



Long-Term Maintenance Plan

60-62 Campbell Street

Frankton 3204

Unit Plan 388767



Report details

Inspection date:	7/02/2024
Inspector:	Jared Fisher



12/02/2024

The Body Corporate Committee Members
60-62 Campbell Street
Frankton 3204

Dear Committee Members,

Thank you for appointing our company to conduct your Long-Term Maintenance Plan.

Based on our survey of your property, we have determined that the current contributions are higher than is necessary to cover the forecast maintenance expenses. As such, the Body Corporate may reduce its levies to the levels shown in this report.

This forecast should be updated regularly to account for actual changes in construction and maintenance costs, unanticipated changes in the property's condition over time, changes in legal requirements and any discrepancies between the forecast and actual long-term maintenance fund balances. Regular updates also create peace of mind and assist the Body Corporate to manage the risk of litigation from individual owners (current and future) for breaches of its duty to maintain the common property by providing reasonable, up-to-date estimates of the cost of necessary maintenance work and repairs.

Key Report Data Levies Summary – First Financial Year

Levy Per Utility Interest (Total long term maintenance fund levy divided by utility interests)	\$86.00
Total Utility Interests	100
Total Long Term Maintenance Fund Levy	\$8,600.00

The data used to arrive at the above figures is in the attached report. It is designed for ease of reading. For your convenience here is your Report Index:

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Yours sincerely,

The Team at Solutions in Engineering

Building Details & Report Inputs

Supplied information

Building Address	60-62 Campbell Street Frankton 3204
Unit Plan No.	388767
Plan Type	Unit Plan
Registered Plan Date/Year of Construction	2008
Number of Utility Interests	100
Number of Units	10
Estimated Long Term Maintenance Fund Balance	\$24,432
Starting date of Financial Year for Report	1/09/2024
GST Status	Not Registered for GST
Current Long-Term Maintenance Levy per Utility interests	100.00

Report assumptions & information

Assumed Interest Rate on invested funds (For funds over \$10,000) Years 1 - 3	1.70%
Assumed Interest Rate on invested funds (For funds over \$10,000) Years 4 - 30	3.00%
Company Taxation Rate	28.00%
Interest on Invested Funds – Based on Assumed Interest Rate minus Company Taxation Rate. Calculated only on Long Term Maintenance Fund balances over \$10,000 - Years 1 - 3	1.22%
Interest on Invested Funds – Based on Assumed Interest Rate minus Company Taxation Rate. Calculated only on Long Term Maintenance Fund balances over \$10,000 - Years 4 - 30	2.16%
Contingency Allowance - For minor and/or unforeseen expenses	10%
Assumed Rate of Inflation for Building Maintenance Costs - Based on average annual building cost increase over the past five years.	3.00%
Forecast Period - Number of years the plan forecasts	30 years

30 Year Levy Table

Year	Year To	Total Contribution	Contribution per Utility Interest	Quarterly Contribution
1	31/08/2025	8,600.00	86.00	21.50
2	31/08/2026	8,858.00	88.58	22.15
3	31/08/2027	9,123.74	91.24	22.81
4	31/08/2028	9,397.45	93.97	23.49
5	31/08/2029	9,679.37	96.79	24.20
6	31/08/2030	9,969.75	99.70	24.93
7	31/08/2031	10,268.84	102.69	25.67
8	31/08/2032	10,576.91	105.77	26.44
9	31/08/2033	10,894.22	108.94	27.24
10	31/08/2034	11,221.05	112.21	28.05
11	31/08/2035	11,557.68	115.58	28.90
12	31/08/2036	11,904.41	119.04	29.76
13	31/08/2037	12,261.54	122.62	30.66
14	31/08/2038	12,629.39	126.29	31.57
15	31/08/2039	8,900.00	89.00	22.25
16	31/08/2040	9,167.00	91.67	22.92
17	31/08/2041	9,442.01	94.42	23.61
18	31/08/2042	9,725.27	97.25	24.31
19	31/08/2043	10,017.03	100.17	25.04
20	31/08/2044	10,317.54	103.18	25.80
21	31/08/2045	10,627.07	106.27	26.57
22	31/08/2046	10,945.88	109.46	27.37
23	31/08/2047	11,274.26	112.74	28.19
24	31/08/2048	11,612.49	116.12	29.03
25	31/08/2049	11,960.86	119.61	29.90
26	31/08/2050	12,319.69	123.20	30.80
27	31/08/2051	12,689.28	126.89	31.72
28	31/08/2052	13,069.96	130.70	32.68
29	31/08/2053	13,462.06	134.62	33.66
30	31/08/2054	13,865.92	138.66	34.67

30 Year Cash Flow Tracking Sheet

The table below shows the cash flow starting with the anticipated 'Opening Balance' at the start of the first financial year which you provided to us. We then add the 'Total Levy Contributions' for the year and any 'Interest' on balances greater than \$10,000. Any 'Anticipated Expenses' (including contingency allowance) are then allowed for leaving a 'Closing Balance' for the year which in turn becomes the 'Opening Balance' for the following year. In summary:

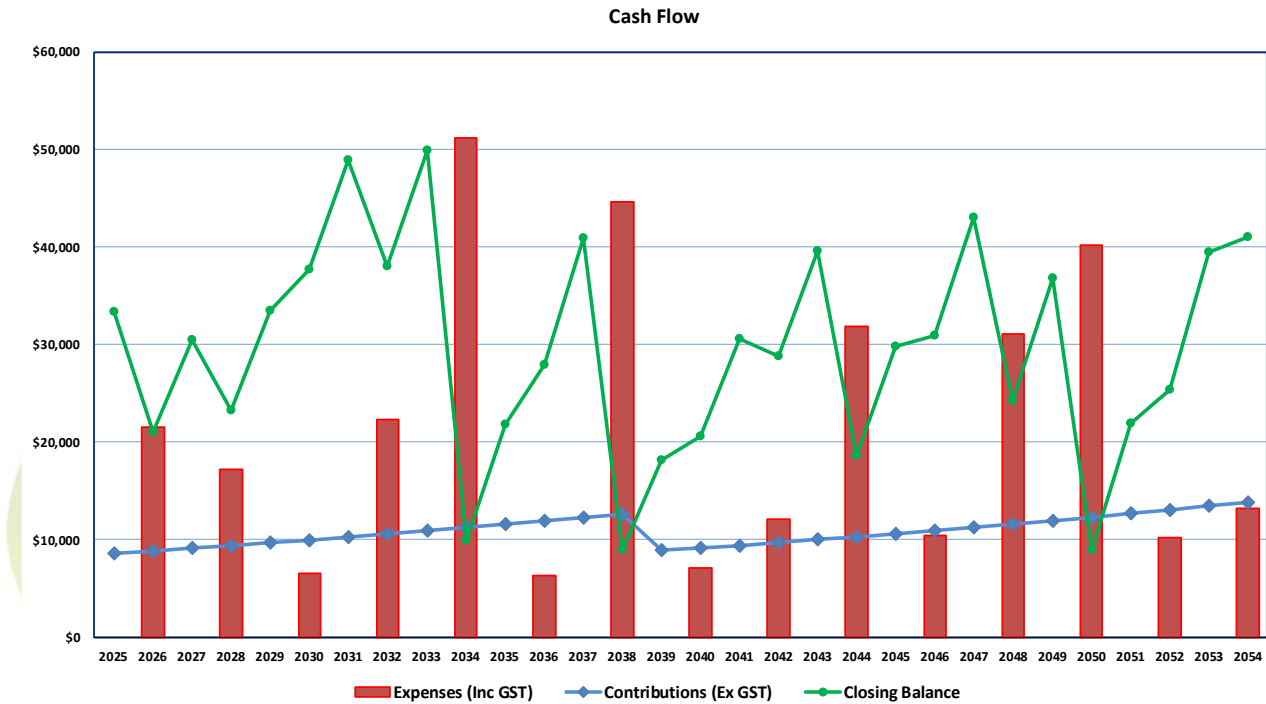
Opening Balance + Total Levy Contributions + Interest – Anticipated Expenses = Closing Balance

Year	Year To	Opening Balance	Total Levy Contributions (Exc. GST)	Interest (After Tax)	Anticipated Expenses (Inc. GST)	Closing Balance
1	31/08/2025	24,432.00	8,600.00	350.53	0.00	33,382.53
2	31/08/2026	33,382.53	8,858.00	330.03	21,520.00	21,050.56
3	31/08/2027	21,050.56	9,123.74	312.47	0.00	30,486.77
4	31/08/2028	30,486.77	9,397.45	573.88	17,234.00	23,224.10
5	31/08/2029	23,224.10	9,679.37	606.18	0.00	33,509.65
6	31/08/2030	33,509.65	9,969.75	761.26	6,502.00	37,738.66
7	31/08/2031	37,738.66	10,268.84	926.06	0.00	48,933.56
8	31/08/2032	48,933.56	10,576.91	929.69	22,362.00	38,078.16
9	31/08/2033	38,078.16	10,894.22	940.15	0.00	49,912.53
10	31/08/2034	49,912.53	11,221.05	0.00	51,176.00	9,957.58
11	31/08/2035	9,957.58	11,557.68	339.91	0.00	21,855.17
12	31/08/2036	21,855.17	11,904.41	532.02	6,354.00	27,937.60
13	31/08/2037	27,937.60	12,261.54	735.88	0.00	40,935.02
14	31/08/2038	40,935.02	12,629.39	0.00	44,623.00	8,941.41
15	31/08/2039	8,941.41	8,900.00	289.25	0.00	18,130.66
16	31/08/2040	18,130.66	9,167.00	413.40	7,151.00	20,560.06
17	31/08/2041	20,560.06	9,442.01	546.07	0.00	30,548.14
18	31/08/2042	30,548.14	9,725.27	634.59	12,063.00	28,845.00
19	31/08/2043	28,845.00	10,017.03	731.24	0.00	39,593.27
20	31/08/2044	39,593.27	10,317.54	622.28	31,886.00	18,647.09
21	31/08/2045	18,647.09	10,627.07	517.55	0.00	29,791.71
22	31/08/2046	29,791.71	10,945.88	649.02	10,435.00	30,951.61
23	31/08/2047	30,951.61	11,274.26	790.32	0.00	43,016.19
24	31/08/2048	43,016.19	11,612.49	718.37	31,129.00	24,218.05
25	31/08/2049	24,218.05	11,960.86	652.29	0.00	36,831.20
26	31/08/2050	36,831.20	12,319.69	0.00	40,206.00	8,944.89
27	31/08/2051	8,944.89	12,689.28	330.25	0.00	21,964.42
28	31/08/2052	21,964.42	13,069.96	505.48	10,195.00	25,344.86
29	31/08/2053	25,344.86	13,462.06	692.84	0.00	39,499.76
30	31/08/2054	39,499.76	13,865.92	860.17	13,220.00	41,005.85

