our vote in respect of the motions set out above.

Name of voter: _____

Signature of voter: _____

Date: _____

ATTACHMENTS

1. MOTION INFORMATION

- 2. Motion 1. Previous General Meeting Minutes**
- 3. Motion 2. Class A Water Project - Remaining works**
- 4. Motion 2. BOQ - Remaining works - TEW costed**
- 5. Motion 2. Firm Finish Q 2127 Caseys Rd**
- 6. Motion 2. Firm finish Q 2128 Caseys Rd**
- 7. Motion 2. KBHI - Sanctuary Cove Bunker Capping Quote**
- 8. Motion 2. QU2000 - PMC**
- 9. Motion 2. Quote_1511_from_Wavetime_Constructions**
- 10. Motion 2. Smarstone - Quotation Cassia Park Pump House Retaining Wall**
- 11. Motion 2. Smartstone - Cassia park - Reprofilng land**
- 12. Motion 3. SCCSL DF 502040 - Authorisation for Body Corporate Expenditure - Fence Replacement**
- 13. Motion 3. Quote_1510_from_Wavetime_Constructions**
- 14. Motion 3. Q 2122 Sc Edgecliff Dr**
- 15. CORRO FOR INFORMATION**

- 16. CFI 1. Recovery for Repair Invoice Request - PTBC - North Gate Entry Boom - 14 August 2025**
- 17. CFI 2. Lot 7 Transfer - PTBC signed**
- 18. CFI 3. Copy of QC4070_001-CAL-003-0-High-Level Silt Volume Priority**

19. GENERAL BUSINESS

- 20. GB 1. P7318-SanctuaryCoveGolfCourseFlyingFoxRelocationProposal-rev0.1**
- 21. Information About Proxies**
- 22. Proxy form - BC**

MOTION INFORMATION



MINUTES OF EXTRAORDINARY GENERAL MEETING for Sanctuary Cove Primary Thoroughfare Body Corporate GTP 201

Location of meeting: Meeting Room 1, Sanctuary Cove Body Corporate Services, Shop 1A, Building 1, Masthead Way, Sanctuary Cove, QLD, 4212

Date and time of meeting: Thursday 28 August 2025 at 12:30 PM

Meeting time: 1:15pm – 1:33pm

Chairperson: Mr Stephen Anderson

ATTENDANCE

The following members were Present in Person at the meeting:

Lot 6	Mulpha Sanctuary Cove (Developments) Pty Ltd	Mr Stephen Anderson
Lot 10-02100022	Mulpha Sanctuary Cove Marina Pty Ltd	Mr Stephen Anderson
Lot 24	Mulpha Sanctuary Cove (Developments) Pty Limited	Mr Stephen Anderson
Lot 31	Mulpha Sanctuary Cove Marine Village Pty Ltd	Mr Stephen Anderson
Lot 32	Mulpha Sanctuary Cove Marine Village Pty Ltd	Mr Stephen Anderson
Lot 34	Mulpha Sanctuary Cove Marina Pty Ltd	Mr Stephen Anderson
Lot 38	Mulpha Sanctuary Cove Marine Village Pty Ltd	Mr Stephen Anderson
Lot 40	Mulpha Sanctuary Cove Hotel Investments Pty Limited	Mr Stephen Anderson
Lot 1	Sanctuary Cove Golf and Country Club Holdings Limited	Mr Paul Sanders
Lot 16	Sanctuary Cove Golf and Country Club Holdings Limited	Mr Paul Sanders
Lot 20	Sanctuary Cove Golf and Country Club Holdings Limited	Mr Paul Sanders
Lot 51	Sanctuary Cove Golf and Country Club Holdings Limited	Mr Paul Sanders
Lot 52 - 02100019	Sanctuary Cove Golf and Country Club Holdings Limited	Mr Paul Sanders
Lot 52 - 02100026	Sanctuary Cove Golf and Country Club Holdings Limited	Mr Paul Sanders
Lot 53	Sanctuary Cove Golf and Country Club Holdings Limited	Mr Paul Sanders
Lot 54	Sanctuary Cove Golf and Country Club Holdings Limited	Mr Paul Sanders
Lot 278	Body Corporate for Sanctuary Cove Principal Body Corporate	Mr Stuart Shakespeare

The following members present by Voting Paper and In Person:

Lot 1	Sanctuary Cove Golf and Country Club Electronic vote Holdings Limited	Mr Paul Sanders
Lot 16	Sanctuary Cove Golf and Country Club Electronic vote Holdings Limited	Mr Paul Sanders
Lot 20	Sanctuary Cove Golf and Country Club Electronic vote Holdings Limited	Mr Paul Sanders
Lot 51	Sanctuary Cove Golf and Country Club Electronic vote Holdings Limited	Mr Paul Sanders
Lot 52-02100019	Sanctuary Cove Golf and Country Club Electronic vote Holdings Limited	Mr Paul Sanders
Lot 52-02100026	Sanctuary Cove Golf and Country Club Electronic vote Holdings Limited	Mr Paul Sanders
Lot 53	Sanctuary Cove Golf and Country Club Electronic vote Holdings Limited	Mr Paul Sanders

The following members present by Voting Paper:

The following members were present by Proxy:

Nominee

Lot 10-02100015 Barry Teeling to SA

Representing

Mulpha Sanctuary Cove
(Developments) Pty Limited

Nominee

Lot 58 Barry Teeling to SA

Representing

Mulpha Sanctuary Cove
(Developments) Pty Limited

The following members were present by Proxy however unable to vote:

Present by Invitation:

Mrs Jodie Syrett – Manager of Body Corporate (JS minute taker)

Mrs Cassie McAuliffe – General Manager (CM)

Ms Shany Fox – Facilities Manager (FM)

Apologies:

Mr Barry Teeling

Lot 22 RECC - Representative

The following members were not financial for the meeting:

A Quorum was present

Nil Conflict of Interest

The Meeting was recorded.

Motions

1	Approval of Previous General Meeting Minutes - 7th August 2025 (Agenda Item 5.1)	Ordinary Resolution
----------	---	----------------------------

Statutory Motion Submitted by Committee

CARRIED

RESOLVED that the Minutes of the PTBC Extraordinary General Meeting held on 7th August 2025 be accepted as a true and correct record of the proceedings of the meeting.

Yes	19
No	0
Abstain	0

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmnts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

2	Approval of PTBC Administrative Fund Budget and Contributions Year Ending 31 October 2026 (Agenda Item 5.2)	Ordinary Resolution
----------	--	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the Sanctuary Cove Primary Thoroughfare Body Corporate's administrative fund budget for the financial year ending 31 October 2026 totalling \$1,618,400.00 (excluding GST) be approved and the administrative fund contribution be determined at the rate of \$418.88 per voting entitlement (including GST), with contributions to be levied in 4 instalments as follows:

Yes	19
No	0
Abstain	0

<i>\$/voting entitlement (incl GST)</i>	<i>Levy Period</i>	<i>Due Date</i>
\$104.72	01/11/2025 to 31/01/2026	30/11/2025
\$104.72	01/02/2026 to 30/04/2026	28/02/2026
\$104.72	01/05/2026 to 31/07/2026	31/05/2026
\$104.72	01/08/2026 to 31/10/2026	31/08/2026

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmnts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

3	Approval of PTBC Sinking Fund Budget and Contributions Year Ending 31 October 2026 (Agenda Item 5.3)	Ordinary Resolution
----------	---	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the Sanctuary Cove Primary Thoroughfare Body Corporate's sinking fund budget for the financial year ending 31 October 2026 totalling \$1,096,500.00 (excluding GST) be approved and the sinking fund contribution be determined at the rate of \$283.80 per voting entitlement (including GST), with contributions to be levied in 4 instalments as follows:

Yes	19
No	0
Abstain	0

\$/voting entitlement (incl GST)	Levy Period	Due Date
\$70.95	01/11/2025 to 31/01/2026	30/11/2025
\$70.95	01/02/2026 to 30/04/2026	28/02/2026
\$70.95	01/05/2026 to 31/07/2026	31/05/2026
\$70.95	01/08/2026 to 31/10/2026	31/08/2026

NOTE: Request for FM to provide a list of projected jobs prior to budget release for consideration.

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmnts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

4	Approval of engagement and expenditure of NTS Group for emergency repair of 300 mm C-Class irrigation supply line at Serenity Boulevard (Agenda Item 5.4)	Ordinary Resolution
----------	--	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the PTBC EGM retrospectively approve the emergency expenditure of \$36,850.00 (inc. GST) for the repair of the 300 mm C-Class irrigation supply line at Serenity Boulevard, Helensvale, carried out by NTS Group. Funds are to be allocated from the Administration Fund – GL Code 12520 (Irrigation Materials/Machinery).

Yes	19
No	0
Abstain	0

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmnts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

5	Approval of engagement and expenditure of Plant Management for the watering program of turf reinstatement at Serenity Boulevard (Agenda Item 5.5)	Ordinary Resolution
---	--	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the PTBC retrospectively approve the emergency expenditure of \$1,672.00 (Inc. GST), for the watering program of turf reinstatement carried out by Plant Management at Serenity Boulevard, Helensvale associated with the irrigation line repair. Funds are to be allocated from the Administration Fund – GL Code 12520 (Irrigation Materials/Machinery).

Yes	19
No	0
Abstain	0

NOTE: PTBC are happy for these amounts to be delegated to the FM to approve.

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmnts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

6	Approval of engagement and expenditure of Instrada for inspection of Entry Boulevard and Pines Bridges (Agenda Item 5.6)	Ordinary Resolution
----------	---	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the PTBC EGM authorises the expenditure of \$8,880.30 (incl GST) for the engagement of Instrada to undertake the proposed works as outlined, with funds to be allocated from the Sinking Fund - GL Code 22160.

Yes	19
No	0
Abstain	0

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmnts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

7	Approval of engagement and expenditure of Biodiversity Australia for amendment and submission of Sanctuary Cove PMP (Agenda Item 5.7)	Ordinary Resolution
----------	--	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the PTBC EGM authorises the expenditure of \$10,758.00 (Incl GST) for the engagement of Biodiversity Australia to undertake the proposed works as outlined, with funds to be allocated from the Administration fund - GL Code 12680.

Yes	19
No	0
Abstain	0

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmnts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

8	Approval of expenditure for stormwater pit and surrounds on Entry Boulevard (Agenda Item 5.8)	Ordinary Resolution
---	--	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the PTBC EGM authorises the expenditure of \$20,275.39 (Incl. GST) to undertake the proposed works as outlined, with funds to be allocated from the Sinking Fund GL Code - Stormwater Point 224962.

- Smartstone Group: Supply of truck, excavator, and operator
- Reece: Supply and delivery of concrete pits and surrounds
- Turf reinstatement: To be completed in-house

Yes	19
No	0
Abstain	0

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmnts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

9	Approval to pay Land Tax Invoice from the QLD Revenue Office for the assessment notice 2025-2026 (Agenda Item 5.9)	Ordinary Resolution
----------	---	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the PTBC Extraordinary General Meeting approves payment of the invoice of \$27,808.45 (inc GST) from QLD Revenue Office for the land tax assessment notice for the period 2025-2026.

Yes	19
No	0
Abstain	0

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmnts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

10	Approval for legal advice on Administration and Facilities Agreement (Agenda Item 5.10)	Ordinary Resolution
-----------	--	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the PTBC Extraordinary General Meeting approves expenditure and one of the legal firms below to obtain legal advice on the Administration and Facilities Management Agreements.

Yes	19
No	0
Abstain	0

Alternatives for Approval for legal advice on Administration and Facilities Agreement (Agenda Item 5.10) Alternatives

Motion Alternatives

(Option A) That Chambers Russell Lawyers be engaged pursuant to their fee proposal dated 12 August 2025 at a fee estimate of \$3,000 to \$4,000 (ex GST) to review proposed documents.

(Option B) That Colin Biggers & Paisley be engaged pursuant to their fee proposal dated 14 August 2025 at a fee estimate of \$5,000 (ex GST & disbursements) per document.

'OPTION B' has been selected with the highest votes.

