

1<sup>st</sup> June 2022

**TO ALL OWNERS  
COMMUNITY ASSOCIATION 776652  
SETTLERS GREEN ASSOCIATION  
QUARTER SESSIONS ROAD  
WESTLEIGH NSW 2120**

Dear Owner

**Re: DP 776652**  
**EXTRAORDINARY GENERAL MEETING**

The Committee of the subject plan have decided to call a General Meeting on **Monday 20<sup>th</sup> June 2022, starting at 7:30pm at the Settlers Green Clubhouse** to decide the matter as per the attached agenda and letter from the Committee.

We thank you for your attention to this important matter. If you have any queries in relation to the documents attached, please do not hesitate in contacting our office prior to the time of the meeting.

Yours faithfully  
**LAMB & WALTERS**



**KRYSTA SMYTHE**  
**STRATA MANAGER**

Dear Owners

As you'll all be aware, some of the roads within Settlers Green are now showing significant signs of degradation, particularly along Settlers Way.

Your committee has been working hard to secure several quotations from reputable contractors for the repairs required to several areas including Settlers Way, the turning circle by the clubhouse, the roundabout and other smaller areas requiring minor attention, such as crack sealing

After going through the process of seeking quotes and speaking with these professionals, we have discovered that the \$110k in road repairs budgeted for the 3 years from November 2021 needs to be incurred now, rather than over the course of 3 years. This is due to several factors including age, increased wear and tear and the recent significant rain events as well as the need to repair other sections of the roads to prevent them failing prematurely.

The purpose of the EGM as set out in the following agenda is to firstly decide on which contractor we'd like to select to undertake the works and secondly, options to consider a funding boost to our sinking fund. Whilst our sinking fund is able to fully absorb the revised costs of these repairs, doing so will leave the fund with very little remaining to cover any further capital works for many years. In our opinion, this is not advisable considering the age of the estate, the increased costs of maintaining our infrastructure and assets and the ever increasing costs of goods and services.

For many years, levies for residents in Settlers Green have been kept low, or only boosted for short term capital expenses. In doing this, we have created a shortfall in the sinking fund that has meant adequate finances are not available for expenses such as the road repairs. The two funding models we have proposed for consideration by the association in conjunction with the road repairs seek to either bring the levies up to where they should be now, to bolster the sinking fund and support future predicted capital expenses, or to boost the sinking fund by a special levy for the same purpose. Both options will continue to track on a linear path in terms of levy increases and will leave us in a solid position for when future predicted expenses will be required.

We appreciate your thoughtful consideration of the options presented and look forward to working toward a resolution, and the subsequent repair of the roads.

Please note that the EGM will be on Monday 20<sup>th</sup> June 2022, starting at 7:30pm at the Settlers Green Clubhouse, rather than the date and time shown in the recent committee minutes.

The meeting will be in a hybrid format meaning that members can attend either in person, or online via Zoom using the details provided in the subsequent pages.

If you have any questions or queries leading up to the EGM, please feel free to raise them with the committee through the committee email: [settlerscommittee@gmail.com](mailto:settlerscommittee@gmail.com)

Regards, Chris Herbert  
SGHOA Committee President on behalf of the SGHOA Committee

**NOTICE OF EXTRAORDINARY GENERAL MEETING**

**THE OWNERS OF DEPOSITED PLAN NO 776652  
SETTLERS GREEN HOME OWNERS ASSOCIATION**

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**NOTICE OF AN EXTRAORDINARY GENERAL MEETING OF THE OWNERS OF STRATA PLAN NO 776652 TO BE HELD ON MONDAY 20<sup>TH</sup> JUNE 2022, STARTING AT 7:30PM AT THE SETTLERS GREEN CLUBHOUSE**

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**AGENDA**

**MOTION 1 – ROAD REPAIR QUOTES**

That the Association considers and resolves to approve one of the attached quotes for road repairs:

- a) Quote BP-01349 from Bernipave Road Solutions Pty Ltd, excluding the portion relating to Concrete Driveway, for the amount of \$95,756.39 exclusive of GST (includes supplying 241 tonnes of new asphalt), subject to any variations as set out in the quote under "Project Specific Qualifications - Asphalt", plus an allowance of up to \$3,500.00 exclusive of GST for crack sealing;
- b) Quote 0000123 from High Quality Asphalt for the amount of \$87,350.00 exclusive of GST (includes supplying 112 tonnes of new asphalt), subject to any variations as set out in the quote under "Notes & Comments" and the "Terms & Conditions" annexed to the quote, inclusive of an allowance for crack sealing; or
- c) Quote A from North Shore Paving Co dated 3 August 2021 for the amount of \$80,246.36 exclusive of GST (includes supplying 89 tonnes of new asphalt), subject to any variations as set out in the quote under "NBs", exclusive of any allowance for crack sealing.

**MOTION 2 – SPECIAL LEVY**

That the Association resolves to:

- a. raise the current sinking fund levy by 12% effective from 1 January 2023; or
- b. require each member of the Association to contribute a special levy of \$1,000 to the sinking fund by 30 September 2022

If you cannot attend in person and wish to join by zoom please find link details as follows:

Join Zoom Meeting

<https://us02web.zoom.us/j/8234582345?pwd=ckpheVVYRzZQS2dqOWduajRjV1A2dz09>

Meeting ID: 823 458 2345

Password: 844453

One tap mobile

+61280156011,,8234582345# Australia

+61370182005,,8234582345# Australia

Dial by your location

+61 2 8015 6011 Australia

+61 3 7018 2005 Australia

+61 731 853 730 Australia

+61 861 193 900 Australia

+61 8 7150 1149 Australia

Meeting ID: 823 458 2345

Find your local number: <https://us02web.zoom.us/j/8234582345?pwd=ckpheVVYRzZQS2dqOWduajRjV1A2dz09>

Dated: 1<sup>st</sup> June 2022

## Preliminary Report

To Whom it may concern,

Bernipave Road Solutions completed a site inspection on Friday 25<sup>th</sup> March 2022. Upon the inspection Bernipave have identified clear subgrade failures throughout the site.

Bernipave have raised their concerns with the Community Representatives & have suggested that the areas that have clear subgrade failures (refer to Drawing) will need to be rectified with Deeplift pavement. The failed subbase will be removed and replaced with a structural pavement which will consist of 100mm of AC20 & 50mm of AC10, this will give you the foundation needed to support the trafficked area, we also highly recommend a bitumen spray seal which will act as a waterproofing membrane. In other areas that have been surface cracking will need to be sheeted or crack sealed.

Bernipave Road Solutions will provide a **12-month warranty** for the pavement we place, however can't warrant the pavement around our work areas. Around the concrete cracking areas Bernipave will be placing crack seal on the joints which will help prevent water absorption.