30 Year Cash Flow Graph

The graph below tracks the 'Contributions' (the amount collected in levies), the projected 'Closing balance' of the long-term maintenance fund and the likely 'Expenses' for each year of this plan. The three lines in the graph are:

- Contributions line - Total maintenance fund contributions per year.
- Expenses line – Total anticipated expenses in each year.
- Closing balance line – Shows the amount left in the fund bank account at the end of the year after all anticipated expenses have been allowed for.



Anticipated Expenditures Table Year 1 - 15

This table shows when expenses will occur in the next 30 years. From left to right the columns are:

'Expenditure Items' - lists the different areas and items of expenditure.

'Current Cost' - shows the current maintenance expenditure costs in today's dollars.

Year 1 to 15 - shows the costs in the year in which they occur including the 'Assumed Rate of Inflation' compounded annually until the cost is due.

At the bottom on each column, there are three lines. Firstly, a **'Grand Total (Inc. GST)'** followed by a line calculating the **'Contingency Allowance (Inc. GST)'** for unforeseen and minor expenses and finally **'Total Expenses (Inc. GST)'** for that year. Please note: This page rounds figures to the nearest whole dollar.

Expenditure Item	Current Cost	Year 1 (2025)	Year 2 (2026)	Year 3 (2027)	Year 4 (2028)	Year 5 (2029)	Year 6 (2030)	Year 7 (2031)	Year 8 (2032)	Year 9 (2033)	Year 10 (2034)	Year 11 (2035)	Year 12 (2036)	Year 13 (2037)	Year 14 (2038)	Year 15 (2039)
1. PROPERTY EXTERIOR																
Building wash - soft chemical wash recommended	1,151	-	1,221	-	1,295	-	1,374	-	1,458	-	1,547	-	1,641	-	1,741	-
Repaint elevations - all previously painted surfaces - soffits, garage door fascia, linea weatherboards and detail trim	8,690	-	-	-	9,781	-	-	-	-	-	-	-	-	-	13,144	-
Cladding inspection and repairs - due on paint cycles - repair as required (Total: 590 m2) - 10%	1,180	-	-	-	1,328	-	-	-	-	-	-	-	-	-	1,785	-
Sub Total (Incl. GST)		0	1,221	0	12,404	0	1,374	0	1,458	0	1,547	0	1,641	0	16,670	0
2. WORK AT HEIGHTS ACCESS																
Elevating working platforms - methods to elevations by contractor - exterior - Scaffolding is included in the painting cost	0	-	-	-	0	-	-	-	-	-	-	-	-	-	0	-
Sub Total (Incl. GST)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3. ROOFING																
Roof covering - tile metal replacement - Outside of the LTMP	94,782	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Roof covering - tile metal repairs and cleaning (Total: 950 m2) - 10%	5,928	-	6,289	-	-	-	-	-	7,509	-	-	-	-	-	8,967	-
Flashing repairs and roof inspections	900	-	955	-	-	-	1,075	-	-	-	1,210	-	-	-	1,361	-
Gutter repairs and clean-outs	800	-	849	-	900	-	955	-	1,013	-	1,075	-	1,141	-	1,210	-
Rain heads, down pipes and roof-drains clean-outs	600	-	637	-	675	-	716	-	760	-	806	-	855	-	908	-
Sub Total (Incl. GST)		0	8,730	0	1,575	0	2,746	0	9,282	0	3,091	0	1,996	0	12,446	0
4. DRIVEWAY AND WALKWAY																
Drainage maintenance - allowance	700	-	743	-	788	-	836	-	887	-	941	-	998	-	1,059	-
Driveway - replacement of bitumen surface topcoat	29,667	-	-	-	-	-	-	-	-	-	39,870	-	-	-	-	-