Votes: A : 1 B: 18 Inv: 0

Members Name	A	B	Abstain	Members Name	A	B	Abstain
Lot 1 SCGCC (PS)		X		Lot 34 MSCD Marina (SA)		X	
Lot 6 MSCD Invmts (SA)		X		Lot 38 MSCD Village (SA)		X	
Lot 10 MSCD Dvlpts (BT)		X		Lot 40 MSCD Hotel (SA)		X	
Lot 10 MSCD Marina (SA)		X		Lot 51 SCGCC (PS)		X	
Lot 16 SCGCC (PS)		X		Lot 52 SCGCC (PS)		X	
Lot 20 SCGCC (PS)		X		Lot 52 SCGCC (PS)		X	
Lot 22 RECC				Lot 53 SCGCC (PS)		X	
Lot 24 MSCD Dvlpmnts (SA)		X		Lot 54 SCGCC (PS)		X	
Lot 31 MSCD Village (SA)		X		Lot 58 MSCD Dvlpts (BT)		X	
Lot 32 MSCD Village (SA)		X		Lot 278 PBC (SS)	X		

11	Engagement of lawyer to advise on draft Recycled Water Customer Schedule with City of Gold Coast and Deed of Supply of Water with SCGCC (Agenda Item 5.11)	Ordinary Resolution
-----------	---	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the PTBC engages a lawyer to advise on the draft Recycled Water Customer Schedule with City of Gold Coast and the draft Deed of Supply of Water with Sanctuary Cove Gold and Country Club Holdings Pty Ltd and that one of the below two law firms be engaged to provide that advice in accordance with their fee proposals circulated with the agenda.

Yes	11
No	0
Abstain	8

Alternatives for Engagement of lawyer to advise on draft Recycled Water Customer Schedule with City of Gold Coast and Deed of Supply of Water with SCGCC (Agenda Item 5.11) Alternatives

Motion Alternatives

(Option A) That Chambers Russell Lawyers be engaged pursuant to their fee proposal dated 15 August 2025 at a fee estimate of \$5,000 plus GTS and disbursements.

(Option B) That DW Legal be engaged pursuant to their fee proposal dated 18 August 2025 at a fee estimate of \$11,500 - \$14,750 plus GST and disbursements (broken into two stages).

'OPTION A' has been selected with the highest votes.

Votes: A : 11 B: 0

Inv: 8

Members Name	A	B	Abstain	Members Name	A	B	Abstain
Lot 1 SCGCC (PS)			X	Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)			X
Lot 16 SCGCC (PS)			X	Lot 52 SCGCC (PS)			X
Lot 20 SCGCC (PS)			X	Lot 52 SCGCC (PS)			X
Lot 22 RECC				Lot 53 SCGCC (PS)			X
Lot 24 MSCD Dvlpmnts (SA)	X			Lot 54 SCGCC (PS)			X
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

12 Agreement to amend Shareholders Agreement (Agenda Item 5.12) Ordinary Resolution

Submitted by Committee

CARRIED

RESOLVED that, subject to a satisfactory Deed of Variation to the Shareholders Agreement being prepared and agreed to, the PTBC supports the amendments to the Shareholders Agreement foreshadowed in Mr Stephen Anderson's letter to the PBC of 15 August 2025 (a copy of which has been circulated with this agenda) which include:

- The PTBC will only appoint one director to the Board of Sanctuary Cove Community Services Limited, Sanctuary Cove Security Services Pty Ltd, Sanctuary Cove Body Corporate Services Pty Ltd and Resort Body Corporate Services Pty Ltd.
- The PTBC will support the PBC appointing two directors to the Board of Sanctuary Cove Community Services Limited, Sanctuary Cove Security Services Pty Ltd, Sanctuary Cove Body Corporate Services Pty Ltd and Resort Body Corporate Services Pty Ltd.
- The PTBC will ensure its nominee director supports a resolution at Board level appointing a PBC director in the role of Chairman of the Board.

Yes	19
No	0
Abstain	0

And further, **RESOLVED** that the above proposed amendments are conditional upon the Board remaining functional, cooperative and acting in the best interests of the Company, and the implementation of certain policies and programs by Sanctuary Cove Community Services Limited with respect to Board member skills and experience.

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

13	Approval of engagement and expenditure of Kevin Holt Consulting to complete the lodgement of Easement Documentation with Titles Qld (Agenda Item 5.13)	Ordinary Resolution
-----------	---	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the PTBC EGM authorise the expenditure of \$2,293.50 (incl GST) for the engagement of Kevin Holt Consulting, together with the associated fees payable to Titles Queensland, to undertake the proposed works as outlined. Funding is to be allocated from the Sinking Fund - GL Code 222601.

Yes	19
No	0
Abstain	0

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

14	Approval to engage Origin Energy to supply electricity services for a term of 3 years and SME Multiple Site Electricity Agreement for 2 years (Agenda Item 5.14)	Ordinary Resolution
-----------	---	----------------------------

Submitted by Committee

CARRIED

RESOLVED that the PTBC engages Origin Energy generally in accordance with the tender submission dated 05 August 2025 for large market electricity supply services to the PTBC for a term of 3 years and SME Multiple Site Electricity Agreement for 2 years. Further, that the PTBC notes the tender submission is only valid for 5 days and that the prices may change at the time the contract is ready to be entered into. And that any two Executive Committee members may sign the contract with Origin Energy.

Yes	19
No	0
Abstain	0

Members Name	Yes	No	Abstain	Members Name	Yes	No	Abstain
Lot 1 SCGCC (PS)	X			Lot 34 MSCD Marina (SA)	X		
Lot 6 MSCD Invmts (SA)	X			Lot 38 MSCD Village (SA)	X		
Lot 10 MSCD Dvlpts (BT)	X			Lot 40 MSCD Hotel (SA)	X		
Lot 10 MSCD Marina (SA)	X			Lot 51 SCGCC (PS)	X		
Lot 16 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 20 SCGCC (PS)	X			Lot 52 SCGCC (PS)	X		
Lot 22 RECC				Lot 53 SCGCC (PS)	X		
Lot 24 MSCD Dvlpmnts (SA)	X			Lot 54 SCGCC (PS)	X		
Lot 31 MSCD Village (SA)	X			Lot 58 MSCD Dvlpts (BT)	X		
Lot 32 MSCD Village (SA)	X			Lot 278 PBC (SS)	X		

There being no further business the chairperson declared the meeting closed.

General Business:

- Engeny presentation at 12:30pm to provide presentation of works completed
- FM to seek breakdown of sediment levels lake-by-lake to help identify the worst-affected lakes for remediation planning.

MEETING CLOSED at 01:33 PM

Chairperson: Mr Stephen Anderson X.....



CLASS A WATER PROJECT

DISTRIBUTION: PTBC EGM	ATTACHMENTS: 8	DATE: September 2025
1. MOTION That the PTBC EGM approves the expenditure of \$345,881.80 Inc. GST plus a 10% contingency of \$34,588.18 Inc. GST, for TEW to undertake the remaining works as detailed within the Scope of Works for the Class A Project. Funds are to be allocated from Sinking Fund – GL 222601 (Irrigation Control). Costs are to be apportioned as follows: ▪ PTBC: 30% – \$103,764.54 (incl. GST) ▪ PBC: 70% – \$242,117.26 (incl. GST) Furthermore, that the PBC EGM approves a reduction in the required number of quotes from three (3) to one (1), recognising TEW's extensive knowledge of the project, their detailed analysis of the remaining scope, and their unique capability to deliver the works efficiently, mitigate risk, and ensure timely completion ahead of the holiday shutdown.		
2. MOTION That the PTBC EGM approves the expenditure of \$17,614.85 Inc. GST for Smartstone to construct a retaining wall and reprofile the land within Cassia Park. Funds are to be allocated from Sinking Fund – GL 222601 (Irrigation Control). Costs are to be apportioned as follows: ▪ PTBC: 30% – \$ 5,284.45 (incl. GST) ▪ PBC: 70% – \$12,330.40 (incl. GST) Furthermore, that the PBC EGM approves a reduction in the required number of quotes from two (2) to one (1), acknowledging the nature of the works, the need for timely completion, and the nominated contractor's ability to deliver the works efficiently with minimal disruption.		
3. MOTION That the PTBC EGM approves the expenditure of \$4,780.88 Inc. GST for Plant Management Company to undertake turf reinstatement within Cassia Park. Funds are to be allocated from Sinking Fund – GL 222601 (Irrigation Control). Costs are to be apportioned as follows: ▪ PTBC: 30% – \$ 1,434.26 (incl. GST) ▪ PBC: 70% – \$ 3,346.62 (incl. GST)		
4. MOTION That the PTBC EGM approves the expenditure of \$3,960.00 Inc. GST for KBHI to install roof capping on the Entry Bunker. Funds are to be allocated from Sinking Fund – GL 222601 (Irrigation Control). Costs are to be apportioned as follows: ▪ PTBC: 30% – \$ 1,188.00 (incl. GST) ▪ PBC: 70% – \$ 2,772.00 (incl. GST)		
5. MOTION That the PTBC EGM approves the expenditure of \$6,050.00 Inc. GST for Wavetime Constructions to supply and install a flattop fence to bunker located on Caseys Rd. Funds are to be allocated from Sinking Fund – GL 222601 (Irrigation Control). Costs are to be apportioned as follows: ▪ PTBC: 30% – \$ 1,815.00 (incl. GST) ▪ PBC: 70% – \$ 4,235.00 (incl. GST)		

Objective

To approve the completion, commissioning, and formal close-out of the Class A Recycled Water System project, including all remaining civil, mechanical, electrical, control, and site restoration works.



CLASS A WATER PROJECT

Background

The Stage 1 contract was executed on 8 November 2022 and achieved practical completion on 22 November 2023, with agreed defects noted at the time. A Stage 2 contract was signed concurrently to manage remaining items pending Energex connection, final commissioning, and ancillary deliverables.

At practical completion, several items on the defect's inspection report relating to the certification of the bunker remained unresolved. Due to a dispute between HydroVision and their sub-contractor, some required documentation was not provided at handover. This was attributed to outstanding payments and, in some cases, the inability to finalise certification as the bunker was not yet complete or connected to power.

The principal contractor's engineer provided a letter confirming the structural drawings met the requirements for structural adequacy under NCC 2022, with engineering clearance to be finalised following the building certifier's inspection.

In March 2024, HydroVision submitted an out-of-scope claim for \$264,000 relating to alleged tank sub-base works. This claim was formally rejected by PBC and PTBC on the basis of contract terms and lack of prior authorisation. The dispute was settled on 28 April 2025, with the following key outcomes:

- Settlement Sum: \$153,437.34 (inc. GST), payable after execution of the deed and return of all project equipment and design documents (Stages 1 & 2).
- Returned Items: All pumps, control panels, crane, Cassia fence screens, and all design documentation.
- Defects: PBC/PTBC agreed to forego claims for two listed defects/omissions.
- Stage 2 Contract: Mutually terminated.
- Mutual Release: Both parties released each other from all claims, except for unknown defects.

Settlement Breakdown:

\$75,000 Allocated for the disputed sub-base tank works (INV-102880).

\$100,591.08 Release of retentions withheld

Less

- \$20,000 withheld for defects.
- \$22,153.75 applied to Stage 2 deposit.

Total \$78,437.34

Engagement of TEW

Following the settlement and termination of the Stage 2 contract, TEW (sub-contractor to the principal contractor) were approached to quote on the remaining works. TEW had been responsible for the pump and electrical components during the original project and have direct experience with the installed infrastructure. They also have an established relationship with Grundfos, the manufacturer of the pump and control gear, which provides an additional level of assurance that the system will be commissioned and integrated correctly with appropriate manufacturer warranties applied and maintained.



CLASS A WATER PROJECT

TEW have confirmed that manufacturer warranty coverage can be secured provided they undertake the pump maintenance for the 12-month period following installation and commissioning. This arrangement ensures that the system will be supported under warranty, minimising the risk of unbudgeted costs due to early component failure or operational issues.

Given that the remaining works predominantly involve the installation, testing, and commissioning of the pumps and controls, tasks originally within TEW's scope, engaging an alternate contractor would have introduced unnecessary risk, potential rework, and additional cost associated with mobilisation and familiarisation. TEW's historical knowledge of the project and their previous involvement meant they could quickly identify scope gaps, confirm the status of previously completed works, and propose a cost-effective and technically sound solution.

TEW have since undertaken a comprehensive review of the project, assessing its current status and preparing a detailed cost breakdown to complete the outstanding components of the Class A Water Project. Their review identified scope gaps and outstanding defect rectification requirements, ensuring alignment with the approved scope of works.

Note: As TEW were not the installing or principal contractor for the original works, there remains a degree of uncertainty regarding the status of previously completed works. TEW have factored this risk into their proposal and have provided a fixed price offer as requested. A Minor/Major Project Agreement will be executed to ensure the contract terms and work specifications are clearly defined and adhered to.

