

South West Village Ridges CTS 50057 (Subsidiary) Body Corporate

1 July 2023

Dear Owners and Residents,

We extend a warm greeting to all the valued owners and residents of South West Village Ridges (SWVR) in Peregrin Springs. This letter is being sent to you as part of our ongoing commitment to provide relevant and timely information about the SWVR community.

Recently, we have noticed an increased interest among owners and residents in understanding the operations, levies, by-laws, and other matters pertaining to the Body Corporate. In response to this, the SWVR Subsidiary Body Corporate has taken the initiative to establish a website at www.ridgesperegrinssprings.com. The purpose of this website is to serve as a comprehensive resource for information related to the SWVR community.

We strongly believe in the proactive dissemination of information, and it is our hope that this letter will serve as an informative starting point for you. Below, we have addressed several key topics:

- Ridges Estate: A brief overview of its history and the importance of having a Body Corporate Scheme.
- What does your SWVR Committee do? A summary of the responsibilities and objectives of the SWVR Committee.
- Principal Body Corporate and PBC Levies: An explanation of the Principal Body Corporate and the associated levies.
- The South West Village Ridges Subsidiary Body Corporate Committee and SWVR Levies: An introduction to the SWVR Committee and an overview of the levies specific to our community.
- Future Projects / Items under consideration by the SWVR Committee: An insight into the ongoing initiatives and plans being discussed by the Committee.
- By-Laws: Important information regarding the community's by-laws, with a link to the full document on our website.

We would like to take a moment to introduce The South West Village Ridges SBC Committee. Comprising five dedicated owners who are deeply invested in the growth and success of our community, we volunteer our time to address Body Corporate matters. Our primary aim is to ensure that owners and residents are well-informed, fostering a vibrant, attractive, and highly valued community.

The SWVR Committee has the capacity for up to seven members, and we welcome your involvement. If you are interested in joining the Committee, please contact Ernst at ahood@ebcm.com.au to request a nomination form.

Upon reading the attached information, we kindly request three actions from you:

Contact Point: Should you require additional information, have feedback, or wish to report maintenance requests for common property, please reach out to the Community Liaison Officer (CLO) at cloridges@hotmail.com. Alternatively, log onto the Stratamax Portal to access readily available information as an owner.

By-Laws: It is essential that you familiarize yourself with the by-laws governing our community and ensure compliance. We have addressed some key by-laws below, and the complete document can be found through a link on our website.

Contact Details: To ensure you never miss important updates regarding your property, please proactively provide your updated contact information to Ernst and the Body Corporate Management Administration Team via updates@ebcm.com.au. Kindly include your email address, physical address, and contact numbers. Additionally, please confirm if email is your preferred method of communication. To prevent any important emails from being redirected to your junk folder, kindly add the Ernst email addresses, including levies@ebcm.com.au, to your contacts.

Thank you for taking the time to read this letter. The SWVR Committee remains committed to enhancing communication and fostering a well-informed community. Should you have any questions or require further assistance, please do not hesitate to reach out.

Kind Regards,

The South West Village Ridges Subsidiary Body Corporate Committee

Please direct any correspondence to the office of ERNST Body Corporate Management:

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Visit our website

www.ridgespergiansprings.com

Welcome to the South West Village Ridges (SWVR) of Peregrin Springs. We are pleased to provide you with this newsletter to keep you informed about the role of The South West Village Ridges Subsidiary Body Corporate (SBC) Committee, its operations, and important information regarding levies and bylaws.

In the past, the SWVR SBC committee has been relatively inactive, resulting in limited communication and information for our community. However, we are excited to announce that the current committee consists of five passionate owners who are dedicated to the thriving growth of our community. As a result, you can expect a significant increase in the flow of information from now on.

We, the voluntary committee members, are also lot owners and residents within The South West Village Ridges. Our main objective is to ensure that all owners and residents are well-informed, fostering the development of a vibrant, attractive, and high-value community, as it was originally designed to be.

Why do we have a Body Corporate scheme?

The Ridges Estate development was approved by the Maroochy Shire Council following a court case. The approval was granted under the condition that it would be developed as a Community Title Scheme (CTS). Ridges Peregrin Springs was consequently established as a layered CTS, comprising a Principal Body Corporate (PBC) and seven Subsidiary Body Corporates (SBCs). The layered structure indicates that the Ridges Estate was developed and completed in stages for each section, necessitating the establishment of seven SBCs. Your specific SBC is known as "The South West Village Ridges." The term "Body Corporate" encompasses all the owners within the scheme, and according to the law, participation in the Body Corporate is mandatory, and no one can opt out.

In a Community Title Scheme, purchasers acquire individual lots of land and become co-owners of the common property areas. Owners are collectively responsible for the maintenance of the common property and other associated matters such as public liability insurance. Within the Ridges Estate, the common areas include private roads, street lighting, nature strips, and walkways. It's important to note that the local council assumes responsibility for the maintenance of the oval, major roads, and bushland/wildlife corridors, while the upkeep of the aforementioned common areas falls under the purview of the Body Corporate.