Expenditure Item	Current Cost	Year 1 (2025)	Year 2 (2026)	Year 3 (2027)	Year 4 (2028)	Year 5 (2029)	Year 6 (2030)	Year 7 (2031)	Year 8 (2032)	Year 9 (2033)	Year 10 (2034)	Year 11 (2035)	Year 12 (2036)	Year 13 (2037)	Year 14 (2038)	Year 15 (2039)
Driveway - bitumen surface repair and reprofile (Total: 550 m2) - 10%	2,527	-	2,681	-	-	-	-	-	3,201	-	-	-	-	-	3,822	-
Walkway - paving repairs and cleaning (Total: 124 m2) - 10%	1,067	-	1,132	-	-	-	-	-	1,352	-	-	-	-	-	1,614	-
Sub Total (Incl. GST)		0	4,556	0	788	0	836	0	5,440	0	40,811	0	998	0	6,495	0
5. FIXTURES AND FITTINGS																
Letterbox replacement	1,490	-	1,581	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub Total (Incl. GST)		0	1,581	0	0	0	0	0	0	0	0	0	0	0	0	0
6. FENCING AND WALLS																
Common and boundary timber fence repairs and inspections (Total: 164 lm) - 10%	1,606	-	1,704	-	-	-	-	-	2,034	-	-	-	-	-	2,429	-
Front boundary brick wall repairs and inspections (Total: 27 lm) - 10%	870	-	923	-	-	-	-	-	1,102	-	-	-	-	-	1,316	-
Sub Total (Incl. GST)		0	2,627	0	0	0	0	0	3,136	0	0	0	0	0	3,745	0
7. WATER																
Plumbing maintenance - common systems only - allowance	800	-	849	-	900	-	955	-	1,013	-	1,075	-	1,141	-	1,210	-
Sub Total (Incl. GST)		0	849	0	900	0	955	0	1,013	0	1,075	0	1,141	0	1,210	0
Grand Total (Incl. GST)		0	19,564	0	15,667	0	5,911	0	20,329	0	46,524	0	5,776	0	40,566	0
Contingency Allowance (Incl. GST)		0	1,956	0	1,567	0	591	0	2,033	0	4,652	0	578	0	4,057	0
Grand Total Expenses (Incl. Contingency Allowance and GST)		0	21,520	0	17,234	0	6,502	0	22,362	0	51,176	0	6,354	0	44,623	0

Anticipated Expenditures Table Year 16 - 30

This table shows when expenses will occur in years 16 - 30. From left to right the columns are:-

'Expenditure Items' - lists the different areas and items of expenditure.

'Current Cost' - shows the current maintenance expenditure costs in today's dollars.

Year 16 to 30 - shows the costs in the year in which they occur including the 'Assumed Rate of Inflation' compounded annually until the cost is due.

At the bottom on each column, there are three lines. Firstly, a **'Grand Total (Inc. GST)'** followed by a line calculating the **'Contingency Allowance (Inc. GST)'** for unforeseen and minor expenses and finally **'Total Expenses (Inc. GST)'** for that year. Please note: This page rounds figures to the nearest whole dollar.