Estimate timeframe for Works

Assuming approval is granted on 25 September 2025, TEW will be ready to commence works from 29 September 2025.

Based on the information currently available, and provided no major issues arise during the works, completion is anticipated within three (3) months, enabling completion prior to the Christmas holiday shutdown period.

Building Certification

The builder has supplied all relevant Form 12 certificates that were previously outstanding under the Principal Contract (Hydrovision). The only remaining item is the final certification. This process is independent of the proposed works and will not delay their commencement or completion, as the structure is already complete. Once all documentation has been reviewed, the certifier will confirm the appropriate pathway to achieve final certification and compliance with building standards and regulations. Should certification costs exceed Management's approval threshold, it will be tabled for consideration at a future EGM.



CLASS A WATER PROJECT

Scope of works

Please refer to attachment 1- BOQ

Additional items

Cassia Pump Station

1. Retaining wall - Excavate and pour a concrete footing, install charcoal Versa Wall blocks and caps with appropriate drainage (ag pipe and no-fines concrete), and complete site clean-up.
2. Reprofilling land - Strip and subgrade the area to the required depth, supply and place underturf, remove spoil and unwanted material from site, and complete site clean-up.
3. Turf reinstatement - Prepare and soil the area, supply and install 250 m² of wintergreen couch turf, top-dress turf edges, and water in on completion.

Entry Boulevard

- Bunker Roof Capping- Supply and install matching Colourbond capping with a 50 mm return to the top parapet wall above the roller door, fixing directly to the blocked parapet with approved silicone and sealing all corners with appropriate weatherproof sealant.
- Entry Bunker Fencing- Supply and install approximately 25 m of aluminium flat-top safety fencing (including 14 m raked section) on top of the bunker structure, with 38 x 25 mm top and bottom rails, 16 mm vertical tubes, and 50 x 50 mm posts, finished in satin black powdercoat, to prevent falls from height and ensure compliance with relevant safety and building code requirements.

Pricing

Description	Contractor	Total ex GST
Remaining Contracted Works	TEW	314,438.00
Cassia - Retaining wall	Smartstone	13,181.50
Cassia - Reprofilling of land	Smartstone	2,832.00
Cassia - Turf reinstatement	PMC	4,346.25
Entry Tanks - Bunker capping	KBHI	3,600.00
Bunker Certification	TBC	—
Entry bunker fencing	Wavetime	5,500.00
	Firm Finish Option A (Q2127)	7,750.00
	Firm Finish Option B (Q2128)	7,750.00
Total Fixed Price ex GST		351,647.75
Remaining project funds		186,899.15
Further Funds Required for Completion		164,748.60



CLASS A WATER PROJECT

Important Note:

The following costs, while directly attributable to the project, were not included in the original approved scope of works. These expenses arose as a result of unforeseen requirements and contractual obligations that became apparent as the project progressed. As such, they have been funded from the allocated contingency allowance to ensure the project could proceed to completion without delay.

Items	Total cost Ex GST
Legal	\$41,973.14
Energex	\$115,771.61
Settlement costs	\$88,348.00
Total	\$246,092.75

As a result, the project contingency has been significantly depleted, and additional funds are now required to complete the remaining works and close out the project in full.

Attachments

1. BOQ Remaining works – TEW Costed
2. Smarstone - Quotation Cassia Park Pump House Retaining Wall
3. Smartstone - Cassia park - Reprofiling land
4. KBHI – Roof Capping Quote
5. QU2000 – PMC
6. Quote_1511_from_Wavetime_Constructions
7. Firm Finish Q 2127 Caseys Rd
8. Firm finish Q 2128 Caseys Rd

Cassia Pump Station

Work Category	Item No.	Description	Inhouse	Amount	Quant	Rate	Amount	Quant	Rate	Amount	Amount	Amount	Amount	Amount	Amount	Supervisors + Project Manager/Engineers
Prelims	1	General project management and supervision including stakeholder engagement, meetings etc		\$ -		40.00	\$ 6,000.00		40	\$ 180.00	\$ 7,200.00	\$ -	\$ -	\$ -	\$ 13,200.00	Supervisors + Project Manager/Engineers
	2	Development of QA documentation		\$ -		-	\$ -		20	\$ 160.00	\$ 3,200.00	\$ -	\$ -	\$ -	\$ 3,200.00	
	3	Complete remaining bunker pump station works including structural extension integration, installation of laser cut panels, drainage provision, standing water prevention, reinforced blockwork retaining wall to ground slope, shed wall panel installation joined to existing walls, subsoil drainage with 80 pipe and gravel, plus backfill and compaction to match slope	✓	\$ -		\$ -	\$ -		-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	4	Provide pipework and conduit penetrations through blockwork walls, sealed as required	✓	\$ -		\$ -	\$ -		-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Civil Works/Construction Works	5	Installation of new pump skid inclusive of all valves and fittings		\$ 1,150.00	60.00	\$ 120.00	\$ 7,200.00		-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,350.00	Installation & Consumables
	6	Installation of all pipework, fittings and valves inclusive of support stands		\$ 1,150.00	36.00	\$ 120.00	\$ 4,320.00		-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,470.00	
	7	Ensure existing Bypass pipework is capped off and left in a operationally safe state		\$ 1,150.00	10.00	\$ 120.00	\$ 1,200.00		-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,350.00	
	8	Removal of the old pump station, including pumps and pipework, pit well cover. Transport redundant equipment to Waste and/or Sanctuary Cove storage		\$ -		20.00	\$ 120.00	\$ 2,400.00		-	\$ -	\$ -	\$ -	\$ 17,250.00	\$ 19,650.00	
Mech Works	9	Confirm electrical design can support new pump systems.		\$ -		-	\$ -		20	\$ 160.00	\$ 3,200.00	\$ -	\$ -	\$ -	\$ 3,200.00	Craneage
	10	Disconnect existing control panel and remove		\$ -		16.00	\$ 120.00	\$ 1,920.00		-	\$ -	\$ -	\$ -	\$ 5,750.00	\$ 7,670.00	
	11	Extend 3-phase 415V power supply to the new booster pump control panel location.		\$ 1,725.00	20.00	\$ 120.00	\$ 2,400.00		-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,125.00	
	12	Supply, installation and termination of required power and control cabling		\$ 5,175.00	44.00	\$ 120.00	\$ 5,280.00		-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,455.00	
Electrical and Control Works	13	Installation of all instrumentation		\$ -		10.00	\$ 120.00	\$ 1,200.00		-	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00	Grundfos
	14	Undertake Pre-commissioning and Dry Commissioning		\$ -		40.00	\$ 120.00	\$ 4,800.00		-	\$ -	\$ -	\$ -	\$ -	\$ 4,800.00	
	15	Undertake Wet Commissioning		\$ -		40.00	\$ 120.00	\$ 4,800.00		-	\$ -	\$ -	\$ -	\$ -	\$ 4,800.00	
	16	Commissioning assistance with Grundfos		\$ -		40.00	\$ 120.00	\$ 4,800.00		-	\$ -	\$ -	\$ -	\$ -	\$ 4,800.00	
Commissioning	17	Facilitate commissioning works with Grundfos.		\$ -		-	\$ -		-	\$ -	\$ -	\$ 9,200.00	\$ -	\$ -	\$ 9,200.00	Grundsquare Grundfos
	18	Provide as-constructed drawings - electrical and pump package installation.		\$ -		-	\$ -		120	\$ 160.00	\$ 19,200.00	\$ 4,600.00	\$ -	\$ -	\$ 23,800.00	
	19	Deliver training for maintenance personnel.		\$ -		12.00	\$ 120.00	\$ 1,440.00		-	\$ -	\$ -	\$ 1,840.00	\$ -	\$ 3,280.00	
	20	Submit operational data as per specification.		\$ -		-	\$ -	\$ -	20	\$ 160.00	\$ 3,200.00	\$ -	\$ -	\$ -	\$ 3,200.00	
Handover and Closeout	21	Submission of QA documentation		\$ -		-	\$ -		10	\$ 160.00	\$ 1,600.00	\$ -	\$ -	\$ -	\$ 1,600.00	\$ 134,350.00
	22			\$ -		-	\$ -		-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Entry Tanks and Bunker Station

Work Category	Item No.	Description	Inhouse	Materials				Technician Labour				Staff Labour				Subcontractor	Plant / Equipment	Total	Comments
				Amount	Quant	Rate	Amount	Amount	Quant	Rate	Amount	Amount	Quant	Rate	Amount	Amount	Amount	Amount	
Prelims	1	General project management and supervision including stakeholder engagement, meetings etc		\$ -	\$ 60.00	\$ 150.00	\$ 9,000.00		\$ 60.00	\$ 180.00	\$ 10,800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,800.00	Supervisors + Project Manager
	2	Development of QA documentation		\$ -	\$ -	\$ -	\$ -		20.00	180.00	\$ 3,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,200.00	Engineers
Civil Works/Construction Works	3	Install engineers-approved fencing to Bunker pump station, including certification of fencing and materials	✓	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Excluded
	4	Lift and level tank isolation valve box lids to grade	✓	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Excluded
	5	Install roof line capping	✓	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Excluded
	6	Supply and install valve pit security lid with lifting handles at incoming Class A supply point		\$ 12,500.00	\$ 20.00	\$ 120.00	\$ 2,400.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,900.00	
	7	Installation of the packaged pump station consisting of 4 x 23.0L/sec 30kw each + 1 x 8.0L/sec 7.5kw vertical multi stage pumps in Duty/Duty/Duty/Standby configuration, combined duty 87.0L/sec @ 750kpa, installed on 250mm S.S. manifold piping, 2 x 200L pressure tanks, pressure gauges and pressure transducers, c/w installation and all fittings as per design drawings and manufacturer's requirements. VFD drive units to be well mounted in cabinets with temperature sensing fans and filters, temperature sensors on pumps		\$ 1,150.00	82.00	\$ 120.00	\$ 9,840.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,990.00	
Mech Works	8	Install high and low water level sensors and controls package (Helco Heavy Duty) in tank		\$ 1,150.00	20.00	\$ 120.00	\$ 2,400.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,550.00	
	9	Install auto backwash screen filter (Fitawox FW350) with dump pipe, 2 x butterfly valves, pressure gauges		\$ 1,150.00	54.00	\$ 120.00	\$ 6,480.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,630.00	
	10	Install chemical safety washdown shower with eye wash and washdown hose reel plumbed to drainage		\$ 1,150.00	36.00	\$ 120.00	\$ 4,320.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,470.00	
	11	Install optional bundled 200L chemical tank with digital dosing pump (chlorine/fertilizer)		\$ -	18.00	\$ 120.00	\$ 2,160.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,160.00	
Electrical works	12	Install job or gantry crane (swing arm), 1-ton capacity for pump and vehicle access		\$ -	18.00	\$ 120.00	\$ 2,160.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,160.00	
	13	Installation of all valves, fittings and pipework as required		\$ -	54.00	\$ 120.00	\$ 6,480.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,480.00	
	14	Supply, installation and termination of Control submains		\$ 6,440.00	96.00	\$ 120.00	\$ 11,520.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,960.00	
	15	Supply, installation and termination of all light and power cabling		\$ 1,890.60	48.00	\$ 120.00	\$ 5,760.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,650.60	
	16	Supply, installation and termination of all power and control cabling relevant to the pump set		\$ 8,307.40	160.00	\$ 120.00	\$ 19,200.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,507.40	
Automation and Sensors	17	Finalise the level control wiring from Grundfos control panel		\$ 1,150.00	20.00	\$ 120.00	\$ 2,400.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,550.00	
	18	Facilitate integration with the clients Irrigation system - Toro	✓	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Excluded
Commissioning	19	Undertake Pre-commissioning and Dry Commissioning		\$ -	40.00	\$ 120.00	\$ 4,800.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,800.00	
	20	Undertake Wet Commissioning		\$ -	40.00	\$ 120.00	\$ 4,800.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,800.00	
Site Restoration	21	Facilitate commissioning works with Grundfos.		\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,200.00	\$ -	\$ 9,200.00	
	22	Reinstate and turf remaining areas, Rectify subsidence of soil/turf covering tanks, apply top dressing to mounds	✓	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Excluded
Handover and Closeout	23	Provide as constructed drawings - electrical and pump package installation		\$ -	\$ -	\$ -	\$ -		80.00	160.00	\$ 12,800.00	\$ 9,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,000.00	
	24	Deliver training for maintenance personnel		\$ -	12.00	\$ 120.00	\$ 1,440.00		\$ -	\$ -	\$ -	\$ 1,840.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,280.00	
	25	Submit operational data as per specification		\$ -	\$ -	\$ -	\$ -		40.00	160.00	\$ 6,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,400.00	
	26	Submission of QA documentation		\$ -	\$ -	\$ -	\$ -		10.00	160.00	\$ 1,600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,600.00	
Sub Total																		\$ 180,088.00	