**Peter Dimeck**

Field Operations Manager - Asphalt

t 02 9679 0025  
m 0438 382 453  
e peter@cjmurphy.com.au

**Head Office:** Level 1, 17-19 Lexington Drive,  
Bella Vista NSW 2153

[cjmurphy.com.au](http://cjmurphy.com.au)



## Crocodile Cracking



crocodile cracking is a clear indication of pavement failure that are hidden beneath the surface. Asphalt requires a strong foundation to enable it to bear the weight of traffic. If the foundation becomes compromised, the asphalt cannot support the weight and it begins to crack in a distinctive crocodile pattern.

There are a number of ways that an asphalt foundation can have its integrity compromised, but the leading cause is destabilisation through the introduction of water. Cracks or potholes in asphalt should



be repaired as soon as they are noticed otherwise, rain or runoff can penetrate to the foundation. This can cause the foundation to shift or erode.

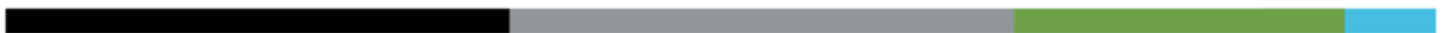


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## Crack Sealing



Crack seal is a technique used for pavement maintenance. Out of all services Bernipave Road Solutions provide, this simple process can have great impact on the lifespan of your pavement. This crack sealing technique is here to provide a flexible sealant which closes up the cracks & prevent water intrusion.



Crack seal prolongs the longevity of your asphalt pavement. Asphalt surfaces are compromised by cold weather, extended exposure to UV rays, rain and other elements: asphalt pavement can become brittle and bleached of essential oils over time and begin to crack. When a crack opens up, it is absolutely critical to close it with crack sealants to prevent water from leaking in below the pavement surface. Water is your worst enemy, because it freezes, expands, then thaws and repeats, exacting a toll on your sub base and exponentially worsening existing damage.



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## Spray Sealing



Spray sealing is a bitumen seal which provides the subgrade with protection from erosion and water intrusion. The bitumen spray seal preforms as a water proofing membrane which helps prevent water absorption & essentially prevents pavement failures.

The spray seal also provides better surface grip, this eliminates friction between the asphalt and subgrade which causes cracking and segregation if left untreated.



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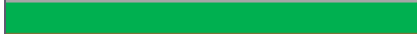

[cjmurphy.com.au](http://cjmurphy.com.au)





## Pavement Drawing – DEEPLIFT ASPHALT & SPRAY SEAL SECTIONS



	50mm Layer of AC10 Auspec
	100mm AC20 of Auspec
	7mm single coat Bitumen spray seal
	Existing Subgrade

# Pavement Drawings – 50mm Resheet



## Pavement Drawing - Concrete Works



6/04/22

Settlers Green Home Owner Association  
ABN: 33 638 396 138

**Attn:** John Hogan  
**Project:** Settlers way, Westleigh  
**Location:** Settlers way, Westleigh

**Quote:** BP-01349  
**Phone:** 0433 822 760  
**Email:** johnhogan@gmail.com

Thank you for the opportunity to provide our quotation for the aforementioned works. Detail of our quotation are as follows:

<b>Profile Component – 1,398 SQM – 2x shifts allowed</b>				
<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rate Per Unit</b>	<b>Amount (Exc. GST)</b>
To Supply a profiling machine to mill out the failures with the supply of trucking to remove spoil from site.	1.0	Shift	\$21990.5	\$21,990.50
<b>Asphalt SDL – 1,398 SQM – 2 x shift allowed</b>				
<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rate Per Unit</b>	<b>Amount (Exc. GST)</b>
To Supply & Crew to rectify asphalt failures in the pavement. using AC10 for wearing course at 50mm upto a maximum consumption of 183 Tonnes in an area of 1398 sqm. Also using AC20 at 100mm upto a maximum consumption of 58 Tonnes in an area of 240 SQM	1.0	Each	Lump Sum	\$69,265.89
<b>Sami Grid – 60 SQM 1x shift allowed</b>				
<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rate Per Unit</b>	<b>Amount (Exc. GST)</b>
To supply small crew to place down CRS60/170 bitumen emulsion and Sami grid for prevention of concrete cracking.	60.00	m2	\$75.00	\$4,500.00
<b>Concrete Driveway – 210 SQM – 4x shifts allowed</b>				
<b>Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Rate Per Unit</b>	<b>Amount (Exc. GST)</b>
To Supply Concrete crew to reinstate concrete driveway at 200mm thick concrete with the colour requested. This price also allows for removal of spoil off site & Traffic control.	210.00	m2	\$427.24	\$89,719.90

**Bernipave Road Solutions Pty Ltd**  
ABN: 16 641 318 158

Telephone: 02 9679 2044  
PO Box 7351, Baulkham Hills, NSW 2153  
Head Office: Level 1, 17-19 Lexington Drive, Bella Vista, NSW 2153  
[Bernipave.com.au](http://Bernipave.com.au)

## **Project Specific Qualifications - Asphalt**

Quotation is valid for a period of 60 Days from 5/04/22, at which time Bernipave Road Solutions reserves the right to review, resubmit or withdraw this quotation.

- Offered rates may be subject to a site inspection.
- Work to be carried out during normal day shift working hours, Monday to Friday between the hours of 7:00am and 5:00pm, excluding public holidays.
- Labour, Plant & Materials (excluding bitumen component of asphalt supplied) will be subject to adjustment annually, effective on the 1<sup>st</sup> April of each year within the contract period.
- Asphalt supplied as part of this quotation will be subject to monthly rise and fall on the 1<sup>st</sup> of each calendar month with regard to the bitumen component of the asphalt. The calculation used to determine rise and fall will be as follows:

$$(A-B) \times C = \text{Increase or decrease in price per tonne of asphalt}$$

Where:

*A = Bitumen rate at date of adjustment*

*B = Bitumen rate at 1st April 2022*

*C = % of bitumen in asphalt*

- Safe and unhindered ingress and egress for standard Bernipave Road Solutions Asphalt equipment to be provided including the loading and unloading of equipment is to be provided.
- The area of work being prepared well in advance to allow an uninterrupted flow of our operations.
- The above nominated areas within the schedule as being a minimum available to pave prior to establishment to site.
- Where falls are less than 2%, it is possible that ponding of water may occur. While we take all care, ultimately no responsibility will be taken by Bernipave Road Solutions Asphalt.
- Ready access to water throughout the day via a client supplied water cart or accessible hydrant within 100 metres of the site.
- 30 minutes will be allocated for induction per project at no charge. Additional time spent in induction will be charged at the rates of \$950.00 per hour per crew and \$85.00 per hour per person for support staff and supervision.
- Asphalt to be produced in accordance with Auspec V245.
- Asphalt paving will commence within 30 minutes of a crew arriving on site. This time allows for site meetings and equipment setup. If operations are unable to commence within this time due to circumstances beyond the control of Bernipave Road Solutions Asphalt, but not subject to inclement weather, delay costs will be incurred by the client at a rate of \$1,500 per hour. The aforementioned delay rate will also apply to delays through the course of the shift deemed beyond the control of Bernipave Road Solutions.
- Existing structures to be protected fully by others.
- The supply of asphalt test reports constitutes the extent of materials / application testing. Additional requirements will incur additional costs.
- Any reduction in quantity of greater than 5% of the indicated volume at time of quotation will result in review and re-application of the unit rates provided due to loss of productivity.
- Placement of asphalt in minimum 2.6 metre width runs via an asphalt paving machine (No "Handwork"). "Handwork" when required or at the request of the client will incur a surcharge of \$1,500.00 per hour over and above the rate quoted in the above pricing schedule. All handwork is to be agreed, prior to the commencement of the activity.
- A minimum of 2 x business days' notice is to be given to Bernipave Road Solutions Asphalt for cancellation of any programmed shift. Where 2 x business days' notice is not given, a crew shift may be charged.

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- The area for paving is to be presented clean and swept and ready for asphaltting. The costs associated with additional site prep, based on the use of equipment and manpower available to the crew will be charged at a rate of \$1,500.00 per hour. All sweepings and their disposal remain the responsibility of the client.
- All of the necessary licences, Road Occupancies, permits and approvals to be obtained by the client.
- Traffic control & lighting has not been provided for and will incur an additional charge as required.
- Quotation is limited to provisions and services listed above, any other provisions, services, job specific requirements or allowances, unless clearly indicated, have not been allowed for in the rate/s.

**Provisions and allowances included in the rates are as follows:**

- 1 x establishment for asphalt consisting of 2 x consecutive shift (inclusive of travel to and from the site) is included in the above rate Additional establishments/ shifts as required by the customer will be priced and charged accordingly.
- The supply, delivery and machine placement of the above nominated products. (Note; Quantities quoted are theoretical based on the nominated areas and depths) Inconsistencies in the prepared or existing base may result in a variation in the quantities charged.

Rates EXCLUDE GST, however any applicable goods and services tax will be added in accordance with, and subject to, the applicable law as defined in the Goods and Services Tax ACT 1999.

We trust that the above quotation meets with your approval and should you have any queries please do not hesitate to contact myself on 02 4578 5956.

Yours faithfully,  
For and on behalf of Bernipave Road Solutions Pty Ltd

Peter Dimeck,



**Bernipave Road Solutions Pty Ltd**  
ABN: 16 641 318 158

Telephone: 02 9679 2044  
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## STANDARD QUOTATION TERMS AND CONDITIONS

### GENERAL

- This quotation is valid for thirty (30) days from the date of issued unless otherwise stated. Beyond this period, Bernipave Road Solutions Pty Ltd reserves the right to review, resubmit or withdraw its prices.
- This quotation may be subject to a site inspection prior to the commencement of work.

### LIABILITY

- No responsibility accepted for damage to underground services unless full disclosure including location and depth is provided to Bernipave Road Solutions Pty Ltd by the client.
- If base course is prepared by others no responsibility accepted for failure of sub-grade.
- When preparation is carried out by another party, quantities are based on information supplied by the client, if additional area or materials / labour is required, additional costs will apply as per the tonnage / m2 rate.
- Where works are unable to proceed for reasons outside the control of Bernipave Road Solutions Pty Ltd, the cost of establishment and shift hire remain applicable.
- If after excavation to the quoted depth, a suitable sub-base cannot be established due to a soft and spongy material (soft spots), additional cost may be incurred. Bernipave Road Solutions Pty Ltd will liaise with the client prior to carrying out any additional works.
- Unless stated otherwise, the defect liability period is six (6) months.

### PRICE

- Unless stated otherwise, prices are based on normal working hours of Monday to Friday 7.00am to 5.00pm, excluding public holidays.
- Rates **EXCLUDE** GST, however any applicable goods and services tax will be added in accordance with, and subject to, the applicable law as defined in the Goods and Services Tax Act 1999
- Unless stated otherwise, our price does not include Council and/or RTA permits, road opening fees, inspection fees, if required these items can be organised and will be charged at cost plus ten per cent (10%) administration charge plus GST per permit.
- All cash or cheque bonds required by Council or RTA in order to complete works are to be paid by the client.
- Unless stated otherwise, prices do not include traffic control. All traffic control provided for the works must be in accordance with Australian Standards AS1742.3
- Rates are based on the area of work being prepared well in advance to allow an uninterrupted flow of our operations. Any costs incurred by Bernipave Road Solutions Pty Ltd as a result of delays of greater than thirty (30) minutes, will be charged accordingly.
- Unless stated otherwise, prices are based on readily accessible clean water being available adjacent to the works area for refilling plant and machinery.
- No consideration for Security / retention, or contingency for delay / liquidated damages costs have been considered in our offered rates and upon application of such provisions, review of the offered rates within the schedule will be undertaken.

### PAYMENT

- Payment terms shall be strictly via approved credit accounts, based on the agreed terms of trade, unless otherwise negotiated.
- In circumstances where no account is active, alternate payment arrangement agreeable to both parties is to be negotiated prior to commencement of works.
- Overdue accounts will be subject to a twelve per cent (12%) interest charge per annum, charged daily.

† 02 4578 5956

PO Box 7351, Baulkham Hills NSW 2153  
Head Office: Level 1, 17-19 Lexington Dr  
Bella Vista NSW 2153

[bernipave.com.au](http://bernipave.com.au)

## Crack Sealing – Schedule of Rates

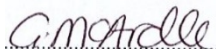
Effective July 2021

Quantity	Unit	Rate per Unit
0 - 199	Lineal Meters Per Shift (Shift rate inclusive of L/M)	\$3,000.00
200 - 499	Lineal Meters Per Shift (Shift rate inclusive of L/M)	\$3,500.00
500 - 999	Lineal Meters Per Shift (Shift rate inclusive of L/M)	\$4,300.00
1000 - 1999	Lineal Meters Per Shift (Shift rate inclusive of L/M)	\$5,700.00
Greater than 2000	Lineal Meters Per Shift (Shift rate inclusive of L/M)	\$2.64/ Lineal Meter

### Project Specific Qualifications

- Rates apply within the Sydney Metropolitan area only. Works outside Sydney Metropolitan area will incur a surcharge for travel, based on a location provided by the client.
- Safe and unhindered ingress and egress for standard Bernipave Road Solutions Bitumen Crack Sealing equipment to be provided including the loading and unloading of equipment is to be provided.
- Pricing based on day work Monday to Friday (excluding Public Holidays).
- **Night / Weekend work incurs a 25% surcharge, unless otherwise negotiated.**
- Waiting time may apply after the first 30 minutes (if delayed by others, not including inclement weather) @ \$250.00 per hour.
- 30 minutes will be allocated for induction per project at no charge. Additional time spent in induction will be charged at the rates of \$250.00 per hour per crew.
- If job is cancelled < 4 hours from the time that crew is scheduled to depart our Londonderry depot, then a cancellation charge of \$1,000.00 (plus GST) will apply.
- The area of work being prepared well in advance to allow an uninterrupted flow of our operations.
- The area for paving is to be presented clean and swept and ready for Crack Seal.
- All of the necessary licences, Road Occupancies, permits and approvals to be obtained by the client.
- Quotation is limited to provisions and services listed above, any other provisions, services, job specific requirements or allowances, unless clearly indicated, have not been allowed for in the rate/s.