Expenditure Item	Current Cost	Year 16 (2040)	Year 17 (2041)	Year 18 (2042)	Year 19 (2043)	Year 20 (2044)	Year 21 (2045)	Year 22 (2046)	Year 23 (2047)	Year 24 (2048)	Year 25 (2049)	Year 26 (2050)	Year 27 (2051)	Year 28 (2052)	Year 29 (2053)	Year 30 (2054)
1. PROPERTY EXTERIOR																
Building wash - soft chemical wash recommended	1,151	1,847	-	1,960	-	2,079	-	2,205	-	2,340	-	2,482	-	2,633	-	2,794
Repaint elevations - all previously painted surfaces - soffits, garage door fascia, linea weatherboards and detail trim	8,690	-	-	-	-	-	-	-	-	17,665	-	-	-	-	-	-
Cladding inspection and repairs - due on paint cycles - repair as required (Total: 590 m2) - 10%	1,180	-	-	-	-	-	-	-	-	2,399	-	-	-	-	-	-
Sub Total (Incl. GST)		1,847	0	1,960	0	2,079	0	2,205	0	22,404	0	2,482	0	2,633	0	2,794
2. WORK AT HEIGHTS ACCESS																
Elevating working platforms - methods to elevations by contractor - exterior - Scaffolding is included in the painting cost	0	-	-	-	-	-	-	-	-	0	-	-	-	-	-	-
Sub Total (Incl. GST)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3. ROOFING																
Roof covering - tile metal replacement - Outside of the LTMP	94,782	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Roof covering - tile metal repairs and cleaning (Total: 950 m2) - 10%	5,928	-	-	-	-	10,707	-	-	-	-	-	12,784	-	-	-	-
Flashing repairs and roof inspections	900	-	-	1,532	-	-	-	1,724	-	-	-	1,941	-	-	-	2,185
Gutter repairs and clean-outs	800	1,284	-	1,362	-	1,445	-	1,533	-	1,626	-	1,725	-	1,830	-	1,942
Rain heads, down pipes and roof-drains clean-outs	600	963	-	1,021	-	1,084	-	1,150	-	1,220	-	1,294	-	1,373	-	1,456
Sub Total (Incl. GST)		2,247	0	3,915	0	13,236	0	4,407	0	2,846	0	17,744	0	3,203	0	5,583
4. DRIVEWAY AND WALKWAY																
Drainage maintenance - allowance	700	1,123	-	1,192	-	1,264	-	1,341	-	1,423	-	1,510	-	1,602	-	1,699
Driveway - replacement of bitumen surface topcoat	29,667	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Expenditure Item	Current Cost	Year 16 (2040)	Year 17 (2041)	Year 18 (2042)	Year 19 (2043)	Year 20 (2044)	Year 21 (2045)	Year 22 (2046)	Year 23 (2047)	Year 24 (2048)	Year 25 (2049)	Year 26 (2050)	Year 27 (2051)	Year 28 (2052)	Year 29 (2053)	Year 30 (2054)
Driveway - bitumen surface repair and reprofile (Total: 550 m2) - 10%	2,527	-	-	-	-	4,564	-	-	-	-	-	5,450	-	-	-	-
Walkway - paving repairs and cleaning (Total: 124 m2) - 10%	1,067	-	-	-	-	1,927	-	-	-	-	-	2,301	-	-	-	-
Sub Total (Incl. GST)		1,123	0	1,192	0	7,755	0	1,341	0	1,423	0	9,261	0	1,602	0	1,699
5. FIXTURES AND FITTINGS																
Letterbox replacement	1,490	-	-	2,537	-	-	-	-	-	-	-	-	-	-	-	-
Sub Total (Incl. GST)		0	0	2,537	0	0	0	0	0	0	0	0	0	0	0	0
6. FENCING AND WALLS																
Common and boundary timber fence repairs and inspections (Total: 164 lm) - 10%	1,606	-	-	-	-	2,901	-	-	-	-	-	3,463	-	-	-	-
Front boundary brick wall repairs and inspections (Total: 27 lm) - 10%	870	-	-	-	-	1,571	-	-	-	-	-	1,876	-	-	-	-
Sub Total (Incl. GST)		0	0	0	0	4,472	0	0	0	0	0	5,339	0	0	0	0
7. WATER																
Plumbing maintenance - common systems only - allowance	800	1,284	-	1,362	-	1,445	-	1,533	-	1,626	-	1,725	-	1,830	-	1,942
Sub Total (Incl. GST)		1,284	0	1,362	0	1,445	0	1,533	0	1,626	0	1,725	0	1,830	0	1,942
Grand Total (Incl. GST)		6,501	0	10,966	0	28,987	0	9,486	0	28,299	0	36,551	0	9,268	0	12,018
Contingency Allowance (Incl. GST)		650	0	1,097	0	2,899	0	949	0	2,830	0	3,655	0	927	0	1,202
Grand Total Expenses (Incl. Contingency Allowance and GST)		7,151	0	12,063	0	31,886	0	10,435	0	31,129	0	40,206	0	10,195	0	13,220

Building Data List from the Property Inspection for 60-62 Campbell Street

This table has all the data collected by the building inspector while inspecting the complex. The columns from left to right are:

'Items' – identifies and describes the maintenance item

'Qty' – lets you know the quantity of that item in scope

'Unit' – is the unit rate used to measure the quantity

'Rate' – is the cost of each unit in dollars

'Value' - is the quantity (Qty) multiplied by the Rate (\$)

'Next Due' - is the remaining life in years until an item needs money spent on it.

'Total Life' - is the total life of the item after it is replaced, repaired or repainted.

'Comments' - details any useful explanatory notes for the item.