7 Violet Way Gaven Qld 4211 • ABN 70 589 088 414

Mobile: 0412 548 504

Specialising in

Repairs - Installations & New
Sliding & Swing Gates - Balustrades
Pool & Security Fencing

To: Sanctuary Cove PBC C/o David Manly M: 0458 333 113 E: david.manly@scove.com.au E: eliza.court@scove.com.au	Date: 16-9-25
	Quotation No: Q 2127
Order By: David	

Job Site: Caseys Road Hope Island Beside Energex Sub Station No SC893557

Supply And Install Fencing On 3 Sides Around The Concrete Wall

1.8m High x 11.6m Long On Level Ground & 1.8 High x 13.8m Long Made Raked To Suit The Ground Level

Total Of 25.4m Long Made Out Of

38 x 25 Rectangle Top – Mid & Bottom Rails

16mm Round Infill Tubes

65 x 65 x 2.450 Long Square Inground Post

Aluminium And Powder Coated

Fixtures And Concrete To Suit

Quote Is Valid Until 16/10/2025 For Additional Information Do Not Hesitate To Contact Frank Bartolo Mob: 0412548504 Ph: 0755782762 E: firmfinish@hotmail.com A Return Acceptance Must Be Received Via Email Before Work Will Commence	Sub Total:	\$ 7,750.00
	GST:	\$ 775.00
	Total Price:	\$ 8,525.00



7 Violet Way Gaven Qld 4211 • ABN 70 589 098 414

Mobile: 0412 548 504

Specialising in

Repairs - Installations & New
Sliding & Swing Gates - Balustrades
Pool & Security Fencing

To: Sanctuary Cove PBC C/o David Manly M: 0458 333 113 E: david.manly@scove.com.au E: eliza.court@scove.com.au	Date: 16-9-25 Quotation No: Q 2128
Order By: David	
Job Site: Caseys Road Hope Island Beside Energex Sub Station No SC893557 Supply And Install Fencing On 3 Sides Around The Concrete Wall 1.8m High x 11.6m Long On Level Ground & 1.8 High x 13.8m Long Made Raked To Suit The Ground Level Total Of 25.4m Long Made Out Of 40 x 40 Square Top & Bottom Rails 20mm Round Infill Tubes 65 x 65 x 2.450 Long Square Inground Post Aluminium And Powder Coated Fixtures And Concrete To Suit	

Quote Is Valid Until 16/10/2025 For Additional Information Do Not Hesitate To Contact Frank Bartolo Mob: 0412548504 Ph: 0755782762 E: firmfinish@hotmail.com A Return Acceptance Must Be Received Via Email Before Work Will Commence	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Sub Total:</td> <td style="text-align: right;">\$ 7,750.00</td> </tr> <tr> <td>GST:</td> <td style="text-align: right;">\$ 775.00</td> </tr> <tr> <td>Total Price:</td> <td style="text-align: right;">\$ 8,525.00</td> </tr> </table>	Sub Total:	\$ 7,750.00	GST:	\$ 775.00	Total Price:	\$ 8,525.00
Sub Total:	\$ 7,750.00						
GST:	\$ 775.00						
Total Price:	\$ 8,525.00						



Professional Quality Builder you can Trust

ABN 16108708765
QBSA No. 1181389
NSW Lic No. 233200C

SHANYN FOX

Facilities Services Manager

Direct 07 5500 3302 | Shanyn.fox@scove.com.au

Mobile 0431 094 524

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

Project: Water Bunker Casey Rd, Hope Island Qld

Quote for capping to the top parapet wall above roller door

1. Supply and install matching colour bond capping with a return of 50mm
2. Using approved silicone fix new capping direct to blocked parapet
3. Seal all corners with appropriate sealant

Exclusions

1. All dirt, lawn and soil must be removed by others from around the parapet wall. This will allow access by GCR to gain reconfirm measurements.
2. Reinstatement will be by others.

Total project cost is \$3,600.00 excluding GST

All work will be carried to the highest standard, Building code will be strictly adhered to and all approval and certifications be given by the appropriate authorities.

GCR wish to thank you for this opportunity and assure you that all care will be taken to complete this project in a timely manner.

Kind Regards,
Graham Thornbury
GCR



Professional Quality Builder you can Trust

ABN 16108708765
QBSA No. 1181389
NSW Lic No. 233200C



QUOTATION

Customer

Sanctuary Cove Primary G.T.P.201
C/- Sanctuary Cove Primary B/C PO Box 15
Sanctuary Cove QLD 4212
Shanyn Fox
Shanyn.fox@scove.com.au

Quote No: QU2000**Quote Date:** 31 July 2024**Quote Valid:** 30 August 2024**Site:** The Parkway

Sanctuary Cove QLD 4212

Pages: Page 1 of 4

Quote | Cassia Park Turf Install

Dear Shanyn,

Thank you for the opportunity to supply the following quotation for Cassia Park Turf Install located at The Parkway as requested.

The work would be carried out by our professional uniformed staff. If you would like works to proceed or have any queries, please contact me when convenient as per the details below.

Regards,

Dale Godfrey**Area Supervisor****The Plant Management Company**

Tel: 0732684101

Mob: +61421384049

Email: dgodfrey@pmhort.com.au

Brisbane Office

1298 Wynnum Rd
Tingalpa QLD 4173
PO Box 1557
Eagle Farm QLD 4009
Ph: 07 3268 4101

Email: info@pmhort.com.au
www.pmhort.com.au

ABN: 18 065 340 052**Melbourne Office**

1 Fleets St
Laverton VIC 3018
PO Box 176 Altona
VIC 3018
Ph: 1300 207 406

QUOTATION

Customer

Sanctuary Cove Primary G.T.P.201
C/- Sanctuary Cove Primary B/C PO Box 15
Sanctuary Cove QLD 4212
Shanyn Fox
Shanyn.fox@scove.com.au

Quote No: QU2000
Quote Date: 31 July 2024
Quote Valid: 30 August 2024
Site: The Parkway
Sanctuary Cove QLD 4212
Pages: Page 2 of 4

Quote | Cassia Park Turf Install

Scope of Works

Cassia Park Turf Install

Smartstone to prep and soil area prior to turf installation.

- Supply and install 250m2 x wintergreen couch.
- Top-dress turf edges.
- Water in after turf installation.

Investment

Subtotal: \$4,346.25
GST: \$434.63
Total: \$4,780.88

Materials

Quantity	Unit	Description	Image
250	m2	Couch - Wintergreen Wintergreen Couch grass is the best performing couch grass in Australia which is why it is the Industry standard. Wintergreen Couch is a great choice for areas with full sun and is a lush green colour with fine leaf blades making it very soft to the touch.	
2	m3	Turf Underlay Turf Underlay Screened sandy soil, with 12% organic matter added for drainage, great for laying turf and filling holes.	



QUOTATION

Customer

Sanctuary Cove Primary G.T.P.201
C/- Sanctuary Cove Primary B/C PO Box 15
Sanctuary Cove QLD 4212
Shanyn Fox
Shanyn.fox@scove.com.au

Quote No: QU2000

Quote Date: 31 July 2024

Quote Valid: 30 August 2024

Site: The Parkway

Sanctuary Cove QLD 4212

Pages: Page 3 of 4

Quote | Cassia Park Turf Install

.....

Brisbane Office

1298 Wynnum Rd
Tingalpa QLD 4173
PO Box 1557
Eagle Farm QLD 4009
Ph: 07 3268 4101

Email: info@pmhort.com.au
www.pmhort.com.au

ABN: 18 065 340 052

Melbourne Office

1 Fleets St
Laverton VIC 3018
PO Box 176 Altona,
VIC 3018
Ph: 1300 207 406

QUOTATION

Customer

Sanctuary Cove Primary G.T.P.201
C/- Sanctuary Cove Primary B/C PO Box 15
Sanctuary Cove QLD 4212
Shanyn Fox
Shanyn.fox@scove.com.au

Quote No: QU2000
Quote Date: 31 July 2024
Quote Valid: 30 August 2024
Site: The Parkway
Sanctuary Cove QLD 4212
Pages: Page 4 of 4

Quote | Cassia Park Turf Install

Agreement and Contract Notes

Notes:

- All works to be performed as per our standard terms and conditions, a copy of which is available upon request.

----- END -----

Wavetime Constructions

2/27 Broad ST

Labradotr QLD 4215

0411 452 277

justin@wavetimeconstructions.com.au

www.wavetimeconstructions.com.au

ABN: 51106408576

Quote

ADDRESS

Sanctuary Cove PTBC

Building 1 Masthead Way

Sanctuary Cove

QUOTE NO. 1511**DATE** 11/09/2025**EXPIRATION DATE** 11/10/2025

ACTIVITY	QTY	GST	RATE	AMOUNT
Aluminium Pool Fence Supply and Install flattop fence to bunker Caseys Rd The design is 38 x 25mm top and bottom rail with 16mm diameter vertical tube 50 x 50mm post Approx 25m (14m Raked) Satin Black Powdercoat finsh	25	GST	220.00	5,500.00
SUBTOTAL				5,500.00
GST TOTAL				550.00
TOTAL				A\$6,050.00

Accepted By

Accepted Date

Direct Deposit Payments can be made to:

ANZ Banking Corporation

Wavetime Constructions

BSB: 014527 A/C: 465 6000 22



ABN 18 115 203 26

Date: 2nd September 2025

Quote No: SC-2025-014

Attention: Shanyn Fox

Subject: Quotation – Cassia Park Pump House Retaining Wall

Dear Shanyn,

Please find below our quotation for the construction of a retaining wall around the pump station at Cassia Park.

Scope of Works:

1. Excavate footing alongside existing concrete pad, 150mm deep x 300mm wide.
2. Supply and place concrete footing.
3. Supply and place charcoal Versa Wall blocks.
4. Supply and place agricultural pipe for drainage.
5. Supply and place no-fines concrete for drainage.
6. Supply and place Versa Wall charcoal caps.
7. Clean up of site on completion of works.

Total: \$ 13,181.50 + GST

Please don't hesitate to contact me if you require any further information or adjustments to the scope.

Regards,

George Otto

Manager

0407188837





ABN 18 115 203 257

Dear Shannon fox

Quote for Cassie park pump house turf rectification

Following is our quotation to carry out the works as discussed on site,

- Strip and subgrade area with an excavator to desired depth
- Supply and place underturf
- Site clean
- Remove spoil and unwanted material from site

The price for us to carry out works \$ 2,832.00 +gst

Regards,

George Otto

Office: 07 5573 1294 | Mobile: 0407 188 837

Email: george@smartstonegroup.com.au

Smart Stone Group Pty Ltd



www.smartstonegroup.com.au



AUTHORISATION FOR BODY CORPORATE EXPENDITURE

DOCUMENT CONTROL NO# DF 502040

VERSION NO#1

Entity: ☐ PBC ☒ PTBC

Project/Works Name: Fence Replacement

Brief Description of Works: To replace six (6) security fence panels

Location: The Pines Entry Gate On Edgecliff Dr Hope Island

Type of Funding: ☐ Admin Fund ☒ Sinking Fund

Amount to be Approved \$7,400.00 ex GST

Code: 224991

Priority Level: ☒ High ☐ Medium ☐ Low

Scope of Works:

Supply and install six (6) new cranked top spear square tube security panels in varying lengths (ranging from 1.74m to 2.4m), aluminium and powder coated in satin black. Replace twenty-four (24) rusted 40x40 rail flanges to match the existing security fencing.

Reason for Works:

Existing panels are badly corroded, with the square tubes completely rusted away from the bottom rail. Top and bottom rails break away when touched, making repair impossible. Replacement is necessary to maintain site security and safety.

Risks or Impacts:

If not replaced promptly, the gate area will remain insecure, allowing unauthorised access. There is also a safety hazard from broken, unstable panels which could collapse or injure someone. Timely completion will restore full security and prevent further deterioration.