Yours faithfully,  
For and on behalf of Bernipave Road Solutions Pty Ltd



Gail McArdle,  
Estimator





Asphalt Laying & Earthworks Contractor  
ABN 74 079 962 137

268 – 288 Luddenham Road, Orchard Hills 2748

M: 0414 477 717

E: bradhqa@gmail.com

E: bldiggins@bigpond.com

[www.highqualityasphalt.com.au](http://www.highqualityasphalt.com.au)

21<sup>st</sup> March, 2022

Quotation No: 0000123

## QUOTATION

Attention: John Hogan

Email: [johnhogan@gmail.com](mailto:johnhogan@gmail.com)

RE: Asphalt Works – Settlers Green Westleigh

### 2m2 – Meredith Street

- Sawcut existing & dispose @ 0.5 tonne
  - Supply & lay 30mm of 10mm Asphaltic Concrete @ 0.5 tonne
  - Cracksealing
- \$1,150.00 + GST

### 250m2 – Settlers Way Cul de sac

- Sawcut existing & dispose 60mm @ 40 tonne
  - Supply & lay 60mm of 10mm Asphaltic Concrete @ 40 tonne
  - Cracksealing
- \$30,000.00 + GST

### 115m2 – Settlers Way Road

- Excavate 150mm & dispose @ 45 tonne
  - Supply & lay 100mm of 20mm Asphaltic Concrete @ 30 tonne
  - Supply & lay 50mm of 10mm Asphaltic Concrete @ 15 tonne
  - Cracksealing
- \$38,000.00 + GST

### 6m2 – Roses Run

- Excavate 50mm & dispose @ 1 tonne
  - Supply & lay 50mm of 10mm Asphaltic Concrete @ 1 tonne
- \$1,900.00 + GST

### 20m2 – Roundabout

- Excavate 150mm & dispose @ 7.5 tonne
  - Supply & lay 100mm of 12mm Asphaltic Concrete @ 5 tonne
  - Supply & lay 50mm of 10mm Asphaltic Concrete @ 2.5 tonne
- \$7,000.00 + GST

### 187m2 – Intersection

- Excavate existing asphalt & dispose @ 10 tonne
  - Supply & lay 40mm of 10mm Asphaltic Concrete @ 18 tonne
  - Cracksealing
- \$9,300.00 + GST

The above quotation allows for works to be carried out in (1) Establishment - Site Visit additional costs will apply if re-establishment to site is required @ \$2,000.00 each.

Site Inductions longer than 30 minutes in duration will be charged at \$1,000.00 / hour plus GST.

### Notes & Comments

The above price is an estimate based on information supplied by the client and is subject to a site inspection and adequate accessibility to remain firm.

The above quotation will remain firm for 30 days.

The above quotation is based on manufacturer Asphaltic Concrete rates current on 30/03/2021

Due to the current world Oil Market, Bitumen prices are fluctuating on a regular basis. Whilst we will endeavour to hold prices quoted we cannot guarantee this and should the manufacturer increase the purchase price considerably prior to your acceptance of the above quotation the costs will need to be passed onto the Customer.

For Commercial works should you wish to proceed, we require a Company Purchase Order or acceptance on a Company Letterhead and a signed copy of our Terms and Conditions to be forwarded to our office prior to the works being programmed and/or commenced. Works will not be considered until this requirement is fulfilled by the Client.

Thank you for the opportunity to quote on the above works. Should you wish to discuss the Quotation or our Terms and Conditions (attached) please contact Brad Diggins on 0414477717.

Sincerely,

*Brad Diggins*

Brad Diggins  
High Quality Asphalt Pty Ltd

**CIVIL ENGINEERING CONTRACTORS**

**ROADS - CAR PARKS - PLAYGROUNDS - SPORTS COURTS - DRIVEWAYS - CIVIL WORKS - ASPHALTING - CONCRETING**

www.northshorerepaving.com.au  
A.C.N. 001 021 790 A.B.N. 66 001 021 790

JAG:gl

3 August, 2021

**MR GREG HASTIE**

Settlers Green  
Quarter Sessions Road  
Westleigh NSW 2120

Email: [gkhastie@gmail.com](mailto:gkhastie@gmail.com)

Dear Sir,

**Re: Asphalt Works – Quarter Sessions Road Westleigh**

Further to our quotation dated 16 July, 2021 we now provide a revised quotation for the abovementioned job, as requested.

**NBs:**

1. If Council and Statutory Authority fees, permits, applications and approvals are required these would be your responsibility.
2. All Service alterations and repairs are extra at cost +18% + 10% GST.
3. Where falls are <2.5%, birdbaths will occur, and this shall be acceptable to you.
4. Reflective cracking will occur at all cracks, joints and discontinuities, and this shall be acceptable to you.
5. Basic survey and setout not included.
6. If you require testing this will be extra at cost +18% + 10% GST.
7. Erosion and sediment control not included.
8. All amenities by you.
9. One visit.
10. Barricading and traffic control not included. It will be an extra cost, if required.
11. All excavation in OTR. Rock excavation is extra.
12. Drainage works and pits are not included. We can price these separately if required.
13. Week day work normal working hours 7am-4pm. Monday to Friday
14. Work as Executed Drawings not included.
15. If removal and replacement of subgrade is necessary this will be extra.
16. All new asphalt edges to be feathered into the existing surrounding surfaces.
17. All excavated material assumed to be classified as ENM/VENM or recyclable asphalt. If other than ENM/VENM or recyclable asphalt all additional handling, transport and tipping costs are extra at cost + 18% + GST.
18. All design works not included.
19. All notifications and clearing of area by you.

**QUOTE A: ASPHALT REPAIRS (~340m<sup>2</sup>)**

**Crocodile cracking – cul-de-sac in front of Club House**

- To sawcut the existing asphalt, as necessary.
- To excavate 100mm deep materials and dispose of surplus material off site.
- To trim and compact the subgrade, as necessary.
- To seal the area up to 100mm thick layer of 10mm gauge Asphaltic Concrete.