Items	Qty	Unit	Rate (\$)	Value (\$)	Next Due	Total Life	Comments
1. PROPERTY EXTERIOR							
Building wash - soft chemical wash recommended	590	m2	1.95	1,151.00	2	2	Quotation required
Repaint elevations - all previously painted surfaces - soffits, garage door fascia, linea weatherboards and detail trim	158	m2	55.00	8,690.00	4	10	Quotation required
Cladding inspection and repairs - due on paint cycles - repair as required (Total: 590 m2) - 10%	59	m2	20.00	1,180.00	4	10	Quotation required
2. WORK AT HEIGHTS ACCESS							
Elevating working platforms - methods to elevations by contractor - exterior - Scaffolding is included in the painting cost	140	m2	0.00	0.00	4	10	Scaffolding is included in the painting cost
3. ROOFING							
Roof covering - tile metal replacement - Outside of the LTMP	950	m2	99.77	94,782.00	34	50	Quotation required
Roof covering - tile metal repairs and cleaning (Total: 950 m2) - 10%	95	m2	62.40	5,928.00	2	6	Future funding or repair as required
Flashing repairs and roof inspections	10	Item	90.00	900.00	2	4	Ongoing maintenance program
Gutter repairs and clean-outs	10	Item	80.00	800.00	2	2	Ongoing maintenance program
Rain heads, down pipes and roof-drains clean-outs	10	Item	60.00	600.00	2	2	Ongoing maintenance program
4. DRIVEWAY AND WALKWAY							
Drainage maintenance - allowance	1	Item	700.00	700.00	2	2	Ongoing maintenance program
Driveway - replacement of bitumen surface topcoat	550	m2	53.94	29,667.00	10	26	Quotation required
Driveway - bitumen surface repair and reprofile (Total: 550 m2) - 10%	55	m2	45.94	2,527.00	2	6	Future funding or repair as required
Walkway - paving repairs and cleaning (Total: 124 m2) - 10%	13	m2	82.05	1,067.00	2	6	Future funding or repair as required
5. FIXTURES AND FITTINGS							
Letterbox replacement	10	ea	149.00	1,490.00	2	16	Quotation required
6. FENCING AND WALLS							
Common and boundary timber fence repairs and inspections (Total: 164 lm) - 10%	17	lm	94.47	1,606.00	2	6	Ongoing maintenance program
Front boundary brick wall repairs and inspections (Total: 27 lm) - 10%	3	lm	290.00	870.00	2	6	Ongoing maintenance program

Items	Qty	Unit	Rate (\$)	Value (\$)	Next Due	Total Life	Comments
7. WATER							
Plumbing maintenance - common systems only - allowance	10	Item	80.00	800.00	2	2	Ongoing maintenance program



Building Photo Section

Item Group

PROPERTY EXTERIOR



The building is recommended a regular wash at least every 2 years and a re-paint every 10 years. This is reflected in the report.

Item Group**WORK AT HEIGHTS ACCESS**

The scaffolding is required to carry out painting on the building. It is recommended to carry out any other maintenance work while the scaffolding is available. This is reflected in the report.

Item Group**ROOFING**

The roofing, gutters and flashings require regular maintenance, cleaning, inspections and or repairs. This is reflected in the report.

Item Group**DRIVEWAY AND WALKWAY**

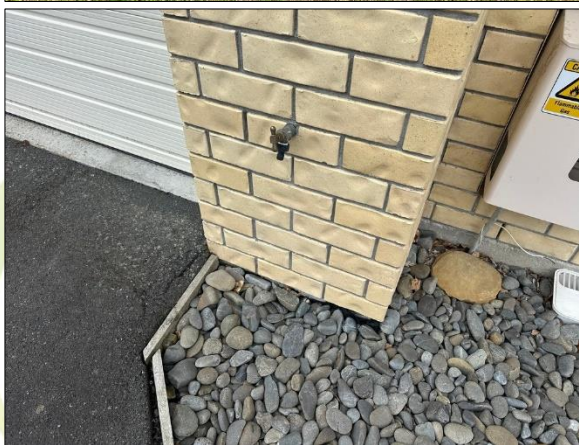
The asphalt driveway requires regular maintenance, cleaning, inspections and or repairs. This is reflected in the report.

Item Group**FIXTURES AND FITTINGS**

The letterboxes are in good condition but as they have a life cycle a replacement cost has been allowed for in the report.

Item Group**FENCING AND WALLS**

The brick walls and pillars require regular maintenance, cleaning, and or repairs. This is reflected in the report. The timber fences require regular maintenance, cleaning, and or repairs. This is reflected in the report.

Item Group**WATER**

The common water systems require regular maintenance and or repairs. This is reflected in the report.

