

INSTRUMENT OF DELEGATION UNDER THE STRATA TITLES ACT 1988			SUB DELEGATIONS		
			<u>Sub-delegates by Title:</u> <ul style="list-style-type: none"> SDCO: Senior Development & Compliance Officer SPO: Senior Property Officer 		
PROVISION	Item delegated to the CEO (unless delegation does not apply)	Date of Delegation to CEO	CEO sub-delegated power to officer and/or authorised person(s) as listed below	Conditions and Limitations	Date of sub-delegation
s12(2)(b)	1. <u>Application for Amendment</u> 1.1 The power pursuant to Section 12(2)(b) of the Strata Titles Act 1988 (the Act), where the Council has an encumbrance registered in relation to units or common property affected by a proposed amendment, to consent to the amendment.	June 2018	Nil		
s12(2)(c)	1.2 The power pursuant to Section 12(2)(c) of the Act, where units or common property affected by the proposed amendment are subject to a statutory encumbrance held by the Council, to consent to the amendment.	June 2018	Nil		
	1.3 Deliberately left blank				
	1.4 Deliberately left blank				
s12A	2. <u>Application May Deal with Statutory Encumbrances</u> 2.1 The power pursuant to Section 12A of the Act, where the Council is the holder of a statutory encumbrance, to sign a certificate certifying that the requirements of the Act under which the encumbrance was entered into, or is in force, as to the variation or termination of the statutory encumbrance (if any) have been complied with.	June 2018	SPO	Nil	
	2A. <u>Amendment by Order of ERD Court</u> Deliberately left blank				
	3. <u>Amalgamation of Adjacent Sites</u> Deliberately left blank				
	4. <u>Cancellation</u> Deliberately left blank				
	5. <u>Application for Division</u> Deliberately left blank				
	6. <u>Articles of Strata Corporation</u> Deliberately left blank				

	7. <u>Certain Articles May be Struck Out by Court</u> Deliberately left blank				
s27D(5)	8. <u>Offences</u> 8.1 The power pursuant to Section 27D(5) of the Act to make an application to the delegate of a strata corporation to be provided with, on a quarterly basis, a statement setting out details of dealings by the delegate with the corporation's money.	June 2018	SPO	Nil	
s27D(7)	8.2 The power pursuant to Section 27D(7) of the Act to request a delegate of a strata corporation who holds records of the corporation to: 8.2.1 make those records available for the Council or the Council's delegate to inspect within 10 business days of the request; and 8.2.2 provide the Council or the Council's delegate with a copy of any of the records on payment of a fee.	June 2018	SPO	Nil	
	9. <u>Power to Enforce Duties of Maintenance and Repair</u> Deliberately left blank				
s32(1)	10. <u>Power to Enforce Duties of Maintenance and Repair</u> 10.1 The power pursuant to Section 32(1) of the Act, to request a strata corporation to produce for inspection all current policies of insurance taken out by the corporation.	June	SPO	Nil	
	11. <u>Holding of General Meetings</u> Deliberately left blank				
s34(2a)	12. <u>Voting at General Meetings</u> 12.1 The power pursuant to Section 34(2a) of the Act, subject to Sections 34(3a), (3b) and (3c) of the Act, to nominate another person to attend and vote at meetings on the Council's behalf.	June 2018	Nil		
s34(4)	12.2 The power pursuant to Section 34(4) of the Act to exercise an absentee vote on a proposed resolution by giving the secretary written notice of the proposed vote at least six hours before the time of the meeting.	June 2018	Nil		
	13. <u>Administrator of Strata Corporation's Affairs</u> Deliberately left blank				
s41(1)	14. <u>Information to be Furnished</u> 14.1 The power pursuant to Section 41(1) of the Act to make application to a strata corporation to: 14.1.1 furnish: 14.1.1.1 particulars of any contribution payable in relation to the unit (including details of any arrears of contribution related to the unit);	June 2018	SPO SDCO	Nil	

	<p>14.1.1.2 particulars of the assets and liabilities of the corporation;</p> <p>14.1.1.3 particulars of any expenditure that the corporation has incurred, or has resolved to incur, and to which the unit holder of the unit must contribute, or is likely to be required to contribute;</p> <p>14.1.1.4 particulars in relation to any prescribed matter;</p> <p>14.1.2 provide copies of:</p> <p>14.1.2.1 the minutes of general meetings of the corporation and meetings of its management committee for such period, not exceeding two years, specified in the application;</p> <p>14.1.2.2 the statement of accounts of the corporation last prepared by the corporation;</p> <p>14.1.2.3 the articles for the time being in force;</p> <p>14.1.2.4 current policies of insurance taken out by the corporation;</p> <p>14.1.3 make available for inspection:</p> <p>14.1.3.1 a copy of the accounting records of the corporation;</p> <p>14.1.3.2 the minute books of the corporation;</p> <p>14.1.3.3 any other prescribed documentary material;</p> <p>14.1.4 if the strata corporation is a party to a contract with a body corporate manager – make available for inspection a copy of the contract;</p> <p>14.1.5 make available for inspection the register maintained under Section 39A of the Act.</p>				
s41	14.2 The power pursuant to Section 41(1a) of the Act, subject to Sections 41(2) and (3) of the Act, to make application to a strata corporation to provide, on a quarterly basis, ADI statements for all accounts maintained by the corporation.	June 2018	Nil		
	15. <u>Persons Who May Apply for Relief</u> Deliberately left blank				
	16. <u>Resolution of Disputes, etc</u> Deliberately left blank				
	17. <u>Unit Holder's Power of Entry</u> Deliberately left blank				
	18. <u>Dealing with Part of Unit</u> Deliberately left blank				
	19. <u>Body Corporate May Act as Officer, etc</u> Deliberately left blank				
	20. <u>Relief Where Unanimous Resolution Required</u> Deliberately left blank				