Principal Body Corporate

The PBC committee, comprising representatives from each of the SBCs, is responsible for managing the common property across the estate and establishing by-laws. The PBC oversees services such as landscaping, community liaison, caretaking, and security. The PBC holds the responsibility of contracting with service providers, and these contracts are typically for a fixed term. The current contracts were renewed during the tenure of the Aveo/FKP-dominated PBC and will remain in effect until 2026. However, the scope and relevance of these contracts will be assessed before 2026, and if necessary, tenders will be issued for new contracts.

Ernst Body Corporate Management was engaged by Aveo/FKP as the PBC's Body Corporate Manager, and their contract is still active.

The South West Village Ridges SBC Committee

According to the Body Corporate and Community Management (BCCM) Act 1997 Qld, it is mandated that a committee consisting of a minimum of three and a maximum of seven members must be established. The committee is responsible for overseeing the day-to-day administration of the Subsidiary Body Corporate (SBC). Committee members are elected by the lot owners during the Annual General Meeting (AGM) and serve a term of 12 months. The next AGM is scheduled to take place in August 2023.

In the event that fewer than three members are elected to the committee, the Community Manager from ERNST Body Corporate Management will assume the committee's functions on a fully paid basis. The costs associated with this arrangement will be deducted from the SBC's budget, which is funded by the levies paid by lot owners like yourself.

What does your SBC Committee do?

Your committee is responsible for the day-to-day administration of the SBC, which includes making lawful decisions, holding meetings, distributing notices, voting on important matters, managing the budget and accounts, and ensuring by-law compliance. To handle the administrative tasks, ERNST BCM has been contracted to manage the SBC's bank account, issue levy notices, handle financial accounts and payments, organize meetings, and administer insurances.

SBC Levies

Levies paid by lot owners in The South West Village Ridges consist of two components. The first component includes costs specific to The South West Village Ridges SBC, such as ERNST's Community Management fee per lot, fees for additional services as directed by the Committee, insurance, sundry charges, and a cash reserve allowance. The levy component for the Ridge SBC 2023/24 will be voted on at the AGM in August.

The second component comprises charges for services administered by the PBC, which are distributed to the seven SBCs on a pro-rata basis. The actual cost of the PBC charges will be determined when the PBC finalizes its budget and informs our SBC of its share. These PBC costs will be included in The South West Village Ridges' proposed budget for 2023/24, which will be circulated to owners along with the AGM papers. The PBC charges cover expenses such as:

- Landscaping development and maintenance
- The community liaison officer
- The caretaking team
- The security team
- And until August 2022, the costs associated with the Rec Centre

PBC Levies

Your SBC has requested a comprehensive breakdown of the costs for the Caretaker, Community Liaison Officer, Landscaping, Security, Electricity, Repairs & Maintenance (R&M), PBC Insurance, Admin, and the PBC Sinking Fund for the 2023/24 period from the PBC. The sinking fund is designated to cover future maintenance expenses for private roads, street lighting, and other relevant assets. Since September 2022, when Aveo/FKP decided to sell the Recreation Centre, owners have not been charged for its use. Once the PBC provides this data, your committee intends to inform owners accordingly.

Bylaws

One of the significant areas in which the committee and Community Manager must deal with are bylaw breaches. Bylaws were drafted during the development stage of the Ridges Peregian Springs as a whole and therefore apply to the South West Village Ridges. The committee understands that new owners, residents and tenants may have recently moved into the community, while others may require a refreshment. There are multiple reasons as to why bylaws exist in the SBC, but primarily they are to ensure:

- Lot owner financial matters are dealt with in a prescribed process
- Common property of the SBC is maintained to a high standard
- To assist in preserving the value of the community and its individual (your) lots so that owners' investment in the community retains a high value
- To provide for an enjoyable, eye-pleasing community for all owners and residents to enjoy.

The major bylaw issues that affect your day-to-day life as a resident are:

- Car parking
- Leisure vehicle parking (boats, caravans, trailers, etc.)
- Lot maintenance – home and yard
- Lot development – home and landscaping (approvals)

Bylaw breaches are generally reported by the caretaker team and the security team but owners/residents also report breaches.

Car Parking

The South West Village Ridges was designed for all owners and residents to park their vehicles on their own property, primarily in their garages. According to the bylaws, vehicles must **only** be parked in garages, however the committee is willing to understand that some residents may require or wish to park on their driveways. That said, please respect the others and do not park vehicles on the streets, footpaths, verges, or in your front yard on turf or gardens

Parking your vehicles in these areas obstructs traffic and pedestrians, potentially creating hazards for which you may be liable. In addition, it also damages common property, impedes common property garden maintenance and is generally unsightly.