Quotes Received:

Company Name	Quote Amount (ex GST)	Notes (if applicable)
Wavetime	\$7,470.00	
Firm Finish	\$7,400.00	

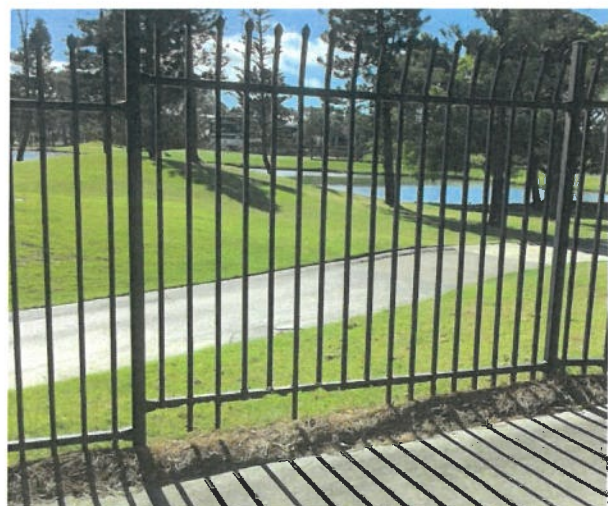
Recommended Contractor: Firm finish

Attachments

1. Quote 1510 – Wavetime
2. Q 2122 Sc Edgecliff Dr – Firm Finish

Submitted By: Shany Fox

Date: 23/09/2025



Wavetime Constructions

2/27 Broad ST

Labradotr QLD 4215

0411 452 277

justin@wavetimeconstructions.com.au

www.wavetimeconstructions.com.au

ABN: 51106408576

Quote

ADDRESS

Sanctuary Cove PTBC

Building 1 Masthead Way

Sanctuary Cove

QUOTE NO. 1510**DATE 27/08/2025****EXPIRATION DATE 29/09/2025**

ACTIVITY	QTY	GST	RATE	AMOUNT
security fence:security fence Sickle Av Entrance Golf Course Fence	6	GST	1,245.00	7,470.00

Supply and Install custom made
security fence panels

Design will be 40x40mm rails with
vertical bars with pressed spear tops on
a angle.

6 panels at 2400 x 2150mm high

Powdercoated Satin Black

Includes removal and disposal of
existing fence

SUBTOTAL	7,470.00
GST TOTAL	747.00
TOTAL	A\$8,217.00

Accepted By

Accepted Date

Direct Deposit Payments can be made to:

ANZ Banking Corporation

Wavetime Constructions

BSB: 014527 A/C: 465 6000 22



7 Violet Way Gaven Qld 4211 • ABN 70 589 098 414

Mobile: 0412 548 504

Specialising in

Repairs - Installations & New
Sliding & Swing Gates - Balustrades
Pool & Security Fencing

To: Sanctuary Cove Primary G.T.P 201 C/o David Manly M: 0458 333 113 E: david.manly@scove.com.au E: eliza.court@scove.com.au	Date: 2-9-25
	Quotation No: Q 2122
Order By: David	

Job Site: Security Fence At The Pines Entry Gate On Edgecliff Dr Hope Island

6 Steel Security Panels Cannot Be Repaired

Because All The Square Tubes Are Completely Rusty Away From The Bottom Rail

The Top And Bottom Rails Break Are Away When Touched

Supply And Install

1 @ 2.1 High x 1.740 Long Cranked Top Spear Square Tube Security Panel

1 @ 2.1 High x 2.185 Long Cranked Top Spear Square Tube Security Panel

2 @ 2.1 High x 2.315 Long Cranked Top Spear Square Tube Security Panel

1 @ 2.1 High x 2.340 Long Cranked Top Spear Square Tube Security Panel

1 @ 2.1 High x 2.400 Long Cranked Top Spear Square Tube Security Panel

Aluminium And Powder Coated Satin Black

Replace 24 Rusty Out 40 x 40 Rail Flanges

All Match The Existing Security Fencing

Quote Is Valid Until 2/10/2025

For Additional Information Do Not Hesitate To Contact
Frank Bartolo Mob: 0412548504 Ph: 0755782762
E: firmfinish@hotmail.com

**A Return Acceptance Must Be Received Via Email Before
 Work Will Commence**

Sub Total:	\$ 7,400.00
GST:	\$ 740.00
Total Price:	\$ 8,140.00

**CORRESPONDENCE
FOR INFORMATION**

From: [Eliza Court](#)
To: [PTBC](#)
Cc: [Accounts](#)
Subject: Recovery for Repair Invoice Request - PTBC - North Gate Entry Boom - 14 August 2025
Date: Thursday, 21 August 2025 10:19:52 AM
Attachments: [image001.png](#)
[5438 Buggy vs MDN Boom.pdf](#)
[5438-2025-08-14 13.00.18.199.avi](#)
[Secure Entry 5015911.pdf](#)

Good Morning,

Request for a PTBC invoice for the recovery of repair of The North Gate Entry Boom that was hit by a buggy on 14 August 2025.

Recovery of repair invoice as per the attached Secure Entry invoice # 5015911 for \$884.81 including gst.

Also attached is the Security report and CCTV footage.

Once approved and accounts have created the recovery invoice I will email to the below email address.

If you have any questions please let me know.

Address Details:

Mrs Barbara [REDACTED]
[REDACTED] Terrace, Sanctuary Cove QLD 4212

Email:

Does not have email

-

Phone:

[REDACTED]
[REDACTED]

Thank you.

Kind Regards,

ELIZA COURT

Facilities Services Officer

Direct 07 5500 3314 | eliza.court@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

Web oursanctuarycove.com.au

Dealing Number



OFFICE USE ONLY

Privacy Statement

Collection of information from this form is authorised by legislation and is used to maintain publicly searchable records. For more information see the Department's website.

Print one-sided only

1. Interest being transferred (if shares show as a fraction)

Lodger (Name, address, E-mail & phone number)

Lodger
Code

Fee Simple

Note: A Form 24 - Property Information (Transfer) must be attached to this Form where interest being transferred is "fee simple" (Land Title Act 1994), "State leasehold" (Land Act 1994) or "Water Allocation" (Water Act 2000)

2. Lot on Plan Description

Title Reference

Lot 7 on SP186788

50614025

3. Transferor

Sanctuary Cove Primary Thoroughfare Body Corporate

4. Consideration

Pursuant to section 58 of the Sanctuary Cove Resort Act 1985

5. Transferee

Given names

Surname/Company name and number

(include tenancy if more than one)

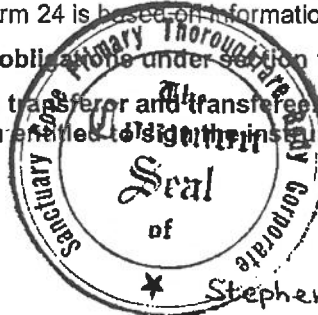
Mulpha Sanctuary Cove (Developments) Pty
Ltd ACN 098 660 318

6. Transfer/Execution. The Transferor transfers to the Transferee the estate and interest described in item 1 for the consideration and in the case of monetary consideration acknowledges receipt thereof. The Transferor declares that the information contained in items 3 to 6 on the attached Form 24 is true and correct. The Transferee states the information contained in items 1, 2, 4 to 6 on the attached Form 24 is true and correct. Where a solicitor signs on behalf of the Transferee the information in items 1, 2, 4 to 6 on Form 24 is based on information supplied by the Transferee.

NOTE: Witnessing officer must be aware of their obligations under section 162 of the Land Title Act 1994.

Separate executions are required for each transferor and transferee. Signatories are to provide to the witness, evidence that they are the person entitled to sign the instrument (including proof of identity).

Sanctuary Cove Primary Thoroughfare
Body Corporate



Stephen John Anderson

Chairperson

05/09/2025

Witnessing Officer (signature, full name & qualification)

Execution Date

Executive Committee Member

Transferor's Signature

BARRY TEELI

Witnessing Officer (signature, full name & qualification)

Execution Date

Transferor's Signature

Mulpha Sanctuary Cove (Developments)
Pty Ltd ACN 098 660 318

Director

Witnessing Officer (signature, full name & qualification)

Execution Date

Transferee's or Solicitor's Signature

Director / Secretary

(Witnessing officer must be in accordance with Schedule 1 of the Land Title Act 1994 eg Legal Practitioner, JP, C Dec)

*Note: A Solicitor is required to print full name if signing on behalf of the Transferee and no witness is required in this instance

(This form must accompany Titles Registry Form 1 – Transfer when lodged in the Titles Registry)

*Foreign Ownership of Land Register Act 1988, Duties Act 2001; Land Valuation Act 2010; Land Tax Act 2010; Local Government Act 2009; Water Act 2000, Electrical Safety Act 2002; Fire and Emergency Services Act 1990, South-East Queensland Water (Distribution and Retail Restructuring) Act 2009, Taxation Administration Act 2001***PART A – Transferee to complete**

Title reference [50614025]

Page 1 of 2

Electronic version - for completion before printing one-sided only.

Where insufficient space in an item, use Form 20 (Enlarged Panel).

Mark appropriate ☐ with 'X'

Refer to guide for completion for further information and details about the purpose of the collection of information.

Official use only**1. Transferee**(a) Given names & surname
or Company & ACN/ABN(b) Date of birth
(dd/mm/yyyy)(c) Residential or business address
after possessionMulpha Sanctuary Cove Developments Pty Ltd
ACN 098 660 318Level 9, 117 Macquarie Street, Sydney NSW
2000

(d) Contact details after possession

(i) Phone number -

(ii) Postal address (include only one address even if multiple owners) - As above ☐ OR complete address below
PO Box 199

Sanctuary Cove QLD 4212

(iii) Email address -

(e) Name of trust - N/A ☒ OR complete -

(f) Is transferee a foreign person / corporation?

N/A ☐NO ☐YES ☒ ➤ Attach completed Form 25
(Foreign Ownership Information)**Note:** The definition of a foreign person or corporation is defined in the *Foreign Ownership of Land Register Act 1988*. Refer to guide for completion for more information.(N/A if only for a
Water Allocation)

(g) Does transferee ordinarily reside in Australia?

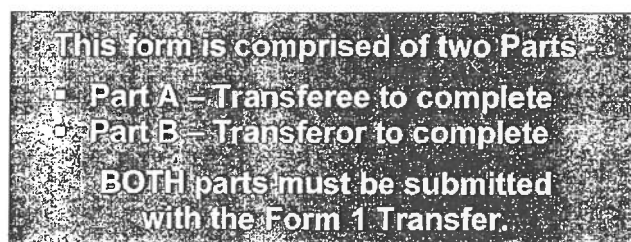
N/A ☒NO ☐YES ☐(N/A if only for a
Water Allocation)**2. Transaction**

(a) Date of possession (dd/mm/yyyy) -

➤ The date of possession is the actual date the transferee has legal control or ownership of the property. Usually, this is the date of settlement, or the date as agreed to by both parties.

(b) Date of settlement (dd/mm/yyyy) -

➤ The date of settlement must be completed even where it is the same as the date of possession.



Information from this form is collected and used under the authority of legislation stated at the top of this form. It is provided to Qld Government departments, local authorities and water distribution entities. Some information may be included in publicly searchable records maintained by those agencies. Information from the Valuation & Sales database may be provided to data brokers who may sell it as part of an information package.

(This form must accompany Titles Registry Form 1 – Transfer when lodged in the Titles Registry)

PART B – Transferor to complete

Title reference [50614025]

Page 2 of 2

Electronic version – for completion before printing one-sided only.

Where insufficient space in an item, use Form 20 (Enlarged Panel).

Mark appropriate ☐ with 'X'

Refer to guide for completion for further information and details about the purpose of the collection of information.

3. Transferor's residential or business address after settlement

c/- Shop 1A, Building 1, Masthead Way, Sanctuary Cove, Qld, 4212

4. Details of sale price (Sale price must include GST if applicable)

(a) Property excluding water allocation

Cash \$
 Vendor terms \$
 Assumption of liabilities \$
 \$

(b) Water allocation - N/A ☒ OR complete below

Cash \$
 Vendor terms \$
 Assumption of liabilities \$
 \$

Other (specify above)

Pursuant to section 58 of the
 Sanctuary Cove Resort Act
 1985

Other (specify above)

Total \$

Total \$

5. Property details

(a) Land / Water allocation description (b) Property address (leave blank for water allocations)

Lot	Plan type & no.	Street no.	Street name	Suburb/Town/Locality	Postcode
Lot 7	SP186788		The Parkway	Hope Island	4212

(c) Property transferred includes

(d) Current land use

(e) Water allocation - N/A ☒ OR complete belowPlant & Machinery ☐Livestock ☐Crops ☐Existing right ☐Moveable chattels ☐Water licence ☐Interim water allocation ☐Other: ☐Vacant land ☒Dwelling ☐Multi-unit ☐Flats ☐Guest house / Private hotel ☐Farming ☐Industrial ☐Commercial ☐Other: ☐

(i) Is water allocation unsupplemented?