**Crocodile cracking in front of Homes 10, 9-11 and 12 Settlers Way**

- To sawcut as necessary.
- To excavate 100mm deep and dispose of surplus material off site.
- To trim and compact the subgrade, as necessary.
- To seal the area up to 100mm thick layer of 10mm gauge Asphaltic Concrete.

**Crocodile cracking and root damage near roundabout in Roses Run**

- To sawcut as necessary.
- To excavate 100mm deep and dispose of surplus material off site.
- To trim and compact the subgrade, as necessary.
- To seal the area up to 100mm thick layer of 10mm gauge Asphaltic Concrete.

**Crocodile cracking at start of Roses Run**

- To sawcut as necessary.
- To excavate 100mm deep and dispose of surplus material off site.
- To trim and compact the subgrade, as necessary.
- To seal the area up to 100mm thick layer of 10mm gauge Asphaltic Concrete.

**For the lump sum price of ... \$88,271.00 Incl. 10% GST**

**QUOTE B: RESHEET WITH 30MM AC10 WITH FEATHERED DOWN EDGES (~2,350m<sup>2</sup>) (Whole Area closed down)**

**NB:** The joints in the concrete slab will re-appear over time.

- To seal the area up to 30mm thick layer of 10mm gauge Asphaltic Concrete to the following areas:
  - Settlers Way & cul-de-sac (Asphalt road)
  - Meredith Reach (Concrete road)
  - Roses Run up to Roundabout (Asphalt road)
  - Webbs Terrace (Concrete road)
  - Powells Retreat (Concrete road)

**For the lump sum price of ... \$53,538.00 Incl. 10% GST**

**Based on a maximum of 170 Tonnes**

**Additional asphalt, if required, is extra at \$247.50/Tonne Incl. 10% GST**

**QUOTE C: REPAIRING WORKS AND RESHEETING WORKS (Whole Area closed down)**

Repair Works Location – Crocodile Cracking (~340m<sup>2</sup>)

1. Cul-de-sac in front of Club House
2. Homes 10, 9-11 and 12 Settlers Way
3. Near Roundabout in Roses Run
4. At start of Roses Run

Scope of Works

- To sawcut as necessary.
- To excavate 100mm deep and dispose of surplus material off site.
- To trim and compact the existing subgrade, as necessary.
- To seal the area up to 100mm thick layer of 10mm gauge Asphaltic Concrete (~340m<sup>2</sup>).
- To seal the area up to 30mm thick layer of 10mm gauge Asphaltic Concrete (~2,350m<sup>2</sup>).

**For the lump sum price of ... \$131,131.00 Incl. 10% GST**

MR GREG HASTIE

3 August, 2021

We are a Quality Assured Company conforming to AS/NZS 9001:2015  
Our WHS (AS/NZS 4801:2001) and Environmental (AS/NZS ISO 14001:2015)  
Management Systems have been accredited with N.S.W. Government,  
N.S.W. Department of Education, Roads & Maritime Services and Sydney Water Corporation

If we can be of any further assistance to you in this matter, please do not hesitate to contact us. This Quotation is based on current conditions and may be varied in accordance with fluctuations in the cost of labour, plant, materials and delivery. You should enquire as to the currency of the price prior to placing an order.

Our terms of payment are: 7 days from date of invoice.

All care but no responsibility will be taken by us for any damage to walls, driveways, paths, lawns, gardens etc., caused whilst gaining access to the property for our vehicles and equipment or any damage to underground wires, cables, pipelines, structures etc.

All our work is carried out under the supervision of qualified Civil Engineers and you may be assured of our best attention at all times.

Yours faithfully,

  
for NORTH SHORE PAVING CO PTY LTD



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ACCEPTANCE FORM

Should you wish to accept this quote please sign the acceptance form below and return as soon as possible to enable us to place your job in our works programme.

I, Greg Hastie accept the above quote/s.

Terms: Nett 7 days from date of invoice.

Quote A	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Quote B	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
Quote C	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

Signed: .....

Date: .....



# 2022 Survey Results

Dear Owners and Residents,

Thank you to everyone who completed the Settlers Green community survey.

With forty-seven (47) responses received, this survey has provided a great representative snapshot of the views of our community.

Please enjoy this report on the results.

Kind regards,

Settlers Green Committee

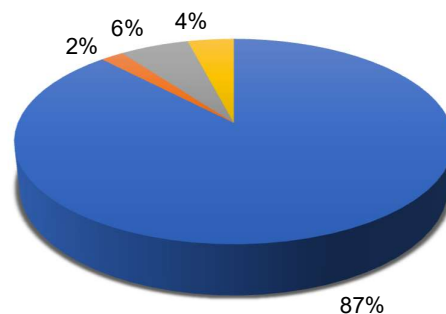
*Note on methodology and purpose: A “theme” is formed when a number of written responses mention the same topic. The number shown after each theme indicates how many responses related to this topic. To be considered a theme and included in this report, the topic must be mentioned by more than one respondent.*

*The results of this survey will help your committee better understand the preferences and views of residents within Settlers Green. It may be used to inform or to help your committee better prioritise future repairs and upgrades to the estate that will be incorporated into our 10 year capital works plan. It does not however give the committee approval to undertake any works without following the constitutional procedure where future expected capital works are presented in the preceding Annual General Meeting and approved by majority vote.*

Please direct any feedback to [settlerscommittee@gmail.com](mailto:settlerscommittee@gmail.com)

## Respondent Demographics

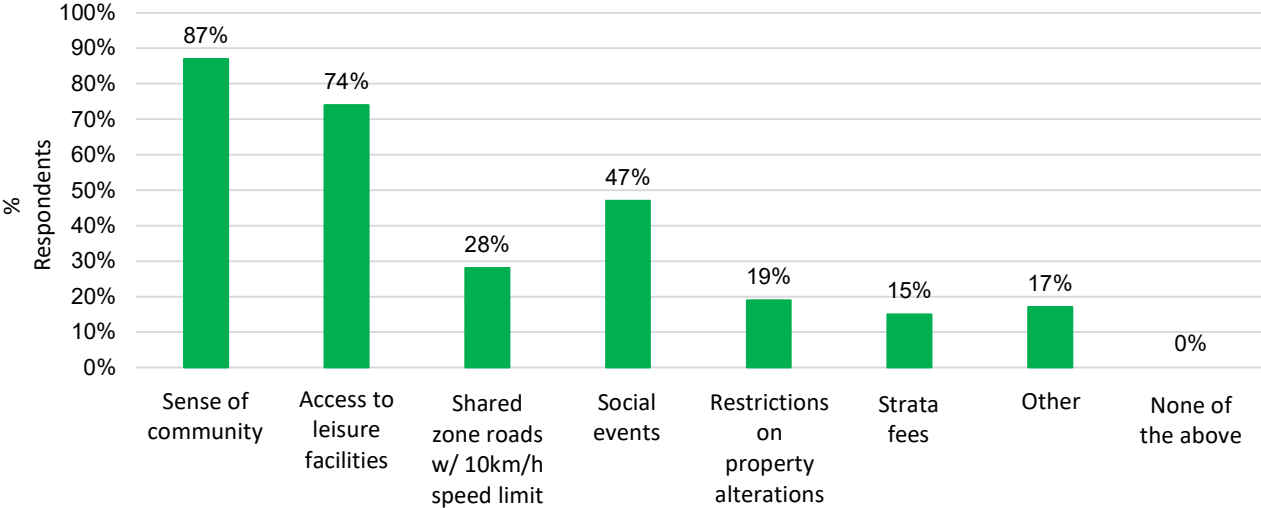
- Owner resident: 87%
- Owner non-resident: 2%
- Tenant: 6%
- Question not answered: 4%