Inspector's Report for 60-62 Campbell Street

1. **INFLATION** - It is necessary to offset the effects of inflation on construction materials and labour costs and to ensure that adequate funds are available to provide for major works. These major works can frequently become necessary as the property ages but cannot be reliably forecast this far in advance. Based on historical data and current trends, we anticipate that construction and maintenance costs will increase by 50% every 15 years. The fund balance will be reviewed in light of current price levels and the state of the property at the time of each update.
2. **UPDATES** - We recommend that this report is updated every 3 years to ensure that it captures market variations and any changes to the property itself.
3. **ADMINISTRATION EXPENSES** - We assume that small repairs & improvements, regular maintenance items are financed via the administration fund and therefore are not included in this report.
4. **HARSH ENVIRONMENT** - A harsh environment can shorten the service life of many items and will lead to accelerated wear and tear on a wide range of surfaces and materials. Any signs of corrosion or deterioration should be assessed and rectified as soon as possible.
5. **PAINT WITHIN LOT BOUNDARIES** - The measurements and estimated costs for painting include all surfaces identified by the inspector, including those within lot boundaries. While the maintenance costs of some of these surfaces are technically the responsibility of the individual lot owners, it is usual to include the painting of these areas to preserve the appearance of the property and to reduce overall costs for individual lot owners.
6. **PAINT QUOTATIONS** - It is recommended that quotations are obtained for painting well in advance of when the work is to be carried out to allow for any shortfall or excess in funds. The costs estimated for painting are as accurate as possible but will vary from actual painting quotations.
7. **PAINT SERVICE-LIFE** - Paint serves to protect a surface as well as improving its appearance. Paint seals the surface from water, salt, or air pollutants. Although paint may hold its appearance for at least ten years before cracking and/or peeling occurs, it may become porous and lose its protective abilities before this point.
8. **POWDER COAT REPAINT** - Powder coated surfaces have a lengthy maintenance-free period when new. After this period, these surfaces may be repainted to maintain their appearance. It is important to note that powder coated surfaces will require special preparation for repainting.
9. **POWDER COAT WARRANTY** - Powder coated surfaces may be subject to a manufacturer's warranty. Therefore, the manufacturer's cleaning and maintenance recommendations should be followed.
10. **ELEVATING WORKING PLATFORMS** - Funds allocated for elevating working platforms (EWP's) can be used for many types of access equipment including, but not limited to; scaffolding, boom lifts, cherry pickers, etc.
11. **BITUMEN SURFACES** - Bitumen surfaces are more susceptible to environmental factors than other areas of the property. It is important that any deterioration is addressed promptly, as the deterioration of bitumen tends to accelerate when not maintained, significantly increasing overall maintenance costs.
12. **SURFACE CLEANING** - Surface cleaning may be carried out using high pressure water or a chemical wash. Care should be taken to meet relevant water restrictions.
13. **FENCES OR WALLS DIVIDING PRIVATE LOTS** - For aesthetic and practical reasons, the maintenance costs for certain fences or walls dividing private lots from one another have been included in this report.
14. **FENCES OR WALLS DIVIDING COMMON PROPERTY FROM LOTS** - For aesthetic and practical reasons, the maintenance costs for fences or walls dividing the common property from individual lots have been included in this report.
15. **BOUNDARY FENCES OR WALLS** - Maintenance of fences or walls between properties is regulated under the Fencing Act 1978, which states that neighbours have equal responsibility for dividing fences or walls (excluding retaining walls). As such, a 50% rate has been used for all maintenance work on boundary fences or walls.
16. **METAL ROOFS** - Metal roofs may have a service life of 60 years or more with proper care and maintenance.

17. **HEIGHT ALLOWANCE** - Funds allocated for painting & remedial works can be used for many types of access equipment including, but not limited to scaffolding, boom lifts, cherry pickers, rope access, etc.
18. **ALUMINIUM** – Aluminium materials and structures may have a service life of 40 years or more with proper care and maintenance.



Report Notes

Long-Term Maintenance Plan

This forecast satisfies the current requirements of the *Unit Titles Act 2010*, the *Unit Titles (Strengthening Body Corporation Governance and Other Matters) Amendment Act 2022* and the *Unit Titles Regulations 2011*.

Unit Titles Act 2010 (NZ) Section 116 Long-term maintenance plan

- (1) A body corporate must establish and regularly maintain a long-term maintenance plan.
- (2) A long-term maintenance plan must cover a period of at least 10 years from the date of the plan or the last review of the plan.
- (3) The purpose of a long-term maintenance plan is to –
 - (a) Identify future maintenance requirements and estimate the costs involved; and
 - (b) Support the establishment and management of the funds; and
 - (c) Provide a basis for the levying of owners of principal units; and
 - (d) Provide ongoing guidance to the body corporate to assist it in making its annual maintenance decisions.

Unit Titles Regulations 2011 (NZ) Section 30 Long-term maintenance plans (as amended)

- (1) A long-term maintenance plan must—
 - (a) cover—
 - (i) the common property, building elements, and infrastructure of the unit title development; and
 - (ii) any additional items that the body corporate has decided by ordinary resolution to include in the plan; and
 - (aa) summarise the current state of the common property; and
 - (b) identify those items that the body corporate may decide by ordinary resolution not to maintain for any period during the lifetime of the plan; and
 - (c) state the period covered by the plan; and
 - (d) state the estimated age and life expectancy of each item covered by the plan; and
 - (e) state the estimated cost of maintenance and replacement of each item covered by the plan; and
 - (f) state whether there is a long-term maintenance fund; and
 - (fa) state the sources of funding for the plan; and
 - (g) if there is a long-term maintenance fund, state the amount determined by the body corporate to be applied to maintain the fund each year; and
 - (h) state who has prepared the plan.

(1A) A body corporate must apply the amount each year to maintain the fund that it has determined under subclause (1)(g), less any amount that has been applied to maintain any item in that year.

(2) A body corporate must carry out a review of its plan once every 3 years.

(3) Subject to subclause (2), a body corporate may carry out a review of its plan as frequently as it considers necessary.

Unit Titles (Strengthening Body Corporate Governance and Other Matters) Amendment Act 2022 Section 30A Long-term maintenance plans for large unit title developments

(1) This regulation applies to a long-term maintenance plan for a large unit title development.

(2) Regulation 30(1)(d), (e), and (g) does not apply to a large unit title development's long-term maintenance plan in respect of the period that is more than 10 years from the date of the plan for the last review of the plan (years 11 to 30).

(3) A large unit title development's long-term maintenance plan must provide a high-level indication of the expected cost of maintenance and replacement of the items covered by the plan in respect of years 11 to 30.

Figures used and updates - The figures used in the forecast are typical for this type of building and normal usage. The Body Corporate has some discretion in the timing of most maintenance items. The purpose of this plan is to ensure monies are available when required to cover foreseeable expenses.

Contingency - A contingency has been allowed for any unforeseen expenses. Please refer to the second page of the report.

Interest, Taxation and Inflation - The standard interest rate used by Solutions in Engineering is based on the Reserve Bank of New Zealand's historical interest rates for the previous fifteen years. The company tax rate is applied

to interest income unless Solutions in Engineering is advised that the Body Corporate is exempt from tax on external income. The standard inflation rate used by Solutions in Engineering is based upon RBNZ historical data for Construction Producer Price inflation, commencing December 1997. While historical figures are not an accurate predictor of specific future outcomes, over the life of this report (fifteen years), interest rates and inflation should approach long-term averages. Changes in economic conditions may affect the accuracy of these figures. This report should be updated at regular intervals to ensure that any such changes are taken into account.

Leaky Buildings - The requirement for a Long-Term Maintenance Plan applies to all buildings whether they are a leaky building or not. A Long-Term Maintenance Plan assesses the typical maintenance costs and useful lives of building components based on the building being properly and professionally constructed. It is important to note that this report is not a Leaky Building Report. A full leaky building report requires destructive testing, engineering assessment, specification writing and the calling of competitive tenders to ascertain full costs. A Long-Term Maintenance Plan obviously does not involve this process. However, the report will calculate the remaining life of each building component based on its condition at the time of inspection so deterioration caused by a leaky building issue will affect this part of the building data collected.

Safety - The inspection does not cover safety issues.

Lifts - Due to the many types of lift contracts covering varying parts and aspects of lift maintenance, no allowance is made unless instructed by the Body Corporate Committee/Representative.

Fire Maintenance – We have assumed that the Fire Maintenance Contractor has covered the Fire Maintenance Items; no allowance is made unless instructed by the Body Corporate Committee/Representative.

Items with Indefinite Lives - There is no allowance for replacement of items that, if properly maintained, should last indefinitely, (unless otherwise requested by the body corporate). This plan deals only with estimating the timing of physical obsolescence.

Improvements - The Body Corporate may resolve to undertake improvements not related to normal maintenance. No allowance has been made for these items unless instructed.

Defects - No allowance has been made for correction of defects resulting from faulty construction except where nominated in the report. The inspectors report summarises only issues observed during our inspection and is not a structural report.

Ongoing Maintenance Programs - The lives of some items overall may have been extended indefinitely due to the use of an ongoing maintenance program. When there is any doubt in our minds about how and when an item may need replacement or maintenance, we give control to the Body Corporate. Allowances for ongoing maintenance programs allows funds to be available for maintenance, gradual replacement or in some cases accumulation of funds for total replacement in the long term. The lives of some items can vary considerably, especially with issues such as:

- Usage.
- Accidental damage to floor tiles, which may or may not be still available or in stock.
- Fences can be maintained and replaced gradually or all at once.
- Metal and Aluminium Balustrades can last anywhere between 10 and 50 years, depending on the original quality, coatings (painting) and maintenance.
- Concrete driveways that have been cracked but are still perfectly sound and serviceable.
- Pumps and Fans can last indefinitely or wear out relatively quickly. This often depends on the quality of internal construction and finish.

Updates - The forecast is made with the best available data at this time. The forecast must be reviewed at least once every three years according to section 30(2) of the *Unit Titles Regulations 2011*. We recommend a minimum of bi-annual updates.

Your FREE amendment (conditions) - In order to ensure that this service is provided to all clients in an efficient and productive manner we ask that you fully review your report and list anything you would like changed in a single email allowing for the requested amendments to be dealt with in one effort. Due to the extra work involved and inefficiency created by an incomplete initial amendment request further amendments requests will be charged for based on the hours and effort required.

Supply terms and conditions - All services provided by Solutions in Engineering are supplied on the basis of **Supply Terms and Conditions** which are available from our Office and from our website www.solutionsinengineering.com

Please read the information and the notes on the Inspector's report to gain the most from this report.