NO ☐ YES ☐ > complete (ii) below

(ii) Reference number of the water allocation dealing certificate - unsupplemented

(f) Safety switch

(i) Is an electrical safety switch installed?

N/A ☒ NO ☐ YES ☐

(ii) Has transferee been informed in writing about its existence?

N/A ☒ NO ☐ YES ☐

(g) Smoke alarm

(i) Is a compliant smoke alarm/s installed?

N/A ☒ NO ☐ YES ☐

(ii) Has transferee been informed in writing about its existence?

N/A ☒ NO ☐ YES ☐**6. Transaction information**(a) Is there an agreement in writing for the transfer of dutiable property? NO ☒ YES ☐ > If yes, complete (b) below

(b) If Yes, provide the date of the written agreement (dd/mm/yyyy) - (leave blank if No above)

(c) Were any transferees related to or associated with any transferors at the date of the dutiable transaction?

NO ☐ YES ☒ > If yes, complete (d) below

(d) If Yes above, state the degree of relationship / association and supply evidence of value to Office of State Revenue -

The transferee is a member of the Transferor body corporate > See guide for completion

(e) Is the consideration less than the unencumbered value

NO ☒ YES ☐ > See guide for completion

(f) Is this transaction part of an arrangement that includes other dutiable transactions?

NO ☒ YES ☐ > See guide for completion

(g) Is GST payable on this transaction? See guide for completion.

NO ☒ YES ☐ > If yes, complete (h) below

(h) If GST is payable, is the transaction under the margin scheme

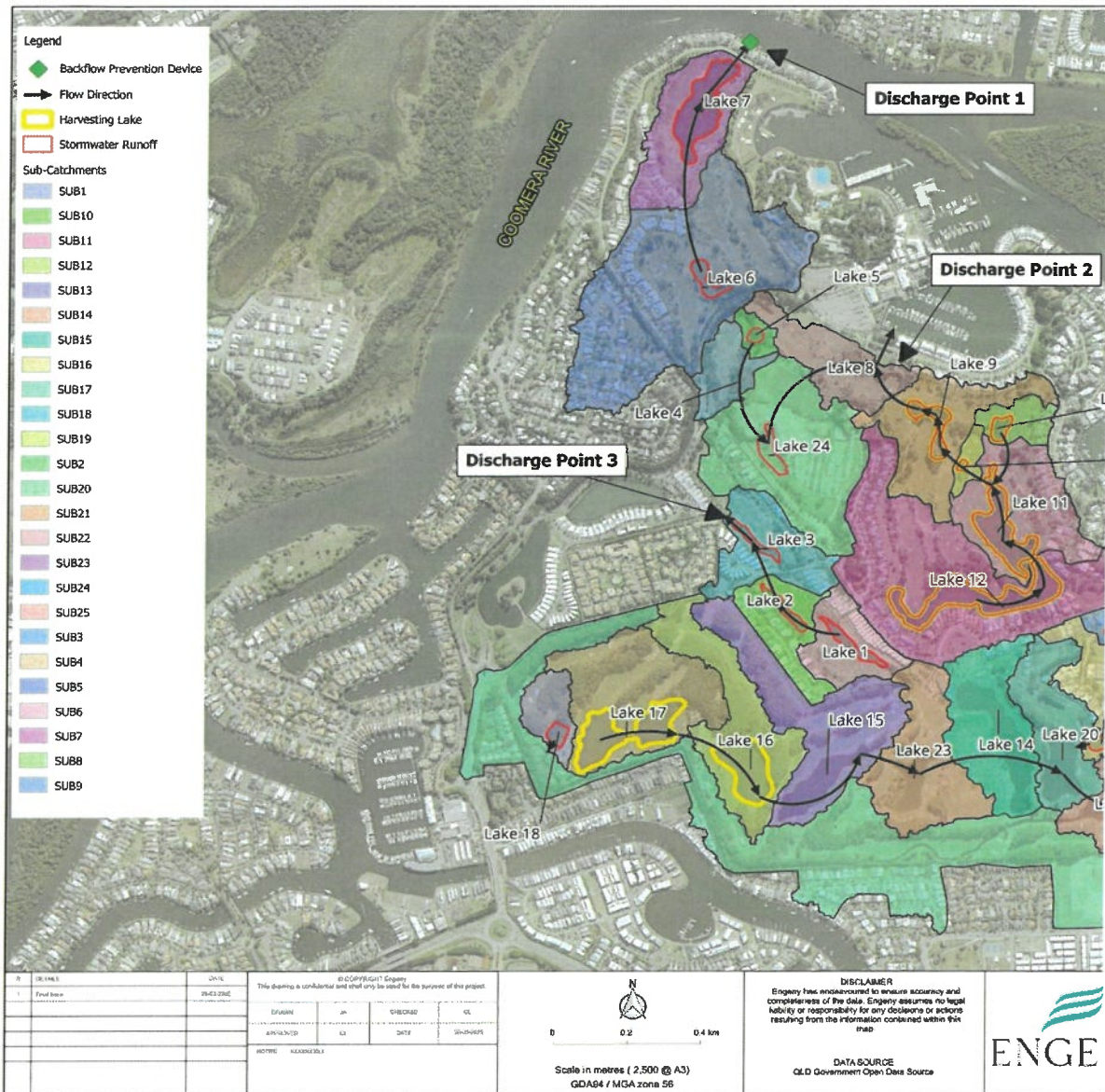
NO ☐ YES ☐

(i) Is any transferor a non-Australian entity?

NO ☒ YES ☐ > See guide for completion

Priority	Lake no.	Lake Area (m2)	Silt Depth Mean (m)	Silt Volume Mean (m ³)
1	4	18,430	0.21	3,870
2	8	16,130	0.6	9,678
3	13	4,648	0.15	697
4	5	17,735	0.15	2,660
5	9	25,210	0.6	15,126
6	3	11,128	0.16	1,780
7	7	25,678	0.6	15,407
8	2	14,825	0.11	1,631
9	24	22,927	0.15	3,439
10	6	12,747	0.13	1,657
11	1	2,882	0.29	836
12	16	31,212	0.17	5,306
13	21	3,807	0.17	647
14	10	1,538	0.19	292
15	17	20,140	0.15	3,021
16	18	730	0.22	161
17	22	945	0.11	104
18	11	3,727	0.2	745
19	23	5,143	0.1	514
20	20	7,187	0.15	1,078
21	15	3,348	0.14	469
22	14	3,951	0.14	553
23	12	2,729	0.19	519
24	19	2,721	0.14	381
	Total	259,518		70,572
			% of existing volume	19%

Lake Water Volume (m ³)	Original Lake Volume (m ³)	(Silt Removed)	% of Silt in Original Lake Volume
293	4,163		93%
1,617	11,295		86%
293	990		70%
1,291	3,951		67%
8,190	23,316		65%
2,051	3,831		46%
29,009	44,416		35%
3,209	4,840		34%
7,163	10,602		32%
4,790	6,447		26%
3,303	4,139		20%
29,228	34,534		15%
7,163	7,810		8%
4,171	4,463		7%
46,497	49,518		6%
2,882	3,043		5%
2,107	2,211		5%
16,002	16,747		4%
11,428	11,942		4%
26,916	27,994		4%
20,772	21,241		2%
51,231	51,784		1%
50,584	51,103		1%
51,083	51,464		1%
381,273	451,845		
	% of original volume		16%





GENERAL BUSINESS



Biodiversity
AUSTRALIA

LEADING THE WAY
IN ENVIRONMENTAL
MANAGEMENT

SANCTUARY COVE BODY CORPORATE

SANCTUARY COVE GOLF COURSE
FLYING FOX RELOCATION

September 2025

Sustainable partnerships
dedicated to achieving
ecological and economical balance



Contents

Document Control Page	3
Introduction.....	4
2.1 Background	4
Proposed Approach	5
3.2 Flying-fox Camp Relocation	5
Proposed Project Delivery Timeframes.....	Error! Bookmark not defined.
Flying-fox Management Team.....	7
Flying-fox Project Experience	8
Referees.....	11
Why Choose Biodiversity Australia.....	12
A Specialist Environmental Consulting Services	12
An Indigenous Owned Business Committed to Sustainability	12
Proudly Australian Owned and Operated	12
Fully Licenced Firm with Accredited Management Systems	12
Specialist Services	13
Partnering to Remain at the Cutting Edge.....	13
We Meet Your Requirements.....	14
Working with Indigenous People	14
Employment and Training of Indigenous People	14
Qualifications and Extensive Experience in Environmental Management	14
Delivery of High-Quality Consultancy Outcomes.....	15
Maintenance of a High Ethical Standard.....	15
Project Costs.....	16
Camp Relocation Implementation.....	16
10.1 Guaranteed Outcome	Error! Bookmark not defined.
10.2 Maintenance (Per week: 5 working days)	16
10.3 Schedule of Rates	17
10.4 Assumptions and Exclusions	17
Summary and Conclusions	18



Document Control Page

Version Control

Version	Purpose	Author	Reviewed / approved by	Date
0.1	Draft	Tiffany Noy	Steve Noy	19/09/2025
1.0	Final	Tiffany Noy	Steve Noy	19/09/2025

Distribution Control

Copy	Purpose	Method	Issued to:	Name	Date
1.0	Final	Email	Sanctuary Cove Body Corporate	Shanyn Fox/ Cameron Smith	29/09/2025
1.0	Final	File	Biodiversity Australia	Info	29/09/2025

Document Reference

P7318 - Sanctuary Cove Golf Course Flying Fox Relocation Proposal Rev1.0

Document purpose and copyright notice

This document has been prepared to the requirements of the client identified on the cover page and no representation is made to any third party. Unless otherwise contractually agreed, rights for the work contained within this document remain the property of Biodiversity Australia Pty Ltd. The document may be cited for the purposes of scientific research or other fair use, but it may not be reproduced or distributed to any third party by any physical or electronic means without the express permission of the client for whom it was prepared or Biodiversity Australia Pty Ltd.



Introduction

2.1 Background

A population of Black flying-foxes (*Pteropus alecto*) have congregated in Sanctuary Cove Gold Course. With the presence within the area is within the Golf Course and directly on the neighbour property the results in some level of human-wildlife conflict, negative interactions are exacerbated when the camp size exceeds. Current estimations have the size of the colony estimated to be in excess of 1500.

Biodiversity Australia Pty Ltd is pleased to submit this proposal to the Sanctuary Cove Body Corporate to undertake this Project. Biodiversity Australia is industry-leading in the field of flying-fox management and have delivered a number of projects with similar scopes, mostly recently roost relocation works within the Charters Towers region.

Additionally, Biodiversity Australia have been extensively involved in assessing and alleviating negative community attitudes towards flying foxes. As such, we have a thorough understanding of the complexities of the Project and are well positioned to deliver a high-quality outcome.

This proposal addresses how Biodiversity Australia will achieve the requirements of the Project, as requested by Sanctuary Cove Body Corporate. Biodiversity Australia has extensive experience delivering all of the services requested. In particular, the proposed Biodiversity Australia Project team have experience in the following:

- provision of expert advice on holistic flying-fox management,
- recurring success in flying-fox relocation projects across QLD, NT and NSW,
- provision of high-level and robust scientific analysis and reporting,
- development of robust risk analysis and mitigation strategies,
- provision of expert knowledge in approval pathways and permitting,
- significant experience with dealing with public concerns and interactions, &
- access to industry leading equipment.



Proposed Approach

Biodiversity Australia will adopt a staged approach in the development of the flying-fox relocation strategy, including incorporation of the following:

1. Development of Management Plans and acquisition of Permits
2. Flying-fox camp relocation (2-week program)
3. Works report

It is also relevant to note that Biodiversity Australia intends to undertake all works in accordance with the following legislative instruments:

- *Nature Conservation Act 1992*;
- Code of Practice Ecologically sustainable management of flying-fox roosts – *Nature Conservation Act 1992*; and
- Relevant subordinate legislation and relevant regulations/guidelines etc.