The Body Corporate bylaws (Section 5) state that should any resident not properly park their vehicles, they can be subject to warnings, fines, or towing at your cost.

In 2023, the Principal Body Corporate will be undertaking a traffic engineering review of the entire estate, which will include a yellow line marking programme in order to restrict vehicle parking on roadways.

Leisure Vehicle Parking

Similarly, the Body Corporate bylaws (Section 5) and the Architectural Landscaping Code (Section 11) state that leisure vehicles, including boats, trailers, caravans, etc., may only be parked on lots in areas that are not visible from the street, thus are completely and permanently screened. This is to ensure a pleasant street scape and offenders can be liable to warnings, fines, or towing at your cost.

Lot Maintenance and Development

Owners and Residents are bound by the bylaws of the SBC (Section 6) to keep the exterior of their homes and their lots in a well-maintained manner. This means:

- Turf regularly mowed
- Gardens regularly maintained, pruned and weeded
- Exterior areas of the home and yard cleaned, maintained and repaired.

Similarly, all owners must comply with the development of their lots and abide by the ARC landscaping principles. These can be found on a link on the website.

The SBC receives regular complaints about bylaw breaches. As not much information has been provided by past committees, this update will be lengthy and if residents only read a portion, adherence to the bylaws is the most important section. Owners and residents are responsible to the community and one another to comply with the bylaws on which the community was created. This will only create a pleasant atmosphere for owners and residents alike.

As an Owner, should you have any questions, concerns or complaints about the application and interpretation of bylaws, please contact EBCM. If you are a tenant, please contact your property manager or landlord.

Feedback, Complaints and Maintenance Requests

If you need to lodge a request for maintenance work on Body Corporate common property, please email your request to The Community Liaison Officer: cloridges@hotmail.com. Similarly, if you require copies of the bylaws or ARC design criteria, or any other document, please visit our website www.ridgespergiansprings.com, or log onto the Stratamax Portal. If you cannot find what you are looking for there, you are welcome to contact ERNST.

Future Projects

Priorities for your SBC that have been discussed at recent meetings are:

- Adherence to bylaws
- Clarification of financial information for owners
- Clarification of contracts for body corporate landscaping, security and administration
- Execution of the above contracts to ensure a high standard of maintenance in the community
- Further development of an information website accessible to both owners and non-owner residents
- Collection of unpaid levies and fees by a small number of lot owners
- Regular communication channels between the SBC and lot owners

Visit our website

www.ridgespergiansprings.com

Appendices

Relevant Bylaws

Please refer to the below relevant Body Corporate By-Laws for breaches such as:

- parking on a private road, grassed verge or footpath (PBC Common Property)
- not putting wheelie bins away, out of sight from the street, after bin day
- and/or not regularly mowing and weeding (maintaining) front yards

By-Law 5.2 Parking on Common Property

States that “The Owner or Occupier of a Lot must not, without prior approval of the Committee (a) park a vehicle, allow a vehicle to stand, on the Common Property unless such Common Property is marked and/or signed as available for parking; or (b) permit a visitor to park a vehicle, or allow a vehicle to stand on the Common Property unless such Common Property is marked and/or signed as available for parking”.

By-Law 5.3 Parking on Lot

States that “In order to maintain an attractive overall streetscape the Owner or Occupier of a Lot must not park or permit to be parked, trucks and commercial vehicles, caravans, boats, trailers or recreational vehicles on a Lot unless they are completely housed within a garage or carport or otherwise satisfactorily screened from view from public areas”.

Architectural Landscaping Code 11.8 Vehicle Accommodation

States that “Storage of boats, caravans or additional vehicles must not be visible from the street and must be accommodates in tandem and side boundary parking arrangements behind garage areas”.

By-Law 6.4 Garbage Disposal

States that “Unless the Body Corporate provides some other way of garbage disposal, the Occupier of a Lot must keep a receptacle for garbage in a clean and dry condition and adequately covered on the Lot or on a part of the Common Property designated by the Body Corporate for the purpose. The Occupier of a Lot must: - comply with all Local Government local Laws about the disposal of garbage; ensure that the Occupier does not, in disposing of garbage, adversely affect the health, hygiene or comfort of the Occupiers of other Lots; and ensure that garbage bins left out for garbage collection are removed from the Common Property and returned to the relevant Lot as soon as practical after garbage collection, and, if possible on the same day of collection”.

By-Law 6.5 Maintenance of Lots

States that “The Owner and Occupier of a Lot must keep the Lot clean, maintained in good order and condition and kept free of rubbish and vermin. An Owner or Occupier of a Lot must allow the Committee and the servants and contractors of the Body Corporate access to the Lot for any Improvements at all reasonable times for the purpose of inspection and carrying out works under this By-Law provided that the Committee gives the Owner or Occupier reasonable Notice of its intention to enter upon the relevant Lot and carry out works under this By-Law”.