*Note: Total is 99% due to rounding.*

# Life in Settlers Green

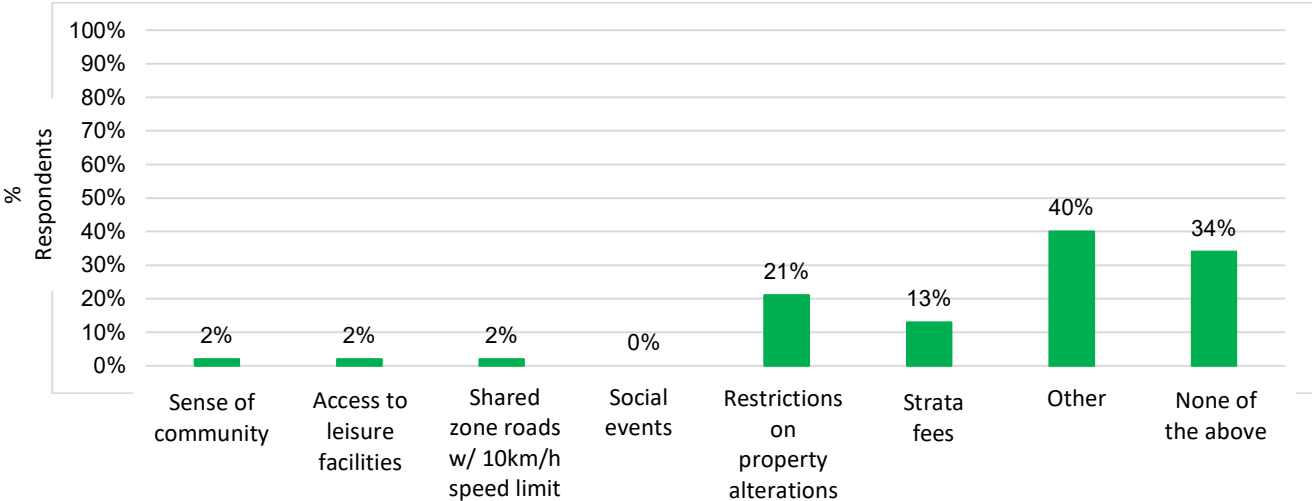
This is what you nominated as the most **positive** aspects of living/owning in Settlers Green. You were able to select more than one.



Responses to “Other” had the following themes:

1. Well maintained, beautiful gardens and grounds (4).
2. Standard of upkeep and aesthetics of properties (3).

This is what you nominated as the **negative** aspects of living/owning in Settlers Green. You were able to select more than one.



Responses to “Other” had the following themes:

1. Parking: Not enough visitor or resident parking. Residents breaking the rules and cluttering our narrow streets, sometimes blocking driveways (4).
2. Speed bumps: Dissatisfaction with the height and design of some speed bumps, questions over their effectiveness in slowing people down (4).
3. Properties in disrepair: Some exteriors are in urgent need of repairing and repainting (3).
4. Front gardens not maintained: Some gardens are overgrown and untidy, driveways are mouldy (3).
5. Ageing estate infrastructure with insufficient funds available to remedy, legacy of unsustainably low strata fees that has left the estate in this position (3).
6. Speeding drivers: Residents, visitors, and delivery vehicles (2).

# Priorities

You were asked which values the 10 Year Capital Works Plan should prioritise by numbering them, with one (1) indicating the highest priority. Respondents also had the opportunity to specify an “Other” value, which 9% chose to do.

As a community, you prioritised the values in the following order:

- 1. Ensuring Settlers Green continues to be a desirable place to live**
- 2. Ensuring facilities are well maintained and updated when possible**
3. Supporting property values within the estate
4. Retaining the original charming aesthetics of the estate
5. Minimising Strata Levy costs for residents
6. Embedding sustainability practices in future capital works
7. Other (residents maintaining the appearance of their properties, ensuring safety, ensuring life cycle of assets are well maintained, roads upgrade).

Significantly greater importance was placed on the values shown at (1) and (2) than those shown from (3) to (7).

# Facilities

Estate facilities are ranked below, showing the percentage of respondents who use/appreciate them most. Respondents were able to select more than one, and nominate an “Other”.

#1 Pool/spa: 76%

#1 Green/garden areas: 76%

#3 Clubhouse: 72%

#4 Roads and footpath paving: 59%

#5 Tennis courts: 39%

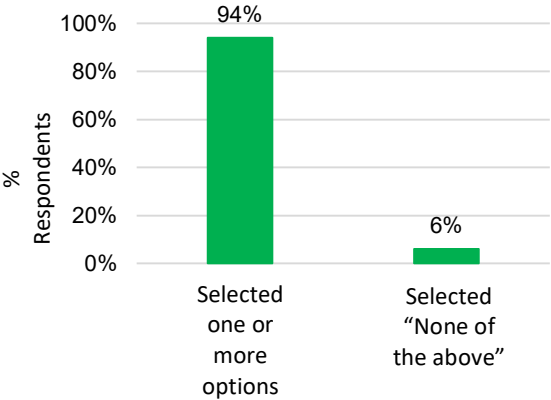
#6 BBQ facilities: 30%

#7 Basketball/netball area: 22%

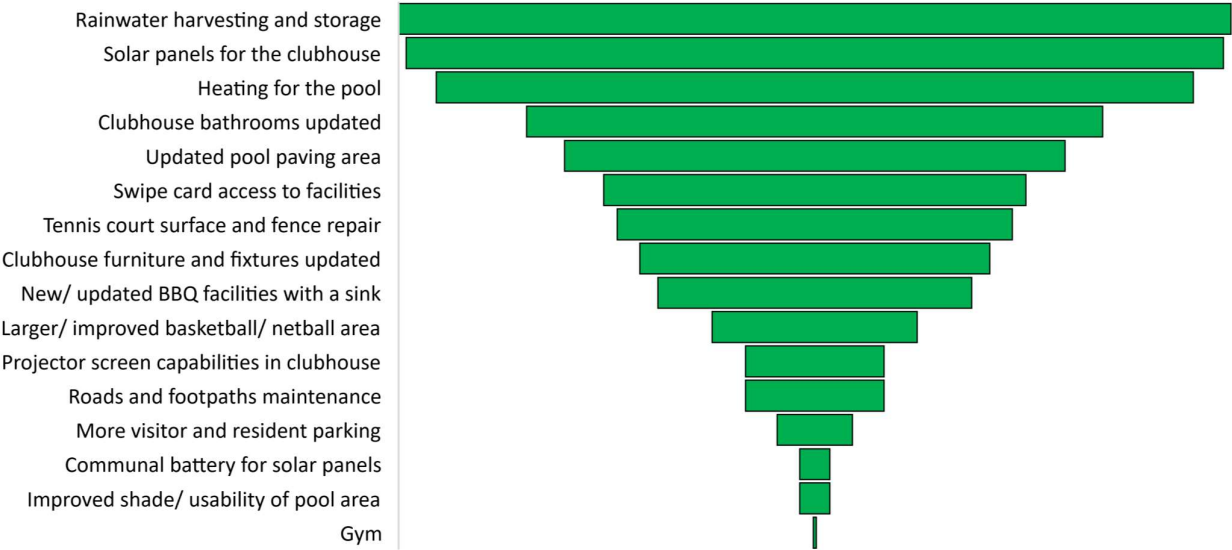
#8 Other: Skip bin: 2%



Respondents were asked to consider whether, if given the opportunity to improve or expand our estate facilities, they would consider certain options desirable. They could also choose “None of the above”.



Where respondents selected at least one option, they were asked to rank them in order of priority. Respondents also had an opportunity to include their own ideas, which are the last five (5) items on the chart below.

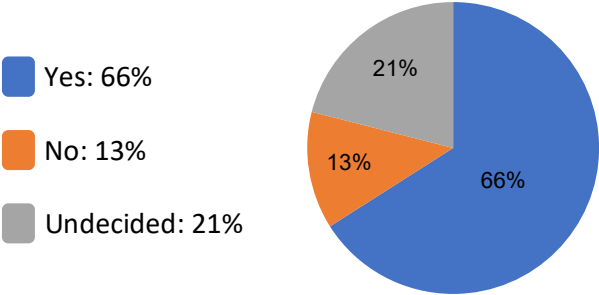


Your view on the current maintenance needs of the estate.

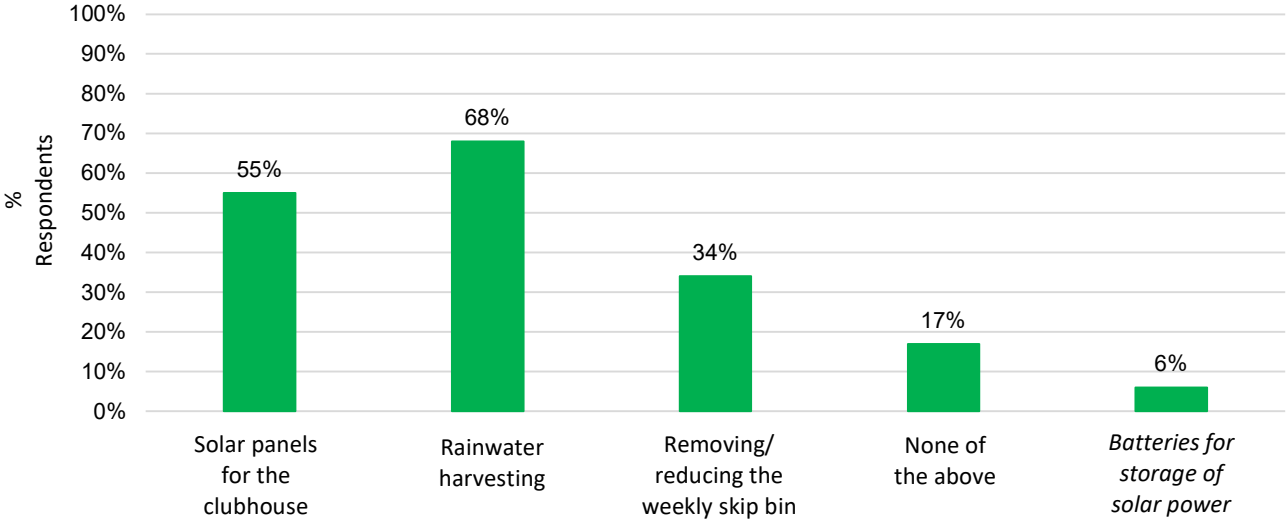
Facility / infrastructure	Needs maintenance	Doesn't need maintenance	No comment
Pool/spa	32%	51%	17%
BBQ facilities	21%	51%	28%
Basketball area	36%	28%	36%
Tennis courts	11%	53%	36%
Clubhouse	9%	72%	19%
Green/garden areas	0%	91%	9%
Roads and footpath paving	68%	19%	13%
Estate lighting	19%	67%	14%

# Sustainability

You were asked whether Settlers Green should consider the environmental impact and sustainability of our practices and facilities, going forward.



Works and improvements were offered as examples of sustainable practices the estate could consider adopting in the future. This graph shows what percentage of respondents considered them to be reasonable. Respondents could choose more than one. Respondents also had an opportunity to include their own ideas (which are included and *italicised* below), or to select “None of the above”.



## Other Suggestions

Respondents were given the opportunity to give unstructured feedback and suggestions. 68% of respondents chose to do so.

*Please note that many of these items are addressed elsewhere in the survey, so their representation in this question (which only some respondents answered) should not be seen as more significant than in previous questions (which all respondents answered).*

These responses had the following themes:

**Sustainability (14):** Solar panels and rainwater harvesting are seen as a positive works by most, negative by a few. Respondents would like more information and cost-benefit analyses regarding sustainability practices – would these measures make financial sense over the medium to long term?

**Skip bin (8):** Most are in favour of keeping the skip bin, noting its use by the residents who work in the estate gardens, and by individual residents. Some are in favour of reducing the frequency if possible, others of increasing it. Some respondents feel that more effort should be made by residents to recycle items that are recyclable, and lament the fact that a careless few have caused restrictions to be placed on the skip bin. Others hope that the access restrictions will remedy the recycling situation and then be removed.

**Strata levies (7):** Some feel that our low levy rate is a positive and should be preserved. Others feel that the rates need to be raised to reflect the reality of maintaining our ageing estate.

**Roads and footpaths (6):** The repair of the roads is a top priority for all respondents in this theme. Increased volume of heavy vehicles going over speed bumps is contributing to road damage. Increased delivery volumes are here to stay.

**Parking (5):** Lack of resident parking and residents parking in the narrow streets, making them unsafe and deterring potential buyers. Lack of visitor parking is a problem.

**Estate lighting (5):** Estate lighting needs to be brightened. Lamp posts need to be cleaned and maintained properly.

**Facilities (5):** Facilities should be maintained, not updated. Improvements must consider whether it benefits the whole estate, do benefits outweigh cost? Residents should consider their fellow residents when using the shared facilities.

**Upkeep of properties and estate aesthetics (5):** Committee should do more to ensure that residents maintain the appearance of their property. Any improvements to shared facilities must be in keeping with estate aesthetics.

**Pool heating (4):** Heating the pool would allow us to maximise the use of this asset by extending the swimming season.

**Speed bumps and speed limit (3):** Lower the height of some speed bumps. Everyone speeds. Need to implement strategies to prevent speeding.

**Pool area (3):** Works need to be undertaken in this area. Another permanent shade structure in the pool area would be ideal.

**Clubhouse (3):** The bathrooms need renovating, and they don't seem to get cleaned properly. The clubhouse interior and furnishings need a refresh.

**Green/ garden areas (3):** More picnic tables needed in this area. Trees should be regularly checked for safety by a professional.

**Basketball/ netball area (3):** This area needs significant attention. Possibly an upgrade/expansion.

**BBQ area (2):** These facilities need a sink. It would be ideal if the BBQ area was situated outside the pool area along with some extra picnic tables.

# Minutes of Committee Meeting

Plan Name	DP 776652 SETTLERS GREEN HOME OWNERS ASSOCIATION INC (ABN 33 638 396 138)
Address	Quarter Sessions Rd, Westleigh NSW 2120
Meeting Date	3 <sup>rd</sup> May 2022
Time	7:00pm
Venue Address	Settlers Green Clubhouse 24 Settlers Way, Westleigh NSW 2120

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## Minutes

Attendees: CH, JS, JH, MB, KB, AA, AW, LG (all in person)

Apologies: JS for portion of meeting from approximately 7:30pm.

Chairperson (CH) declared the meeting open at 7:21pm.

1. **Resolved** that the Minutes of the last committee meeting held on 29<sup>th</sup> March 2022 be adopted as a true and accurate record of the proceedings of that meeting. Moved CH, seconded AA. All in favour.

### Common Property Assessment & General Business

2. Review, confirm and/or discuss the following:
  - a. Report from the Vision Sub-Committee regarding:
    - i. Discuss results of estate survey and any matters arising from same (MB). **Resolved** that a report on the survey results be compiled and distributed to all members of the Association. Moved AA, seconded CH. All in favour.
  - b. Report by the Garden Committee liaison and any new matters arising (LG). A query was received from a lot owner regarding whether the stump of the tree that fell during the recent storm would be removed.
  - c. Report from the Maintenance Committee (CH/AA/JH) regarding:
    - i. Discuss quotes received for repair of roads and plan EGM to approve one of the quotes (JH). Unanimously agreed that the preferred quote is that from All Pavement Solutions (Bernipave). All three quotes received are to be presented to the membership at an EGM.
    - ii. Discuss quote received for electrical work in clubhouse and resolve whether or not to approve same (CH). **Resolved** that GlenCo Electrical be engaged to supply and install 1 x 2 gang jumbo Le-grand range press mech switch panel, Supply and install 2 x adjustable time delay relays with adjustable time setting, and carry out full electrical safety audit of clubhouse as specified in Option 1 of their quote 221904 dated 22 March 2022 for a price of \$2464 inc GST. Moved CH, seconded KB. All in favour.

- iii. Update on repair of broken lamp post (AA). AA to request L&W to chase tradesperson's insurer (NRMA) for an update on the repair/replacement.
  - iv. Discuss fire safety audit proposal for the clubhouse received from EBS Consultants (CH). Query raised regarding whether EBS Consultants' scope of work is appropriate for our asset. **Resolved** that quote received from EBS Consultants for a fire safety audit of the clubhouse be rejected and that quotes from other suitable vendors be obtained. Moved KB, seconded AA. All in favour.
  - v. Any updates re upcoming Working Bee (All). Committee to finalise plans for working bee, including who will take charge of which work.
  - vi. Review standard of work performed by cleaners. Noted that the cleaners appear not to be cleaning the bathroom in the "gardeners' shed". CH will mention this to L&W.
- d. **Resolved** to formally approve request from lot owners of 1 Powells Retreat to install solar panels on their property roof. Moved CH, seconded MB. All in favour.
  - e. Discuss plan for periodic arborist inspection of trees within estate (JH). **Resolved** that an arborist quote be obtained for inspecting common area trees and advising on any tree work recommended and that a quote be obtained for grinding stump of common area tree that fell during recent storm. Moved AW, seconded KB. All in favour.
  - f. Any urgent matters to be discussed without notice. Noted that not all conditions of approval for new driveway on Lot 51 were met, including with regard to vehicle crossover between Lot 51 and Lot 5.

### Next Meeting

- 3. **Resolved** that an EGM be called to present the road repair quotes that have been obtained and to resolve to approve one of the quotes. Moved CH, seconded JH. All in favour. Tentative date for EGM is Thursday, 23<sup>rd</sup> June, 2022.
- 4. **Resolved** that the next committee meeting be held immediately following the EGM. Moved CH, seconded JH. All in favour.

Chairperson (CH) declared the meeting closed at 9:24pm.

PRE-MEETING ELECTRONIC VOTING PAPER

**OWNERS, MORTGAGEES, COVENANT CHARGEES, PROXY HOLDERS, COMPANY NOMINEES** please record your vote on the following slip by placing a tick in the box to indicate whether you approve or disapprove each of the motions.

Once completed, you must return a scanned copy of this voting paper to the following email address:

Once completed, you must return a copy of this voting paper to the following email address:

**[krysta@lambandwalters.com.au](mailto:krysta@lambandwalters.com.au)**

Or by Post

TO The Secretary  
The Owners – DP No. **776652**  
*c/- Lamb and Walters*  
**PO Box 95**  
**GORDON NSW 2072**

You must return this completed voting paper prior to **the meeting** or your vote will not be considered.

I cast the following votes on the motions proposed in the notice of meeting dated **MONDAY 20<sup>TH</sup> JUNE 2022 AT 7.30AM:**

- |                            |                              |                             |
|----------------------------|------------------------------|-----------------------------|
| 1. I/WE AGREE TO MOTION 1. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. I/WE AGREE TO MOTION 2. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. I/WE AGREE TO MOTION 3. | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

DATED     /     /    

Signature: .....

Capacity: Owner / Mortgagee / Covenant Chargee / Proxy / Company Nominee (\*select one)

Name: .....

Name of Owner (if different than above): .....

Lot : .....