It is understood that the relocation strategy must be developed in strict accordance with the above-listed legislation and guidelines. Each component of the proposed project methodology is described in greater detail below.

Flying-fox Camp Relocation

3.1.1 A Long-term Approach

Flying-fox camp relocation should be viewed as part of a sustainable, long-term strategy. Once nearby suitable roost site/s have been verified as available, active management of the flying-fox camp may commence once seasonally appropriate. If no suitable alternative roost sites are identified within the appropriate radius, it is possible that existing moderate-suitability sites may need to be supplemented with plantings to make the site more attractive to flying-foxes.

Roost relocation and continual negative reinforcement will most likely need to be conducted over a number of successive years as it is highly likely that one season of relocation works may not be enough to permanently deter flying-foxes from using their preferred roost site in future years.

3.1.2 General Relocation Strategies

Methods which Biodiversity Australia have found to be highly successful when conducting active flying-fox camp relocation works are outlined below (Table 3). These methodologies and equipment have successfully been implemented at various sites throughout Queensland and the Northern Territory. Proposed daily methodologies for the flying-fox camp relocation events consist of the following activities:

- pre-start meeting to outline emergency details and proposed plan for works;
- commencement of operational works (outlined in Table 1) pre-dawn to ensure flying-foxes are not allowed to settle within selected current roost trees. Works to continue for a maximum of two hours;
- works to complete once sun has risen (no interference is to occur during daylight so as to not cause excess stress in animals); and
- post-monitoring of flying-foxes to monitor for excess stress or injured individuals.

Data collection that captures all activities undertaken will be collected each day throughout works.

While the above components will form a skeleton for the camp relocation strategy, a more detailed camp relocation strategy will be developed to fulfil the requirements of this Project.



Table 1. Flying-fox camp relocation strategies

Method	Description
Smoke Deterrents	The use of smoke bins provides a temporary, non-lethal deterrent to discourage flying foxes from roosting in sensitive areas (e.g. residential zones) . As part of the dispersal program, four smoke bins will be utilised to generate controlled smoke plumes. This creates a sensory barrier that deters flying foxes from returning to their roost.
Visual Deterrents	Temporary flood lighting focusing on the roost trees provides a deterrent for flying-foxes returning to the roost location. Illumination of the trees results in the creation of an undesirable roost. This measure prevents some individuals from landing in the roost trees. It will not be effective on all individuals.
	The air dancer creates a different height level for visual harassment, which is generally in line with tree height. In addition to the erratic movement of the air dancer, the noise from the generator creates a second layer of disturbance.
Aural Deterrents	Audio equipment with distress calls can be an effective audible tool in the harassment of flying-foxes. The success of this tool is highly dependent on each individual.
	A gas gun is an additional aural harassment measure that produces a loud noise via the release of compressed LPG. The gas gun is an effective tool as it can be set to different time intervals, and does not require the supervision by a staff member.
Negative Visual and Aural Deterrents	Pyrotechnics can be used to provide intense dispersal for stubborn flying-foxes which have not responded as well to previously used methods. With multiple styles of pyrotechnics, Biodiversity Australia can use this tool sporadically to further harass the colony and actively move them in the desired direction rather than simply dispersing the colony.
	The use of stock whips, whilst simple, is highly effective in preventing flying-foxes from roosting. Stock whips create a loud crack, which acts as an aural deterrent. In addition, the fast movements of the whip and person's arm result in a physical/visual harassment measure.

3.1.3 Rapid-response Framework

Utilisation of a rapid-response framework is strongly recommended for relocating flying-fox roosts. Such a framework includes provisions to identify when flying-foxes are beginning to roost in a particular location and rapidly discouraging from using that location before the entire flying-fox camp has arrived and fully established. Biodiversity Australia has found this method to be effective in other geographies when managing flying-foxes. Biodiversity Australia's rapid-response framework has several advantages, including:

- better animal welfare outcomes and interference with a smaller number of flying-foxes;
- cost-effective in the long-term as fewer resources are required to relocate a smaller camp; and
- provides a pro-active management approach and minimises human-wildlife conflict as fewer flying-foxes will be displaced by relocation activities.

It is expected that consistent negative reinforcement over a number of successive years will eventually lead to the camp preferentially roosting in the alternative roost site.



Flying-fox Management Team

Biodiversity Australia is a specialist in environmental management. Our success is driven by the competence and experience of our team. The following sections provide details on our services, the people who lead those services and the projects that demonstrate our expertise.



Steve Noy is the founder and Managing Director of Biodiversity Australia. With more than 25 years' experience in wildlife management, bush regeneration, and fauna research, Steve has a wealth of operational and practical knowledge and expertise in environmental management and is a regular author of and contributor to scientific papers.

Steve is passionate about inspiring positive change and dedicated to high industry standards across Australia. He is active within the sector, providing thought-leadership, operational advice and on-the-ground management.

Throughout his career, Steve has worked extensively with all Australian species of Flying-fox. He has successfully undertaken dozens of small and large roost relocations of camps ranging from 2,000 through to 300,000.

Steve's Indigenous heritage has influenced the way in which Biodiversity Australia operates, resulting in Steve's personal and business pursuits in driving Indigenous-owned business growth and success and the overall growth of the sector.



Karl Robertson is a Principal Ecologist and Senior Business Manager at Biodiversity Australia. Karl has 12 years' experience in terrestrial and aquatic ecology throughout NSW and QLD. Karl pursues a holistic knowledge of Australian Ecology, in doing so, he has developed advanced survey and assessment skills. He is able to survey and identify the full complement of Australian native and exotic fauna and flora.

Karl has successfully undertaken a large number of flying-fox surveys, assessment, management plans, relocation works and social studies for variation councils throughout QLD and also the Department of Environment and Science

Karl has a broad understanding of both State (QLD & NSW) and Federal Legislation, having prepared an extensive amount of Ecological Assessments, Monitoring Reports, Seven Part Tests, EPBC Act Matters of National Environmental Significance, SEPP 44, 14 and 26 assessment as well as the preparations of Review of Environmental Factors, Vegetation Management Plans and Control Plans for Exotic Flora.

Karl is also an accomplished spatial analyst with experience in the use of ArcGIS and MapInfo as well as a vast range of data collection software (GBM Mobile, GIS Pro, Weed Map Pro) and hardware (Trimble, iPad, GPS, Toughbook).



Flying-fox Project Experience

Biodiversity Australia has **achieved our clients desired outcomes on 100% of flying fox relocations.**

We extensive experience in managing flying-foxes throughout Queensland and the Northern Territory. A sample of relevant projects where a similar scope of works has been completed is provided below.

Case Study 1	Flying-fox Relocation– Charters Towers
Client:	Charters Towers Regional Council
Location:	Charters Towers
Date:	2022-2023
Scope:	Biodiversity Australia has undertaken several scopes for Charters Towers over recent years resulting in Council commitment to relocate the extensive camp from Lissner Park in late 2022. Council requested that a camp relocation be completed prior to any mandatory restrictions being required due to the potential presence of heavily pregnant females and dependent young. During the relocation works, 6 suitably trained Biodiversity Australia team members utilized a range of dispersal tools to safely relocate and monitor all flying-foxes within the targeted area. All flying foxes were relocated away from the town. A large component of these works was an alternative roost study and analysis. During the relocation a pause occurred after the initial two-week phase due to a number of dependant young were identified within the group as still in the creching phase. Biodiversity Australia followed protocols and a temporary roost was formed a short distance from the original roost as a measure to prevent harm to the creching young. Once determined as suitable to continue the relocation, the team re-mobilised to the region and successfully moved the flying fox from their temporary roost and onto the originally identified and preferred alternate roost. The council also used this opportunity to train staff under the guidance of the senior experienced Biodiversity Australia team. Several techniques have been shared with the council team members so as they can now perform ongoing deterrents when and as necessary to ensure the ongoing success of the relocation. In addition, several changes to the original roost location in Lissner Park where recommended as <u>further preventative measure to make it less appealing to any future groups</u>
Roost size	200,000+ animals

Case Study 2	Flying-fox Management Ingham- Hinchinbrook Shire Council
Client:	Hinchinbrook Shire Council
Location:	Ingham
Date:	2020
Scope:	Biodiversity Australia was contacted by Hinchinbrook Shire Council in early 2020 regarding the management of a flying-fox camp located in the Ingham botanical gardens. Council requested that a camp relocation be completed prior to any mandatory restrictions being required due to the potential presence of heavily pregnant females and dependent young. During the relocation works, 10 suitably trained Biodiversity Australia team members utilized a range of dispersal tools to safely relocate and monitor all flying-foxes within the targeted area. All flying foxes were relocated away from the town. A large component of these works was an alternative roost study and analysis.
Roost size	50,000 animals



Case Study 3	Flying-fox Relocation– Carnarvon Gorge
Client:	Breeze management Group
Location:	Carnarvon Gorge
Date:	2022-2023
Scope:	Biodiversity Australia has undertaken a relocation activity for the Breeze management group for the extensive camp located within the holiday park in late 2022. Breeze Management group engaged the services of BA to relocate the 500,000 population of flying fox that had taken up residence in and around a popular tourist park within the Carnarvon Gorge. The population were causing concern to staff and guests at the popular holiday spot. During the relocation works, 6 suitably trained Biodiversity Australia team members utilized a range of dispersal tools to safely relocate and monitor all flying-foxes within the targeted area. Over the course of several weeks a variety of techniques were undertaken to disperse the flying foxes from the property. Given the nature of the surrounds no requirements for alternate roost studies were required in this instance. Biodiversity Australia senior team members provided advice and techniques to the local ground team so as they can now perform ongoing deterrents when and as necessary to ensure the success of the relocation moving forward.
Roost size	500,000+ animals

Case Study 4	Flying-fox Management Feasibility Study - CoGC
Client:	City of Gold Coast
Location:	Robina and Nerang
Date:	2018 - 2019
Scope:	Biodiversity Australia investigated the feasibility of private land owner implementation of flying-fox sprinkler systems aimed at mitigating human-flying-fox conflict in Hampton Park, Robina and Alexander Drive West Reserve, Nerang. A design of the canopy mounted sprinkler system was produced and resulting costs were estimated. Recommendations for system implementation were then made to the City of Gold Coast based on these findings.
Roost size	~5,000 animals

Case Study 5	Flying-fox Management – Isaac Regional Council
Client:	Isaac Regional Council
Location:	Moranbah
Date:	2017
Scope:	Biodiversity Australia was contacted by Isaac Regional Council to provide fauna management services for a colony of Little Red Flying-foxes located on a property off Barraclough Crescent, Moranbah. Community pressure and councils desire to maintain resident's health and safety led to the engagement of Biodiversity Australia to assess the camp. Flying-fox management was undertaken at Bradman Street, Moranbah over two dispersal periods. Due to the consistent fauna management and implementation of new technologies across the site, the flying-fox colony successfully relocated to a large vegetation patch behind Utah Drive, Moranbah.
Roost Size:	250,000 – 275,000 animals



Case Study 6 Flying-fox Management – Gladstone Regional Council	
Client:	Gladstone Regional Council
Location:	Miriam Vale
Date:	2017
Scope:	Biodiversity Australia was contacted by Gladstone Regional Council on the 4th September 2017 regarding the establishment of a small flying-fox camp located near Alf Larsen Park, Miriam Vale. Gladstone Regional Council requested that a camp relocation be completed prior to any mandatory restrictions being required due to the potential presence of heavily pregnant females and dependent young. During the dispersal works, three suitably trained Biodiversity Australia team members utilized a range of dispersal tools to safely disperse and monitor all flying-foxes within the targeted area. Due to the consistent fauna management and implementation of new technologies across the site, flying-fox roost counts reduced considerably from approximately 8,000 - 10,000 individuals to 3 individuals.
Roost Size	8,000 – 10,000 animals



Referees

While we hope that our fee proposal contains all the information you require, please do not hesitate to contact our referees to gain further insight into our past work or capabilities.

Referee	
Name:	Mayor Ramon Jayo- Hinchinbrook Shire Council
Position:	Mayor
Number:	0427 875 607
Email:	mayor@hinchinbrook.qld.gov.au
Engagement Type:	Biodiversity Australia direct contractors

Referee	
Name:	Dr. Rebecca Hendry
Position:	Senior Conservation Officer
Number:	07 4977 6899
Email:	RebeccaH@gladstone.qld.gov.au
Engagement Type:	Biodiversity Australia direct contractors

Referee	
Name:	Mic Langurne – Charters Towers Regional Council
Position:	Senior Environment Coordinator
Number:	0447 400 926
Email:	mlangburne@charterstowers.qld.gov.au



Why Choose Biodiversity Australia

A Specialist Environmental Consulting Services

As one of Australia's leading environmental management and consulting specialists, Biodiversity Australia partners with organisations to deliver solutions for the sustainable management of our unique Australian ecology, while balancing economic priorities.

Founded in 2002, Biodiversity Australia has extensive experience in the management and delivery of specialist environmental consulting services for small and large-scale projects throughout Australia. Our dedication to environmental sustainability is matched by our desire to refine and advance our procedures and services to ensure we remain at the leading edge of our industry. The diverse skills and broad experience of our team enables us to offer innovative and integrated environmental management services across a range of industries.



An Indigenous Owned Business Committed to Sustainability

We are dedicated to providing real opportunities for Indigenous people and companies to contribute to environmental management in a sustainable way that captures Indigenous knowledge and develops capacity. We are certified with Supply Nation as a 100% Indigenous owned supplier.

Proudly Australian Owned and Operated

Biodiversity Australia was founded in Queensland in 2002. Our headquarters is located on the Gold Coast and we operate throughout the country. We also have offices in Chinchilla, Port Macquarie and the Northern Territory **and have operational offices along with a large number of operational staff based in Townsville and Mackay.** We are deeply engaged in the Australian industry, we invest in Australian businesses and we provide sustainable employment for Australians.

Fully Licenced Firm with Accredited Management Systems

We are a fully licenced and accredited firm with ISO certifications in Environment, Quality and Safety, delivering best practice environmental project and management strategies across diverse industries and sectors. We maintain all licences, permits and insurances necessary for provision of environmental services in all sectors.



Specialist Services

Biodiversity Australia provides specialist services that cover all aspects of environmental management, including but not limited to:

Ecology: Improving the health of our ecological systems and delivering projects that achieve exceptional results.

Fauna Management: Managing fauna solutions to minimise risks to native wildlife and controlling vertebrate pests and responding to local issues caused by native wildlife.

Vegetation Management: Restoring the ecological balance through regeneration, rehabilitation and solutions that enhance value.

Aviation: Delivering solutions that meet the niche requirements for airport management and aviation safety.

Partnering to Remain at the Cutting Edge

Biodiversity Australia is leading the way in the development and adoption of technological advances in environmental management. Whether a project requires drones, infrared, thermal imagery equipment, specialist camera equipment or the latest generation of pyrotechnics we work with our sister company Noy Industries to ensure that our clients have access to the best technology at competitive prices. Biodiversity Australia partner with our clients to ensure that we always provide efficient and effective outcomes.





We Meet Your Requirements

Working with Indigenous People

Biodiversity Australia is proudly 100% Indigenous owned and we are committed to the building of capacity in Indigenous people and organisations and doing so in a sustainable way. As an environmental consultancy we appreciate the value that Indigenous people can bring to environmental works, and we work to realise the creation of opportunities for Indigenous people to work 'on country'.

We maintain an Indigenous engagement policy that addresses the use of other Indigenous owned organisations, wherever possible. We maintain an approved suppliers list and through that list recognise Indigenous owned businesses so that their services can be sought out wherever applicable to project needs.

Biodiversity Australia is actively involved in various forums designed to engage Indigenous organisations and facilitate networking between individuals and companies that have an interest in the promotion of Indigenous business. These include, but aren't limited to:

- Supply Nation.
- The Indigenous Chamber of Commerce.

When working for Indigenous organisations we offer an inherently high level of respect for and understanding of the requirements of the people in those organisations. Having worked for the proponents of major developments on traditional lands, we understand and appreciate the sensitivity of environmental works in this area. We maintain professional independence and ensure that our works are completed to meet technical standards of scientific robustness and legal defensibility.

Employment and Training of Indigenous People

We offer an increase in both opportunity and skill base through sustained Indigenous engagement programs that include:

- Administrative Indigenous traineeship.
- Annual Graduate Indigenous environmental scientist program, in conjunction with the Griffith University Gumurrrii Centre.
- Active recruitment of Indigenous personnel into existing teams.

We are also working on establishing a number of Indigenous engagement programs with major clients who share our commitment to social responsibility. Through working with clients in this way we create opportunities to:

- Source suitable Indigenous candidates to fulfil important project roles. Wherever possible we source from the local community.
- Provide on the job training to Indigenous employees using experienced non-Indigenous operators, so that the Indigenous employees become proficient in all hands on aspects of the project work.
- Provide formal course delivered, competency based training to support practical skills.

Building Indigenous capacity in a sustainable manner requires specific attention and a managed approach, and it is through establishment of programs of this nature that we are able to meet our clients' high level social responsibilities, whilst ensuring that high quality environmental services are provided.

Biodiversity Australia is a qualified, licenced and experienced environmental consultancy that provides services that meet the high-quality standards demanded by industry. Through our commitment to engaging and training Indigenous people, and building Indigenous capacity in a sustainable manner, we offer much more than the environmental services that are delivered on ground.

Qualifications and Extensive Experience in Environmental Management

Biodiversity Australia is a fully qualified, licenced and extensively experienced environmental management consultant. We've been operating in this space and growing since 2002 and gaining experience that is essential for our ongoing success. Our team comprises a mixture of individuals with academic qualifications, technical certifications and hands on skills.



Delivery of High-Quality Consultancy Outcomes

Biodiversity Australia is first and foremost an environmental consultancy. We work under all circumstances to meet our clients' expectations. We appreciate that all works must be completed

- on **time**,
- to an agreed **quality** standard, and;
- in accordance with a budgeted **cost**.

Our project managers are constantly focussed on ensuring delivery whilst managing the balance between time, quality and cost. We have a proven track record of responding to our clients' needs and delivering robust outcomes, not just in terms of on the ground works, but also in written reports that serve as a documented legacy after works are completed.

We hold ISO certification in Quality (ISO9001), Environment (ISO14001) and Safety (ISO45001:2018) and use our systems and processes to ensure the delivery of quality work in a manner that is safe and protective of environmental values.

Maintenance of a High Ethical Standard

Biodiversity Australia is absolutely committed to the maintenance of high ethical standards. As environmental consultants, our work may always be subject to technical challenge from stakeholders and regulators. Because of the potential for challenge, our clients rely on us completing our works to an exceptionally high quality standard, and also that we do so with professionalism and integrity. Our leaders set the example by showing personal integrity and sincerity in all dealings. We use our ISO accredited system to drive integrity in our operations. Aspects of the system that contribute to the maintenance of high ethical standards include, but are not limited to:

- Code of conduct.
- Delegation of authority.
- Confidentiality and non-disclosure.
- Policies and procedures addressing procurement.
- Policies and procedures addressing financial management.
- Policies and procedures addressing human resource management.
- Policies and procedures for reporting and investigating incidents.

Many of our personnel hold Department of Defence clearances, which are only issued after completion of police checks and third party verification. Our unit business managers are accountable for ensuring integrity within their area of operations, escalating any concerns, and dealing rapidly with any situation that could cause Biodiversity Australia's Integrity to be questioned. Through rigorous application all of the above, we can provide assurance of high ethical standards to our clients.



Project Costs

Camp Relocation Implementation

Item	Total
Stage 1 Management Plan Review Existing Plan /Data Draft/Final Pre lodge meeting with DES	\$26,185.00
Stage 2 Project Management and Admin Alternative Roost Survey and 2 Week Roost Relocation: Team of 4 Field Prep work Field Work Post Works Report Vehicle & Buggy Hire, Consumables including Pyrotechnics, Disposal items and specialised equipment	\$172,338.00
Total ex GST	\$198,523.00
GST	\$19,852.30
Total Inc GST	\$218,375.30

*Sanctuary Cove to provide 2 x Golf Buggy for program.

9.1 Maintenance (4 Weeks - 5 working days – Monday-Friday Only)

Item	Total
Stage 3 Maintenance of Camp Relocation 20 Field Workdays (Weekday only) over 4 weeks consecutive to Camp Relocation Program Team 2 Vehicle & Consumables including Pyrotechnics, Disposal items and specialised equipment	\$65,240.00
Total ex GST	\$65,240.00
GST	\$6,524.00
Total Inc GST	\$71,764.00

*Sanctuary Cove to provide 1 x Golf Buggy for maintenance program.

A minimum of 4 Weeks Maintenance is highly recommended to run consecutive from the relocation program, this will assist in the reinforcement of the program and continue the negative presence to the area. However, some cases, we suspect that maintenance of the relocated roost will require 2-3 months of on-ground encouragement to solidify animal behaviours. Daily updates will be provided to Sanctuary Cove Body Corporate on the behaviour of the Flying-foxes and recommendations provided as the program continues.

*Prices may be subject to change pending negotiations with the Department of Environment and Science and following development of the Relocation Strategy.



9.2 Schedule of Rates

Level & Description	Hourly Rate
Field Technician – Level 1	\$65.00
Senior Field Technician – Level 2	\$75.00
Ecologist	\$160.00
Senior Ecologist	\$200.00
Principal Ecologist	\$300.00
Senior Principal Consultant	\$360.00
Vehicle Hire	\$180.00
Accommodation	Cost + 10%
Consumables	Cost + 10%

9.3 Assumptions and Exclusions

The above cost and schedule of rates are valid to 31st October 2025. In the event that the Sanctuary Cove Body Corporate wish to progress with these works after the 31st October 2025, we will be happy to revise the quote in accordance with a schedule of rates developed to align with market conditions at the time.

Biodiversity Australia have assessed the Sanctuary Cove Body Corporate indicated desired project outcomes and have developed a scope and methodology accordingly, and allocated equipment, subcontractors, materials and labour to achieve the scope. In the event that Sanctuary Cove Body Corporate required outcomes change, or Sanctuary Cove Body Corporate require changes to scope or methodology, Biodiversity Australia reserves the right to amend the cost estimate OR we will seek agreement to work under the schedule of rates.

It is assumed that that works will be invoiced monthly for works completed within that month.

Implementation costs assume that a suitable alternative roost site can be found.

Biodiversity Australia does not accept responsibility for camp relocation outcomes conducted by personnel outside of our company.

Biodiversity Australia will not be held responsible for delays incurred by the client or other third-party contractors that may be involved with the project.

It is appreciated that this project may be sensitive to the local community. No allowance has been made for additional security or fencing to maintain the safety of our workforce. In the event that these are required, they will be charged as a variation at cost + 10%.

In the event that Biodiversity Australia are required to be involved in community consultation, or to produce materials to be used in community consultation, the time involved will be charged as a variation in accordance with the schedule of rates above.

Any variation to the agreed scope of work will be costed, communicated and agreed formally prior to the commencement of any out-of-scope works.

This document may contain information considered as commercial-in-confidence. The recipient of this document agrees to hold all information presented within as confidential and agree not to use or disclose, or



allow to use or disclosure said information to unauthorised parties, in any manner or at any time before, during or after an agreement has been reached, without prior written consent

Summary and Conclusions

Biodiversity Australia shares Sanctuary Cove Body Corporate commitment to sustainable flying-fox management.

Biodiversity Australia has prepared this proposal to with the aim of achieving a sustainable flying-fox camp relocation as outlined by Sanctuary Cove Body Corporate. We have outlined a methodology to fulfil the scope and provided an estimate of costs and schedule of rates that offers high quality and value for money.

We are excited at the prospect of applying our industry leading environmental services to this Project. We invite further discussions into how Biodiversity Australia can help Sanctuary Cove Body Corporate achieve our common goals

Information about Proxies

This page is for information only and not part of the prescribed form.

Lot Owners can appoint a trusted person as their representative at meetings, to vote in ballots or represent them on the committee. This person is your proxy.

To authorise a proxy, you must use the prescribed form and deliver it to the owner's corporation secretary. If appointing a Power of Attorney as a proxy, you should attach a copy of the Power of Attorney.

Proxies automatically lapse 12 months after the form is delivered to the secretary, unless an earlier date is specified.

Proxies must act honestly and in good faith and exercise due care and diligence. Proxies cannot transfer the proxy to another person.

A Lot Owner can revoke the authorisation at any time and choose to vote on a certain issue or attend a meeting.

It is illegal for someone to coerce a Lot Owner into making another person their proxy.

Owners' corporations must keep the copy of the Proxy authorisation for 12 months.

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 B/C, PO Box 15 SANCTUARY COVE, QLD, 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:

SANCTUARY COVE PRIMARY

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:

