



# Seller disclosure statement

Property Law Act 2023 section 99

Form 2, Version 1 | Effective from: 1 August 2025

**WARNING TO BUYER** – This statement contains important legal and other information about the property offered for sale. You should read and satisfy yourself of the information in this statement before signing a contract. You are advised to seek legal advice before signing this form. You should not assume you can terminate the contract after signing if you are not satisfied with the information in this statement.

**WARNING** – You must be given this statement before you sign the contract for the sale of the property.

**This statement does not include information about:**

- » flooding or other natural hazard history
- » structural soundness of the building or pest infestation
- » current or historical use of the property
- » current or past building or development approvals for the property
- » limits imposed by planning laws on the use of the land
- » services that are or may be connected to the property
- » the presence of asbestos within buildings or improvements on the property.

You are encouraged to make your own inquiries about these matters before signing a contract. You may not be able to terminate the contract if these matters are discovered after you sign.

## Part 1 – Seller and property details

Seller **John Arthur Fenske trustee under instrument No. 720225747**

Property address  
(referred to as the  
"property" in this  
statement)

**9/239-241 LYONS STREET, WESTCOURT QLD 4870**

Lot on plan description

**9/BUP70856. Title Reference 21399180**

Community titles scheme  
or BUGTA scheme:

Is the property part of a community titles scheme or a BUGTA scheme:

**Yes**

**No**

*If Yes, refer to Part 6 of this statement  
for additional information*

*If No, please disregard Part 6 of this statement  
as it does not need to be completed*

## Part 2 – Title details, encumbrances and residential tenancy or rooming accommodation agreement

**Title details**

**The seller gives or has given the buyer the following—**

A title search for the property issued under the *Land Title Act 1994* showing interests registered under that Act for the property.

**Yes**

A copy of the plan of survey registered for the property.

**Yes**

<b>Registered encumbrances</b>	<p>Registered encumbrances, if any, are recorded on the title search, and may affect your use of the property. Examples include easements, statutory covenants, leases and mortgages.</p> <p>You should seek legal advice about your rights and obligations before signing the contract.</p>
<b>Unregistered encumbrances (excluding statutory encumbrances)</b>	<p>There are encumbrances not registered on the title that will continue <input type="checkbox"/> <b>Yes</b> <input checked="" type="checkbox"/> <b>No</b> to affect the property after <b>settlement</b>.</p> <p><b>Note</b>—If the property is part of a community titles scheme or a BUGTA scheme it may be subject to and have the benefit of statutory easements that are <b>NOT</b> required to be disclosed.</p> <p><b>Unregistered lease (if applicable)</b></p> <p>If the unregistered encumbrance is an unregistered lease, the details of the agreement are as follows:</p> <ul style="list-style-type: none"> <li>» the start and end day of the term of the lease: <input style="width: 150px; height: 20px;" type="text"/></li> <li>» the amount of rent and bond payable: <input style="width: 150px; height: 20px;" type="text"/></li> <li>» whether the lease has an option to renew: <input style="width: 150px; height: 20px;" type="text"/></li> </ul> <p><b>Other unregistered agreement in writing (if applicable)</b></p> <p>If the unregistered encumbrance is created by an agreement in writing, and is not an unregistered lease, a copy of the agreement is given, together with relevant plans, if any. <input type="checkbox"/> <b>Yes</b></p> <p><b>Unregistered oral agreement (if applicable)</b></p> <p>If the unregistered encumbrance is created by an oral agreement, and is not an unregistered lease, the details of the agreement are as follows:</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
<b>Statutory encumbrances</b>	<p>There are statutory encumbrances that affect the property. <input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b></p> <p><i>If Yes, the details of any statutory encumbrances are as follows:</i></p> <div style="border: 1px solid black; padding: 5px;"> <p>The property is affected by statutory encumbrances that allow the relevant authority to keep or maintain the following infrastructure on the lot: sewer, power, water, telecommunications and NBN</p> </div>
<b>Residential tenancy or rooming accommodation agreement</b>	<p>The property has been subject to a residential tenancy agreement or a rooming accommodation agreement under the <i>Residential Tenancies and Rooming Accommodation Act 2008</i> during the last 12 months. <input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b></p> <p>If <b>Yes</b>, when was the rent for the premises or each of the residents' rooms last increased? (<i>Insert date of the most recent rent increase for the premises or rooms</i>) <input style="width: 100px;" type="text" value="30/10/2024"/></p> <p><b>Note</b>—Under the <i>Residential Tenancies and Rooming Accommodation Act 2008</i> the rent for a residential premises may not be increased earlier than 12 months after the last rent increase for the premises.</p> <p>As the owner of the property, you may need to provide evidence of the day of the last rent increase. You should ask the seller to provide this evidence to you prior to settlement.</p>

## Part 3 – Land use, planning and environment

**WARNING TO BUYER** – You may not have any rights if the current or proposed use of the property is not lawful under the local planning scheme. You can obtain further information about any planning and development restrictions applicable to the lot, including in relation to short-term letting, from the relevant local government.

<b>Zoning</b>	<p>The zoning of the property is (<i>Insert zoning under the planning scheme, the Economic Development Act 2012; the Integrated Resort Development Act 1987; the Mixed Use Development Act 1993; the State Development and Public Works Organisation Act 1971 or the Sanctuary Cove Resort Act 1985, as applicable</i>):</p> <div style="border: 1px solid black; padding: 5px;">Medium Density Residential</div>		
<b>Transport proposals and resumptions</b>	<p>The lot is affected by a notice issued by a Commonwealth, State or local government entity and given to the seller about a transport infrastructure proposal* to: locate transport infrastructure on the property; or alter the dimensions of the property.</p> <p style="text-align: right;"><input type="checkbox"/> <b>Yes</b>     <input checked="" type="checkbox"/> <b>No</b></p> <p>The lot is affected by a notice of intention to resume the property or any part of the property.</p> <p style="text-align: right;"><input type="checkbox"/> <b>Yes</b>     <input checked="" type="checkbox"/> <b>No</b></p> <p><i>If Yes, a copy of the notice, order, proposal or correspondence must be given by the seller.</i></p>		
* <i>Transport infrastructure</i> has the meaning defined in the <i>Transport Infrastructure Act 1994</i> . A <i>proposal</i> means a resolution or adoption by some official process to establish plans or options that will physically affect the property.			
<b>Contamination and environmental protection</b>	<p>The property is recorded on the Environmental Management Register or the Contaminated Land Register under the <i>Environmental Protection Act 1994</i>.</p> <p style="text-align: right;"><input type="checkbox"/> <b>Yes</b>     <input checked="" type="checkbox"/> <b>No</b></p> <p><b>The following notices are, or have been, given:</b></p> <p>A notice under section 408(2) of the <i>Environmental Protection Act 1994</i> (for example, land is contaminated, show cause notice, requirement for site investigation, clean up notice or site management plan).</p> <p style="text-align: right;"><input type="checkbox"/> <b>Yes</b>     <input checked="" type="checkbox"/> <b>No</b></p> <p>A notice under section 369C(2) of the <i>Environmental Protection Act 1994</i> (the property is a place or business to which an environmental enforcement order applies).</p> <p style="text-align: right;"><input type="checkbox"/> <b>Yes</b>     <input checked="" type="checkbox"/> <b>No</b></p> <p>A notice under section 347(2) of the <i>Environmental Protection Act 1994</i> (the property is a place or business to which a prescribed transitional environmental program applies).</p> <p style="text-align: right;"><input type="checkbox"/> <b>Yes</b>     <input checked="" type="checkbox"/> <b>No</b></p>		
<b>Trees</b>	<p>There is a tree order or application under the <i>Neighbourhood Disputes (Dividing Fences and Trees) Act 2011</i> affecting the property.</p> <p style="text-align: right;"><input type="checkbox"/> <b>Yes</b>     <input checked="" type="checkbox"/> <b>No</b></p> <p><i>If Yes, a copy of the order or application must be given by the seller.</i></p>		
<b>Heritage</b>	<p>The property is affected by the <i>Queensland Heritage Act 1992</i> or is included in the World Heritage List under the <i>Environment Protection and Biodiversity Conservation Act 1999</i> (Cwlth).</p> <p style="text-align: right;"><input type="checkbox"/> <b>Yes</b>     <input checked="" type="checkbox"/> <b>No</b></p>		
<b>Flooding</b>	<p>Information about whether the property is affected by flooding or another natural hazard or within a natural hazard overlay can be obtained from the relevant local government and you should make your own enquires. Flood information for the property may also be available at the <a href="#">FloodCheck Queensland</a> portal or the <a href="#">Australian Flood Risk Information</a> portal.</p>		
<b>Vegetation, habitats and protected plants</b>	<p>Information about vegetation clearing, koala habitats and other restrictions on development of the land that may apply can be obtained from the relevant State government agency.</p>		

## Part 4 – Buildings and structures

**WARNING TO BUYER** – The seller does not warrant the structural soundness of the buildings or improvements on the property, or that the buildings on the property have the required approval, or that there is no pest infestation affecting the property. You should engage a licensed building inspector or an appropriately qualified engineer, builder or pest inspector to inspect the property and provide a report and also undertake searches to determine whether buildings and improvements on the property have the required approvals.

<b>Swimming pool</b>	There is a relevant pool for the property.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	If a community titles scheme or a BUGTA scheme – a shared pool is located in the scheme.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Pool compliance certificate is given.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	OR Notice of no pool safety certificate is given.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>Unlicensed building work under owner builder permit</b>	Building work was carried out on the property under an owner builder permit in the last 6 years.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	<i>A notice under section 47 of the Queensland Building and Construction Commission Act 1991 must be given by the seller and you may be required to sign the notice and return it to the seller prior to signing the contract.</i>		
<b>Notices and orders</b>	There is an unsatisfied show cause notice or enforcement notice under the <i>Building Act 1975</i> , section 246AG, 247 or 248 or under the <i>Planning Act 2016</i> , section 167 or 168.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	The seller has been given a notice or order, that remains in effect, from a local, State or Commonwealth government, a court or tribunal, or other competent authority, requiring work to be done or money to be spent in relation to the property.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	<i>If Yes, a copy of the notice or order must be given by the seller.</i>		
<b>Building Energy Efficiency Certificate</b>	If the property is a commercial office building of more than 1,000m <sup>2</sup> , a Building Energy Efficiency Certificate is available on the Building Energy Efficiency Register.		
<b>Asbestos</b>	The seller does not warrant whether asbestos is present within buildings or improvements on the property. Buildings or improvements built before 1990 may contain asbestos. Asbestos containing materials (ACM) may have been used up until the early 2000s. Asbestos or ACM may become dangerous when damaged, disturbed, or deteriorating. Information about asbestos is available at the Queensland Government Asbestos Website ( <a href="http://asbestos.qld.gov.au">asbestos.qld.gov.au</a> ) including common locations of asbestos and other practical guidance for homeowners.		

## Part 5 – Rates and services

**WARNING TO BUYER** – The amount of charges imposed on you may be different to the amount imposed on the seller.

### Rates

#### Whichever of the following applies—

The total amount payable\* for all rates and charges (without any discount) for the property as stated in the most recent rate notice is:

Amount:  Date Range:

OR

The property is currently a rates exempt lot.\*\*

OR

The property is not rates exempt but no separate assessment of rates  is issued by a local government for the property.

\*Concessions: A local government may grant a concession for rates. The concession will not pass to you as buyer unless you meet the criteria in section 120 of the *Local Government Regulation 2012* or section 112 of the *City of Brisbane Regulation 2012*.

\*\* An exemption for rates applies to particular entities. The exemption will not pass to you as buyer unless you meet the criteria in section 93 of the *Local Government Act 2009* or section 95 of the *City of Brisbane Act 2010*.

### Water

#### Whichever of the following applies—

The total amount payable as charges for water services for the property as indicated in the most recent water services notice\* is:

Amount:  Date Range:

OR

There is no separate water services notice issued for the lot; however, an estimate of the total amount payable for water services is:

Amount:  Date Range:

\* A water services notices means a notice of water charges issued by a water service provider under the *Water Supply (Safety and Reliability) Act 2008*.

## Part 6 – Community titles schemes and BUGTA schemes

(If the property is part of a community titles scheme or a BUGTA scheme this Part must be completed)

**WARNING TO BUYER** – If the property is part of a community titles scheme or a BUGTA scheme and you purchase the property, you will become a member of the body corporate for the scheme with the right to participate in significant decisions about the scheme and you will be required to pay contributions towards the body corporate’s expenses in managing the scheme. You will also be required to comply with the by-laws. By-laws will regulate your use of common property and the lot.

**For more information about living in a body corporate and your rights and obligations, contact the Office of the Commissioner for Body Corporate and Community Management.**

<p><b>Body Corporate and Community Management Act 1997</b></p>	<p><b>The property is included in a community titles scheme.</b> (If Yes, complete the information below)</p>	<input checked="" type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>
<p><b>Community Management Statement</b></p>	<p>A copy of the most recent community management statement for the scheme as recorded under the <i>Land Title Act 1994</i> or another Act is given to the buyer.</p> <p><b>Note</b>—If the property is part of a community titles scheme, the community management statement for the scheme contains important information about the rights and obligations of owners of lots in the scheme including matters such as lot entitlements, by-laws and exclusive use areas.</p>	<input checked="" type="checkbox"/> <b>Yes</b>	
<p><b>Body Corporate Certificate</b></p>	<p>A copy of a body corporate certificate for the lot under the <i>Body Corporate and Community Management Act 1997</i>, section 205(4) is given to the buyer.</p> <p>If <b>No</b>— An explanatory statement is given to the buyer that states:</p> <ul style="list-style-type: none"> <li>» a copy of a body corporate certificate for the lot is not attached; and</li> <li>» the reasons under section 6 of the <i>Property Law Regulation 2024</i> why the seller has not been able to obtain a copy of the body corporate certificate for the lot.</li> </ul>	<input checked="" type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>
<p><b>Statutory Warranties</b></p>	<p><b>Statutory Warranties</b>—If you enter into a contract, you will have implied warranties under the <i>Body Corporate and Community Management Act 1997</i> relating to matters such as latent or patent defects in common property or body corporate assets; any actual, expected or contingent financial liabilities that are not part of the normal operating costs; and any circumstances in relation to the affairs of the body corporate that will materially prejudice you as owner of the property. There will be further disclosure about warranties in the contract.</p>		
<p><b>Building Units and Group Titles Act 1980</b></p>	<p><b>The property is included in a BUGTA scheme</b> (If Yes, complete the information below)</p>	<input type="checkbox"/> <b>Yes</b>	<input checked="" type="checkbox"/> <b>No</b>
<p><b>Body Corporate Certificate</b></p>	<p>A copy of a body corporate certificate for the lot under the <i>Building Units and Group Titles Act 1980</i>, section 40AA(1) is given to the buyer.</p> <p>If <b>No</b>— An explanatory statement is given to the buyer that states:</p> <ul style="list-style-type: none"> <li>» a copy of a body corporate certificate for the lot is not attached; and</li> <li>» the reasons under section 7 of the <i>Property Law Regulation 2024</i> why the seller has not been able to obtain a copy of the body corporate certificate for the lot.</li> </ul> <p><b>Note</b>—If the property is part of a BUGTA scheme, you will be subject to by-laws approved by the body corporate and other by-laws that regulate your use of the property and common property.</p>	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>

## Signatures – SELLER

Signed by:  


12B2BF1C2AB94A3...

Signature of seller

Signature of seller

John Fenske as trustee

Name of Seller

Name of Seller

22 January 2026 | 6:12 PM AEST

Date

Date

## Signatures – BUYER

**By signing this disclosure statement the buyer acknowledges receipt of this disclosure statement before entering into a contract with the seller for the sale of the lot.**

Signature of buyer

Signature of buyer

Name of buyer

Name of buyer

Date

Date



## Current Title Search

Queensland Titles Registry Pty Ltd  
ABN 23 648 568 101

<b>Title Reference:</b>	<b>21399180</b>	<b>Search Date:</b>	13/01/2026 11:44
<b>Date Title Created:</b>	16/05/1989	<b>Request No:</b>	54686630
<b>Previous Title:</b>	21396141		

### ESTATE AND LAND

Estate in Fee Simple

LOT 9 BUILDING UNIT PLAN 70856

Local Government: CAIRNS

COMMUNITY MANAGEMENT STATEMENT 775

### REGISTERED OWNER

Dealing No: 720225747 24/08/2020

JOHN ARTHUR FENSKE

TRUSTEE

UNDER INSTRUMENT NO. 720225747

### EASEMENTS, ENCUMBRANCES AND INTERESTS

- Rights and interests reserved to the Crown by  
Deed of Grant No. 20183157 (ALLOT 2 SUBN SEC 179)  
(ALLOT 1 SUBN SEC 179)
- MORTGAGE No 720288479 24/09/2020 at 14:16  
WWW.LOANS.COM.AU PTY LTD A.C.N. 117 831 615

### ADMINISTRATIVE ADVICES

NIL

### UNREGISTERED DEALINGS

NIL

Caution - Charges do not necessarily appear in order of priority

\*\* End of Current Title Search \*\*

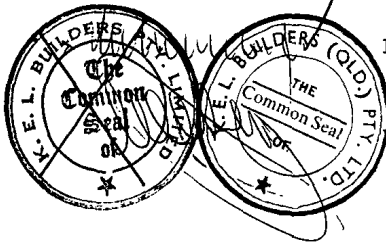
Building Units and Group Titles Act 1980 — 1984  
BUILDING UNITS AND GROUP TITLES REGULATIONS 1980  
(Form 1)

Regulation 8(1)  
Sheet No. 1 of 8 Sheets

NAME OF BUILDING: LYONS STREET APARTMENTS

**BUILDING UNITS PLAN NO. 70856**

SIGNATURE OF REGISTERED PROPRIETOR:



Leslie George Kellahan/Director

William Cecil Kelly/Director

who certify they are the proper officers to affix the seal

NAME OF REGISTERED PROPRIETOR:

~~K.E.L. BUILDERS (OLD) PTY. LTD.~~  
(QLD)  
K.E.L. BUILDERS PTY. LIMITED LTD.

ADDRESS:

136 AUMULLER STREET  
CAIRNS

*N1396 141*

REFERENCE TO TITLE: VOLUME ~~N 1270~~, FOLIO ~~202~~ /

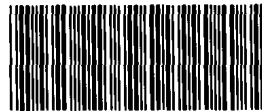
DESCRIPTION OF PARCEL:

~~LOTS 8 to 9 ON REGISTERED PLAN NO. 710844~~  
*Lot 89 on Registered Plan No. 748436.*

COUNTY: NARES

PARISH: CAIRNS

CITY: ~~CAIRNS~~



BU70856

CMS775

NAME OF BODY CORPORATE:

THE PROPRIETORS  
LYONS STREET APARTMENTS  
BUILDING UNITS PLAN NO.

70856 /

ADDRESS at which documents  
may be served:

C/- N.Q. Bodycorporate Management Pty. Ltd.,  
MSO Box 5416  
CAIRNS 4871

BUILDING UNITS PLAN No.: 70856

REGISTERED:

11 MAY 1989

DEP. REGISTRAR OF TITLES  
(NORTHERN DISTRICT)

Shire Clerk  
Town

Surveyor's Reference:

Local Authority Reference:

COUNCIL OF THE CITY OF CAIRNS

CATALOGUED AND CHARTED ON RP. 710844 AND CITY OF CAIRNS SHEET 20. 22.3.89. T.F.

PLAN No. 70876

22 AUG 1989  
DEPUTY REGISTRAR OF TITLES

NORTHERN DISTRICT

22 AUG 1989  
DEP. REGISTRAR OF TITLES  
(NORTHERN DISTRICT)

No. T492918P Notification of change of By-Laws RECORDED THIS

17 AUG 1990  
DEP. REGISTRAR OF TITLES  
(NORTHERN DISTRICT)

No. T492918P Notification of change of By-Laws RECORDED THIS

13 AUG 1992  
DEP. REGISTRAR OF TITLES  
(NORTHERN DISTRICT)

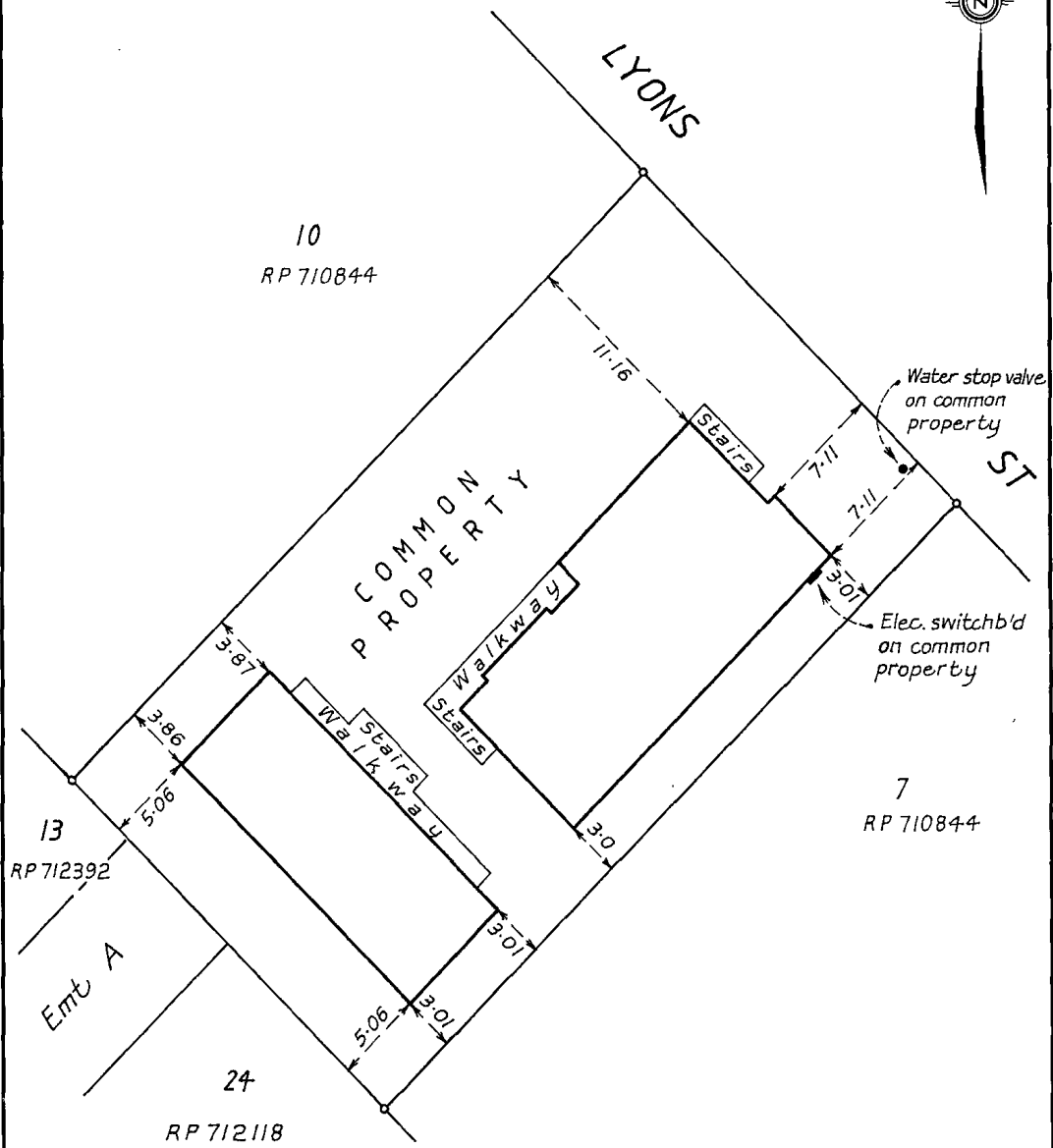
No. T618375G NOTIFICATION OF CHANGE OF By-LAWS RECORDED

Building Units and Group Titles Act 1980 — 1984  
BUILDING UNITS AND GROUP TITLES REGULATIONS 1980

Name of Building: LYONS STREET APARTMENTS

Regulation 8(1)  
Sheet No. 2 of 8 Sheets

**BUILDING UNITS PLAN NO. 70856**



SCALE: 1:300

Shire Clerk  
Town

COUNCIL OF THE CITY OF CAIRNS

Building Units and Group Titles Act 1980 — 1984  
BUILDING UNITS AND GROUP TITLES REGULATIONS 1980  
(Form 2)

Name of Building: LYONS STREET APARTMENTS

Regulation 8(1)  
Sheet No. 3 of 8 Sheets

**BUILDING UNITS PLAN NO. 70856**

I, BRIAN WILLIAM O'NEILL, of CAIRNS

licensed surveyor registered under the Surveyors Act 1977-1987 hereby certify that:-

- (a) The building shown on the "building units plan/~~building units plan of subdivision~~ to which this certificate is annexed is within the external surface boundaries of the parcel the subject of the said plan ~~subject to paragraph (b) of this certificate;~~
- (b) ~~(i) Where eaves or guttering project beyond such boundaries an appropriate easement has been granted as an appurtenance of the parcel; and~~
  - (ii) Where that projection is over a road the local authority has consented thereto pursuant ~~to the ordinances or by laws as the case may be.~~

DATED this 24th day of FEBRUARY 19 89 /

*B. O'Neill*  
LICENSED SURVEYOR

\*Delete whichever is inapplicable

*[Signature]*  
 \_\_\_\_\_  
 Shire Clerk  
 Town  
 COUNCIL OF THE CITY OF CAIRNS

Building Units and Group Titles Act 1980 — 1984  
BUILDING UNITS AND GROUP TITLES REGULATIONS 1980  
(Form 3)

Name of Building: LYONS STREET APARTMENTS

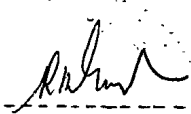
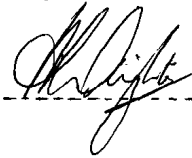
Regulation 8(1)  
Sheet No. 4 of 8 Sheets

**BUILDING UNITS PLAN NO. 70856**

CERTIFICATE OF LOCAL AUTHORITY

Council OF THE CITY OF CAIRNS hereby certifies that the proposed  
subdivision of the parcel as illustrated in the abovementioned plan has been approved by the  
Council OF THE CITY OF CAIRNS and that all the requirements of The Local Government  
Act 1936 to 1987 as modified by the Building Units and Group Titles Act 1980 -1984 have been complied  
with in regard to the subdivision.

DATED this 13<sup>th</sup> day of MARCH, 1989

  
----- MAYOR  
  
----- TOWN CLERK

Council OF THE CITY OF CAIRNS

Building Units and Group Titles Act 1980 — 1984  
BUILDING UNITS AND GROUP TITLES REGULATIONS 1980  
(Form 6)

Name of Building: LYONS STREET APARTMENTS

Regulation 8(1)  
Sheet No. 5 of 8 Sheets

**BUILDING UNITS PLAN NO. 70856**

I, DENNIS MULLINS, of CAIRNS

\*an architect within the meaning of the Architects Act 1985

~~\*a building surveyor appointed by the Council +~~

~~\*a building inspector appointed by the Council +~~

hereby certify that the building shown on the \*building units plan/~~building units plan of re-subdivision~~

to which this certificate is annexed has been substantially completed in accordance with plans

and specifications approved by \*the Council + of the City of Cairns

~~/a designated officer of the Council=~~

DATED this 3<sup>RD</sup> day of MARCH, 1982



\*Architect/~~Building surveyor/Building inspector.~~

\* Delete whichever is inapplicable

+ Insert name of local authority



~~Shire~~  
Clerk  
Town

COUNCIL OF THE CITY OF CAIRNS

Building Units and Group Titles Act 1980 — 1984  
 BUILDING UNITS AND GROUP TITLES REGULATIONS 1980  
 (Form 8)

Name of Building: LYONS STREET APARTMENTS

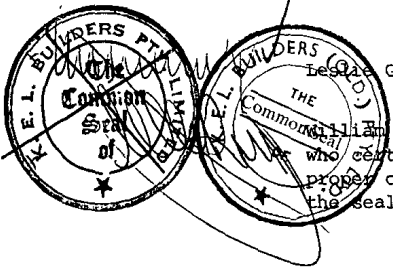
Regulation 8(1)  
 Sheet No. 6 of 8 Sheets

**BUILDING UNITS PLAN NO. 70856**

SCHEDULE OF LOT ENTITLEMENTS AND REFERENCE TO  
 CURRENT CERTIFICATE OF TITLE

Lot No.	Level	Entitlement	Current C's T.		Lot No.	Level	Entitlement	Current C's T.	
			Vol.	Fol.				Vol.	Fol.
1	A	1	M1399	172					
2	A	1	✓	173					
3	A & B	1	✓	174					
4	A & B	1	✓	175					
5	A & B	1	✓	176					
6	A & B	1	✓	177					
7	A	1	✓	178					
8	A	1	✓	179					
9	A & B	1	✓	180					
10	A & B	1	✓	181					
AGGREGATE		10			AGGREGATE				

SIGNATURE OF REGISTERED PROPRIETOR:



Leslie George Kellahan/Director

William Cecil Kelly/Director

who certify they are the  
 proper officers to affix  
 the seal

*[Handwritten Signature]*

Shire Clerk  
 Town

COUNCIL OF THE CITY OF CAIRNS

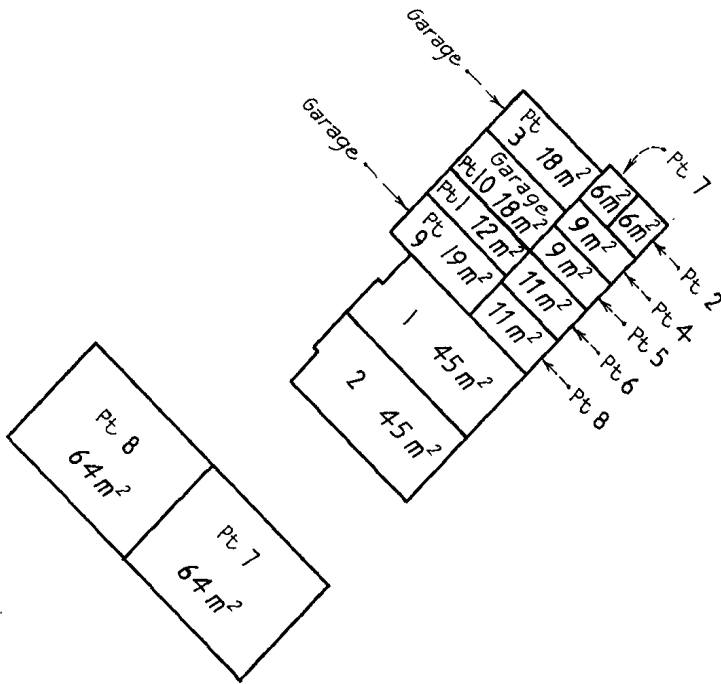
Building Units and Group Titles Act 1980 — 1984  
BUILDING UNITS AND GROUP TITLES REGULATIONS 1980  
(Form 9)

Name of Building: LYONS STREET APARTMENTS

Regulation 8(1)  
Sheet No. 7 of 8 Sheets

**BUILDING UNITS PLAN NO. 70856**

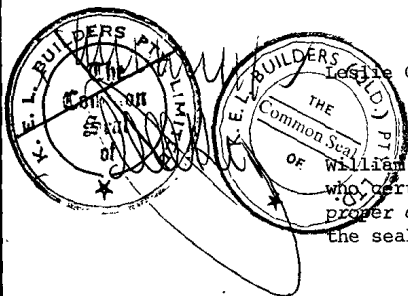
LEVEL A



Scale: 1:300

Floor areas are approximate only.

SIGNATURE OF REGISTERED PROPRIETOR:



Leslie George Kellahan/Director

William Cecil Kelly/Director  
who certify they are the  
proper officers to affix  
the seal

Shire Clerk  
/ Town

COUNCIL OF THE CITY OF CAIRNS

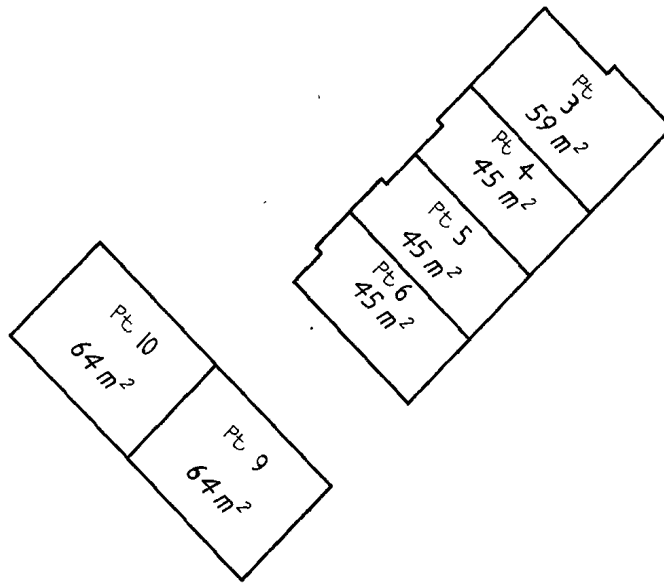
Building Units and Group Titles Act 1980 — 1984  
BUILDING UNITS AND GROUP TITLES REGULATIONS 1980  
(Form 9)

Name of Building: LYONS STREET APARTMENTS

Regulation 8(1)  
Sheet No 8 of 8 Sheets

**BUILDING UNITS PLAN NO. 70856**

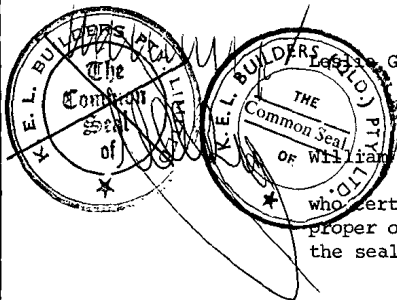
LEVEL B



Scale: 1:300

Floor areas are approximate only.

SIGNATURE OF REGISTERED PROPRIETOR:



George Kellahan/Director

or William Cecil Kelly/Director

who certify they are the proper officers to affix the seal

Shire Clerk  
Town

COUNCIL OF THE CITY OF CAIRNS



## Seller Disclosure - Zoning



This report provides information on the zoning of a property. It is designed to support the requirement under the **Property Law Regulation 2024** to disclose the zoning of the property under **Part 3 - Land use, planning and environment** of the **QLD Seller Disclosure Statement**.



### Zoning

The result below is based on the *Property Law Regulation 2024* and a search of zoning records under:

- the *Economic Development Act 2012* (Priority Development Areas)
- the *State Development and Public Works Organisation Act 1971*
- the *Integrated Resort Development Act 1987*
- the *Mixed Use Development Act 1993*
- the *Sanctuary Cove Resort Act 1985*
- the local planning scheme

The zoning identified for the property:

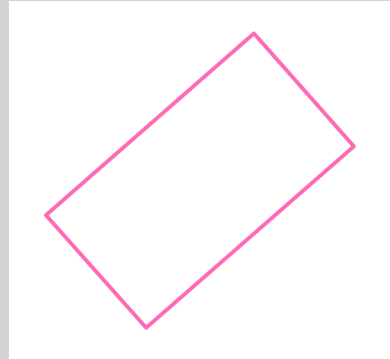
Planning Record	Zoning
Local planning scheme	Medium Density Residential

Temporary Local Planning Instruments (TLPs) may vary the local planning scheme zoning. Please refer to this [website](#) for a list of current TLPs or check with your local council.

Commonwealth and State legislation other than those listed in the *Property Law Regulation 2024* may state that the planning scheme does not apply to certain areas. This includes, but is not limited to, strategic and core port land, priority ports, and certain airport and defence land. This report does not include a notation of these areas. Please consult your local council and the relevant planning scheme for further information.

### LOT/PLAN

Lot 0, BUP70856; Lot 9, BUP70856



### COUNCIL

Cairns Regional

### THINGS TO KNOW

This report provides zoning information only. The buyer may need to consider other planning controls that may apply to the lot such as local plans and overlays. These can be obtained from the local planning scheme.

This report does not replace the seller's responsibility to accurately complete the Seller Disclosure Statement.

### CUSTOMER SUPPORT

support@lotsearch.com.au

lotsearch.com.au



# LOTSEARCH

Spatial Intelligence | Mapping Risk

## Seller Disclosure - Zoning

### Dataset Listing

The results in this report are based upon the following datasets only:

Dataset Name	Custodian	Supply Date	Currency Date	Update Frequency
Priority Development Areas	QLD Department of State Development, Infrastructure and Planning	07/01/2026	10/11/2025	Monthly
State Development Area Precincts	QLD Department of State Development, Infrastructure and Planning	07/01/2026	07/01/2026	Monthly
State Development Areas	QLD Department of State Development, Infrastructure and Planning	07/01/2026	29/02/2024	Monthly
Integrated Resort Development Areas	Cairns Regional Council	28/11/2025	25/11/2025	Quarterly
Mixed Use Development Areas	Cairns Regional Council	28/11/2025	25/11/2025	Quarterly
Sanctuary Cove Resort	Cairns Regional Council	28/11/2025	25/11/2025	Quarterly
Cairns Planning Scheme Zoning – Zoning region	Cairns Regional Council	23/12/2025	07/10/2022	Monthly
Cairns Planning Scheme Zoning – Zone Precinct	Cairns Regional Council	23/12/2025	07/10/2022	Monthly
Cairns Planning Scheme Other Planning Instruments – Cairns Airport Land	Cairns Regional Council	07/01/2026	15/12/2021	Monthly
Cairns Planning Scheme Other Planning Instruments – Cairns Strategic Port Land	Cairns Regional Council	07/01/2026	15/12/2021	Monthly
Wet Tropics Management Plan 1998 Zoning	Wet Tropics Management Authority	07/01/2026	07/01/2026	Monthly

### Useful Contacts

**Lotsearch Pty Ltd**  
[www.lotsearch.com.au](http://www.lotsearch.com.au)  
 support@lotsearch.com.au

**QLD Department of State Development,  
 Infrastructure and Planning**  
<https://www.planning.qld.gov.au/>  
 13 QGOV (13 74 68)

**Cairns Regional**  
<http://www.cairns.qld.gov.au/>  
 council@cairns.qld.gov.au  
 1300 692 247

[Click for 'Use of Report - Applicable Terms'](#)

#### Disclaimer:

The purpose of this report is to provide a search of publicly available zoning records for the site, to support the requirement of identifying the zoning to be disclosed under the Property Law Regulation 2024 and assist with the disclosure of information under Part 3 – Land use, planning and environment, of the QLD Seller Disclosure Statement.

The report does not replace your responsibility to undertake the accurate identification and disclosure of information relevant to the matters outlined in the Seller Disclosure Statement.

The report does not constitute advice. The report is not a substitute for an on-site inspection or review of other available reports and records. The report is not intended to be, and should not be taken to be, a rating or assessment of the desirability or market value of the property or its features. You should obtain independent advice from a suitably qualified professional or legal practitioner before you make any decision based on the information within the report.

You understand that Lotsearch has defined the site by reference to lot and plan information supplied in the order. You accept that Lotsearch may amend some of the information supplied in the order, to identify the relevant site for the report.

Information provided by public authorities is constantly changing. This report is based on data listed in the Dataset Listing table and reflects a point in time position based on the datasets supplied on the dates given in the report. Report content may change over time. You should always seek an up-to-date report before relying on any of the content.

A link to the detailed terms applicable to the use of this report is available above.



## Seller Disclosure - Contamination Notices



This report provides a search of the public register to support the requirement under the **Property Law Regulation 2024**, of disclosing **contamination and environmental protection notices** under **Part 3 – Land use, planning and environment**, of the **QLD Seller Disclosure Statement**. This report contains records not included in the DETSI contaminated land search (EMR/CLR).

### 1. Notices Under Section 408(2) **No Records Identified**

Records of notices under section 408(2) of the Environmental Protection Act 1994.

A search of **Environmental Evaluations** and **Site Investigations** has been undertaken.

Notice No	Notice Type	Location	Date	Status	Documents
No records identified					

*Show Cause Notices, Notices of Decision under Section 394, and Orders under Section 458 are excluded from this search as they are not available on the public register. A separate search of the EMR/CLR will identify sites with **Contaminated Land** or **Site Management Plans under Section 401**.*

### 2. Notices Under Section 369C(2) **No Records Identified**

Records of notices under section 369C(2) of the Environmental Protection Act 1994 (the property is a place or business to which an **Environmental Enforcement Order (EEO)** applies). This includes **Environmental Protection Orders, Direction Notices, and Clean-Up Notices**.

Notice No	Notice Type	Location	Date	Status	Documents
No records identified					

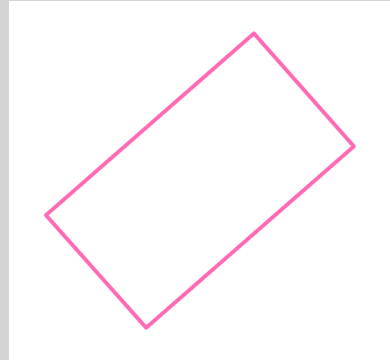
### 3. Notices Under Section 347(2) **No Records Identified**

Records of notices under section 347(2) of the Environmental Protection Act 1994 (the property is a place or business to which a **prescribed Transitional Environmental Program (TEP)** applies).

A search of all TEPs has been undertaken, including those that are not prescribed. Prescribed TEPs are those that do not relate to an environmental authority.

Notice No	Notice Type	Location	Date	Status	Documents
No records identified					

**LOT/PLAN**  
Lot 0, BUP70856; Lot 9, BUP70856



#### THINGS TO KNOW

- Seller Responsibility**

This report does not replace the seller's responsibility to accurately complete the Seller Disclosure Statement. It is important to read and carefully consider each notice before determining whether it needs to be disclosed. You should seek legal advice about your obligations to disclose notices under the Environmental Protection Act 1994 (QLD).

- Notice Types**

Notices identified under section 369C(2) and 347(2) may also apply to Section 408(2).

#### INTERESTED IN FURTHER INSIGHTS?

This report has been purpose-built to support the Seller Disclosure Statement requirements. For a more comprehensive due diligence search, we recommend the Lotsearch Contaminated Land Search — which identifies additional contamination records for the site and the surrounding area. Visit [lotsearch.com.au](https://lotsearch.com.au)

#### CUSTOMER SUPPORT

[support@lotsearch.com.au](mailto:support@lotsearch.com.au)



# LOTSEARCH

Spatial Intelligence | Mapping Risk

## Seller Disclosure - Contamination Notices

## Dataset Listing

The results in this report are based upon the following datasets only:

Dataset Name	Custodian	Supply Date	Currency Date	Update Frequency
Enforcement Actions	QLD Department of Environment, Tourism, Science and Innovation	08/01/2026	08/01/2026	Weekly

## Useful Contacts

**Lotsearch Pty Ltd**  
[www.lotsearch.com.au](http://www.lotsearch.com.au)  
support@lotsearch.com.au

**Department of the Environment, Tourism, Science and Innovation (DETSI), Queensland**  
<https://www.detsi.qld.gov.au/>  
13 QGOV (13 74 68)

**Cairns Regional**  
<http://www.cairns.qld.gov.au/>  
council@cairns.qld.gov.au  
1300 692 247

[Click for 'Use of Report - Applicable Terms'](#)

### Disclaimer:

The purpose of this report is to provide a search of the public register for the site, to support the requirement of disclosing contamination and environmental protection notices under Part 3 - Land use, planning and environment, of the QLD Seller Disclosure Statement, as part of the Property Law Regulation 2024. The report may not identify all the notices required by the relevant disclosure requirements. It does not include a search of the DETSI contaminated land search (EMR/CLR). The report does not replace your responsibility to accurately identify and disclose information relevant to the matters outlined in the Seller Disclosure Statement. You should seek legal advice about your obligations to disclose notices under the Environmental Protection Act 1994 (QLD).

The report does not constitute advice. The report is not a substitute for an on-site inspection or review of other available reports and records. The report is not intended to be, and should not be taken to be, a rating or assessment of the desirability or market value of the property or its features. You should obtain independent advice from a suitably qualified professional or legal practitioner before you make any decision based on the information within the report.

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A link to the detailed terms applicable to the use of this report is available above.

The Body Corporate For  
**LYONS STREET APARTMENTS**  
**CTS 775**

Special Purpose Financial Report

Year Ended 31 May 2025

**LYONS STREET APARTMENTS CTS 775**  
Note to and Forming Part of the Financial Statements  
As at 31 May 2025

**1. Statements of Accounting Procedures**

The accounting policies used in the preparation of this report, where appropriate are explained below, and are consistent with previous years.

**(a) Basis of Preparation**

These financial statements are special purpose financial reports specifically for distribution to Owners in accordance with the Body Corporate and Community Management Act 1997. The body corporate's committee has determined that the body corporate is not a reporting entity, and therefore, there is no requirement to supply Accounting Standards and other mandatory professional reporting requirements in the preparation and presentation of these statements. They have been prepared on a cash basis from the records of the body corporate. They are based on historical costs and do not take into account the changing value of money.

The financial statements have been prepared to comply with the requirements of the Body Corporate and Community Management Act 1997.

**(b) Taxation**

The liability method of tax effect accounting has been adopted. The body corporate is assessable on all income other than income derived from its members. All expenses directly attributed to deriving assessable income plus any appropriate non-mutual expenditure are allowable deductions. This mutuality principle is based on the concept that no profit arises from a business.

Income Tax is payable by the body corporate on non-mutual income at the current tax rate of 30%.

**(c) Purchase of assets**

Acquisition of assets is included as an expense of the Administrative and/or Sinking Funds in the year of purchase in accordance with usual practice in the body corporate industry.

**2. Sinking Fund**

A Sinking Fund has been established for the purpose of meeting present and future commitments for the maintenance, replacement and improvements to personal assets and common property.

For the purpose of maintaining such a fund, a separate contribution is issued at an amount calculated on the basis of current information to accumulate sufficient funds to meet the expected present and future commitments of the fund over a reasonable period of time.

**3. Accounting Year to date**

As determined by applying the provisions of the current legislation, the financial statements are drawn up as at 31 May 2025 for a twelve month period.

# LYONS STREET APARTMENTS CTS 775

## BALANCE SHEET

AS AT 31 MAY 2025

	ACTUAL 31/05/2025	ACTUAL 31/05/2024
<b><u>OWNERS FUNDS</u></b>		
Administrative Fund	49,157.08	41,521.87
Sinking Fund	41,549.21	28,496.21
<b><u>TOTAL</u></b>	<b><u>\$ 90,706.29</u></b>	<b><u>\$ 70,018.08</u></b>
 <b><u>THESE FUNDS ARE REPRESENTED BY</u></b>		
<b><u>CURRENT ASSETS</u></b>		
Cash At Bank	90,224.39	70,018.08
<b><u>TOTAL ASSETS</u></b>	<b><u>90,224.39</u></b>	<b><u>70,018.08</u></b>
 <b><u>LIABILITIES</u></b>		
Creditors	(486.45)	0.00
Levies In Advance	4.55	0.00
<b><u>TOTAL LIABILITIES</u></b>	<b><u>(481.90)</u></b>	<b><u>0.00</u></b>
 <b><u>NET ASSETS</u></b>	 <b><u>\$ 90,706.29</u></b>	 <b><u>\$ 70,018.08</u></b>

# LYONS STREET APARTMENTS CTS 775

## STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 JUNE 2024 TO 31 MAY 2025

	ACTUAL	BUDGET	ACTUAL
	01/06/24-31/05/25	01/06/24-31/05/25	01/06/23-31/05/24
<b><u>ADMINISTRATIVE FUND</u></b>			
<b><u>INCOME</u></b>			
Levies - Administrative Fund	24,100.00	14,100.00	49,272.00
Discount - Admin Fund	(4,066.00)	(2,820.00)	(7,884.00)
Insurance Levy	27,500.00	37,500.00	0.00
Insurance Levy Discount	(4,675.00)	(7,500.00)	0.00
<b><u>TOTAL ADMIN. FUND INCOME</u></b>	<b>42,859.00</b>	<b>41,280.00</b>	<b>41,388.00</b>
<b><u>EXPENDITURE - ADMIN. FUND</u></b>			
Bank Charges	25.65	0.00	0.00
Garden & Grounds	3,865.11	3,060.00	2,915.18
Insurance - Premium	20,199.39	30,000.00	22,371.19
Insurance - Premium Stamp Duty	669.46	0.00	0.00
Insurance Valuation	420.00	0.00	0.00
Legal & Debt Collection Fee	0.00	0.00	(714.46)
Management Fees	3,680.42	4,540.00	0.00
Management Fees - Additional	2,218.34	2,730.00	5,124.37
Pest Control	0.00	500.00	410.00
Pool - Inspect & Certificates	0.00	0.00	790.20
R & M - Building	3,846.04	500.00	1,715.92
R & M - Electrical	0.00	350.00	349.80
R & M - Plumbing	1,017.38	200.00	129.35
Reports & Inspections	0.00	1,200.00	0.00
Utilities - Electricity	(741.10)	200.00	160.60
Wh & S	23.10	0.00	38.50
Wifi Usage	0.00	0.00	214.08
<b><u>TOTAL ADMIN. EXPENDITURE</u></b>	<b>35,223.79</b>	<b>43,280.00</b>	<b>33,504.73</b>
<b><u>SURPLUS / DEFICIT</u></b>	<b>\$ 7,635.21</b>	<b>\$ (2,000.00)</b>	<b>\$ 7,883.27</b>
Opening Admin. Balance	41,521.87	41,521.87	33,638.60
<b><u>ADMINISTRATIVE FUND BALANCE</u></b>	<b>\$ 49,157.08</b>	<b>\$ 39,521.87</b>	<b>\$ 41,521.87</b>

# LYONS STREET APARTMENTS CTS 775

## STATEMENT OF INCOME AND EXPENDITURE

FOR THE PERIOD 01 JUNE 2024 TO 31 MAY 2025

	ACTUAL 01/06/24-31/05/25	BUDGET 01/06/24-31/05/25	ACTUAL 01/06/23-31/05/24
<b><u>SINKING FUND</u></b>			
<b><u>INCOME</u></b>			
Levies - Sinking Fund	15,906.00	13,000.00	14,375.00
Discount - Sinking Fund	(2,853.00)	(2,600.00)	(2,300.00)
<b><u>TOTAL SINKING FUND INCOME</u></b>	<b>13,053.00</b>	<b>10,400.00</b>	<b>12,075.00</b>
<b><u>EXPENDITURE - SINKING FUND</u></b>			
R & M - Building	0.00	0.00	6,765.50
R & M - Plumbing	0.00	0.00	1,333.95
<b><u>TOTAL SINK. FUND EXPENDITURE</u></b>	<b>0.00</b>	<b>0.00</b>	<b>8,099.45</b>
<b><u>SURPLUS / DEFICIT</u></b>	<b><u>\$ 13,053.00</u></b>	<b><u>\$ 10,400.00</u></b>	<b><u>\$ 3,975.55</u></b>
Opening Sinking Fund Balance	28,496.21	28,496.21	24,520.66
<b><u>SINKING FUND BALANCE</u></b>	<b><u>\$ 41,549.21</u></b>	<b><u>\$ 38,896.21</u></b>	<b><u>\$ 28,496.21</u></b>

# LYONS STREET APARTMENTS CTS 775

## LOT BALANCE REPORT

31 May 2025

<u>Lot No</u>	<u>Unit No</u>	<u>Administrative Fund</u>	<u>Sinking Fund</u>	<u>Other</u>	<u>Total</u>
1	1	0.00	0.00	0.00	0.00
2	2	-4.55	0.00	0.00	-4.55
3	3	0.00	0.00	0.00	0.00
4	4	0.00	0.00	0.00	0.00
5	5	0.00	0.00	0.00	0.00
6	6	0.00	0.00	0.00	0.00
7	7	0.00	0.00	0.00	0.00
8	8	0.00	0.00	0.00	0.00
9	9	0.00	0.00	0.00	0.00
10	10	0.00	0.00	0.00	0.00
<b>Total</b>		<b>(\$4.55)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$4.55)</b>

**TCM AGREEMENTS PTY LTD Company**

Suite 1, 27 Lake Street CAIRNS QLD 4870 ABN: 85622244188

Ph: 07 4031 7877 Email: info@tcmstrata.com

Printed: 11/09/2024 09:54 am User: Jodie Trew

**Income and Expenditure Statement - C.T.S. 775**  
**"LYONS STREET APARTMENTS"**  
**239 LYONS STREET, CAIRNS, QLD 4870**

For the Financial Period 01/06/2024 to 31/05/2025 - Prepared by Michelle Henning

**FINAL**

<b>Administrative Fund</b>	<b>Consolidated</b>		
	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
<b>Income</b>			
Discount on Levies	\$(2,176.00)	\$0.00	\$(7,884.00)
Levy Income	\$13,600.00	\$41,280.00	\$49,272.00
<b>Total</b>	<b>\$11,424.00</b>	<b>\$41,280.00</b>	<b>\$41,388.00</b>
<b>Total Administrative Fund Income</b>	<b>\$11,424.00</b>	<b>\$41,280.00</b>	<b>\$41,388.00</b>
<b>Expenses</b>			
<b>Adjustments</b>			
SURPLUS/DEFICIT	\$0.00	\$(2,000.00)	\$0.00
<b>Total Adjustments</b>	<b>\$0.00</b>	<b>\$(2,000.00)</b>	<b>\$0.00</b>
<b>Body Corporate Management</b>			
ADDITIONAL SERVICES	\$461.37	\$800.00	\$740.97
SECRETARIAL FEE	\$1,427.52	\$4,540.00	\$4,213.91
<b>Total Body Corporate Management</b>	<b>\$1,888.89</b>	<b>\$5,340.00</b>	<b>\$4,954.88</b>
<b>Compliance &amp; Reporting</b>			
CONTRACTOR COMPLIANCE	\$23.10	\$50.00	\$38.50
REPORT COSTS	\$0.00	\$1,200.00	\$790.20
<b>Total Compliance &amp; Reporting</b>	<b>\$23.10</b>	<b>\$1,250.00</b>	<b>\$828.70</b>
<b>Electricity</b>			
COMMUNITY POWER	\$(82.98)	\$200.00	\$160.60
<b>Total Electricity</b>	<b>\$(82.98)</b>	<b>\$200.00</b>	<b>\$160.60</b>
<b>General</b>			
PEST CONTROL	\$0.00	\$500.00	\$410.00
<b>Total General</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>\$410.00</b>
<b>Grounds Maintenance</b>			
GARDEN R & M	\$424.11	\$3,060.00	\$2,915.18
<b>Total Grounds Maintenance</b>	<b>\$424.11</b>	<b>\$3,060.00</b>	<b>\$2,915.18</b>
<b>Insurance</b>			
INSURANCE - BLDG & PUB. LIAB	\$26,671.47	\$30,000.00	\$22,371.19
<b>Total Insurance</b>	<b>\$26,671.47</b>	<b>\$30,000.00</b>	<b>\$22,371.19</b>
<b>Professional Fees &amp; Subscriptions</b>			

**TCM AGREEMENTS PTY LTD Company**

Suite 1, 27 Lake Street CAIRNS QLD 4870 ABN: 85622244188

Ph: 07 4031 7877 Email: info@tcmstrata.com

Printed: 11/09/2024 09:54 am User: Jodie Trew

**Income and Expenditure Statement - C.T.S. 775**  
**"LYONS STREET APARTMENTS"**  
**239 LYONS STREET, CAIRNS, QLD 4870**

For the Financial Period 01/06/2024 to 31/05/2025 - Prepared by Michelle Henning

**FINAL**

<b>Administrative Fund</b>	<b>Consolidated</b>		
	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
<b>Professional Fees &amp; Subscriptions (Continued)</b>			
ELECTRONIC STORAGE & TECHNOLOGY	\$53.52	\$250.00	\$214.08
IAS & INCOME TAX - PREPARATION & LODGEMENT	\$0.00	\$0.00	\$0.00
LEGAL / DEBT COLLECTION EXPENSES	\$0.00	\$500.00	\$(714.46)
MAILHOUSE	\$218.04	\$180.00	\$169.49
<b>Total Professional Fees &amp; Subscriptions</b>	<b>\$271.56</b>	<b>\$930.00</b>	<b>\$(330.89)</b>
<b>Repairs &amp; Maintenance</b>			
BUILDING R & M	\$0.00	\$500.00	\$847.57
ELECTRICAL R&M	\$0.00	\$350.00	\$349.80
PLUMBING R&M	\$0.00	\$200.00	\$129.35
QUOTE REQUEST	\$0.00	\$400.00	\$347.34
WORK ORDERS	\$57.89	\$550.00	\$521.01
<b>Total Repairs &amp; Maintenance</b>	<b>\$57.89</b>	<b>\$2,000.00</b>	<b>\$2,195.07</b>
<b>Total Administrative Fund Expenses</b>	<b>\$29,254.04</b>	<b>\$41,280.00</b>	<b>\$33,504.73</b>
<b>Administrative Fund Surplus/Deficit</b>	<b>\$(17,830.04)</b>	<b>\$0.00</b>	<b>\$7,883.27</b>
<b>Opening Balance for the period</b>	<b>\$41,521.87</b>	<b>\$0.00</b>	<b>\$33,638.60</b>
<b>Closing Balance for the period</b>	<b>\$23,691.83</b>	<b>\$0.00</b>	<b>\$41,521.87</b>

**TCM AGREEMENTS PTY LTD Company**

Suite 1, 27 Lake Street CAIRNS QLD 4870 ABN: 85622244188

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**Income and Expenditure Statement - C.T.S. 775  
"LYONS STREET APARTMENTS"  
239 LYONS STREET, CAIRNS, QLD 4870**

For the Financial Period 01/06/2024 to 31/05/2025 - Prepared by Michelle Henning

**FINAL**

	<b>Consolidated</b>		
<b>Sinking Fund</b>	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
<b>Income</b>			
Levy Income	\$3,600.00	\$13,000.00	\$14,375.00
<b>Total</b>	<b>\$3,600.00</b>	<b>\$13,000.00</b>	<b>\$14,375.00</b>
<b>Default</b>			
Discount on Levies	\$(576.00)	\$0.00	\$(2,300.00)
<b>Total Default</b>	<b>\$(576.00)</b>	<b>\$0.00</b>	<b>\$(2,300.00)</b>
<b>Total Sinking Fund Income</b>	<b>\$3,024.00</b>	<b>\$13,000.00</b>	<b>\$12,075.00</b>
<b>Expenses</b>			
DRIVEWAY	\$0.00	\$0.00	\$2,750.50
GUTTERS	\$0.00	\$0.00	\$748.00
LANDSCAPING	\$0.00	\$0.00	\$2,750.00
PLUMBING	\$0.00	\$0.00	\$1,333.95
SINKING FUND BUDGET	\$0.00	\$13,000.00	\$0.00
TREE LOPPING & REMOVAL	\$0.00	\$0.00	\$517.00
<b>Total</b>	<b>\$0.00</b>	<b>\$13,000.00</b>	<b>\$8,099.45</b>
<b>Total Sinking Fund Expenses</b>	<b>\$0.00</b>	<b>\$13,000.00</b>	<b>\$8,099.45</b>
<b>Sinking Fund Surplus/Deficit</b>	<b>\$3,024.00</b>	<b>\$0.00</b>	<b>\$3,975.55</b>
<b>Opening Balance for the period</b>	<b>\$28,496.21</b>	<b>\$0.00</b>	<b>\$24,520.66</b>
<b>Closing Balance for the period</b>	<b>\$31,520.21</b>	<b>\$0.00</b>	<b>\$28,496.21</b>

**TCM AGREEMENTS PTY LTD Company**

Suite 1, 27 Lake Street CAIRNS QLD 4870 ABN: 85622244188

Ph: 07 4031 7877 Email: info@tcmstrata.com

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**Expenses & Other Income - C.T.S. 775****"LYONS STREET APARTMENTS"****239 LYONS STREET, CAIRNS, QLD 4870**

For the Financial Period 01/06/2024 to 31/05/2025 - Prepared by Michelle Henning on 11/09/2024

**FINAL****Consolidated****Administrative Fund - Other Income****Total for Administrative Fund - Other Income****\$0.00****Administrative Fund - Expenses****ADDITIONAL SERVICES**

<b>Date</b>	<b>Ref.</b>	<b>Details</b>	<b>Amount</b>	<b>Balance</b>
30/06/2024	85237	Email from lot 4 and forward to committee for further instructions regarding Rubbish and parking (01 TCM AGREEMENTS PTY LTD	\$26.46	\$26.46
30/06/2024	85237	Email Lot 6 regarding repairs to unit 2 (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$17.64	\$44.10
30/06/2024	85237	Lot 4's request for a front gate, sent to committee for their consideration (01/06/2024 - 30/06/2024 TCM AGREEMENTS PTY LTD	\$23.52	\$67.62
30/06/2024	85237	request an additional bin collection day from Cairns Regional Council (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$17.64	\$85.26
30/06/2024	85237	Response from CRC sent to committee for their consideration (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$20.58	\$105.84
30/06/2024	85237	Response to Committee regarding bin collection (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$17.64	\$123.48
30/06/2024	85237	Advise CRC of additional collection day request (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$35.28	\$158.76
30/06/2024	85237	Response to owner of unit 4 regarding rubbish collection (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$17.64	\$176.40
30/06/2024	85237	Additional bin collection (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$8.82	\$185.22
30/06/2024	85237	Reversal EOFY Review and Reporting 01/06/2022 - 01/06/2022 (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$-52.50	\$132.72
30/06/2024	85237	Reversal of ITR review and report 01/07/2022 to 30/06/2023 (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$-150.00	\$-17.28
31/07/2024	86971	Follow up with Cairns Waste on when the third bin collection will commence (01/07/2024 - 31/07/2024) TCM AGREEMENTS PTY LTD	\$20.58	\$3.30
31/07/2024	86971	Follow up with lot 8 regarding items stored on common property and respond to owner of unit 4 (01/07 TCM AGREEMENTS PTY LTD	\$23.52	\$26.82
31/07/2024	86971	Follow up with Gardener when he will be attending to the fortnightly garden maintenance (01/07/2024 TCM AGREEMENTS PTY LTD	\$23.52	\$50.34
31/08/2024	88127	Change of Owner Processing (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$11.97	\$62.31
31/08/2024	88127	Stair railings and update details in Strata Vote for new owner of unit 4 (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$38.22	\$100.53
31/08/2024	88127	Door frame to unit 4 (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$17.64	\$118.17
03/09/2024	88219	Preparation of records and reports for handover (01/09/2024 - 03/09/2024) TCM AGREEMENTS PTY LTD	\$343.20	\$461.37
<b>Total for ADDITIONAL SERVICES</b>			<b>\$461.37</b>	

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**Expenses & Other Income - C.T.S. 775**

**"LYONS STREET APARTMENTS"**

**239 LYONS STREET, CAIRNS, QLD 4870**

For the Financial Period 01/06/2024 to 31/05/2025 - Prepared by Michelle Henning on 11/09/2024

**FINAL**

**COMMUNITY POWER**

Date	Ref.	Details	Amount	Balance
01/06/2024	211	Journal - REVERSAL EOY Adjustments	\$-82.98	\$-82.98
<b>Total for COMMUNITY POWER</b>			<b>\$-82.98</b>	

**CONTRACTOR COMPLIANCE**

Date	Ref.	Details	Amount	Balance
30/06/2024	85237	Contractor Compliance (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$7.70	\$7.70
31/07/2024	86971	Contractor Compliance (01/07/2024 - 31/07/2024) TCM AGREEMENTS PTY LTD	\$7.70	\$15.40
31/08/2024	88127	Contractor Compliance (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$7.70	\$23.10
<b>Total for CONTRACTOR COMPLIANCE</b>			<b>\$23.10</b>	

**ELECTRONIC STORAGE & TECHNOLOGY**

Date	Ref.	Details	Amount	Balance
30/06/2024	85237	Electronic Storage & Technology (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$17.84	\$17.84
31/07/2024	86971	Electronic Storage & Technology (01/07/2024 - 31/07/2024) TCM AGREEMENTS PTY LTD	\$17.84	\$35.68
31/08/2024	88127	Electronic Storage & Technology (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$17.84	\$53.52
<b>Total for ELECTRONIC STORAGE &amp; TECHNOLOGY</b>			<b>\$53.52</b>	

**GARDEN R & M**

Date	Ref.	Details	Amount	Balance
01/06/2024	211	Journal - REVERSAL EOY Adjustments	\$-63.75	\$-63.75
27/06/2024	INV-0744	GARDEN MAINTENANCE TO 21/06/2024 MOW SNIP & BLOW LAWN & GARDEN MAINTENANCE	\$255.00	\$191.25
31/07/2024	INV-0766	GARDEN MAINTENANCE TO 18/07/2024 MOW SNIP & BLOW LAWN & GARDEN MAINTENANCE	\$127.50	\$318.75
23/08/2024	R220824	REIMBURSEMENT LINE MARKING PAINT 22/08/2024 JOHN & ELISABETH FENSKE	\$105.36	\$424.11
<b>Total for GARDEN R &amp; M</b>			<b>\$424.11</b>	

**IAS & INCOME TAX - PREPARATION & LODGEMENT**

Date	Ref.	Details	Amount	Balance
30/06/2024	84677	Income Tax Return Preparation 01/07/2021 to 30/06/2022 (30/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$338.61	\$338.61
30/06/2024	84677	Income Tax Return Preparation 01/07/2022 to 30/06/2023 (30/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$352.16	\$690.77
30/06/2024	84677	Income Tax Return Preparation 01/07/2023 to 30/06/2024 (30/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$366.24	\$1,057.01
10/07/2024	214	Adjustment - Refund ITR charges TCM AGREEMENTS P	\$-1,057.01	\$0.00
<b>Total for IAS &amp; INCOME TAX - PREPARATION &amp; LODGEMENT</b>			<b>\$0.00</b>	

**INSURANCE - BLDG & PUB. LIAB**

Date	Ref.	Details	Amount	Balance
01/06/2024	213	Journal - REVERSAL EOY Adjustments	\$26,671.47	\$26,671.47
<b>Total for INSURANCE - BLDG &amp; PUB. LIAB</b>			<b>\$26,671.47</b>	

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**Expenses & Other Income - C.T.S. 775**

**"LYONS STREET APARTMENTS"**

**239 LYONS STREET, CAIRNS, QLD 4870**

For the Financial Period 01/06/2024 to 31/05/2025 - Prepared by Michelle Henning on 11/09/2024

**FINAL**

**LEGAL / DEBT COLLECTION EXPENSES**

Date	Ref.	Details	Amount	Balance
19/06/2024	533	Lot# 6 Special Levy - Charge for final notice dated 19/06/2024	\$-57.20	\$-57.20
30/06/2024	85237	Final Notice Processing (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$57.20	\$0.00
<b>Total for LEGAL / DEBT COLLECTION EXPENSES</b>			<b>\$0.00</b>	

**MAILHOUSE**

Date	Ref.	Details	Amount	Balance
30/06/2024	85237	Reimbursement of BING Mailhouse Costs 15/05/2024-31/05/2024 (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$1.93	\$1.93
31/07/2024	86971	Reimbursement of BING Mailhouse Costs 17/06/24 to 30/06/24 (01/07/2024 - 31/07/2024) TCM AGREEMENTS PTY LTD	\$117.00	\$118.93
31/08/2024	88127	Reimbursement of BING Mailhouse Costs to 31/07/2024 (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$16.50	\$135.43
31/08/2024	88127	Reimbursement of BING Mailhouse Costs to 31/07/2024 (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$11.55	\$146.98
31/08/2024	88127	Reimbursement of BING Mailhouse Costs 01/08/2024 to 14/08/2024 (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$10.15	\$157.13
31/08/2024	88127	Reimbursement of BING Mailhouse Costs 01/08/2024 to 14/08/2024 (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$10.15	\$167.28
31/08/2024	88127	Reimbursement of BING Mailhouse Costs 01/08/2024 to 14/08/2024 (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$10.15	\$177.43
31/08/2024	88127	Reimbursement of BING Mailhouse Costs 01/08/2024 to 14/08/2024 (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$40.61	\$218.04
<b>Total for MAILHOUSE</b>			<b>\$218.04</b>	

**SECRETARIAL FEE**

Date	Ref.	Details	Amount	Balance
01/06/2024	82321	Management Fee (01/06/2024 - 30/06/2024) TCM AGREEMENTS PTY LTD	\$356.88	\$356.88
01/07/2024	85815	Management Fee (01/07/2024 - 31/07/2024) TCM AGREEMENTS PTY LTD	\$356.88	\$713.76
01/08/2024	86393	Management Fee (01/08/2024 - 31/08/2024) TCM AGREEMENTS PTY LTD	\$356.88	\$1,070.64
01/09/2024	87549	Management Fee (01/09/2024 - 30/09/2024) TCM AGREEMENTS PTY LTD	\$356.88	\$1,427.52
<b>Total for SECRETARIAL FEE</b>			<b>\$1,427.52</b>	

**WORK ORDERS**

Date	Ref.	Details	Amount	Balance
31/07/2024	86971	Work Order Processing (01/07/2024 - 31/07/2024) TCM AGREEMENTS PTY LTD	\$57.89	\$57.89
<b>Total for WORK ORDERS</b>			<b>\$57.89</b>	

**Total for Administrative Fund - Expenses**

**\$29,254.04**

# LYONS STREET APARTMENTS CTS 775

## ACCOUNTS SUMMARY

1 June 2024 to 31 May 2025

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
<b>12705</b>	<b>Administrative Fund</b>	<b>BANK CHARGES</b>	
31/10/24	StrataPay Trans/Svce		23.65
29/11/24	StrataPay Trans/Svce		0.95
31/12/24	StrataPay Trans/Svce		9.50
31/01/25	StrataPay Trans/Svce		1.90
28/02/25	StrataPay Trans/Svce		1.90
31/03/25	StrataPay Trans/Svce		2.85
29/04/25	StrataPay Trans/Svce		-22.70
30/04/25	StrataPay Trans/Svce		4.75
30/05/25	StrataPay Trans/Svce		2.85
	<b>Total:</b>		<b>25.65</b>
<b>13905</b>	<b>Administrative Fund</b>	<b>GARDEN &amp; GROUNDS</b>	
17/09/24	Opening Balance		424.11
31/10/24	Aug 24	Mow Snip Blow Lawn	382.50
31/10/24	Sep 24	Mow Snip Blow Lawn	255.00
31/10/24	Oct 24	Mow Snip Blow Lawn	127.50
05/12/24	Trim Trees & Shrubs	Tree Arrangements	891.00
11/12/24	Nov 24	Mow Snip Blow Lawn	255.00
14/01/25	06 Dec - 10 Jan 25	Mow Snip Blow Lawn	382.50
31/01/25	Jan 25	Mow Snip Blow Lawn	127.50
27/02/25	Feb 25	Mow Snip Blow Lawn	255.00
28/03/25	Mar 25	Mow Snip Blow Lawn	255.00
01/05/25	Apr 25	Mow Snip Blow Lawn	127.50
30/05/25	May 25	Mow Snip Blow Lawn	382.50
	<b>Total:</b>		<b>3,865.11</b>
<b>14310</b>	<b>Administrative Fund</b>	<b>INSURANCE - PREMIUM</b>	
17/09/24	Opening Balance		26,671.47
04/10/24	03OCT24-03OCT25	Aami	7,438.40
08/10/24	DIRECT INSURANCE DIR		-13,910.48
	<b>Total:</b>		<b>20,199.39</b>
<b>14315</b>	<b>Administrative Fund</b>	<b>INSURANCE - PREMIUM STAMP DUTY</b>	
04/10/24	03OCT24-03OCT25	Aami	669.46
	<b>Total:</b>		<b>669.46</b>
<b>14320</b>	<b>Administrative Fund</b>	<b>INSURANCE VALUATION</b>	
04/10/24	Insurance Valuation	Quality Building Management	420.00
	<b>Total:</b>		<b>420.00</b>
<b>15005</b>	<b>Administrative Fund</b>	<b>MANAGEMENT FEES</b>	
18/10/24	01 Sep - 31 Oct 24	Bodycorp101	669.17
01/11/24	M/Fees NOV-JAN25	Bodycorp101	1,003.75
03/02/25	Management Fees	Bodycorp101	1,003.75

# LYONS STREET APARTMENTS CTS 775

## ACCOUNTS SUMMARY

1 June 2024 to 31 May 2025

<u>Date</u>	<u>Details</u>	<u>Payee</u>	<u>Amount</u>
<b>15005</b>	<b>Administrative Fund</b>	<b>MANAGEMENT FEES</b>	
01/05/25	Management Fees	Bodycorp101	1,003.75
	<b>Total:</b>		<b>3,680.42</b>
<b>15010</b>	<b>Administrative Fund</b>	<b>MANAGEMENT FEES - ADDITIONAL</b>	
17/09/24	Opening Balance		2,106.93
17/09/24	Opening Balance		53.52
17/09/24	Opening Balance		57.89
	<b>Total:</b>		<b>2,218.34</b>
<b>16320</b>	<b>Administrative Fund</b>	<b>R &amp; M - BUILDING</b>	
07/02/25	Repair Door	Anaconda Property Maintena..	165.00
12/03/25	Replace Entry Door	Anaconda Property Maintena..	880.00
23/05/25	Approved Bld Works	Just The Man Handyman	2,801.04
	<b>Total:</b>		<b>3,846.04</b>
<b>16400</b>	<b>Administrative Fund</b>	<b>R &amp; M - PLUMBING</b>	
03/12/24	Replace Valve L1	Raymond Plumbing	371.37
03/02/25	Clear Blocked Pipe	Captivate Roof Plumbing	198.00
20/05/25	Replace Pipe L7	Raymond Plumbing	448.01
	<b>Total:</b>		<b>1,017.38</b>
<b>17005</b>	<b>Administrative Fund</b>	<b>UTILITIES - ELECTRICITY</b>	
17/09/24	Opening Balance		-82.98
21/10/24	17 Jul - 18 Oct 24	Ergon Energy New	187.41
21/10/24	QLD Gov Living Reb	Ergon Energy New	-75.00
29/01/25	18 Oct - 17 Jan 25	Ergon Energy New	178.20
29/01/25	QLD Gov Living Reb	Ergon Energy New	-1,047.15
16/04/25	17 Jab - 14 Apr 25	Ergon Energy New	173.42
16/04/25	QLD GOV Living Reb	Ergon Energy New	-75.00
	<b>Total:</b>		<b>-741.10</b>
<b>17050</b>	<b>Administrative Fund</b>	<b>WH &amp; S</b>	
17/09/24	Opening Balance		23.10
	<b>Total:</b>		<b>23.10</b>

# LYONS STREET APARTMENTS CTS 775

## PROPOSED ANNUAL BUDGET

	ACTUAL 01/06/24-31/05/25	BUDGET 01/06/24-31/05/25	BUDGET 01/06/25-31/05/26
<b><u>ADMINISTRATIVE FUND</u></b>			
<b><u>INCOME</u></b>			
Levies - Administrative Fund	24,100.00	24,100.00	4,700.00
Discount - Admin Fund	(4,066.00)	(4,820.00)	(940.00)
Insurance Levy	27,500.00	27,500.00	12,500.00
Insurance Levy Discount	(4,675.00)	(5,500.00)	(2,500.00)
<b><u>TOTAL ADMIN. FUND INCOME</u></b>	<b>42,859.00</b>	<b>41,280.00</b>	<b>13,760.00</b>
<b><u>EXPENDITURE - ADMIN. FUND</u></b>			
Bank Charges	25.65	0.00	50.00
Garden & Grounds	3,865.11	3,060.00	4,000.00
Insurance - Premium	20,199.39	30,000.00	9,500.00
Insurance - Premium Stamp Duty	669.46	0.00	0.00
Insurance Valuation	420.00	0.00	0.00
Management Fees	3,680.42	4,540.00	4,180.00
Management Fees - Additional	2,218.34	2,730.00	0.00
Pest Control	0.00	500.00	500.00
R & M - Building	3,846.04	500.00	2,000.00
R & M - Electrical	0.00	350.00	250.00
R & M - Plumbing	1,017.38	200.00	1,000.00
Reports & Inspections	0.00	1,200.00	0.00
Utilities - Electricity	(741.10)	200.00	500.00
Wh & S	23.10	0.00	0.00
<b><u>TOTAL ADMIN. EXPENDITURE</u></b>	<b>35,223.79</b>	<b>43,280.00</b>	<b>21,980.00</b>
<b><u>SURPLUS / DEFICIT</u></b>	<b>\$ 7,635.21</b>	<b>\$ (2,000.00)</b>	<b>\$ (8,220.00)</b>
Opening Admin. Balance	41,521.87	41,521.87	49,157.08
<b><u>ADMINISTRATIVE FUND BALANCE</u></b>	<b>\$ 49,157.08</b>	<b>\$ 39,521.87</b>	<b>\$ 40,937.08</b>

# LYONS STREET APARTMENTS CTS 775

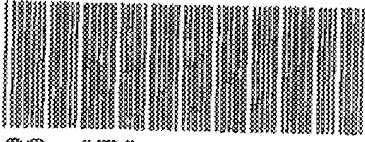
## PROPOSED ANNUAL BUDGET

	ACTUAL 01/06/24-31/05/25	BUDGET 01/06/24-31/05/25	BUDGET 01/06/25-31/05/26
<b><u>SINKING FUND</u></b>			
<b><u>INCOME</u></b>			
Levies - Sinking Fund	15,906.00	13,000.00	31,250.00
Discount - Sinking Fund	(2,853.00)	(2,600.00)	(6,250.00)
<b><u>TOTAL SINKING FUND INCOME</u></b>	<b>13,053.00</b>	<b>10,400.00</b>	<b>25,000.00</b>
<b><u>EXPENDITURE - SINKING FUND</u></b>			
<b><u>TOTAL SINK. FUND EXPENDITURE</u></b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b><u>SURPLUS / DEFICIT</u></b>	<b>\$ 13,053.00</b>	<b>\$ 10,400.00</b>	<b>\$ 25,000.00</b>
Opening Sinking Fund Balance	28,496.21	28,496.21	41,549.21
<b><u>SINKING FUND BALANCE</u></b>	<b>\$ 41,549.21</b>	<b>\$ 38,896.21</b>	<b>\$ 66,549.21</b>

Proposed Levies

<u>Period</u>		<u>Admin</u>	<u>Sinking</u>	<u>Insurance</u>	<u>Total Per Lot</u>	<u>Total Per Lot Less 20%</u>
<b>01 Sep - 31 Dec25</b>	<i>Pre-Issued</i>	470.00	540.00	1,200.00	2,210.00	1,768.00
<b>01 Jan - 30 Apr 26</b>		-	1,292.50	25.00	1,317.50	1,054.00
<b>01 May - 31 Aug 26</b>		-	1,292.50	25.00	1,317.50	1,054.00
<b>Total Per Ent.</b>		<b>470.00</b>	<b>3,125.00</b>	<b>1,250.00</b>		
		x 10 ent.	x 10 ent.	x 10 ent.		
<b>Amount In Budget</b>		<b>4,700.00</b>	<b>31,250.00</b>	<b>12,500.00</b>		
<b>01 Sep - 31 Dec 26</b>		-	1,250.00	420.00	1,670.00	1,336.00

GENERAL REQUEST

 <b>CS 470</b>	<b>703519323</b> Stamp Duty Imprint
	<b>\$50.00</b> 18/08/1998 13:18

1. Nature of Request  
 Request to record new Community Management Statement for LYONS STREET APARTMENTS Community Titles Scheme 775

Lodger [Lodger Name, address and phone number]  
**LODGER CODE**  
 N. Q. Body Corporate Management Pty Ltd,  
 P. O. Box 5416, Cairns, Qld. 4870  
 Phone 0 7 40 513800 - Fax 07 40 51 8600

2	Description of Lot	County	Parish	Title Reference
	Common Property of LYONS STREET APARTMENTS Community Titles Scheme 775			19070858

3. Registered Proprietor / Crown Lessee  
 Body Corporate for LYONS STREET APARTMENTS Community Titles Scheme 775

4. Interest  
 'fee simple'

5. Applicant  
 Body Corporate for LYONS STREET APARTMENTS Community Titles Scheme 775

6. Request  
 I hereby request that: the New CMS deposited herewith which amends Schedule(s) A, C and E of the existing CMS be recorded as the Community Management Statement for LYONS STREET APARTMENTS Community Titles Scheme 775

7. Execution by Applicant - [REFER TO ENLARGED PANEL]

Execution Date: 21 July 1998  
 Applicant's or Solicitor's Signature: .....

Note: A solicitor is required to print full name if signing on behalf of the Applicant

7. Execution by Applicant

Execution Date  
21 July 1999

Applicant's or Solicitor's Signature

.....

Note: A solicitor is required to print full name if signing on behalf of the Applicant

The Common Seal of the Body Corporate for 'LYONS STREET APARTMENTS' Community Titles Scheme 775 was hereunto affixed this 4th day of August 1999 in the presence of the duly appointed Body Corporate Manager, who has been authorised to use the seal by resolution passed on 4 August 1998.



The Common Seal of N.Q. BODY CORPORATE MANAGEMENT PTY LTD was hereunto affixed by authority of the Board of Directors and in the presence of FRED THOMPSON, a Director and BERYL JEAN THOMPSON, a Director/Secretary, in the presence of-



.....  
Director

.....  
Director/Secretary

.....  
Solicitor/Justice of the Peace

FIRST / NEW COMMUNITY MANAGEMENT STATEMENT

775

This statement incorporates and must include the following:

- Schedule A Schedule of lot entitlements
- Schedule B Explanation of development of scheme land
- Schedule C By-Laws
- Schedule D Any other details
- Schedule E Allocation of exclusive use areas

Office Use Only

CMS LABEL NUMBER

1. Name of community ~~title~~ scheme  
 LYONS STREET APARTMENTS Community Titles Scheme 775

2. Regulation module  
 Standard module

3. Name of body corporate  
 Body Corporate of LYONS STREET APARTMENTS Community Titles Scheme 775

4. Schema land Description of Lot	County	Parish	Title Reference
Lot 1 on B.U.P. 70856	Nares	Cairns	21300172
Lot 2 on B.U.P. 70856	Nares	Cairns	21300173
Lot 3 on B.U.P. 70856	Nares	Cairns	21300174
Lot 4 on B.U.P. 70856	Nares	Cairns	21300175
Lot 5 on B.U.P. 70856	Nares	Cairns	21300176
Lot 6 on B.U.P. 70856	Nares	Cairns	21300177
Lot 7 on B.U.P. 70856	Nares	Cairns	21300178
Lot 8 on B.U.P. 70856	Nares	Cairns	21300179
Lot 9 on B.U.P. 70856	Nares	Cairns	21300180
Lot 10 on B.U.P. 70856	Nares	Cairns	21300181
Common Property of LYONS STREET APARTMENTS Community Titles Scheme 775			19070656

5. Name and address of original owner  
 not applicable

6. Reference to plan lodged with this statement  
 not applicable

7. Local Government community management statement notation -  
 not applicable pursuant to section 54 (4) of the Body Corporate and Community Management Act 1987.

..... Signed  
 ..... Name and Designation  
 ..... Name of Local Government

8. Execution by original owner/Consent of body corporate (REFER TO ENLARGED PANEL)

Execution Date 21 July 1989 Execution

\* Original owner to execute for a [del] community management statement  
 Body Corporate to execute for a new community management statement

Form CMS

QUEENSLAND LAND REGISTRY

Body Corporate and Community Management Act 1997

8. Execution by original owner/Consent of body corporate

Execution Date 21 July 1998

\*Execution

\* Original owner to execute for a [ ] community management statement  
Body Corporate to execute for a new community management statement

The Common Seal of the Body Corporate for 'LYONS STREET APARTMENTS' Community Titles Scheme 775 was hereunto affixed this 4th day of August 1999 in the presence of the duly appointed Body Corporate Manager, who has been authorised to use the seal by resolution passed on 4 August 1998.



The Common Seal of N.Q. BODY CORPORATE MANAGEMENT PTY LTD was hereunto affixed by authority of the Board of Directors and in the presence of FRED THOMPSON, a Director and BERYL JEAN THOMPSON, a Director/Secretary, in the presence of:-



*F Thompson*  
.....  
Director

*B Thompson*  
.....  
Director/Secretary

*J P Hinchey J.P. Queensland 51697*  
.....  
Solicitor/Justice of the Peace

Form CMS

QUEENSLAND LAND REGISTRY

Body Corporate and Community Management Act 1997

Form 20

Land Title Act 1994 and Land Act 1994

SCHEDULE / ENLARGED PANEL /  
ADDITIONAL PAGE / DECLARATION

Page 3 of 7

SCHEDULE A - SCHEDULE OF LOT ENTITLEMENTS

Lot on Plan	Contribution	Interest
Lot 1 on B.U.P. 70856	1	1
Lot 2 on B.U.P. 70856	1	1
Lot 3 on B.U.P. 70856	1	1
Lot 4 on B.U.P. 70856	1	1
Lot 5 on B.U.P. 70856	1	1
Lot 6 on B.U.P. 70856	1	1
Lot 7 on B.U.P. 70856	1	1
Lot 8 on B.U.P. 70856	1	1
Lot 9 on B.U.P. 70856	1	1
Lot 10 on B.U.P. 70856	1	1
<b>Totals</b>	<b>10</b>	<b>10</b>

SCHEDULE B - EXPLANATION OF DEVELOPMENT OF SCHEME LAND

Not applicable

## SCHEDULE C - BY-LAWS

1. **Noise.** A proprietor or occupier of a lot shall not upon the parcel create any noise likely to interfere with the peaceful enjoyment of the proprietor or occupier of another lot or of any person lawfully using common property.
2. **Vehicles.** The Proprietor or Occupier of a lot shall not park or stand or remain in or about the common property any vehicle (whether operative or not), boat, caravan, trailer, plant or equipment except with the consent in writing of the Body Corporate, PROVIDED HOWEVER that the proprietor or occupier for the time being of each Lot shall be entitled to the exclusive use and enjoyment for himself and his licensees of the car-space numbered the same as his lot and as identified in Schedule E and Sketch marked A attached hereto. Each proprietor or occupier to whom exclusive use of a car-space is given pursuant to this by-law shall use such space for the use of motor vehicle parking, and shall not litter the same or so use the same as to create a nuisance, but otherwise no such proprietor shall be responsible for the performance of the duty of the body corporate under section 114 (1)(a) and (b) of the Body Corporate and Community Management Act 1997. \*\*
3. **Obstruction.** A proprietor or occupier of a lot shall not obstruct lawful use of common property by any person.
4. **Damage to lawns, etc. on common property.** A proprietor or occupier of a lot shall not
  - (a) damage any lawn, garden tree, shrub, plant or flower being part of or situated upon common property; or
  - (b) except with the consent in writing of the body corporate, use for his own purposes as a garden any portion of the common property.
5. **Damage to common property.** A proprietor or occupier of a lot shall not mark, paint, drive nails or screws or the like into, or otherwise damage or deface, any structure that forms part of the common property except with the consent in writing of the body corporate, but this by-law does not prevent a proprietor or person authorised by him from installing—
  - (a) any locking or other safety device for protection of his lot against intruders; or
  - (b) any screen or other device to prevent entry of animals or insects upon his lot, provided that the locking or other safety device, or as the case may be, screen or other device is constructed in a workman-like manner, is maintained in a state of good and serviceable repair by the proprietor and does not detract from the amenity of the building.
6. **Behaviour of invitees.** A proprietor or occupier of a lot shall take all reasonable steps to ensure that his invitees do not behave in a manner likely to interfere with the peaceful enjoyment of the proprietor or occupier of another lot or of any person lawfully using common property.
7. **Depositing rubbish, etc., on common property.** A proprietor or occupier of a lot shall not deposit or throw upon the common property any rubbish, dirt, dust or other material likely to interfere with the peaceful enjoyment of the proprietor or occupier of another lot or of any person lawfully using common property.
8. **Appearance of building.** In case of a building units plant, a proprietor or occupier of a lot shall not, except with the consent in writing of the body corporate, hang any washing, towel, bedding, clothing or other article or display any sign, advertisement, placard, banner, pamphlet or like matter on any part of his lot in such a way as to be visible from outside the building.
9. **Storage of flammable liquids, etc.** A proprietor or occupier of a lot shall not, except with the consent in writing of the body corporate, use or store upon his lot or upon the common property any flammable chemical, liquid or gas or other flammable material, other than chemicals, liquids, gases or other material used or intended to be used for domestic purposes, or any such chemical, liquid, gas or other material in a fuel tank of a motor vehicle or internal combustion engine.

10. **Garbage disposal.** A proprietor or occupier of a lot shall—
- save where the body corporate provided some other means of disposal of garbage, maintain within his lot, or on such part of the common property as may be authorised by the body corporate, in clean and dry conditions and adequately covered, a receptacle for garbage;
  - comply with all local authority by-laws and ordinances relating to the disposal of garbage;
  - ensure that the health, hygiene and comfort of the proprietor or occupier of any other lot is not adversely affected by his disposal of garbage.

11. **Keeping of Animals.** Subject to section 143 of the Act, a proprietor or occupier of a lot shall not, without the approval in writing of the body corporate, keep any animal upon his lot or the common property.

12. **Recovery of Monies.** A proprietor shall pay on demand the whole of the Body Corporate costs and expenses (including overdraft fees, debt collection expenses and legal fees on a solicitor and own client basis) incurred as a result of that proprietor's failure to pay, within 30 days of receipt of a reminder notice to do so, any levies or other sums duly levied upon that proprietor by the Body Corporate, such costs and expenses to be deemed a liquidated debt.

13. **Air-Conditioners.** Permission is granted to Proprietor/s of all lots to install air-conditioning in their unit, on the proviso, that an application is written to the Body Corporate Committee for final authorisation (in writing) as to installation, and should the proprietor/s or their assigns remove the air-conditioning at any time, the wall/window must be returned to 'as original condition.'<sup>99</sup>

14. **Recovery of Cost of Damages.** Where the Body Corporate expends money to make good damage caused by a breach of the Act or of these By-Laws by a proprietor or the tenants, guests, servants, employees, agents invitees or licensees of the proprietor or any of them, the Body Corporate Committee shall be entitled to recover the amount so expended as a debt in an action in any Court of competent jurisdiction from the proprietor of the unit at the time when the breach occurred.

15. **Recreation Areas and Pool Rules.** The outdoor recreational areas shall not be used between the hours of 10.00 p.m. and 6.00 a.m. No riding of push-bikes (other than egress and ingress traffic), skate-boards, etc allowed on the common property at any time.

**Pool Rules:**

- Pool Hours are to be at the discretion of the Committee.
- Use of the Pool is for residents and their guests within reason. (Guests must be accompanied by residents).
- ALL CHILDREN UNDER THE AGE OF 12 YEARS MUST BE ACCOMPANIED BY AN ADULT WHILST IN THE POOL AREA.
- No bottles, glasses or food are permitted in the pool area.
- Pool Filter is not to be used except by authorised persons.
- NO DIVING, JUMPING, or RUNNING into or around pool areas.
- Gates must be closed at all times.
- Pool Toilet is to be kept unlocked and in a clean condition at all times and not to be used for storage.

16. Permission is granted to the Proprietor of Unit 2 to erect Lattice, Tile Walkway and have Exclusive Use of the Enclosed Area as identified in Schedule E and Sketch marked A attached hereto on the basis that such proprietor shall be responsible for the performance of the duty of the body corporate under section 114 (1)(a) and (b) of the Body Corporate and Community Management Act 1997 in respect of that part of the common property. All costs involved to be the responsibility of the Proprietor/s involved and also on the proviso that the Body Corporate is also indemnified against any claim arising from the Lattice or Tiling.<sup>99</sup>

SCHEDULE D - ANY OTHER DETAILS

Nil

SCHEDULE E - ALLOCATION OF EXCLUSIVE USE AREAS

Lot 1 on B.U.P.70856	Area 1A on Sketch A
Lot 2 on B.U.P.70856	Area 2A on Sketch A
Lot 3 on B.U.P.70856	Area 3A on Sketch A
Lot 4 on B.U.P.70856	Area 4A on Sketch A
Lot 5 on B.U.P.70856	Area 5A on Sketch A
Lot 6 on B.U.P.70856	Area 6A on Sketch A
Lot 7 on B.U.P.70856	Area 7A on Sketch A
Lot 8 on B.U.P.70856	Area 8A on Sketch A
Lot 9 on B.U.P.70856	Area 9A on Sketch A
Lot 10 on B.U.P.70856	Area 10A on Sketch A

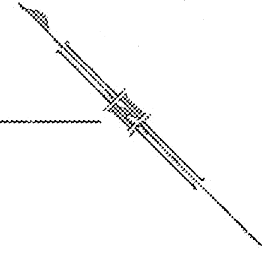
Lot 2 on B.U.P.70856	Area 2B on Sketch A
----------------------	---------------------

Level A

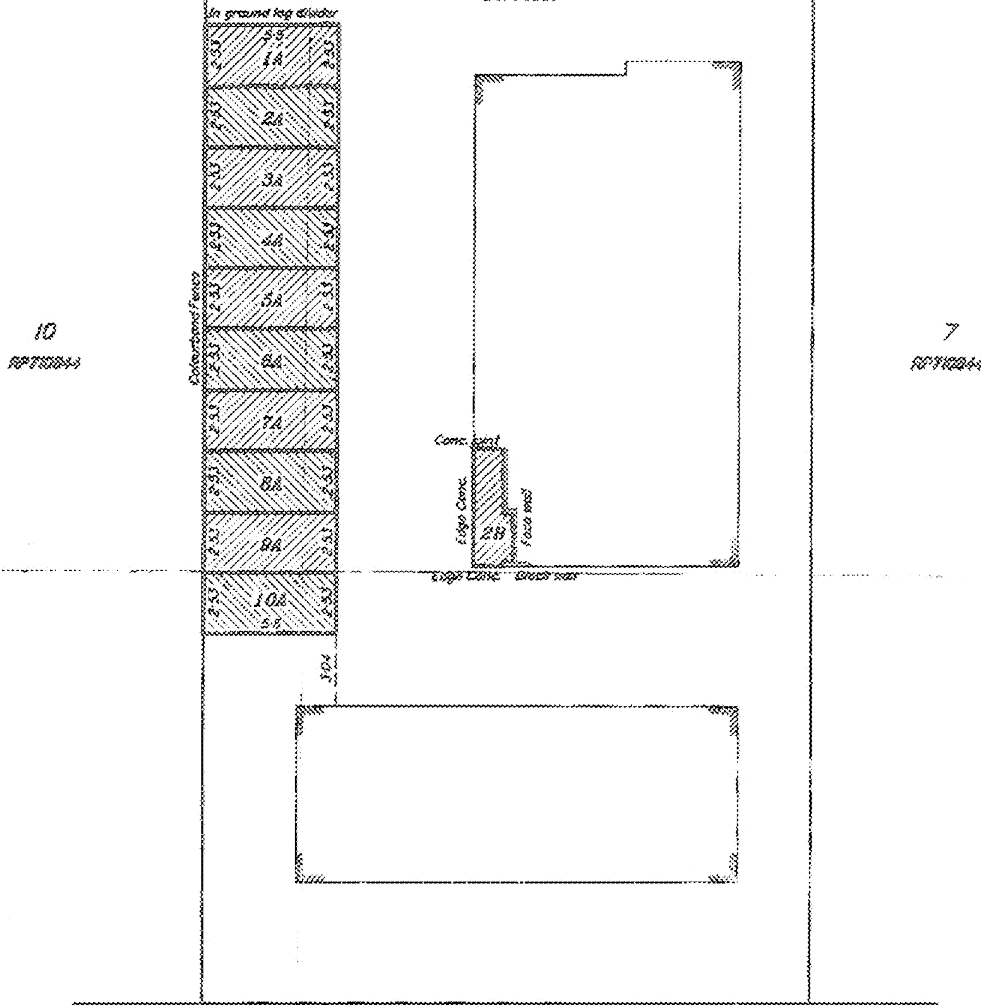
CMS Sheet  
Survey Plan Sheet

Sheet	of
1	1

**LYONS STREET**



Common Property  
BUP70856



10  
RP702043

7  
RP702044

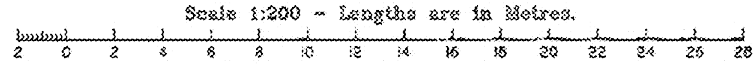
13  
RP702382

Emt.A  
RP702382

BUP70856



EXCLUSIVE USE AREAS SHOWN THUS



This Exclusive Use plan is designed to accompany a new Community Management Scheme and covers existing exclusive use areas. The plan has been prepared in accordance with the Registrar's guidelines of October 1987 for sketch plans of existing Exclusive Use Areas.

**DISCLAIMER NOTE:** The information shown on this plan is for Exclusive Use purposes only and should not be used for any other purpose. Any discrepancies should be clarified with Charles O'Neill Pty. Ltd. This note is an integral part of this plan. Do not reduce or enlarge this document.

**PLAN OF EXCLUSIVE USE  
OF COMMON PROPERTY  
ON BUP70856**

**Charles O'Neill Pty. Ltd.**  
Consulting Surveyors  
25 Grafton Street P.O. Box 3368 CAIRNS 4870  
Phone (07) 4801 8722 Fax (07) 4831 1466  
A.C.N. 610 328 174

PASSED AND ENDORSED:  
By: *G. Phillips*  
Date: *4/3/99*  
Signature: *[Signature]*  
Designation: Licensed Surveyor / Liaison Officer

Parish of CAIRNS County of NARMS  
Community Titles Scheme: **LYONS STREET APARTMENTS**  
Community Titles Scheme No: 775

Scale:  
**1:200**  
**Sketch A**

Job ID 52091379

**94665**



[Review responses online](#) ↗

	<p>Received 4 of 4 responses <b>All responses received</b></p> <p>Unit 9 239-241 Lyons St, Westcourt QLD 4870</p> <p>Job dates 13/01/2026 → 13/01/2026</p> <p>These plans expire on 10 Feb 2026</p> <p>Lodged by Tiffany Doi</p>
--	--

Authority	Status	Page
✉ BYDA Confirmation		2
🏢 Cairns Regional Council	Received	4
🏢 Ergon QLD	Received	7
🏢 NBN Co Qld	Received	48
🏢 Telstra QLD Regional	Received	59



**Contact Details**

<b>Contact</b> Tiffany Doi	<b>Contact number</b> 0406 550 258	<b>Company</b> -	<b>Enquirer ID</b> 3741514
<b>Email</b> tiffany@bowenlawservices.com.au	<b>Address</b> 155 Aumuller Street Bungalow QLD 4870		

**Job Site and Enquiry Details**

**WARNING:** The map below only displays the location of the proposed job site and does not display any asset owners' pipe or cables. The area highlighted has been used only to identify the participating asset owners, who will send information to you directly.

<b>Enquiry date</b> 13/01/2026	<b>Start date</b> 13/01/2026	<b>End date</b> 13/01/2026	<b>On behalf of</b> Private	<b>Job purpose</b> Design	<b>Locations</b> Private	<b>Onsite activities</b> Conveyancing
-----------------------------------	---------------------------------	-------------------------------	--------------------------------	------------------------------	-----------------------------	--



Check that the location of the job site is correct. If not, you must submit a new enquiry.

If the scope of works change or plan validity dates expire, you must submit a new enquiry.

Do NOT dig without plans. Safe excavation is your responsibility. If you don't understand the plans or how to proceed safely, please contact the relevant asset owners.

<b>User Reference</b> 94665	<b>Address</b> Unit 9 239-241 Lyons St Westcourt QLD 4870	<b>Notes/description</b> -
--------------------------------	---	-------------------------------

**Your Responsibility and Duty of Care**

- **Lodging an enquiry does not authorise project commencement.** Before starting work, you must obtain all necessary information from all affected asset owners.
- If you don't receive plans within 2 business days, contact the asset owner & quote their sequence number.
- Always follow the 5Ps of Safe Excavation (page 2), and locate assets before commencing work.
- Ensure you comply with State legislative requirements for Duty of Care and safe digging.
- If you damage an underground asset, you MUST advise the asset owner immediately.
- By using the BYDA service, you agree to the [Privacy Policy](#) and [Term of Use](#).
- For more information on safe digging practices, visit [www.byda.com.au](http://www.byda.com.au)

**Asset Owner Details**

Below is a list of asset owners with underground infrastructure in and around your job site. It is your responsibility to identify the presence of these assets. Plans issued by Members are indicative only unless specified otherwise. Note: not all asset owners are registered with BYDA. You must contact asset owners not listed here directly.

Referral ID (Seq. no)	Authority Name	Phone	Status
266565667	Cairns Regional Council	(07) 4044 3044	NOTIFIED
266565668	Ergon QLD	13 10 46	NOTIFIED
266565666	NBN Co Qld	1800 687 626	NOTIFIED
266565669	Telstra QLD Regional	1800 653 935	NOTIFIED

END OF UTILITIES LIST



**Plan**

Plan your job. Use the BYDA service at least one day before your job is due to begin, and ensure you have the correct plans and information required to carry out a safe project.



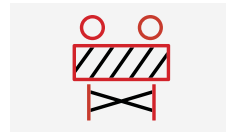
**Prepare**

Prepare by communicating with asset owners if you need assistance. Look for clues onsite. Engage a skilled Locator.



**Pothole**

Potholing is physically sighting the asset by hand digging or hydro vacuum extraction.



**Protect**

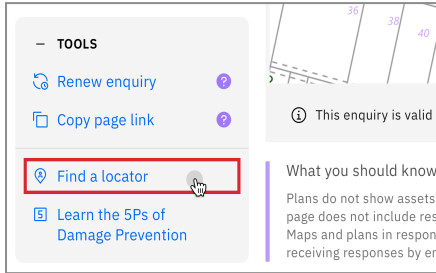
Protecting and supporting the exposed infrastructure is the responsibility of the excavator. Always erect safety barriers in areas of risk and enforce exclusion zones.



**Proceed**

Only proceed with your excavation work after planning, preparing, potholing (unless prohibited), and having protective measures in place.

**Engage a skilled Locator**



When you lodge an enquiry you will see skilled Locators to contact

Visit the Certified Locator website directly and search for a locator near you

[certloc.com.au/locators](http://certloc.com.au/locators)

**Get FREE Quotes for Contractors & Equipment Fast**



Use iseekplant's FREE marketplace to get quotes for the equipment or services you need on your project. Compare quotes from trusted local contractors and get your project done on time and in budget.

1. Fill out your job details in our FREE quick quote form.
2. We send the request to trusted local contractors.
3. The local contractors will contact you directly with quotes

**GET QUOTE**

Use iseekplant to find trusted contractors near you today, visit: [blog.iseekplant.com.au/byda-isp-get-quotes](http://blog.iseekplant.com.au/byda-isp-get-quotes)

**Book a FREE BYDA Session**



BYDA offers free training sessions to suit you and your organisation's needs covering safe work practices when working near essential infrastructure assets. The free sessions are offered in two different formats - online and face-to-face.

To book a session, visit: [byda.com.au/contact/education-awareness-enquiry-form](http://byda.com.au/contact/education-awareness-enquiry-form)

**BOOK NOW**

Job ID 52091379

## Cairns Regional Council

**Referral**  
266565667

**Member Phone**  
(07) 4044 3044

### Responses from this member

**Response received** Tue 13 Jan 2026 11.31am

<b>File name</b>	<b>Page</b>
Response Body	5
ASSET 266565667.pdf	6

Attention: **Tiffany Doi**

Thank you for your Before You Dig (BYDA) enquiry.

Job Number: **52091379**

Sequence Number: **266565667**

Dig Site Location: **Unit 9 239-241 Lyons St Westcourt QLD 4870**

According to our records, your enquiry with the following details **impacts our infrastructure**. Please ensure that you read the attached documents, it contains important information including essential steps that must be undertaken prior to commencing construction activities.

This enquiry is valid for **30 days** from the enquiry date.

If you require further information or assistance with interpretation of plans, please contact **Cairns Regional Council** on **1300 692 247** [council@cairns.qld.gov.au](mailto:council@cairns.qld.gov.au)

This enquiry response, including any associated documentation, has been assessed and compiled from the information detailed within the BYDA enquiry outlined above. Please ensure that the BYDA enquiry details and this response accurately reflect your proposed works.

You may also view the response with an interactive web map below:

[View web map](#)

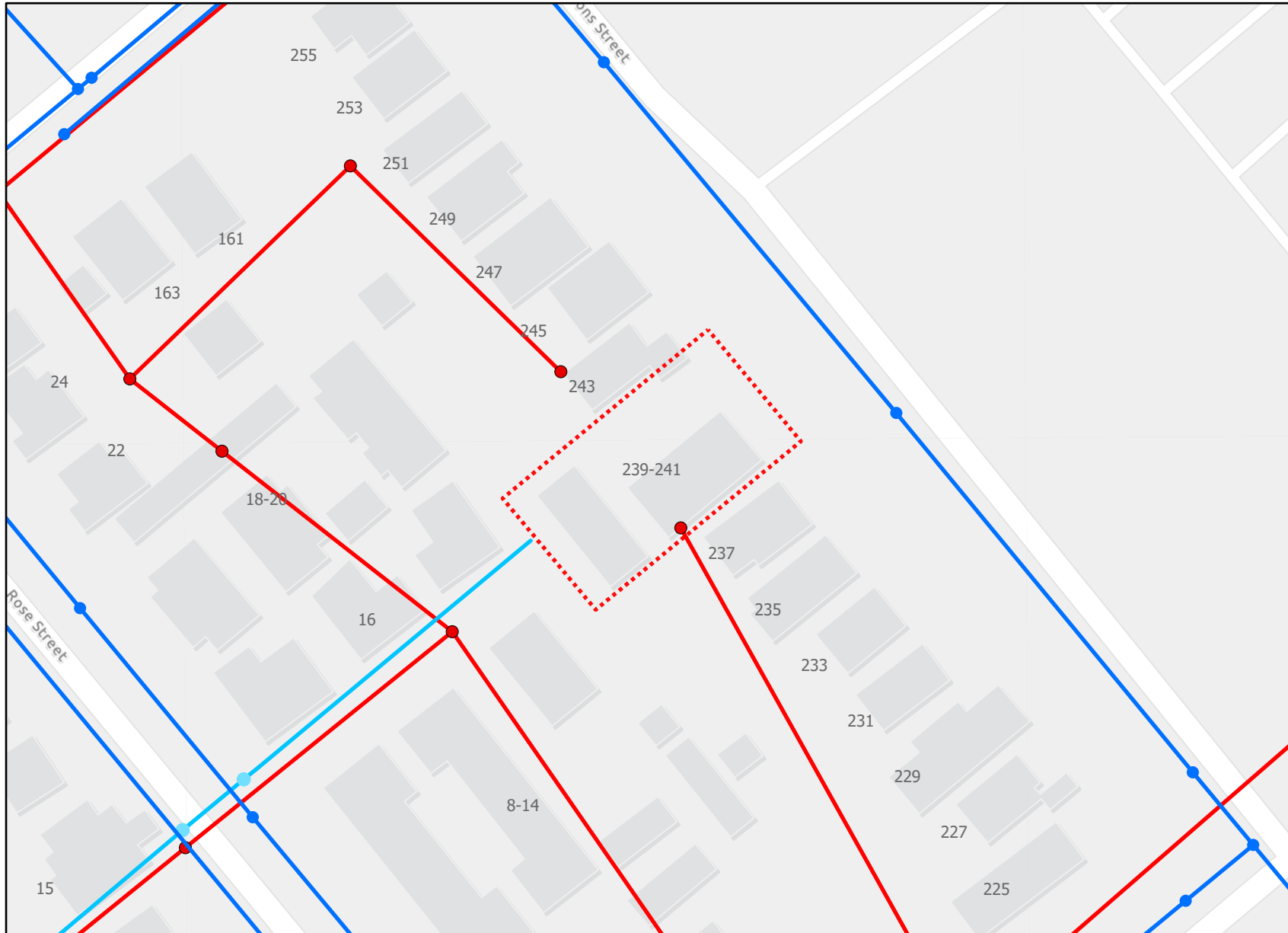
[Download spatial data](#)



Job # 52091379

Seq # 266565667

Provided by Cairns Regional Council



### Legend

- BYDA Enquiry
- Water**
  - Water Nodes
  - Water Pipes
- Drainage**
  - Drainage Nodes
  - Drainage Lines
- Sewer**
  - Sewer Node
  - Sewer Gravity Pipe

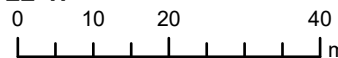
Esri Community Maps Contributors, Department of Resources, DESI, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, METI/NASA, USGS

**Disclaimer:** While reasonable measures have been taken to ensure the accuracy of the information contained in this plan response, Cairns Regional Council shall not have any liability whatsoever in relation to any loss, damage, cost or expense arising from the use of this plan response or the information contained in it or the completeness or accuracy of such information. Use of such information is subject to and constitutes acceptance of these terms.

In an emergency contact Cairns Regional Council on 1300 69 22 47

13/01/26 (valid for 30 days)

Plans generated by SmarterWX™ Automate



Scale 1:1,000

Job ID 52091379

**Ergon QLD**

**Referral**  
266565668

**Member Phone**  
13 10 46

## Responses from this member

**Response received** Tue 13 Jan 2026 11.32am

File name	Page
Response Body	8
266565668 - Ergon Energy Plan.pdf	11
Ergon Energy BYDA Terms and Conditions.pdf	12
Working Near Overhead and Underground Electric Lines.pdf	17

# No Assets Recorded Before You Dig Australia (BYDA) Request

**Please DO NOT SEND A REPLY to this email as it has been automatically generated and replies are not monitored.**

Our search has revealed within the nominated search area, ERGON ENERGY NETWORK does not have any Assets recorded.

A detailed plan has not been provided.

<b>You:</b>	<b>BYDA Enquiry No:</b>
Tiffany Doi	266565668
<b>Company:</b>	<b>Date of Response:</b>
Not Supplied	13 Jan 2026
<b>Search Location:</b>	<b>Period of Plan Validity:</b>
Unit 9 239-241 Lyons St Westcourt, QLD 4870	4 Weeks

**External Comments (if any):**

**WARNING: When working in the vicinity of ERGON ENERGY NETWORK Assets  
You have a legal *Duty of Care* that must be observed.**

**It is important that You note:**

1. Immediately report life threatening emergencies to Emergency Services on **000** or to ERGON ENERGY NETWORK on **13 16 70**.
2. Please read and understand all the information and disclaimers provided - including the Terms and Conditions on the attached pages.
3. We have only searched the area which has been nominated in the request. If this nominated area is not what You require, please resubmit another enquiry with BYDA.
4. Plans provided by ERGON ENERGY NETWORK are only an indication of the presence of Assets within the nominated area. Locations provided are approximate and the plans are not suitable for scaling purposes, as exact ground cover and alignments cannot be provided. You must confirm the exact location of Assets by use of an electronic cable locator followed by careful, non-mechanical excavation (i.e. potholing).
5. Plans provided by ERGON ENERGY NETWORK do not encompass ERGON ENERGY NETWORK overhead Assets.
6. ERGON ENERGY NETWORK, its servants or agents shall not be liable for any loss or damage caused or occasioned by the use of plans and details supplied pursuant to the BYDA Request and You agree to indemnify ERGON ENERGY NETWORK against any claim or demand for any such loss or damage to You, Your servants or Your agents.

7. You are responsible for any damage to Assets caused by works pursuant to or in any way connected with this BYDA Request.
8. In addition to Assets marked on attached plan, there could be underground earth conductors, underground substation earth conductors, Multiple Earthed Neutral(MEN) conductors, Single Wire Earth Return(SWER), Substation Earth Conductors, ABS Earth Mats or Consumer Mains in the vicinity or private underground cables (inc. consumers' mains that may run from ERGON ENERGY NETWORK mains onto private property) in the vicinity of the nominated work area(s) that are not marked on the plans.
9. Independent underground cable locators can be found via the [Certified Locator website](#) with LV Cable (up to 1kV), HV Cable (1kV-<33kV) & HV cable (33kV and over) displayed.
10. The ERGON ENERGY NETWORK Before You Dig Australia (BYDA) information map(s) provide the vicinity of Assets and will not be adequate for conveyancing purposes. A Request for Search (Property Search) can be arranged through ERGON ENERGY NETWORK.
11. The attached plans are only valid for a period of four weeks from receipt. If excavation does not commence within four weeks, a new plan should be obtained.
12. The ERGON ENERGY NETWORK BYDA map (named maps.pdf) may contain shaded area(s), indicating the location of planned work(s). Should You find planned works that You believe may affect Your planned work(s), please contact the ERGON ENERGY NETWORK BDYA team on the details listed below.
13. ERGON ENERGY NETWORK may contact you to discuss Your proposed excavation in the vicinity of feeders identified on the attached plan(s).
14. Do not access any Assets, for example conduits, cables, pits or cabinets.
15. Your work will need to comply with:
  - [Working near overhead and underground electric lines - Electrical safety code of practice 2020](#)
  - [Managing electrical risks in the workplace Code of Practice 2021 \(worksafe.qld.gov.au\)](#)
  - [Excavation work Code of Practice 2021 \(worksafe.qld.gov.au\)](#)

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General enquiries (7:00am - 5:30pm Mon to Fri) **13 74 66**  
Life threatening emergencies only triple zero (000) or **13 16 70**

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To re-submit or change the nominated search area please visit [BYDA.com.au](http://BYDA.com.au)

E: [byda@energyq.com.au](mailto:byda@energyq.com.au)

ABN: 40 078 849 055



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**Disclaimer:** While reasonable measures have been taken to ensure the accuracy of the information contained in this plan response, neither ERGON ENERGY NETWORK nor PelicanCorp shall have any liability whatsoever in relation to any loss, damage, cost or expense arising from the use of this plan response or the information contained in it or the completeness or accuracy of such information. Use of such information is subject to and constitutes acceptance of these terms.

If you are unable to launch any of the files for viewing and printing, you may need to download and install free viewing and printing software such as [Adobe Acrobat Reader \(for PDF files\)](#)

PelicanCorp

Compiled with TicketAccess by PelicanCorp





BYDA

Sequence: 266565668  
Date: 13/01/2026

Scale: 1:547  
Tile No: **OVERVIEW**

LEGEND

- Substation
- Cable Marker
- Pit
- Pole
- Pillar
- LV Cable (up to 1kV)
- HV Cable (1kV - <33kV)
- HV Cable (33kV and over)
- Pit Boundary
- Planned Work Area

AS5488 Category "D" Plan



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## **Responsibilities – (When Working in the Vicinity of Ergon Energy Network Asset)**

Extreme care must be taken during non-mechanical or mechanical excavation as damage to Ergon Energy Network underground Asset can lead to injury or death of workers or members of the public. Assets includes underground cables, conduits and other associated underground Asset used for controlling, generating, supplying, transforming or transmitting electricity.

A Person Conducting a Business or Undertaking (PCBU) must ensure the person's business or undertaking is conducted in a way that is electrically safe. This includes:

- a) ensuring that all Assets used in the conduct of the person's business or undertaking is electrically safe;
- b) if the person's business or undertaking includes the performance of electrical work, ensuring the electrical safety of all persons and property likely to be affected by the electrical work; and
- c) if the person's business or undertaking includes the performance of work, whether or not electrical work, involving contact with, or being near to, exposed parts, ensuring persons performing the work are electrically safe.

In addition, a PCBU at a workplace must ensure, so far as is reasonably practicable, that no person, Asset or thing at the workplace comes within an unsafe distance of an underground electric line.

Workers and other persons must also take reasonable care for their own and other person's electrical safety. This includes complying, so far as is reasonably able, with any reasonable instructions given by Ergon Energy Network to ensure compliance with the [Electrical Safety Act 2002](#)

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The following matters must be considered when working near Ergon Energy Network Asset:

1. The PCBU must ensure, so far as is reasonably practicable, that no person, Asset or thing at the workplace comes within an unsafe distance of an underground electric line (see section 68 of the [Electrical Safety Regulation 2013](#)).
2. It is the responsibility of the architect, consulting engineer, developer, and head contractor in the project planning stages to design for minimal impact and protection of Ergon Energy Network Assets.
3. It is the constructor's responsibility to:
  - a) Anticipate and request plans of Ergon Energy Network Assets for a location at a reasonable time before construction begins.
  - b) Visually locate Ergon Energy Network Assets by hand or vacuum excavation where construction activities may damage or interfere with Ergon Energy Network Assets.
  - c) To notify Ergon Energy Network if the information provided is found to be not accurate or Assets are found on site that are not recorded on the Ergon Energy Network BYDA plans.
  - d) Read and understand all the information and disclaimers provided.

**Note:** A constructor may include but not limited to a PCBU, Designer, Project Manager, Installer, Contractor, Electrician, Builder, Engineer or a Civil Contractor

4. Comply with applicable work health and safety and electrical safety codes of practice including but not limited to:

- a) Working near Assets – [Electrical Safety Codes of Practice 2020](#)
- b) Managing electrical risk in the workplace – [Managing Electrical Risks in the workplace Code of Practice 2021](#)
- c) [Excavation work – Code of practice 2021](#)

#### IMPORTANT NOTES:

- As the alignment and boundaries of roadways with other properties (and roads within roadways) frequently change, the alignments and boundaries contained within Ergon Energy Network plans and maps will frequently differ from present alignments and boundaries “on the ground”. Accordingly, in every case where it appears that alignments and boundaries have shifted, or new roadways have been added, the constructor should obtain confirmation of the actual position of Ergon Energy Network Assets under the roadways. In no case should the constructor rely on statements of third parties in relation to the position of Ergon Energy Network Assets. It is the applicant's responsibility to accurately locate all services as part of the design and/or prior to excavation.
- Ergon Energy Network does not provide information on private underground installations, including consumers' mains that may run from Ergon Energy Network mains onto private property. Assets located on private property are the responsibility of the owner for identification and location.
- Ergon Energy Network plans are circuit diagrams or pipe indication diagrams only and indicate the presence of Asset in the general vicinity of the geographical area shown. Exact ground cover and alignments cannot be given with any certainty as such levels can change over time.
- All underground conduits are presumed to contain asbestos. Refer to:
  - [Electrical safety codes of practice 2020](#)
  - [Model Code of Practice: How to manage and control asbestos in the workplace | Safe Work Australia](#)
  - [How to manage and control asbestos in the workplace code of practice 2021 \(Workplace Health and Safety Queensland \(WHSQ\)\)](#)
  - [How to manage and control asbestos Code of Practice 2021 \(WHSQ\)](#)
- Plans provided by Ergon Energy Network are not guaranteed to show the presence of above ground Assets.
- In addition to underground cables marked on attached plan, there could be underground earth conductors, underground substation earth conductors, Multiple Earthed Neutral(MEN) conductors, Single Wire Earth Return(SWER), Substation Earth Conductors, ABS Earth Mats or Consumer Mains in the vicinity or private underground cables (inc. consumers' mains that may run from ERGON ENERGY NETWORK mains onto private property) in the vicinity of the nominated work area(s) that are not marked on the plans.
- Being aware of Your obligations including but not limited to [s 304] Excavation work— underground essential services information under the [Work Health and Safety Regulation 2011](#), Chapter 6 Construction work, Part 6.3 Duties of person conducting business or undertaking. This includes but is not limited to taking reasonable steps to obtain the current information and providing this information to persons engaged to carry out the excavation work. For further information please refer to: - <http://www.legislation.qld.gov.au/LEGISLTN/SLS/2011/11SL240.pdf>
- Ergon Energy Network plans are designed to be printed in colour and as an A3 Landscape orientation

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## **Conditions – (When Working in the Vicinity of Ergon Energy Network Asset)**

### **Records:**

The first step before any excavation commences is to obtain records of Ergon Energy Network Assets in the vicinity of the work. For new work, records should be obtained during the planning and design stage. The records provided by Ergon Energy Network must be made available to all construction groups on site. Where Asset information is transferred to plans for the proposed work, care must be exercised to ensure that important detail is not lost in the process.

**Plans and or details provided by Ergon Energy Network are current for four weeks from the date of dispatch** and should be disposed of by shredding or any other secure disposal method after use. A new BYDA enquiry must be made for proposed works/activities to be undertaken outside of the four-week period.

Ergon Energy Network retains copyright of all plans and details provided in connection with Your request.

Ergon Energy Network plans or other details are provided for the use of the applicant, its servants, or agents, and shall not be used for any unauthorised purpose.

On receipt of BYDA plans and before commencing excavation work or similar activities near Ergon Energy Network's Assets, check to see that it relates to the area You have requested and carefully locate this Asset first to avoid damage. If You are unclear about any information contained in the plan, You must contact Ergon Energy Network on the General Enquiries number listed below for further advice.

Ergon Energy Network, its servants or agents shall not be liable for any loss or damage caused or occasioned by the use of plans and or details so supplied to the applicant, its servants and agents, and the applicant agrees to indemnify Ergon Energy Network against any claim or demand for any such loss or damage.

The constructor is responsible for all Asset damages when works commence prior to obtaining Ergon Energy Network plans, or failure to follow agreed instructions, or failure to demonstrate all reasonable measures were taken to prevent the damage once plans were received from Ergon Energy Network.

Ergon Energy Network reserves all rights to recover compensation for loss or damage caused by interference or damage, including consequential loss and damages to its cable network, or other property.

**NOTE:** Where Your proposed work location contains ERGON ENERGY NETWORK Underground cables please access the [ERGON ENERGY NETWORK BYDA Website](#) for more information.

### **Location of Assets:**

Examining the records is not sufficient, as reference points may change from the time of installation. Records must also be physically proven when working in close proximity to them. The exact location of Asset likely to be affected shall be confirmed by use of an electronic cable and pipe locator followed by **careful hand or vacuum excavation to the level of cable protection cover strips or conduits**. When conducting locations please be aware that **no** unauthorised access is permitted to Ergon Energy Network Assets– including Pits, Low Voltage Disconnection Boxes, Low Voltage Pillars or High Voltage Link Boxes.

**Hand or vacuum excavation must be used in advance of excavators.** In any case, where any doubt exists with respect to interpretation of cable records, You must contact Ergon Energy Network on the General Enquires number listed below for further advice.

If the constructor is unable to locate Ergon Energy Network underground Assets within 5 metres of nominal plan locations, they must contact the Ergon Energy Network General Enquires number listed below for further advice.

If unknown cables or conduits (i.e. not shown on issued BYDA plans) are located during excavation:

1. Call the ELECTRICITY EMERGENCIES number listed below
2. Treat cables as if alive, post a person to keep all others clear of the excavation until Ergon Energy Network crew attend to make safe.
3. All work in the vicinity of damaged Asset must cease and the area must be vacated until a clearance to continue work has been obtained from an Ergon Energy Network officer.

General enquiries (7:00am - 5:30pm Mon to Fri) 13 74 66  
Life threatening emergencies 000 or [13 16 70](tel:131670)

To re-submit or change the nominated search area please visit [BYDA.com.au](http://BYDA.com.au)

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**Asset Installation Methods:**

Ergon Energy Network Assets are installed with a variety of protection devices including:

1. Clay paving bricks or tiles marked "Electricity" or similar (also unmarked)
2. Concrete or PVC cover slabs
3. PVC, A/C or fibro conduit, fibre reinforced concrete, iron or steel pipe
4. Concrete encased PVC or steel pipe
5. Thin plastic marker tape
6. Large pipes housing multiple ducts
7. Multiple duct systems, including earthenware or concrete 2, 4, and 6-way ducts and shamrocks

*Note: Some Assets are known to be buried without covers and may change depth or alignment along the route.*

**Excavating Near Assets:**

For all work within 2.5m of nominal location, the constructor is required to hand or vacuum excavate (pothole) and expose the Asset, hence proving its exact location before work can commence.

Cable protection cover strips shall not be disturbed. Excavation below these cover strips, or into the surrounding backfill material is not permitted.

**Excavating Parallel to Assets:**

If construction work is parallel to Ergon Energy Network Assets, then hand or vacuum excavation (potholing) at least every 4m is required to establish the location of all Assets, hence confirming nominal locations before work can commence. *Generally, there is no restriction to excavations parallel to Ergon Energy Network Assets to a depth not exceeding that of the Asset. **Note: Asset depths & alignment may change suddenly.***

**Separation from Assets:**

*Any service(s) must be located at the minimum separation as per the tables below:*

**Table 1. Minimum Separation Requirements for Underground Services Running Parallel with Ergon Energy Network Assets**

<b>(Minimum Separation required in mm)</b>							
Voltage Level	Gas	Communication or TV	Water		Sanitary drainage		Storm Water
			≤DN 200	>DN200	≤DN 200	>DN 200	
LV	250	100	500	*1000	500	1000	500
HV		300					
*Contact Ergon Energy Network/council to obtain specific separation distances							

**Table 2. Minimum Separation Requirements for Underground Services Crossing Ergon Energy Network Assets**

<b>(Minimum Separation required in mm)</b>					
Voltage Level	Gas	Communication or TV	Water	Sanitary drainage	Storm Water
LV & HV	100	100	300	300	100

Where the above table does not list a separation requirement for a particular underground service then 300mm shall be used.

**Excavating Across Assets:**

The standard clearance between services shall be maintained as set down in Table 2 above. If the width or depth of the excavation is such that the cables will be exposed or unsupported, then Ergon Energy Network shall be contacted to determine whether the cables should be taken out of service, or whether they need to be protected or supported. In no case shall an Asset cover be removed without approval. An Asset cover may only be removed under the supervision of an Ergon Energy Network authorised representative. Protective cover strips when removed must be replaced under Ergon Energy Network supervision. Under no circumstances shall they be omitted to allow separation between Ergon Energy Network Assets and other services.

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### **Heavy Machinery Operation Over Assets:**

Where heavy "Crawler" or "Vibration" type machinery is operated over the top of Assets, a minimum cover of 450mm to the protective cover must be maintained using load bearing protection whilst the machinery is in operation. For sensitive Assets (i.e. 33 and 110kV fluid and gas filled cables), there may be additional constraints placed on vibration and settlement by Ergon Energy Network.

### **Directional Boring Near Cables:**

When boring parallel to Assets, it is essential that trial holes are carefully hand or vacuum excavated at regular intervals to prove the actual location of the Assets before using boring machinery. Where it is required to bore across the line of Assets, the actual location of the Assets shall first be proven by hand or vacuum excavation. A trench shall be excavated 1m from the side of the Asset where the auger will approach to ensure a minimum clearance of 500mm above and below all LV, 11kV, 33kV & 110/132kV Assets shall be maintained.

### **Explosives:**

*Explosives must not be used within 10 metres of Assets*, unless an engineering report is provided indicating that no damage will be sustained. Clearances should be obtained from Ergon Energy Network's Planning Engineer for use of explosives in the vicinity of Ergon Energy Network Assets.

### **Damage Reporting:**

All damage to Assets must be reported no matter how insignificant the damage appears to be. Even very minor damage to Asset protective coverings can lead to eventual failure of Assets through corrosion of metal sheaths and moisture ingress.

If any Damaged Asset is found:

1. Call the ELECTRICITY EMERGENCIES number listed below
2. Treat cables as if alive, post a person to keep all others clear of the excavation until Ergon Energy Network crew attend to make safe.
3. All work in the vicinity of damaged Asset must cease and the area must be vacated until a clearance to continue work has been obtained from an Ergon Energy Network officer.

### **Solutions and Assistance:**

If Asset location plans or visual location of Ergon Energy Network Asset by hand or vacuum excavation reveals that the location of Ergon Energy Network Asset is situated wholly or partly where the developer or constructor plans to work, then Ergon Energy Network shall be contacted to assist with Your development of possible engineering solutions.

If Ergon Energy Network relocation or protection works are part of the agreed solution, then payment to Ergon Energy Network for the cost of this work shall be the responsibility of the PCBU, principal developer or constructor. Ergon Energy Network will provide an estimated quotation for work on receipt of the PCBU's, developer's or constructor's order number before work proceeds.

It will be necessary for the developer or constructor to provide Ergon Energy Network with a written Safe Work Method Statement for all works in the vicinity of or involving Ergon Energy Network Asset. This Safe Work Method Statement should form part of the tendering documentation and work instruction. Refer Interactive Tool on Safe Work Australia site: [Interactive SWMS guidance tool - Overview](https://www.safeworkaustralia.gov.au/interactive-tool) ([safeworkaustralia.gov.au](https://www.safeworkaustralia.gov.au))

### **Vacuum Excavations (Hydro Vac)**

When operating hydro vac equipment to excavate in vicinity of Assets (cables/conduits) fitted with:

- Nonconductive (neoprene rubber or equivalent) vacuum (suction) hose.
- Oscillating nozzle on pressure wand with water pressure adjusted to not exceeding 2000 Pound force per Square Inch(PSI)

Maintain a minimum distance of 200mm between end of pressure wand and underground electrical Assets. DO NOT insert the pressure wand jet directly into subsoil.

Ensure pressure wand is not directly aimed at underground electrical Assets (cables/conduits).

### **Safety Notices (Underground Work)**

It is recommended that You obtain a written Safety Advice from ERGON ENERGY NETWORK when working close to Ergon Asset's. For Safety Advice please contact [SafetyAdvice@energyq.com.au](mailto:SafetyAdvice@energyq.com.au)

**Further information on Working Safely around Ergon Energy Network Assets:** [Working near powerlines | Ergon Energy](#)

***Thank You for Your interest in maintaining a safe and secure Electricity Distribution network. Ergon Energy Network welcomes Your feedback on this document via email to [byda@energyq.com.au](mailto:byda@energyq.com.au)***

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# **Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines**



# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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## CONTENTS

- 1. Purpose and Scope..... 3
- 2. Definitions, Abbreviations and Acronyms ..... 3
- 3. References ..... 4
- 4. About This Guide ..... 5
  - 4.1. Who does the Electrical Safety Code of Practice 2020 - Working Near Overhead and Underground Electric Lines and Electricity Entity Requirements apply to? ..... 5
  - 4.2. Are you working or planning to work near overhead or underground electric lines? ..... 6
  - 4.3. Obtaining Safety Advice ..... 8
  - 4.4. Authorised Person and how to become one? ..... 9
  - 4.5. Contacting Electricity Entity for Safety Advice or Authorised Person Enquiries ..... 10
- 5. Overhead Electric Lines ..... 10
  - 5.1. Isolation of supply to customer installation to eliminate exclusion zone around LV service line ..... 13
  - 5.2. Operating Plant ..... 13
  - 5.3. Scaffolding Requirements ..... 14
  - 5.4. High Load transport under Overhead Electric Lines ..... 16
  - 5.5. Additional Details and Fact Sheets on Electricity Entity Requirements ..... 17
- 6. Underground Electrical Assets ..... 17
  - 6.1. Responsibilities When Working in the Vicinity of Electricity Entity Underground Electrical Assets ..... 17
  - 6.2. Conditions of Supply of Information..... 18
  - 6.3. When Working in the Vicinity of Electricity Entity Underground Electrical Assets, You Must Observe the Following Conditions ..... 19
  - 6.4. Additional Details and Fact Sheets on Electricity Entity Requirements ..... 21
- 7. Excavation ..... 22
  - 7.1. Excavating near Poles and Stay Wires ..... 22
  - 7.2. Excavating Near Underground Electrical Assets ..... 24
  - 7.3. Blasting ..... 25
- 8. Reporting Damage Caused to Overhead or Underground Electric Lines ..... 25
- 9. Infrastructure near Electric Lines ..... 26
  - 9.1. Easements and Wayleaves ..... 26
  - 9.2. Contact Electricity Entity when planning construction work near electric lines ..... 27
  - 9.3. What clearances must be maintained once construction work is completed? ..... 28
  - 9.4. What about Electric and Magnetic Fields? ..... 31



# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

## 1. PURPOSE AND SCOPE

The purpose of this document is to set out the Electricity Entity requirements for anyone who may be contemplating working or operating plant near any Ergon Energy or Energex's overhead or underground electric lines.

## 2. DEFINITIONS, ABBREVIATIONS AND ACRONYMS

Term	Definition
<b>Applicant</b>	A person contacting or submitting an application to the Electricity Entity for Safety Advice.
<b>Authorised Person</b>	For work near an electrical line, means a person who has enough technical knowledge and experience to do work that involves being near to the electrical line; and has been approved by the person in control of the electrical line (Electricity Entity) to do work near to the electrical line.
<b>Authorised Person (Electrical)</b>	An Electrical Mechanic or Electrical Linesperson (holding current Queensland Licence) working on behalf of an electrical contractor, an Electrical Contractor, or a person who holds an electrical mechanic licence and is performing work for the person or a relative of the person at premises owned or occupied by the person or relative, and accredited with the Electricity Entity who is permitted to remove and replace LV service fuse(s) when isolation of customer LV service line is required to eliminate the exclusion zone around the LV service line, or to work on the customer's mains and / or switchboard.
<b>Earthworks</b>	Any digging, penetration or disturbance of ground including but not limited to post hole digging, excavating, trenching, directional boring, bore hole sinking, driving pickets/posts into ground, cut and fill, dam or levee bank construction, blasting.
<b>Electricity Entity</b>	Where Electricity Entity appears throughout this document, it relates to either Energex or Ergon Energy area of responsibility. Refer to respective contact details below.  <b><u>Energex:</u></b> <ul style="list-style-type: none"> <li>• General Enquiries - ph 13 12 53</li> <li>• Loss of Supply - ph 13 62 62</li> <li>• Emergencies - ph 13 19 62</li> </ul> <b><u>Ergon Energy:</u></b> <ul style="list-style-type: none"> <li>• General Enquiries - ph 13 74 66</li> <li>• Loss of Supply - ph 13 22 96</li> <li>• Emergencies - ph 13 16 70</li> </ul>
<b>Exclusion Zone</b>	A safety envelope around an electric line as specified by the Electrical Safety Regulation 2013.
<b>RPA (Drone)</b>	Australia's safety laws for remotely piloted aircraft (RPA) / drones are defined under the Civil Aviation Safety Authority. Under this definition the use of RPA's are not classified as Operating plant (section 5.2) as prescribed in this document.



# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

Term	Definition
<b>Instructed Person</b>	For an electrical line, means a person who is acting under the supervision of an Authorised Person for the electrical line.
<b>Safety Advice</b>	A written notice identifying the known electrical hazards at a specific site and advising the control measures required to be implemented by Responsible Person (person responsible for worksite) to reduce the likelihood of harm to person, plant or vehicle at site.
<b>Safety Observer</b>	<p>A safety observer or “spotter”, for the operation of operating plant, means a person who:</p> <ul style="list-style-type: none"> <li>(a) observes the operating plant; and</li> <li>(b) advises the operator of the operating plant if it is likely that the operating plant will come within an exclusion zone for the operating plant for an overhead electric line.</li> </ul> <p>This is a person who has undergone specific training and is competent to perform the role in observing, warning and communicating effectively with the operator of the operating plant.</p>
<b>Untrained Person</b>	For an electrical line, means a person who is not an Authorised Person or an Instructed Person for the electrical line.

### 3. REFERENCES

[Electrical Safety Regulation 2013](#): Part 5 - Overhead and Underground Electric Lines

[Electrical Safety Code of Practice 2020 - Working Near Overhead and Underground Electric Lines](#)

[Work Health and Safety Act 2011](#)

[Work Health and Safety Regulation 2011](#)

**Energex:** [Safety Advice Request Form](#)

**Ergon Energy:** [Safety Advice Request Form](#)

Copies of the relevant Acts, Regulation and Codes of Practice and any other relevant legislation can be found on the Queensland Government web site - <https://www.worksafe.qld.gov.au/>.

#### Disclaimer

This document refers to various standards, guidelines, calculations, legal requirements, technical details and other information and is not an exhaustive list of all safety matters that need to be considered.

Over time, changes in industry standards and legislative requirements, as well as technological advances and other factors relevant to the information contained in this document, may affect the accuracy of the information contained in this document. Whilst care is taken in the preparation of this material, Energex and Ergon Energy do not guarantee the accuracy and completeness of the information. Accordingly, caution should be exercised in relation to the use of the information in this document.

To the extent permitted by law, Energex and Ergon Energy will not be responsible for any loss, damage or costs incurred as a result of any errors, omissions or misrepresentations in relation to the material in this document or for any possible actions ensuing from information contained in the document.

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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## 4. ABOUT THIS GUIDE

This guide to working near the Electricity Entity network is designed to assist any person working, contemplating work or operating plant near any Electricity Entity overhead or underground electric lines to meet their duties under the Work Health and Safety Act 2011, Electrical Safety Act 2002, Electrical Safety Regulation 2013 and relevant Codes of Practice including Electrical Safety Code of Practice 2020 Working Near Overhead and Underground Electric Lines and help to identify the steps needed to ensure risks are minimised for all who work or are likely to be affected by the work in these situations.

“The Electrical Code of Practice 2020 Working Near Overhead and Under Ground Electric Lines” provides practical advice on ways to manage electrical risk when working near electric lines including the exclusion zones that apply. An electronic copy of this Code of Practice as well as, Electrical Safety Act and Regulation is available at the Queensland Government Electrical Safety Office web site at <https://www.worksafe.qld.gov.au/electricalsafety>. You should obtain a copy and read this material, to enable you to fully understand your obligations, and prospective means of complying with them.

### 4.1. Who does the Electrical Safety Code of Practice 2020 - Working Near Overhead and Underground Electric Lines and Electricity Entity Requirements apply to?

A person, worker or Person Conducting a Business or Undertaking (PCBU) at a workplace is required to comply with the Electricity Entity Requirements and the requirements of Electrical Safety Regulation 2013 Part 5 Overhead and Underground Electric Lines and Electrical Safety Code of Practice 2020 Working Near Overhead and Underground Electric Lines to ensure that no person, plant or thing comes within an unsafe distance (exclusion zone) of an overhead electric line. Compliance with these regulatory requirements is essential to reduce the risk of electric shock and contact with Electricity Entity electric lines and other assets which can have deadly consequences.

Examples of work activities where risk of person, plant or equipment coming near or into contact with overhead electric lines include but are not limited to:

- Pruning or felling trees or vegetation near overhead electric lines, including the service wire into a building.
- Carrying out building work, scaffolding or demolition adjacent to overhead electric lines.
- Painting fascia, replacing roofing, guttering or external cladding near service line point of entry to a building.
- Operating cranes, tip trucks, cane harvesters, elevated work platforms, fork lifts, grain augers, excavators, irrigators, etc near OH electric lines.
- Erecting or maintaining advertising signs or billboards near overhead electric lines.
- Dam or levee bank construction.

Examples of work activities that could involve risk of damage to underground cables or earthing systems include but are not limited to:

- Digging holes, excavating, sawing, trenching, under boring, sinking bore holes, earthworks or laying cables, pipes, etc or driving implements into the ground (e.g. star pickets, fence posts) near where underground cables or earthing systems may be located.

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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## 4.2. Are you working or planning to work near overhead or underground electric lines?

Electrical Safety Regulation Section 68 requires that before carrying out any work at a workplace where there is a risk of any person, plant or thing encroaching the exclusion zone of overhead electric lines, the person, worker or PCBU is required to ensure that the potential hazards are identified, a risk assessment conducted and the necessary control measures implemented to minimise electrical safety risks to ensure the safety of all workers and other persons at the workplace. The Electrical Safety Regulation 2013 and Electrical Safety Code of Practice 2020 - Working Near Overhead and Underground Electric Lines detail the Exclusion Zones that must be maintained.

### 4.2.1 Work near overhead electric lines

Where a risk assessment has been conducted and control measures implemented in accordance with requirement of Electrical Safety Code of Practice 2020 - Working Near Overhead and Underground Electric Lines and Electricity Entity Requirements (this document) and it has identified that exclusion zones from overhead electric lines cannot be maintained, the person, worker or PCBU is then required to contact Electricity Entity and request written Safety Advice (refer Section 4.3 below).

The person, worker or PCBU shall be required to maintain exclusion zones until such times as the Electricity Entity has provided written Safety Advice.

A person, worker or PCBU would not be required to contact the Electricity Entity and request a written Safety Advice where their risk assessment and implemented control measures ensure that exclusion zones from overhead electric lines will be maintained throughout performance of work to be undertaken at a particular site.

### 4.2.2 Exclusion Zones

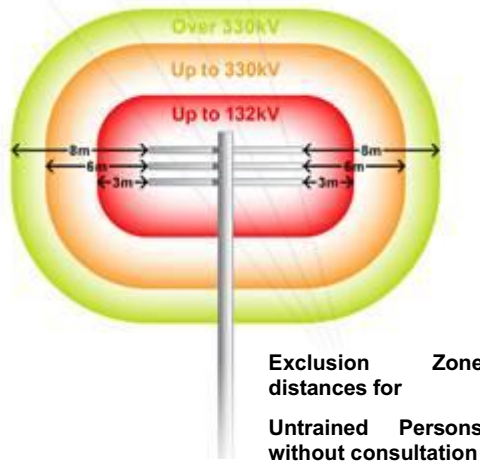
An exclusion zone is a safety envelope around an overhead electric line. No part of a worker, operating plant or vehicle should enter an exclusion zone while the overhead electric line is energised (live).

Exclusion zones keep people, operating plant and vehicles a safe distance from energised overhead lines.

You must keep yourself and anything associated with the work activity out of the exclusion zone (e.g. a safe distance) unless it is not reasonably practicable to do so; and the person conducting a business or undertaking complies with the requirements of Section 68(2) of the Electrical Safety Regulation in relation to:

- conducting a risk assessment.
- implementing control measures
- adhering to any requirements of an Electricity Entity responsible for the line

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines



**Exclusion Zone - Untrained Person (distances in mm)**

Nominal phase to phase voltage of electric line	Untrained Person		
	Person	Operating Plant	Operating Vehicles
Insulated LV: Consultation with and verified by the Entity	No exclusion zone prescribed	1000	300
LV with NO consultation with Electricity Entity	3000	3000	600
LV With consultation with Electricity Entity	1000		
>LV up to 33 kV with NO consultation with Electricity Entity	3000		900
LV up to 33 kV with consultation with Electricity Entity	2000		
>33 kV up to 132 kV	3000	6000	2100
>132 kV up to 220 kV	4500		2900
>220 kV up to 275 kV	5000		
>275 kV up to 330 kV	6000		3400

(information extracted from Electrical Safety Regulation 2013 Schedule 2)

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

## Exclusion Zone - Instructed Person and Authorised Person (distances in mm)

Nominal phase to phase Voltage of electric line	Instructed Person (IP) & Authorised Person (AP)		
	AP and IP	Operating Plant with Safety Observer or another Safe System of work	Operating of Vehicles
Insulated LV: Consultation with and verified by the Entity	No exclusion zone prescribed	No exclusion zone prescribed	No exclusion zone prescribed
LV	No exclusion zone prescribed	1000	600
>LV up to 33 kV	700	1200	700
>33 kV up to 50 kV	750	1300	750
>50 kV up to 66 kV	1000	1400	1000
>66 kV up to 110 kV		1800	
>110 up to 132	1200		1200
>132 kV up to 220 kV	1800	2400	1800
>220 kV up to 275 kV	2300	3000	2300
>275kV up to 330kV	3000	3700	3000

(information extracted from Electrical Safety Regulation 2013 Schedule 2)

### 4.2.3 Work near underground electrical lines (underground electrical assets)

Before carrying out any earthworks at a location, the person, worker or PCBU is required to ensure that the potential hazards are identified, a risk assessment conducted, and the necessary control measures implemented to minimise the risk of damaging identified or unidentified underground electrical assets and to ensure the safety of all workers and other persons at the workplace. The Electrical Safety Regulation 2013 and Electrical Safety Code of Practice 2020 - Working Near Overhead and Underground Electric Lines and Electricity Entity Requirements detail the requirement for work near underground electric lines.

### 4.3. Obtaining Safety Advice

To obtain written Safety Advice where identified as being required in Section 4.2.1 above, complete the Safety Advice Request Form which is accessible via the Electricity Entity website:

**Energex:** [Safety Advice Request Form](#)

**Ergon Energy:** [Safety Advice Request Form](#)

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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On receipt, the Electricity Entity will contact the Applicant to advise date and time to meet at site to provide written Safety Advice. It is advisable to bring to the meeting your copy of the Electrical Safety Code of Practice 2020 Working Near Overhead and Underground Electric Lines (and Before You Dig Australia Plan for location of underground assets where required), as reference to this will be necessary during the meeting. Control measures provided by the Electricity Entity may incur a fee.

Failure to adhere to the Electrical Safety Regulation Section 68 requirements and mandatory control measures as documented on written Safety Advice as issued will result in written non-compliance advice being sent to the Electrical Safety Office.

Where this work is required to occur on a regular basis at a workplace, the PCBU may consider arranging to have one or more employees trained and subsequently accredited with the Electricity Entity as Authorised Persons.

## 4.4. Authorised Person and how to become one?

Under the Electrical Safety Regulation 2013, the exclusion zones for working near or operating plant or vehicles near exposed, low voltage or high voltage electric lines vary depending on whether a person is classed as an "Untrained Person", "Authorised Person" or "Instructed Person". An Authorised Person is permitted to carry out work closer to the electric lines than an Untrained Person (refer Electrical Safety Code of Practice 2020 Working Near Overhead and Underground Electric Lines Appendix B Exclusion Zones for Overhead Electric Lines).

To become an Authorised Person, the employer / self-employed person must first satisfy the "person in control" of the electric line, in this case the Electricity Entity, that their Applicants possess the required competencies. They must then apply in writing to Electricity Entity for approval.

Removal or replacement of LV service fuse to permit work on consumers' mains, installation switchboard, consumer's terminals or eliminate an exclusion that would exist requires the Electrical Mechanic to hold a current Queensland Electrical Mechanic Licence and perform the work in accordance with their documented safe system of work.

An 'Authorised Person' Electrical **must not**:

- a. confirm the insulation properties of Ergon Energy Network or Energex electric lines;
- b. work on or have direct contact with the works of an electricity entity (the works of Ergon Energy Network or Energex) including the entities' electrical lines, electrical installations, electrical equipment or other entity infrastructure unless specifically approved;
- c. replace a blown low voltage (**LV**) fuse after loss of supply to a customer's connection;
- d. reinstate an LV service fuse that has been removed by Ergon Energy Network or Energex;
- e. alter, remove or relocate an Ergon Energy Network or Energex overhead LV service line or LV pillar connection;
- f. perform LV isolation within locked Ergon Energy Network or Energex assets;
- g. perform unauthorised work within locked Ergon Energy Network or Energex assets; or
- h. climb Ergon Energy Network or Energex electricity poles or other infrastructure.

An Authorised Person' Electrical **is approved** to undertake the following activities:

- i. work on or near the point of attachment of Ergon Energy's or Energex's termination;
- j. remove and replace LV service fuses when required to isolate a service line to eliminate the exclusion zone around the LV service line, or to work on the Customer's consumer mains or switchboard;
- k. isolate a Customer's LV service line at an underground pillar or service pole by removing a fuse wedge(s) from a service line, in accordance with electricity industry practices; or



# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

- I. Safety Observing under schedule 2 of the *Electrical Safety Regulation 2013 (Qld)* for the operation of operating plant, after receiving appropriate training to perform the role.

An 'Authorised Person' Non-Electrical **must not**:

- a. confirm the insulation properties of Ergon Energy Network or Energex electric lines;
- b. work on or have direct contact with the works of an electricity entity (the works of Ergon Energy Network or Energex) including the entities' electrical lines, electrical installations, electrical equipment or other entity infrastructure unless specifically approved; or
- c. climb Ergon Energy Network or Energex electricity poles or other infrastructure.

An 'Authorised Person Non-Electrical' **is approved** to undertake the following activities:

- d. Safety Observing under schedule 2 of the *Electrical Safety Regulation 2013 (Qld)* for the operation of operating plant, after receiving appropriate training to perform the role.

## Websites

**Energex:** [Authorised person | Energex](#)

**Ergon Energy:** [Authorised person | Ergon Energy](#)

## 4.5. Contacting Electricity Entity for Safety Advice or Authorised Person Enquiries

**By phone:** Call Electricity Entity on General Enquiries phone number:

### Energex:

- General Enquiries - ph 13 12 53

### Ergon Energy:

- General Enquiries - ph 13 74 66

### By email

**Authorised Persons:** [AuthorisedPerson@energyq.com.au](mailto:AuthorisedPerson@energyq.com.au)

**Safety Advice:** [SafetyAdvice@energyq.com.au](mailto:SafetyAdvice@energyq.com.au)

## Websites

**Energex:** [Safety advice | Energex](#)

**Ergon Energy:** [Safety advice | Ergon Energy](#)

## 5. OVERHEAD ELECTRIC LINES

The following table sets out preparatory work options that may be required to be performed by the Electricity Entity (or electrical contractor where identified as being permitted who is an Authorised Person - Electrical) to assist a person, worker or PCBU in minimising the electrical safety risks of, encroaching within the exclusion zone or, contact with electric lines.

Category of work		Description	Costing arrangement
<b>Safety Advice</b>	Base information	Provide Safety Advice (Can only be performed by the Entity)	<b>Nil cost to customer.</b>



# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

Category of work	Description	Costing arrangement
<b>LV Service isolation</b>	1. Isolation carried out by customer's electrical contractor	No involvement by the Electricity Entity. May be a cost charged by the customer's electrical contractor.
	2. Isolation carried out by Electricity Entity	Customer requested isolation of overhead or underground service by removal of the service fuse(s) or Customer requested physical disconnection and reconnection of overhead or underground service.
<b>Insulation integrity verification</b>	3. Verification of insulation integrity to reduce exclusion zone to no exclusion zone prescribed e.g. no contact permitted	<b>Cost to customer.</b>
<b>Service replacement</b>	4. Open wire service, service fuse(s) at house/building	<b>Nil cost to customer</b> for service replacement. Customer responsible for necessary installation, Mains Connection Box and service support bracket upgrade and associated costs if required.



# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

Category of work		Description	Costing arrangement
		<p>Service installations where:</p> <ul style="list-style-type: none"> <li>a. the consumer's mains cannot be insulated and an exclusion zone must be maintained, and</li> <li>b. the service cannot be isolated at the service fuse.</li> </ul> <p>Service to be isolated by breaking the service cable connection to the LV mains at the pole. Service fuse(s) to be installed at origin (pole end) of service prior to reconnection.</p>	<p><b>Nil cost to customer</b> for first disconnection and reconnection.</p> <p><b>Cost to customer</b> for subsequent requests.</p>
	5. All other service replacements	Customer requested replacement of existing service with new XLPE service cable to classify as insulated service, in lieu of isolation, to allow work close (no exclusion zone prescribed e.g. no contact permitted). Service fuse(s) to be installed at origin (pole end) of service.	<p><b>Cost to customer</b> for service replacement.</p> <p>Customer responsible for necessary installation, Mains Connection Box and service support bracket upgrade and associated costs if required.</p>
<b>Tiger Tails</b>	Installation of Tiger Tails (for visual indication only - not for providing electrical insulation of LV mains)	<p>Customer requested coverage of LV mains for visual indication only (not permitted on HV mains).</p> <p>The Entity may also fit tiger tails to LV service line for visual indication only.</p>	<b>Cost to customer.</b>
<b>Aerial Markers</b>	Installation of aerial marker flags or rota markers (for visual indication only)	Customer requested temporary or permanent installation of appropriate aerial marker devices on LV or HV mains.	<b>Cost to customer.</b>
<b>Switching</b>	Customer requested switching	Customer requested switching to allow customer/contractor to work close (no exclusion zone prescribed e.g. no contact permitted).	<b>Cost to customer.</b>

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

## 5.1. Isolation of supply to customer installation to eliminate exclusion zone around LV service line

An Electrical Mechanic (holding current Queensland Licence) working on behalf of an electrical contractor and accredited with the Electricity Entity as an Authorised Person (Electrical) is permitted to remove and replace LV service fuse(s) when isolation of customer LV service line is required to eliminate the exclusion zone around the LV service line, or to work on the customer's mains and/or switchboard. Isolation of the customer's LV service line by an Authorised Person (Electrical) is only permitted at an underground service pillar or service pole by removing a fuse wedge(s) from a service line, in accordance with Electricity Industry practices e.g. from ground level using appropriate insulated tools, PPE and insulating mats. In those situations where the service fuse/circuit breaker is not located at supply end of the LV service, contact the Electricity Entity to arrange for Safety Advice where elimination of exclusion zone around LV service line is required.

Any controls used by the Authorised Person (Electrical) to identify and confirm isolation and ensure supply to the customer's installation is not inadvertently re-energised shall comply with Electrical Safety Regulation 2013 Section 14 and 15 requirements.

**NOTE:** The Authorised Person (Electrical) will not be permitted to replace a blown LV service fuse(s) after loss of supply to a customer's installation or to alter the Electricity Entity overhead LV services. The low voltage pole top service fuse shall only be removed by use of an approved, in test, insulated telescopic pole device while standing at ground level and wearing class 00 insulating gloves. At no time is it permissible for an Authorised Person (Electrical) to climb or work aloft on the Electricity Entity's poles or assets unless approved by the Electricity Entity.

## 5.2. Operating Plant

It can be extremely difficult for operating plant operators to see overhead lines and to judge distances from them. Contact with overhead lines can pose a risk of grounding live conductors and electrocution.

In many cases the likelihood of damage or injury can be reduced by setting up and operating the machinery well clear of overhead electric lines.

In situations where operating plant is operated by an Authorised Person or Instructed Person without a Safety Observer or another safe system, the exclusion zone requirements (refer Section 1) for an Untrained Person applies (refer Electrical Safety Regulation 2013 Schedule 2 or Electrical Safety Code of Practice 2020 Working Near Overhead and Underground Electric Lines).

For an Authorised or Instructed Person and their Operating Plant to approach overhead electric lines closer than the exclusion zone distances for an Untrained Person, a Safety Observer or another safe system shall be used. Refer to the Electrical Safety Regulation 2013 and the Electrical Safety Code of Practice 2020 - Working Near Overhead and Underground Electric Lines for exclusion zone distances for Authorised and Instructed Persons operating plant with a Safety Observer or another safe system.



Where a Safety Observer is used, the Safety Observer shall:

- Be trained to perform the role.
- Not be required to carry out any other duties at the time, and
- Not be required to observe more than one item of plant operating at a time, and
- Attend all times when the item of plant is operating.

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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Other control measures for operating plant may include, but are not restricted to:

- Constructing physical barriers or height warning indicators either side of the overhead electric line that are lower than the maximum travel height permissible without encroaching within the exclusion zone of the overhead electric line.
- Applying appropriate signage at least 8 to 10 m either side of overhead electric lines.
- Arrange for visual indicators such as Rota Markers, Tiger Tails or aerial markers to fitted to the overhead electric lines - only erected by the Electricity Entity (tiger tails are only permitted on LV mains).
- Ground barriers, where appropriate.
- Informing workers of required work practices.
- Ensuring operators are aware of the height and reach of their machinery in both stowed and working positions.
- Lowering all machinery to the transport position when relocating.
- Providing workers with maps or diagrams showing the location of underground and overhead electric lines, and
- Where possible, directing work away from overhead electric lines not towards them.

## 5.3. Scaffolding Requirements

The following information provided is for guidance only and shall be read in conjunction with the Electrical Safety Regulation 2013, Electrical Safety Code of Practice 2020 - Working Near Overhead and Underground Electric Lines and AS/NZS 4576:1995: Guidelines for Scaffolding.

Requirements shall be complied with where scaffolding is required to be erected within 4 m of nearby overhead electric lines:

- The scaffolding shall not be erected before contacting and obtaining Safety Advice from the Electricity Entity.
- Erection of scaffolding to comply with requirements of AS/NZS 4576:1995: Guidelines for Scaffolding.

The scaffolding can be either:

- nonconductive material scaffolding; or
- metallic scaffolding with solid nonconductive barriers (with no gaps, holes or cuts) securely fixed to the outside and/or top of the scaffolding to prevent encroachment within exclusion zones or contact with the energised mains.

Where scaffolding is erected within 3 m of nearby overhead electric lines:

- It shall be fitted with fully enclosed non-conductive solid barriers to prevent encroachment within exclusion zones or contact with the energised mains fully enclosed.
- The person required to erect and/or disassemble scaffolding as well as the required solid barrier affixed to the scaffolding should be an Authorised Person (approved in writing by the Electricity Entity - refer requirements of Section 1.4 of this Reference).
- A Safety Observer shall be used during performance of this work where there is a risk of encroachment within 3 m of nearby energised overhead electric lines for voltages up to 33 kV. Additional requirements may apply for voltage levels above 33 kV, contact the Electricity Entity for consultation.



# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

- Alternatively, consideration should be given to the de-energisation of the nearby electric lines where possible for the duration of this work. Additional requirements may apply for voltage levels above 33 kV, contact the Electricity Entity for consultation.
- Comply with the horizontal and vertical statutory clearances from overhead electric lines as set out in Electrical Safety Regulation 2013 Schedule 4.
- Persons are not permitted to go outside of or climb on top of the solid barrier fixed on the outside and/or top of the scaffolding.

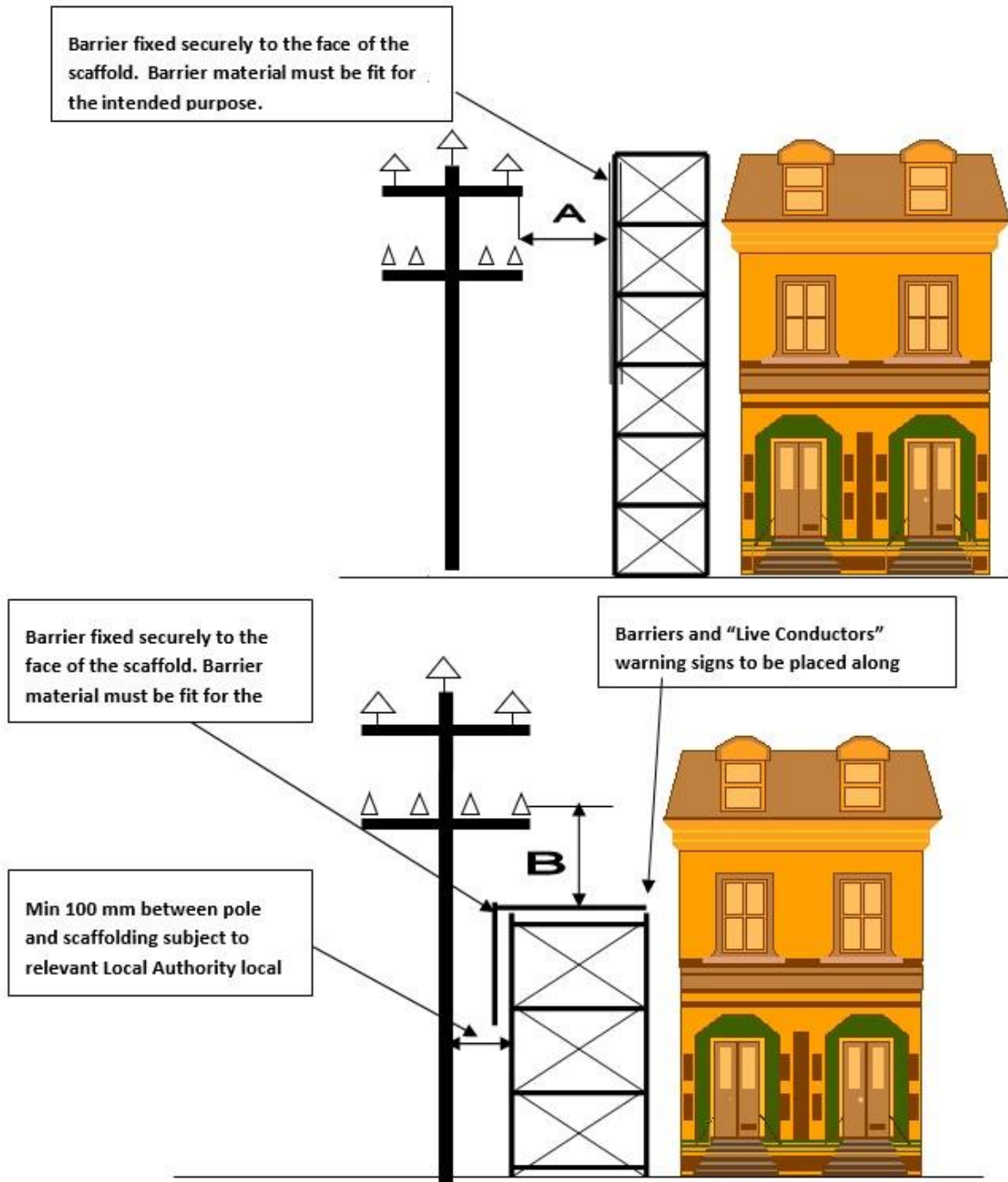
Where an insulated low voltage service line passes through the scaffolding, it should either be de-energised for duration of work or be fully enclosed by non-conductive material (e.g. form ply).

Minimum statutory clearances from nearby overhead electric lines for scaffolding erected with barriers affixed.

Voltage Level	Horizontal Distance "A" (in metres)	Vertical Distance "B" (in metres)
Low voltage conductors (uninsulated)	1.5m	2.7m
Low voltage conductors (insulated) - these distances can only be applied after the integrity of the insulation has been verified by the Electricity Entity	0.3m	0.6m
Above LV and up to 33 kV (uninsulated)	1.5m	3.0m
Above LV and up to 33 kV (insulated)	Contact Electricity Entity for consultation.	
Above 33 kV (uninsulated)	Additional requirements may apply for voltage levels above 33 kV, contact the Electricity Entity for consultation.	

**NOTE:** Dimensions "A" and "B" is between the scaffolding and the closest conductor of the overhead electric line. Dimension B is also taken from the lowest part of the mid span sag adjacent to the scaffolding.

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines



## 5.4. High Load transport under Overhead Electric Lines

Any person or company transporting a High Load (load in excess of 4.6 m high) under overhead electric lines must comply with Electrical Safety Code of Practice 2020 - Working Near Overhead and Underground Electric Lines and is required to submit a Notification to Transport High Load form to the relevant Electricity Entity of the intended route and details of the high load involved. Before any person or company can transport a high load (load in excess of 4.6 m high), authorisation to travel must be received in writing from the Electricity Entity. Refer details below to contact the Electricity Entity for high load enquiries or to submit Notification to Transport High Load form:

**Email:** [highloads@energyq.com.au](mailto:highloads@energyq.com.au)

**Phone:** (07) 4932 7566 (7:30am to 3:00pm, Monday to Friday)

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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**Energex:** [Vehicles with high loads | Energex](#)

**Ergon Energy:** [Vehicles with high loads | Ergon Energy](#)

The Road Transport Operator has the overarching responsibility of transporting the load and is required to comply with the directions of the police, pilot, High Load Escort, and Energex / Ergon Energy Network.

When arranging the transporting of the high load, the Road Transport Operator shall determine the lowest practicable height that the load can be reduced to.

The Road Transport Operator is to have a Safe System of Work in place that supports the safe transportation of the High Load so as not to breach any exclusion zone to Entity powerlines or assets along the travel route.

## 5.5. Additional Details and Fact Sheets on Electricity Entity Requirements

Additional details and Fact Sheets on Electricity Entity requirements for working near overhead electric lines are located on the following internet sites

**Energex:** [Working near powerlines | Energex](#)

**Ergon Energy:** [Working near powerlines | Ergon Energy](#)

## 6. UNDERGROUND ELECTRICAL ASSETS

### 6.1. Responsibilities When Working in the Vicinity of Electricity Entity Underground Electrical Assets

Everyone has a legal “Duty of Care” that must be observed when working in the vicinity of underground electrical assets which includes underground cables, conduits and other associated underground equipment. When discharging this “Duty of Care” in relation to Electricity Entity underground electrical assets, the following points must be considered:

1. It is the responsibility of the architect, consulting Engineer, developer, and principal contractor in the project planning stages to design for minimal impact and protection of Electricity Entity underground electrical assets. The Electricity Entity will provide plans on request via BYDA showing the presence of the underground electrical assets to assist at this design stage.
2. It is the constructor’s responsibility to:
  - a. Anticipate and request BYDA plans of Electricity Entity underground electrical assets for a particular location at a reasonable time before earthworks begins.
  - b. Visually locate Electricity Entity underground electrical assets by use of an electronic cable locator followed by careful non-mechanical excavation (potholing using hydrovac or hand tools) when earthworks activities may damage or interfere with Electricity Entity plant.
  - c. After completion of steps (a) and (b) above, if there is a risk of the Electricity Entity underground electrical assets being damaged or its structural integrity compromised by your planned earthworks activities, contact the Electricity Entity (General Enquiries phone number - refer page 3) for further advice.

A constructor may include but not limited to designer, project manager, installer, contractor, civil contractor.

3. The alignments and boundaries contained within BYDA plans and maps will sometimes differ from present alignments and boundaries “on the ground”. Accordingly, in every case, the constructor should obtain confirmation of the actual position of Electricity Entity cables and pipelines under the roadways by non-mechanical excavation (potholing using hydrovac or

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

hand tools) when earthworks activities may damage or interfere with Electricity Entity underground electrical assets. In no case should the constructor rely on statements of third parties in relation to the position of Electricity Entity underground electrical assets.

## 6.2. Conditions of Supply of Information

- Plans and details of Electricity Entity underground electrical assets provided by BYDA are only current for 4 weeks from the date of dispatch and should not be referred to after this period, if you go past this time, please re-apply to BYDA as underground services may have been updated.



- The Electricity Entity agrees to provide plans if an Electricity Entity underground electrical assets location request is made to Before You Dig Australia (BYDA), online at <https://www.byda.com.au> or the free iPhone Application, only on the basis that at least 2 business day notice is given and the BYDA applicant agrees to the terms of this agreement.

Note that the Electricity Entity only provides information on underground electrical assets it owns. Contact the owner of any privately owned underground electrical assets for details of their assets located at site.

- The Electricity Entity retains copyright of all plans and details provided in connection to your request.
- BYDA plans or other details are provided for the use of the BYDA applicant, its servants, or agents, for the sole purpose of the applicant's responsibilities in relation to the Electricity Entity underground electrical assets and shall not be used for any other purpose.
- BYDA plans are diagrams only and indicate the presence of Electricity Entity underground electrical assets in the general vicinity of the geographical area shown. Exact ground cover and alignments cannot be given with any certainty as such levels can change over time.
- On receipt of BYDA plans and before commencing excavation work or similar activities near Electricity Entity's underground electrical assets, carefully locate this plant first to avoid damage.
- The Electricity Entity, its servants or agents shall not be liable for any loss or damage caused or occasioned by the use of plans and of details so supplied to the BYDA applicant, its servants or agents, and the BYDA applicant agrees to indemnify the Electricity Entity against any claim or demand for any such loss or damage to the BYDA applicant, its servants, or agents or to any third party.
- The constructor is responsible for all damages to the Electricity Entity underground electrical assets when work commences prior to obtaining BYDA plans, or at any time after that for failure to follow agreed instructions contained in this document or any other advice provided by the Electricity Entity.
- By undertaking any work, you acknowledge that the Electricity Entity reserves all rights to recover compensation for loss or damage to the Electricity Entity caused by interference or damage, including consequential loss and damage to its cable network, or other property.
- Be aware that some underground conduits may contain asbestos. Refer to "Code of Practice for the Management and Control of Asbestos in Workplace [NOHSC: 2018 (2005)]" for guidance.

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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## 6.3. When Working in the Vicinity of Electricity Entity Underground Electrical Assets, You Must Observe the Following Conditions

### 6.3.1 Records

The first step before any excavation commences is to obtain BYDA plans of Electricity Entity underground electrical assets in the vicinity of the work. For new work, records should be obtained during the planning and design stage. The records provided by BYDA must be made available to all relevant work groups on site. Where underground electrical asset information is transferred to plans for the proposed work, care must be exercised that important detail is not lost in the process.

### 6.3.2 Location of underground electrical assets

Examining the records is not sufficient, as reference points may change from the time of installation. Records must also be physically proven when working in close proximity to underground electrical assets. The exact location of underground electrical assets likely to be affected shall be confirmed by use of an electronic cable locator followed by careful non mechanical excavation to the level of concrete slabs or conduits. Non mechanical excavation (potholing using hydrovac or hand tools) must be used in advance of excavators. In any case, where doubt exists with respect to interpretation of cable records, contact the Electricity Entity (General Enquiries phone number - refer page 3) for further advice.

If during excavation, cables or conduits are damaged:

- call Electricity Entity (Emergencies phone number - refer page 3) to report damaged cables or conduits.
- treat cables as if alive, post a person to keep all others clear of the excavation until the Electricity Entity crew attend to make safe.

If **unknown** cables or conduits (e.g. not shown on issued BYDA plans) are located during excavation:

- call Electricity Entity (Emergencies phone number - refer page 3) to report.
- treat cables as if alive, post a person to keep all others clear of the excavation until the Electricity Entity crew attend to make safe.

If the constructor is unable to locate Electricity Entity underground electrical assets within 2.5 m of nominal plan locations, they should contact the Electricity Entity (General Enquiries phone number - refer page 3) for further advice.

### 6.3.3 Remote or On-Site Cable Location conducted by Electricity Entity

This service shall only be provided at Electricity Entity's discretion:

- The Electricity Entity may provide this site visit only when underground cables (33 kV or above) are present.
- Due to remote locations where external cable locator or hydro vac service providers are not readily available, Electricity Entity may attend site and assist with cable location (fees may apply for this service).
- The Electricity Entity may provide either remote over the phone or on-site cable location advice to assist in the location of Electricity Entity underground electrical assets, including how to visually locate and protect the plant when excavating.
- Where the Electricity Entity provides on-site cable location advice, any markings provided for the purpose of identifying cable location are for general guidance only, and the constructor

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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is still responsible for non-mechanical excavation (potholing using hydrovac or hand tools) to visually locate Electricity Entity underground electrical assets.

- If the constructor is unable to locate Electricity Entity underground electrical assets within 2.5 m of nominal plan locations, they should contact Electricity Entity (General Enquiries phone number - refer page 3) to request further advice.

## 6.3.4 Electrical Cables

Electricity Entity cables may have warning covers e.g.:

- Clay paving bricks or tiles marked “Electricity” or similar (also unmarked)
- Concrete or PVC cover slabs
- PVC, asbestos or fibro conduit, fibre reinforced concrete, iron or steel pipe
- Concrete encased PVC or steel pipe
- Thin plastic marker tape
- Large pipes housing multiple ducts
- Multiple duct systems, including earthenware or concrete

**NOTE:** Some cables are known to be buried without covers.

## 6.3.5 Separation from Electricity Entity underground electrical assets

If location plans or visual location of Electricity Entity underground electrical assets by non-mechanical excavation (potholing using hydrovac or hand tools) reveals that the location of Electricity Entity underground electrical assets is situated where the developer or constructor plans to work, then contact the Electricity Entity (General Enquiries phone number - refer page 3) for further advice.

The developer or constructor shall ensure that minimum separation distance from Electricity Entity underground electrical assets (refer Minimum Separation Requirements tables below) is complied with when installing, altering or repairing other underground services located in the vicinity.

If the Electricity Entity relocation or protection works are part of the agreed solution, then payment to the Electricity Entity for the cost of this work shall be the responsibility of the principal developer or constructor. The Electricity Entity will provide an estimate for work on receipt of the developer's or constructor's order number before work proceeds.

It will be necessary for the developer or constructor to provide the Electricity Entity with a written Work Method Statement for all works in the vicinity of, or involving Electricity Entity underground electrical assets. This Work Method Statement should form part of the tendering documentation and work instruction. All Work Method Statements shall be submitted to the Electricity Entity prior to the commencement of site earthworks.



# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

## Minimum Separation Requirements

Underground Services Running Parallel with Electricity Entity Electrical Assets (Minimum Separation required in mm)							
Voltage Level	Gas	Communication or TV	Water		Sanitary drainage		Storm Water
			≤DN 200	>DN200	≤DN 200	>DN 200	
LV	300 (Ergon)	100					
HV	250 (Energex)	300	500	*1000	500	1000	500

\*Contact your local utility/council to obtain specific separation distances

Underground Services Crossing Electricity Entity Electrical Assets (Minimum Separation required in mm)					
Voltage Level	Gas	Communication or TV	Water	Sanitary drainage	Storm Water
LV	100	100	300	300	100
HV					

**Notes:**

- These clearances are each Electricity Entity’s minimum requirements, additional separation may be required by the Service Owner. The greater of the separation requirements shall apply.
- Where the above tables do not list a separation requirement for a particular underground service type, the following minimum separation from electricity entity electrical assets shall apply:
  - LV = 100 mm
  - HV = 300 mm
- Compliance with these minimum separation requirements does not guarantee that issues such as Earth Potential Rise (EPR) and Low Frequency Induction (LFI) are managed, where these issues need to be managed, advice will need to be sought from an RPEQ Engineer
- All separation distances are measured from the exterior surface of the conduit / cable not centrelines or inner wall surfaces.

### 6.4. Additional Details and Fact Sheets on Electricity Entity Requirements

Additional details and Fact Sheets on Electricity Entity requirements for working near underground electrical assets are located on the following internet sites.

**Energex:** [Working near powerlines | Energex](#)

**Ergon Energy:** [Working near powerlines | Ergon Energy](#)

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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## 7. EXCAVATION

### 7.1. Excavating near Poles and Stay Wires

The following requirements are to be compiled with to minimise the risk of compromising the structural integrity of the Electricity Entity poles and stay foundations when excavation or trenching work is performed nearby that could result in the failure of one or more poles and grounding of supported electric lines.

- Excavation and trenching work undertaken by a person, worker or PCBU in the vicinity of poles and stay foundations shall:
  - only be commenced after requirements of Section 3 have been complied with for any underground electrical assets located within the work site.
  - upon completion of excavation and site earthworks do not restrict the Electricity Entity vehicle access to pole site for purpose of carrying out maintenance activities.
  - comply with exclusion zones as detailed in the Electrical Safety Code of Practice 2020 - Working Near Overhead and Underground Electric Lines.
  - not be attempted:
    - within 5 m (horizontal distance) of **pole stays** where the excavation depth is greater than 250 mm before contacting the Electricity Entity to determine requirements.
    - within 5 m (horizontal distance) of Electricity Entity poles with earth leads or cables running down into the ground before contacting the Electricity Entity to determine requirements.
    - within “Do Not Disturb” zone of pole prior to a certified engineering assessment having been completed by a Registered Professional Engineer Queensland, and then reviewed and approved by the Electricity Entity before proceeding with work. Approval by the Electricity Entity shall not relieve the PCBU of its duties to perform the work in a safe and proper manner and in accordance with all applicable legislation.
    - if the soil is exceedingly wet (saturated) or there is more than minimal wind loading unless additional pole support is provided in accordance with certified engineering assessment and approved by Electricity Entity.
    - when a severe weather event is occurring or expected (e.g. severe weather warning has been issued by Bureau of Meteorology).
- be backfilled as soon as possible (within same day where pole is required to be supported) soil mechanically compacted in layers of 150 mm and all rock and vegetable material excluded from the backfill.
- be backfilled and pole stabilised before removal of additional support required by a certified engineering assessment are permitted to be removed.

The PCBU shall be responsible for arrangement and costs of required certified engineering assessments, approvals by other regulatory bodies (eg councils, Main Roads, pipeline owners, telecommunication owners) and placement and removal of associated pole supporting equipment.

#### **Electricity Entity poles must not be fitted with non-approved pole holding devices.**

Only approved mechanical holding devices (e.g. Proline, Borer Lifter, etc) used in accordance with a certified engineering assessment are permitted and shall be:

- only attached and removed by the Electricity Entity or persons approved by the Electricity Entity.

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

- used to restrain both the pole head and foot to maintain pole stability during nearby excavation work.
- set up and positioned to maximise support effectiveness and minimise impact on traffic, pedestrian, excavation and machinery at site; and maintain exclusion zone from overhead lines. If insufficient clearance exists to maintain exclusion zones to pole supporting equipment, arrangements may be required for de-energising the electric line.

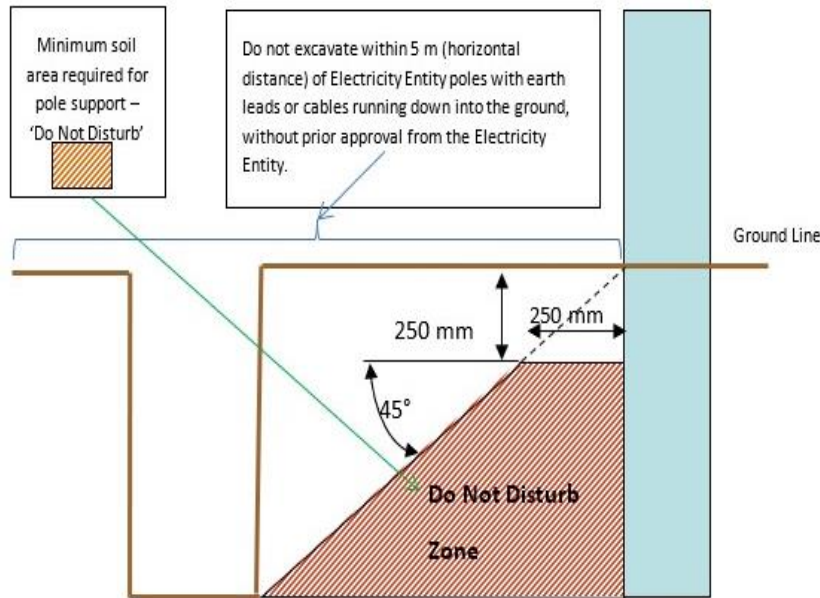


Figure 1 - Do Not Disturb Zone requirements when excavating near poles

Maximum Trench Depth	Minimum Distance from pole without pole support
Not more than 0.25 m (250 mm)	Can trench or hand dig (where cables and leads exist) right up to pole
1.0 m	1.0 m
1.5 m	1.5 m
2.0 m	2.0 m
2.5 m	2.5 m
3.0 m	3.0 m

## 7.1.1 Certified Engineering Assessment

Where required to be provided by the PCBU, a Certified Engineering Assessment shall:

- Ensure the stability of the Electricity Entity poles and foundations is maintained during and as a result of excavation work completed within the 'Do Not Disturb' zone.
- Include detailed design drawing of pole support method.
- Be completed and certified by a Registered Professional Engineer Queensland.
- Consider and address the following key points as a minimum:
  - Pole loading (vertical and lateral) including line deviation angles, direction of lean (towards or away from resultant loading)

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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- Direction of pole lean.
- Pole inspection (conducted to meet the Electricity Entity's requirements at customer cost)
- Pole foundation depth
- Proximity of excavation in relation to pole
- Soil condition
- Proposed shoring methods as well as installation and removal process
- Duration and staging of work
- Requirement to independently support pole during work
- Proximity of existing adjacent underground services and excavations
- Proposed backfilling and reinstatement method
- Monitoring and engineering/ geotechnical supervision during excavation work progress
- Other equipment attached to pole (e.g. underground cables, transformer, ACR, ABS.) must be taken into consideration and in some circumstances will prevent the pole being supported.

## 7.2. Excavating Near Underground Electrical Assets

For all work within 2.5 m of nominal location, the constructor is required to use non-mechanical excavation (potholing using hydrovac or hand tools) and expose the underground electrical assets, hence proving its exact location before earthworks can commence.

### 7.2.1 Excavating Parallel to Underground Electrical Assets

If excavation work is parallel to the Electricity Entity underground electrical cables, then non mechanical excavation (potholing using hydrovac or hand tools) at least every 4 m is required to establish the location of all cables, hence confirming nominal locations before work can commence. If an excavation exceeds the depth of the cables and it is likely that that the covers or bedding material around the cables/pipes will move causing Electricity Entity cables or conduits to be unsupported, contact Electricity Entity (General Enquiries phone number - refer page 3) for further advice.

**NOTE:** Be aware that cable depths and directions may change suddenly along the route.

### 7.2.2 Excavating Across Underground Electrical Assets

Refer Minimum Separation Requirements table in Section 6.3.5 of this document for distances that shall be maintained to prevent inadvertent contact with or damage to underground electrical assets. If the width or depth of excavation is such that the Electricity Entity cables will be unsupported, contact Electricity Entity (General Enquiries phone number - refer page 3) for further advice. In no case shall a cable cover be removed without approval. A cable cover may only be replaced under the supervision of an Electricity Entity officer. Protective cover strips when removed must be replaced under Electricity Entity supervision. Under no circumstances shall protective cover strips be omitted to achieve the minimum separation distance required between Electricity Entity cables and other underground services.

### 7.2.3 Heavy Machinery Operation Over Underground Electrical Assets

Where heavy "crawler" or "vibration" type machinery is operated over the top of cables, a minimum cover of 450 mm to the cable protective cover must be maintained. Alternatively, subject to a Certified Engineering Assessment, use load bearing protection whilst the machinery is in operation.

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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## 7.2.4 Directional Boring Near Underground Electrical Assets

When boring parallel to cables, it is essential that trial holes are carefully dug using non mechanical excavation (pot holing using hydrovac or hand tools) at regular intervals to prove the actual location of the conduits/cables before using boring machinery. Where it is required to bore across the line of cables/conduits, the actual location of the cables/conduits shall be proven by non-mechanical excavation (pot holing using hydrovac or hand tools). A trench shall be excavated 1 m from the side of the cables where the auger will approach to ensure a minimum clearance of 500 mm from cables/conduits can be maintained.

## 7.2.5 Hydro Vac Operation

When operating hydro vac equipment to excavate in vicinity of underground electrical assets (cables/conduits):

- Fitted with:
  - nonconductive (neoprene rubber or equivalent) vacuum (suction) hose.
  - oscillating nozzle on pressure wand with water pressure adjusted to not exceeding 2000 psi.
- Maintain a minimum distance of 200 mm between end of pressure wand and underground electrical assets. DO NOT insert the pressure wand jet directly into subsoil.
- Ensure pressure wand is not directly aimed at underground electrical assets (cables / conduits).

## 7.3. Blasting

Explosives must not be used within 5 m of cables/conduits, unless an engineering report is provided indicating that no damage will be sustained. Clearances shall be obtained from the Electricity Entity for use of explosives in the vicinity of cables/conduits. Contact Electricity Entity (General Enquiries phone number - refer page 3) for further advice.

The Electricity Entity will accept the level of 25 mm / sec as a peak component particle velocity upper limit as defined in AS 2187.2 Appendix J for blasting operations in the vicinity of these power lines.

Electric line insulators and conductors are particularly susceptible to damage from fly rock and adequate control measure including the use of blast mats shall be used to manage this. Contact Electricity Entity for consultation and application.

## 8. REPORTING DAMAGE CAUSED TO OVERHEAD OR UNDERGROUND ELECTRIC LINES

Any damage caused to the Electricity Entity overhead electric lines, poles, stays, underground cables, conduits and pipes must be reported no matter how insignificant the damage appears to be. Even very minor damage to cable protective coverings can lead to eventual failure of cables through corrosion of metal sheaths and moisture ingress.

All work in the vicinity of damaged overhead or underground electric lines shall cease and the area be made safe and vacated until clearance to continue earthworks has been obtained from the Electricity Entity. Call Electricity Entity (Emergencies phone number - refer page 3).

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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## 9. INFRASTRUCTURE NEAR ELECTRIC LINES

### 9.1. Easements and Wayleaves

This information, whilst not a legal document, has been developed to assist the community in answering some commonly asked questions about our easements and wayleaves, and briefly outlines what you can do where land is affected by an easement or where consent to installing electrical infrastructure has been given.

#### 9.1.1 What is an Electricity Easement?

An electricity easement is the authority held by the Electricity Entity to use your land near overhead and underground electric lines and substations (electrical assets). Electricity Entity holds this authority for your own safety and to allow employees access to electrical assets at all times. Whilst it will depend on the terms of the particular grant of easement, electrical easements generally give the Electricity Entity the right to access, maintain, repair, rebuild and to restrict development within a defined area.

The easement, which is registered on the property's title, contains a plan showing the dimensions of the easement and its location on the property together with the rights and restrictions over the easement area. The Department of Natural Resources and Mines <https://www.resources.qld.gov.au/> or your solicitor will be able to provide this information. Easements may also exist for telephone lines, water and sewage mains and natural gas supply lines.

#### 9.1.2 Why are easements necessary?

Easements are also created to allow the Electricity Entity clear, 24 hour access to the electric lines. It is important to keep the easement clear at all times so regular maintenance, line upgrades, damage or technical faults can be attended to immediately to provide a safe and reliable supply of electricity. Interference with Electricity Entity's rights and electrical equipment may compromise safety of the public and the occupiers of the property. Therefore, it is essential that Electricity Entity's rights are understood and observed.

#### 9.1.3 How do I know if there are easements on my property?

Contact your solicitor or The Department of Natural Resources and Mines to obtain a Title Search that shows all registered easements on the property.

#### 9.1.4 Who owns the land the easement is on?

The ownership of that land encumbered with the easement remains with the property owner.

#### 9.1.5 How does an easement affect what I can do with my property?

An easement controls what you can build, what size trees you can plant and what outdoor activities you can carry out in the easement area.

An easement affects the use of the property by limiting the development that can be undertaken within the easement area. The exact rights granted to an Electricity Entity under an electricity easement will depend on the wording used in the grant of easement. Property owners and occupiers should also be aware that an Electricity Entity has the right of access to land to undertake certain works (including reading meters and disconnecting supply). These rights of access are granted by Queensland legislation not the easement and so may not be registered on the property's title and therefore may not be revealed in a Title Search.

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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## 9.1.6 Who is responsible for maintenance of easement area?

You must provide a continuous, unobstructed area along the full length of the easement to allow an Electricity Entity access to electric lines, transformers, underground cables and other equipment at all times. A width of 4.5 m is typically required for the safe passage of vehicles and heavy plant.

You must NOT place obstructions in the easement within 5 m of any electric lines, transformer, power pole, equipment or supporting wire.

Maintenance of the easement area is generally the responsibility of the property owner and/or occupier, however, complying with regulatory and safety requirements associated with Electricity Entity's electrical assets within the easement area is the responsibility of the Electricity Entity.

## 9.1.7 What type of maintenance work does Electricity Entity undertake on easements?

To enable Electricity Entity to construct, maintain, repair and rebuild electric lines on some properties, access roads and tracks are required on or adjacent to the easement area. As required, Electricity Entity is able to construct access tracks, retain the right of use of these tracks and maintain them to a suitable level to permit access for its vehicles. Where gates are installed within the easement area, an Electricity Entity lock may be required to enable continual access along the easement corridor.

In addition, periodic vegetation management works are also undertaken by Electricity Entity to ensure that a specified minimum clearance between vegetation and the electric lines is maintained.

Where possible, property owners will be contacted prior to easement maintenance and vegetation works commencing.

## 9.1.8 Where consent (Wayleave) to installing Electricity Entity infrastructure has been given

Much of Electricity Entity's above ground electricity network is constructed without easements. Instead, the consent of the owner of the affected land is obtained and the electrical infrastructure is installed. Historically this consent has been in the form of a document known as a Wayleave.

This consent (or Wayleave) is a document evidencing the agreement from a particular owner, but it is not registered on the title of the land like an easement.

Once consent is obtained from an owner, Queensland legislation (the Electricity Act 1994) says that the consent of all future owners to the electrical infrastructure is not required.

Queensland legislation grants Electricity Entity rights to access, maintain, repair and replace electrical assets installed with consent.

## 9.2. Contact Electricity Entity when planning construction work near electric lines

When planning and before commencement (regardless of whether or not local council approval is required), it is essential to confirm that the proposed construction work (e.g. building, structure, sign, crane, scaffold) does not breach the minimum statutory clearance distances that must be maintained from nearby Electricity Entity overhead or underground electric lines. Refer Electrical Safety Regulation 2013, Schedule 4 and 5 for information on statutory clearance distances that must be complied with.

It is extremely dangerous and potentially life threatening to allow anything to come in close proximity to the conductors of an electric line.

We advise not to build **under** or **near** powerlines or add to a structure under or near powerlines. This can cause exclusion zones to be encroached, which may endanger others now and in the future. Please note obligations under section 30 of the Electrical Safety Act 2002 and sections 68 of the Electrical Safety Regulation 2013.

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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There is an obligation to notify the Electricity Entity, before any work starts, where work is likely to involve a building or other structure coming within clearance requirements for an overhead or underground electric line.

Where it is necessary for an Electricity Entity to relocate electric lines due to statutory clearance breach caused by work performed nearby, the Electricity Entity may be entitled to recover costs from the PCBU, property owner or occupier who caused the breach. Refer Electrical Safety Regulation 2013, Section 209 Building or adding to structure near electric lines.

Although it is preferred that the area around Electricity Entity electrical assets (including within an Easement area) is free of development, the following examples provide property owners and occupiers with an indication of what type of development is acceptable and what is not.

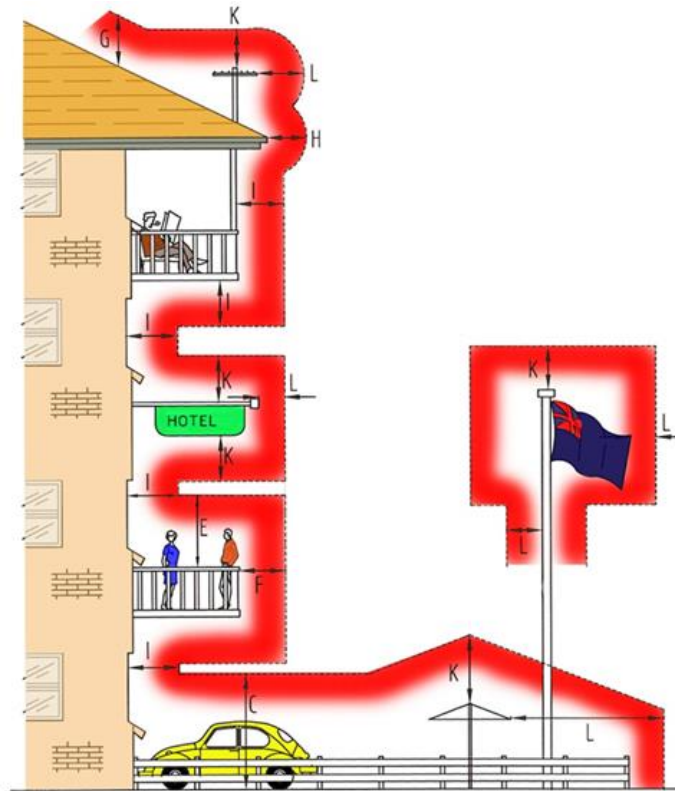
**NOTE:** Do not assume that your local council approval is sufficient approval for you to proceed with your work. The local council may not check whether or not your proposed construction work will comply with the Electricity Entity's statutory clearance requirements.

### 9.3. What clearances must be maintained once construction work is completed?

Electrical Safety Regulation 2013, Schedule 4 - Clearance of overhead electric lines and Schedule 5 - Clearance of low voltage overhead service lines detail the statutory clearances that must be maintained from overhead electric lines for completed buildings and structures. These statutory clearances will need to be taken into consideration during the planning phase of determining the location for a building or structure. The table below sets out the minimum statutory clearances required for voltage levels up to 33 kV. Additional requirements may apply for voltage levels above 33 kV, contact the Electricity Entity for consultation.

Where the Electricity Entity has identified a breach of statutory clearance resulting from erection of a building or structure, the statutory breach will be reportable to the Electrical Safety Office as a Dangerous Electrical Event and any costs incurred in subsequent remedial work to achieve required statutory clearances may be recovered from the person or company who caused the breach of statutory clearance.

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines



CODE	LOCATION	DIRECTION	INSULATED CABLE (ABC) (Note 1)	BARE	MORE THAN 1000 VOLTS BUT NOT MORE THAN 33KV
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**MINIMUM CLEARANCE FROM ROADS, GROUND, OR BOUNDARIES**

A	Crossing the carriageway, roadway	VERTICALLY	5.5m	5.5m	6.7m
A1	Designated "Over Dimension Routes"	VERTICALLY	7.0m	7.0m	7.5m
B	At other positions, footpath	VERTICALLY	5.5m	5.5m	5.5m
C	Other than roads but trafficable	VERTICALLY	5.5m	5.5m	5.5m
C1	Areas totally inaccessible to traffic or mobile machinery	VERTICALLY	4.5m	4.5m	4.5m
D	Cuttings, embankments, easement boundaries	HORIZONTALLY	1.5m	1.5m	2.1m
X	Real Property Boundaries	HORIZONTALLY	0.0m	0.0m	0.0m

**MINIMUM CLEARANCE FROM STRUCTURES AND BUILDINGS**

E F	Unroofed terraces, balconies, sun-decks, paved areas, etc, subject to pedestrian traffic only. A hand rail or wall surrounding such an area and on which a person may stand. (Note)	VERTICALLY AND HORIZONTALLY (Note)	2.7m 1.2m	3.7m 1.5m	4.6m 2.1m
G H	Roofs or similar structures not used for traffic or resort but on which a person may stand. A parapet surrounding such a roof and on which a person may stand. (Note)	VERTICALLY AND HORIZONTALLY (Note)	2.7m 0.9m	3.7m 1.5m	3.7m 2.1m
I	Covered places of traffic or resort such as windows which are capable of being opened, roofed open verandahs and covered balconies.	IN ANY DIRECTION	1.2m	1.5m	2.1m
J	Blank walls, windows which cannot be opened. (Note)	HORIZONTALLY	0.6m	1.5m	1.5m
K L	Other structures not normally accessible to persons. (Note)	VERTICALLY HORIZONTALLY (Note)	0.6m 0.3m	2.7m 1.5m	3.0m 1.5m

**NOTE:**

The vertical clearance and the horizontal clearance specified shall be maintained.

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

The following list of examples is not exhaustive, and it may be necessary to contact the Electricity Entity if doubt exists as to what is permitted around electricity assets.

<b>What is <i>PERMITTED</i> around Electricity Entity overhead or underground electric lines</b>	<b>What is <i>NOT PERMITTED</i> around Electricity Entity overhead or underground electric lines</b>
<ul style="list-style-type: none"> <li>✓ Erection of fences to a maximum height of 2.4 m is generally acceptable, provided they do not affect access to, and work on, the poles, electric lines and/or cables. Trees, shrubs and plants should be located clear of vehicle access. <b>Note:</b> Maximum Growth Height of 3 m.</li> <li>✓ Clothes hoists and barbecues should be located clear of the vehicle access way. <b>Note:</b> Maximum Height 2.5 m.</li> <li>✓ Installation of underground utility services, such as low voltage electricity, gas, telephone and water, is generally acceptable, subject to clearances from Electricity Entity poles and supporting structures, and underground electric mains.</li> <li>✓ Excavating, filling and altering of nearby land may be acceptable but full details need to be provided to the Electricity Entity for assessment.</li> <li>✓ Vehicles, mobile plant and equipment within the easement area need to maintain the minimum statutory clearances distances from overhead electric lines. Normal farming, grazing and other agricultural activities can be carried out. Take care when ploughing or operating mobile machinery or irrigation equipment near Electricity Entity's equipment.</li> <li>✓ Parking of vehicles, trucks, trailers, etc. is normally allowed. <b>Note:</b> Maximum Load and Aerial Height of 4 m. Barriers of an approved design (e.g. bollards) may be required to protect poles from vehicle contact damage. Heavy vehicle or operating plant crossings may need a protective concrete cover to ensure underground cables are not damaged.</li> </ul>	<ul style="list-style-type: none"> <li>✗ Build houses, sheds, garages or other large structures. Building of roofed/unroofed verandas, swimming pools and pergolas are generally not acceptable.</li> <li>✗ Flying kites or model aircraft within the easement.</li> <li>✗ Driving fence posts or stakes into ground within easements where there is underground cabling.</li> <li>✗ Storing liquids such as petrol, diesel fuel, or any flammable or combustible material that will burn.</li> <li>✗ Installing lighting poles.</li> <li>✗ Stockpiling soil or garbage within the easement.</li> <li>✗ Planting trees in large quantities that could create a fire hazard or that grow in excess of the approved maximum height of 3 m.</li> <li>✗ Storing or using explosives.</li> <li>✗ Residing in or occupying any caravan or mobile home within an easement.</li> <li>✗ Placing obstructions within the vicinity of any Electricity Entity assets (e.g. power pole, overhead electric line, equipment or pole stay) that impede access to or work on these assets.</li> </ul>

# Electricity Entity Requirements - Working Near Overhead and Underground Electric Lines

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## 9.4. What about Electric and Magnetic Fields?

The Electricity Entity operates its electric lines within the current guidelines set by the National Health and Medical Research Council for exposure to 50/60 hertz electric and magnetic fields (EMF) and is mindful of some community concern about such fields and health. Contact the Electricity Entity (General Enquiries phone number - refer page 3). Alternatively, further information can be sourced from:

Energy Networks Association (ENA) brochure - "Electric and Magnetic Fields - What We Know", January 2014

[http://www.ena.asn.au/sites/default/files/emf-what-we-know-jan-2014-final\\_1\\_1.pdf](http://www.ena.asn.au/sites/default/files/emf-what-we-know-jan-2014-final_1_1.pdf)

Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) brochure - "Electricity and Health", May 2011

[http://www.arpansa.gov.au/RadiationProtection/Factsheets/is\\_electricity.cfm](http://www.arpansa.gov.au/RadiationProtection/Factsheets/is_electricity.cfm)

Job ID 52091379

**NBN Co Qld**

**Referral**  
266565666

**Member Phone**  
1800 687 626

## Responses from this member

**Response received** Tue 13 Jan 2026 11.33am

<b>File name</b>	<b>Page</b>
Response Body	49
266565666_20260113_013238262933_1.pdf	50
4678_NBN_Dial_Before_You_Dig_Poster_20170517.pdf	53
Disclaimer_266565666_20260113_013238262933.pdf	55

Hi Tiffany Doi,

Please find attached the response to your DBYD referral for the address mentioned in the subject line. The location shown in our DBYD response is assumed based off the information you have provided. If the location shown is different to the location of the excavation then this response will consequently be rendered invalid.

Take the time to read the response carefully and note that this information is only valid for 28 days after the date of issue.

If you have any further enquiries, please do not hesitate to contact us.


Regards,  
Network Services and Operations  
NBN Co Limited  
P: 1800626329  
E: [dbyd@nbnco.com.au](mailto:dbyd@nbnco.com.au)  
[www.nbnco.com.au](http://www.nbnco.com.au)

#### Confidentiality and Privilege Notice

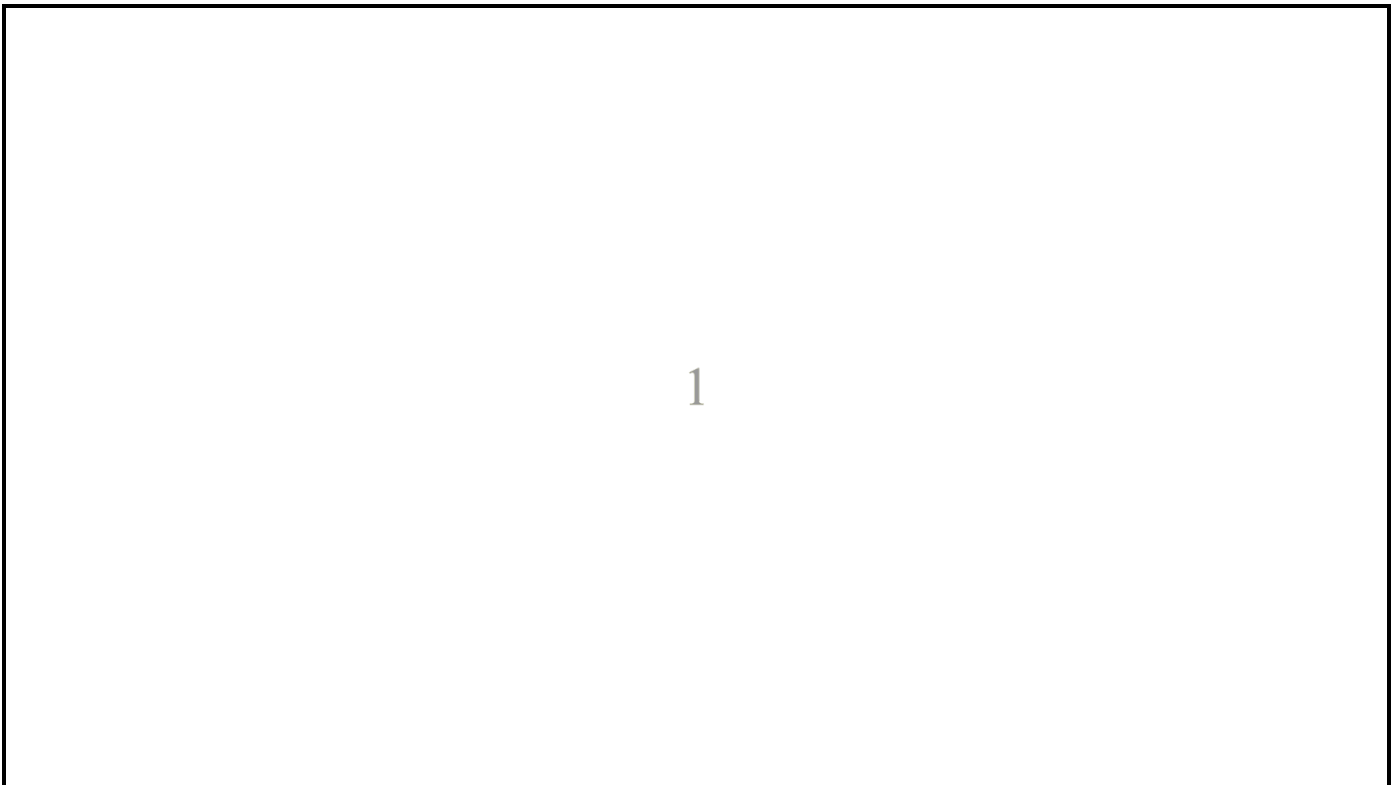
This e-mail is intended only to be read or used by the addressee. It is confidential and may contain legally privileged information. If you are not the addressee indicated in this message (or responsible for delivery of the message to such person), you may not copy or deliver this message to anyone, and you should destroy this message and kindly notify the sender by reply e-mail. Confidentiality and legal privilege are not waived or lost by reason of mistaken delivery to you. Any views expressed in this message are those of the individual sender, except where the sender specifically states them to be the views of NBN Co Limited

Please Do Not Reply To This Mail

**To:** Tiffany Doi  
**Phone:** Not Supplied  
**Fax:** Not Supplied  
**Email:** tiffany@bowenlawservices.com.au

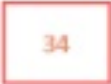




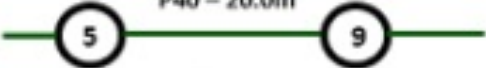






<b>Dial before you dig Job #:</b>	52091379	
<b>Sequence #</b>	266565666	
<b>Issue Date:</b>	13/01/2026	
<b>Location:</b>	Unit 9 239-241 Lyons St , Westcourt , QLD , 4870	

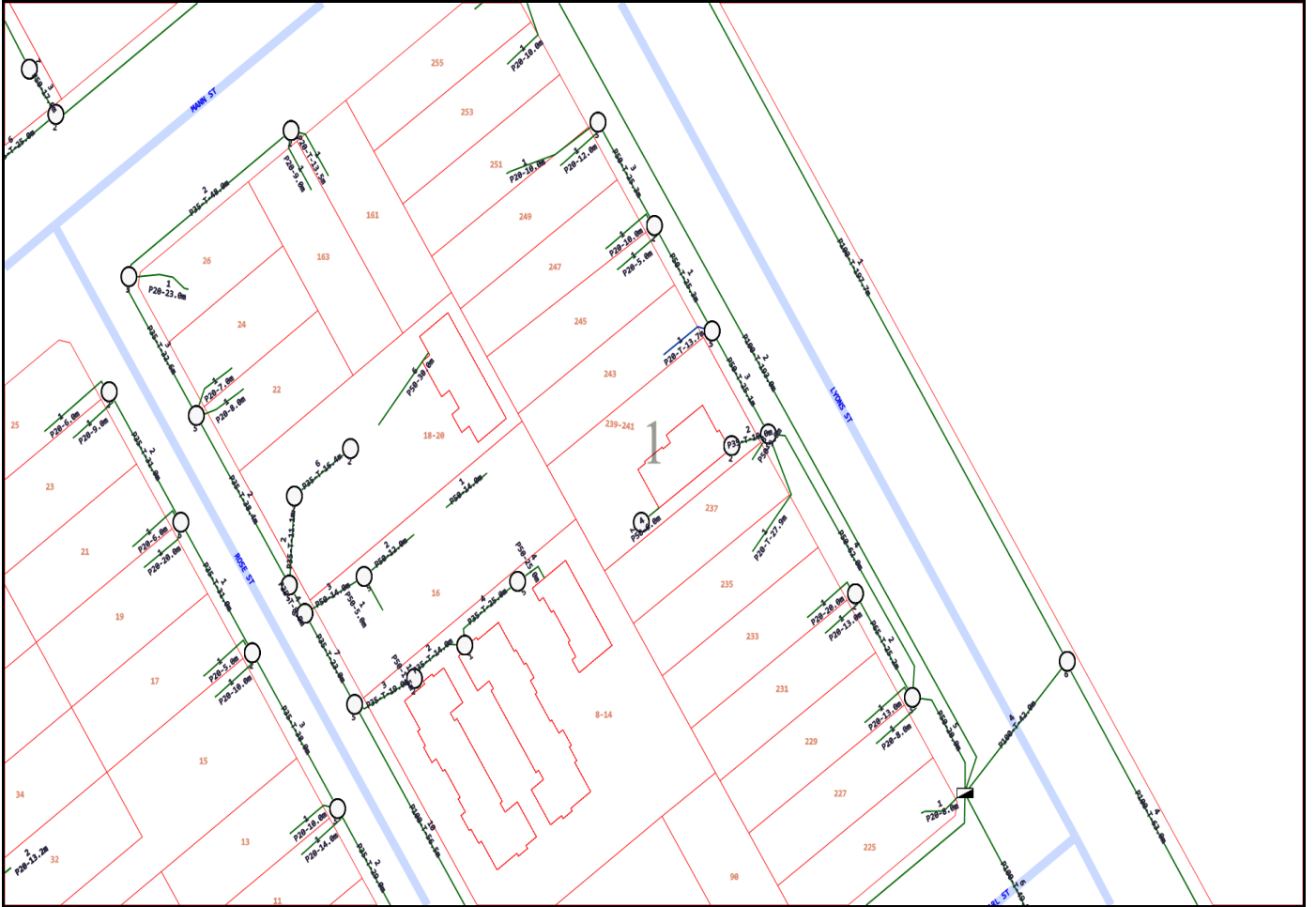
**Indicative Plans are tiled below to demonstrate how to layout and read nbn asset plans**





## LEGEND

	Parcel and the location
	Pit with size "5"
	Power Pit with size "2E". Valid PIT Size: e.g. 2E, 5E, 6E, 8E, 9E, E, null.
	Manhole
	Pillar
<p style="text-align: center;">2 PO – T- 25.0m P40 – 20.0m</p> 	Cable count of trench is 2. One "Other size" PVC conduit (PO) owned by Telstra (-T-), between pits of sizes, "5" and "9" are 25.0m apart. One 40mm PVC conduit (P40) owned by NBN, between pits of sizes, "5" and "9" are 20.0m apart.
<p style="text-align: center;">2 10.0m</p> 	2 Direct buried cables between pits of sizes, "5" and "9" are 10.0m apart.
	Trench containing any <b>INSERVICE/CONSTRUCTED</b> (Copper/RF/Fibre) cables.
	Trench containing only <b>DESIGNED/PLANNED</b> (Copper/RF/Fibre/Power) cables.
	Trench containing any <b>INSERVICE/CONSTRUCTED</b> (Power) cables.
<p style="text-align: center;">BROADWAY ST</p> 	Road and the street name "Broadway ST"
<p style="text-align: center;">Scale</p>	<p style="text-align: center;">0    20    40    60    Meters</p>  <p style="text-align: center;">1:2000 1 cm equals 20 m</p>



## Emergency Contacts

You must immediately report any damage to the **nbn**™ network that you are/become aware of. Notification may be by telephone - 1800 626 329.



# Working near nbn™ cables

**nbn** has partnered with Dial Before You Dig to give you a single point of contact to get information about **nbn** underground services owned by **nbn** and other utility/service providers in your area including communications, electricity, gas and other services. Contact with underground power cables and gas services can result in serious injury to the worker, and damage and costly repairs. You must familiarise yourself with all of the Referral Conditions (meaning the referral conditions referred to in the DBYD Notice provided by **nbn**).

## Practice safe work habits

Once the DBYD plans are reviewed, the Five P's of Excavation should be adopted in conjunction with your safe work practices (which must be compliant with the relevant state Electrical Safety Act and Safe Work Australia "Excavation Work Code of Practice", as a minimum) to ensure the risk of any contact with underground **nbn** assets are minimised.



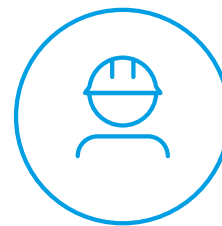
**Plan:** Plan your job by ensuring the plans received are current and apply to the work to be performed. Also check for any visual cues that may indicate the presence of services not covered in the DBYD plans.



**Prepare:** Prepare for your job by engaging a DBYD Certified Plant Locator to help interpret plans and identify on-site assets. Contact **nbn** should you require further assistance.



**Pothole:** Non-destructive potholing (i.e. hand digging or hydro excavation) should be used to positively locate **nbn** underground assets with minimal risk of contact and service damage.

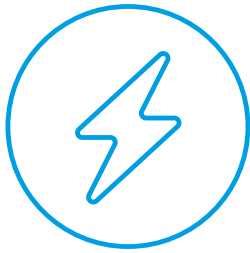


**Protect:** Protecting and supporting the exposed **nbn** underground asset is the responsibility of the worker. Exclusion zones for **nbn** assets are clearly stated in the plan and appropriate controls must be implemented to ensure that encroachment into the exclusion zone by machinery or activities with the potential to damage the asset is prevented.

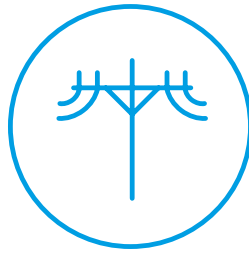


**Proceed:** Proceed only when the appropriate planning, preparation, potholing and protective measures are in place.

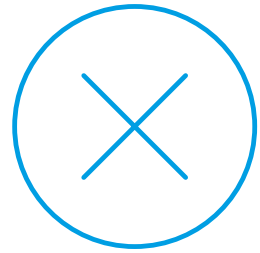
# Working near **nbn**<sup>TM</sup> cables



Identify all electrical hazards, assess the risks and establish control measures.



When using excavators and other machinery, also check the location of overhead power lines.



Workers and equipment must maintain safety exclusion zones around power lines.

---

Once all work is completed, the excavation should be re-instated with the same type of excavated material unless specified by **nbn**. Please note:

- Construction Partners of **nbn** may require additional controls to be in place when performing excavation activities.
- The information contained within this pamphlet must be used in conjunction with other material supplied as part of this request for information to adequately control the risk of potential asset damage.

## Contact

All **nbn**<sup>TM</sup> network facility damages must be reported online [here](#).  
For enquiries related to your DBYD request please call 1800 626 329.

### Disclaimer


This brochure is a guide only. It does not address all the matters you need to consider when working near our cables. You must familiarise yourself with other material provided (including the Referral Conditions) and make your own inquiries as appropriate.

**nbn** will not be liable or responsible for any loss, damage or costs incurred as a result of reliance on this brochure.

This document is provided for information purposes only. This document is subject to the information classification set out on this page. If no information classification has been included, this document must be treated as UNCLASSIFIED, SENSITIVE and must not be disclosed other than with the consent of nbn co. The recipient (including third parties) must make and rely on their own inquiries as to the currency, accuracy and completeness of the information contained herein and must not use this document other than with the consent of nbn co. Copyright © 2021 nbn co limited. All rights reserved.



**To:** Tiffany Doi  
**Phone:** Not Supplied  
**Fax:** Not Supplied  
**Email:** tiffany@bowenlawservices.com.au

<b>Before You Dig Australia Job #:</b>	52091379	
<b>Sequence #</b>	266565666	
<b>Issue Date:</b>	13/01/2026	
<b>Location:</b>	Unit 9 239-241 Lyons St , Westcourt , QLD , 4870	

## Information

The area of interest requested by you contains one or more assets.

<b>nbn™ Assets</b>	<b>Search Results</b>
<b>Communications</b>	Asset identified
<b>Electricity</b>	No assets

In this notice **nbn™ Facilities** means *underground fibre optic, telecommunications and/or power facilities, including but not limited to cables, owned and controlled by nbn™*

## Location of nbn™ Underground Assets

We thank you for your enquiry. In relation to your enquiry at the above address:

- **nbn's** records indicate that there **ARE nbn™** Facilities in the vicinity of the location identified above ("Location").
- **nbn** indicative plan/s are attached with this notice ("Indicative Plans").
- The Indicative Plan/s show general depth and alignment information only and are not an exact, scale or accurate depiction of the location, depth and alignment of **nbn™** Facilities shown on the Plan/s.
- In particular, the fact that the Indicative Plans show that a facility is installed in a straight line, or at uniform depth along its length cannot be relied upon as evidence that the facility is, in fact, installed in a straight line or at uniform depth.
- You should read the Indicative Plans in conjunction with this notice and in particular, the notes below.
- You should note that, at the present time, the Indicative Plans are likely to be more accurate in showing location of fibre optics and telecommunications cables than power cables. There may be a variation between the line depicted on the Indicative Plans and the location of any power cables. As such, consistent with the notes below, particular care must be taken by you to make your own enquiries and investigations to precisely locate any power cables and manage the risk arising from such cables accordingly.
- The information contained in the Indicative Plan/s is valid for 28 days from the date of issue set out above. You are expected to make your own inquiries and perform your own investigations (including engaging appropriately qualified plant locators, e.g BYDA Certified Locators, at your cost to locate **nbn™** Facilities during any activities you carry out on site).

We thank you for your enquiry and appreciate your continued use of the Before You Dig Australia Service. For any enquiries related to moving assets or Planning and Design activities, please visit the [nbn Commercial Works](#) website to complete the online application form. If you are planning to excavate and require further information, please email [dbyd@nbnco.com.au](mailto:dbyd@nbnco.com.au) or call 1800 626 329.

#### Notes:

1. You are now aware that there are **nbn™** Facilities in the vicinity of the above property that could be damaged as a result activities carried out (or proposed to be carried out) by you in the vicinity of the Location.
2. You should have regard to section 474.6 and 474.7 of the *Criminal Code Act 1995* (CoA) which deals with the consequences of interfering or tampering with a telecommunications facility. Only persons authorised by **nbn** can interact with **nbn's** network facilities.
3. Any information provided is valid only for **28 days** from the date of issue set out above.

## Referral Conditions

The following are conditions on which **nbn** provides you with the Indicative Plans. By accepting the plans, you are agreeing to these conditions. These conditions are in addition, and not in replacement of, any duties and obligations you have under applicable law.

1. **nbn** does not accept any responsibility for any inaccuracies of its plans including the Indicative Plans. You are expected to make your own inquiries and perform your own investigations (including engaging appropriately qualified plant locators, e.g BYDA Certified Locators, at your cost to locate **nbn™** Facilities during any activities you carry out on site).
2. You acknowledge that **nbn** has specifically notified you above that the Indicative Plans are likely to be more accurate in showing location of fibre optics and telecommunications cables than power cables. There may be a variation between the line depicted on the Indicative Plans and the location of any power cables.
3. You should not assume that **nbn™** Facilities follow straight lines or are installed at uniformed depths

along their lengths, even if they are indicated on plans provided to you. Careful onsite investigations are essential to locate the exact position of cables.

4. In carrying out any works in the vicinity of **nbn** Facilities, you must maintain the following minimum clearances:
  - 300mm when laying assets inline, horizontally or vertically.
  - 500mm when operating vibrating equipment, for example: jackhammers or vibrating plates.
  - 1000mm when operating mechanical excavators.
  - Adherence to clearances as directed by other asset owner's instructions and take into account any uncertainty for power cables.
5. You are aware that there are inherent risks and dangers associated with carrying out work in the vicinity of underground facilities (such as **nbn**™ fibre optic, copper and coaxial cables, and power cable feed to **nbn**™ assets). Damage to underground electric cables may result in:
  - Injury from electric shock or severe burns, with the possibility of death.
  - Interruption of the electricity supply to wide areas of the city.
  - Damage to your excavating plant.
  - Responsibility for the cost of repairs.
6. You must take all reasonable precautions to avoid damaging **nbn**™ Facilities. These precautions may include but not limited to the following:
  - All excavation sites should be examined for underground cables by careful hand excavation. Cable cover slabs if present must not be disturbed. Hand excavation needs to be undertaken with extreme care to minimise the likelihood of damage to the cable, for example: the blades of hand equipment should be aligned parallel to the line of the cable rather than digging across the cable.
  - If any undisclosed underground cables are located, notify **nbn** immediately.
  - All personnel must be properly briefed, particularly those associated with the use of earth-moving equipment, trenching, boring and pneumatic equipment.
  - The safety of the public and other workers must be ensured.
  - All excavations must be undertaken in accordance with all relevant legislation and regulations.
7. You will be responsible for all damage to **nbn**™ Facilities that are connected whether directly, or indirectly with work you carry out (or work that is carried out for you or on your behalf) at the Location. This will include, without limitation, all losses expenses incurred by **nbn** as a result of any such damage.
8. You must immediately report any damage to the **nbn**™ network that you are/become aware of. Notification may be by telephone - 1800 626 329.
9. Except to the extent that liability may not be capable of lawful exclusion, **nbn** and its servants and agents and the related bodies corporate of **nbn** and their servants and agents shall be under no liability whatsoever to any person for any loss or damage (including indirect or consequential loss or damage) however caused (including, without limitation, breach of contract negligence and/or breach of statute) which may be suffered or incurred from or in connection with this information sheet or any plans (including Indicative Plans) attached hereto. Except as expressly provided to the contrary in this information sheet or the attached plans (including Indicative Plans), all terms, conditions, warranties, undertakings or representations (whether expressed or implied) are excluded to the fullest extent permitted by law.

All works undertaken shall be in accordance with all relevant legislations, acts and regulations applicable to the particular state or territory of the Location. The following table lists all relevant documents that shall be considered and adhered to.

State/Territory	Documents
<b>National</b>	Work Health and Safety Act 2011
	Work Health and Safety Regulations 2011
	Safe Work Australia - Working in the Vicinity of Overhead and Underground Electric Lines (Draft)

	Occupational Health and Safety Act 1991
<b>NSW</b>	Electricity Supply Act 1995
	Work Cover NSW - Work Near Underground Assets Guide
	Work Cover NSW - Excavation Work: Code of Practice
<b>VIC</b>	Electricity Safety Act 1998
	Electricity Safety (Network Asset) Regulations 1999
<b>QLD</b>	Electrical Safety Act 2002
	Code of Practice for Working Near Exposed Live Parts
<b>SA</b>	Electricity Act 1996
<b>TAS</b>	Tasmanian Electricity Supply Industry Act 1995
<b>WA</b>	Electricity Act 1945
	Electricity Regulations 1947
<b>NT</b>	Electricity Reform Act 2005
	Electricity Reform (Safety and Technical) Regulations 2005
<b>ACT</b>	Electricity Act 1971

Thank You,

**nbn BYDA**

Date: 13/01/2026

This document is provided for information purposes only. This document is subject to the information classification set out on this page. If no information classification has been included, this document must be treated as UNCLASSIFIED, SENSITIVE and must not be disclosed other than with the consent of nbn co. The recipient (including third parties) must make and rely on their own inquiries as to the currency, accuracy and completeness of the information contained herein and must not use this document other than with the consent of nbn co.

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Job ID 52091379

## Telstra QLD Regional

**Referral**  
266565669

**Member Phone**  
1800 653 935

### Responses from this member

**Response received** Tue 13 Jan 2026 12.42pm

File name	Page
Response Body	60
266565669.pdf	62
AccreditedPlantLocators 2025-12-17b.pdf	64
Telstra Duty of Care v33.0a.pdf	65
Telstra Map Legend v4_0c.pdf	67




**Attention:** Tiffany Doi

**Site Location:** Unit 9 239-241 Lyons St, Westcourt, QLD 4870

**Your Job Reference:** 94665

**Please do not reply to this email, this is an automated message -**

Thank you for requesting Telstra information via Before You Dig Australia (BYDA). This response contains Telstra Information relating to your recent request.





 Accredited Plant Locator	General Contact Information including applications required to view Cable Plans - DWF & PDF
 Telstra Duty of Care v33.0a	Your responsibility and Legal requirements working near Telstra's Assets
 Telstra Map Legend v4_0c	Common Symbols on Cable Plans and Safe Clearance distances when working near Telstra Assets



Please note:

When working in the vicinity of telecommunications plant you have a 'Duty of Care' that must be observed.

Ensure you read all documents (attached) - they contain important information.

In particular please read and familiarise yourself with the Before you Dig Australia - BEST PRACTISE GUIDES and The five Ps of safe excavation <https://www.byda.com.au/before-you-dig/best-practice-guides/>, as these documents set out the essential steps that must be undertaken prior to commencing construction activities.

 <p>Best practice guides and the five P's of safe excavation</p>	<p>These are the essential steps to be undertaken prior to commencing construction activities</p>	<p>Essential Steps : <a href="#">Link</a> 5 P's: <a href="#">Link</a></p>
	<p>Telstra highly recommends using Certified Locators</p>	<p>CERTLOC : <a href="#">Link</a></p>
 <p><b>1800 653 935</b> Telstra Plan Services</p>	<p>Whenever in doubt please contact this number for Telstra BYDA map related enquiries email <a href="mailto:Telstra.Plans@team.telstra.com">Telstra.Plans@team.telstra.com</a></p>	<p>Note: that Telstra plans are only valid for <b>60</b> days from the date of issue</p>
 <p>How to Report Damage to Telstra Equipment</p>	<p><b>If you think you have damaged Telstra Assets, please Report it ASAP.</b></p>	<p>Call: <b>13 22 03</b> Report Online: <a href="#">Link</a></p>

	<p>It is a criminal offence under the 'Criminal code act 1995' to tamper or interfere with Telecommunications infrastructure. Telstra will take action to recover compensation for the damage caused to property and assets, and for interference with the operation of Telstra's networks and customer service.</p>
	<p>Telstra plans contain confidential information and are provided on the basis that they are used solely for identifying location or vicinity of Telstra's infrastructure to avoid damage to this infrastructure occurring as part of any digging or other excavation activity. You must not use Telstra's plans for any other purpose or in a way that will cause loss or damage. You must comply with any other terms of access to the data that have been provided by you by Telstra (including conditions of use or access).</p>

**WARNING - MAJOR CABLES and/or OPTIC FIBRE IN THE AREA.**

**Phone 1800 653 935 for further assistance.**

Note: In some areas Telstra fibre routes may be marked as "Amcom", as Telstra has purchased much of this infrastructure. If in doubt, please contact Telstra Plan services on the number above. Telstra plans and information are only valid for 60 days from the date of issue.

**WARNING:**

Telstra plans and location information conform to Quality Level 'D' of the Australian Standard AS 5488 - Classification of Subsurface Utility Information. As such, Telstra supplied location information is indicative only. Spatial accuracy is not applicable to Quality Level D. Refer to AS 5488 for further details. The exact position of Telstra assets can only be validated by physically exposing them. Telstra does not warrant or hold out that its plans are accurate and accepts no responsibility for any inaccuracy. Further on site investigation is required to validate the exact location of Telstra assets prior to commencing work. A Certified Locating Organisation is an essential part of the process to validate the exact location of Telstra assets and to ensure the assets are protected during construction works. See the **Before You Dig Australia - BEST PRACTISE GUIDES and The five Ps of safe excavation** <https://www.byda.com.au/before-you-dig/best-practice-guides/>.

Please note that:

- it is a criminal offence under the *Criminal Code Act 1995* (Cth) to tamper or interfere with telecommunications infrastructure.
- Telstra will take action to recover compensation for damage caused to property and assets, and for interference with the operation of Telstra's networks and customers' services.

Telstra's plans contain Telstra's confidential information and are provided on the basis that they are used solely for identifying the location or vicinity of Telstra's infrastructure to avoid damage to this infrastructure occurring as part of any digging or other excavation activity. You must not use Telstra's plans for any other purpose or in a way that will cause Telstra loss or damage and you must comply with any other terms of access to the data that have been provided to you by Telstra (including Conditions of Use or Access).

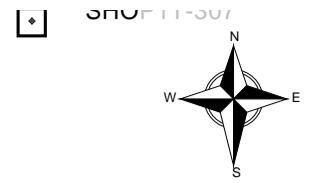
(See attached file: *Telstra Duty of Care v33.0a.pdf*)

(See attached file: *Telstra Map Legend v4\_0c.pdf*)

(See attached file: *AccreditedPlantLocators 2025-12-17b.pdf*)

(See attached file: *266565669.pdf*)

# Cable Plan



199-  
L10  
SP312766



Report Damage: <https://service.telstra.com.au/customer/general/forms/report-damage-to-telstra/>  
 Ph - 13 22 03  
 Email - Telstra.Plans@team.telstra.com  
 Planned Services - ph 1800 653 935 (AEST bus hrs only) General Enquiries

Sequence Number: 266565669

TELSTRA LIMITED A.C.N. 086 174 781

Generated On 13/01/2026 12:32:48

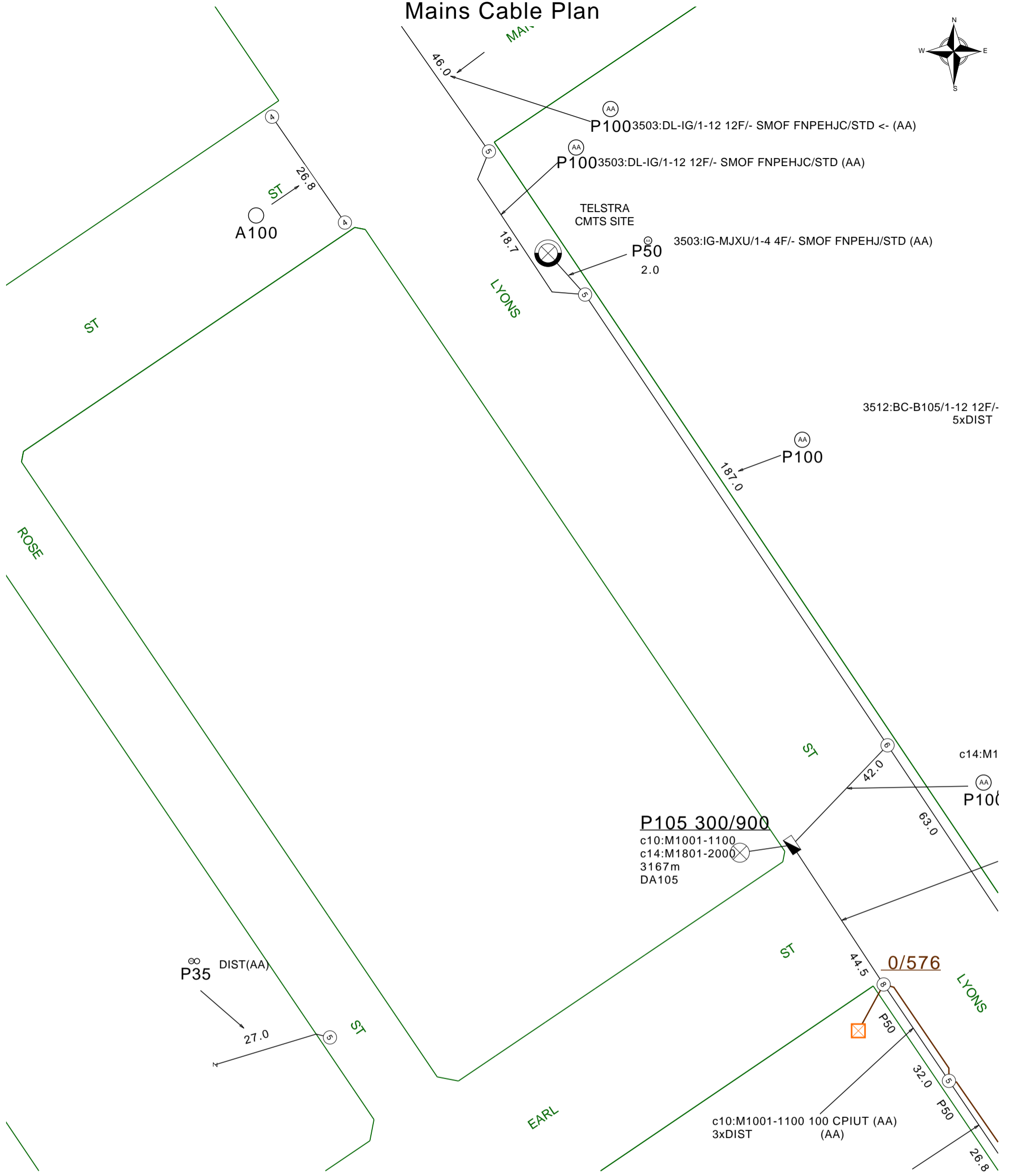
**CAUTION: Fibre optic and/ or major network present in plot area. Please read the Duty of Care and contact Telstra Plan Services should you require any assistance.**

The above plan must be viewed in conjunction with the Mains Cable Plan on the following page

**WARNING**  
 Telstra plans and location information conform to Quality Level "D" of the Australian Standard AS 5488-Classification of Subsurface Utility Information. As such, Telstra supplied location information is indicative only. Spatial accuracy is not applicable to Quality Level D. Refer to AS 5488 for further details. The exact position of Telstra assets can only be validated by physically exposing it. Telstra does not warrant or hold out that its plans are accurate and accepts no responsibility for any inaccuracy. Further on site investigation is required to validate the exact location of Telstra plant prior to commencing construction work. A Certified Locating Organisation is an essential part of the process to validate the exact location of Telstra assets and to ensure the asset is protected during construction works.

See the Steps- Telstra Duty of Care that was provided in the email response.

# Mains Cable Plan



Report Damage: <https://service.telstra.com.au/customer/general/forms/report-damage-to-telstra>  
 Ph - 13 22 03  
 Email - Telstra.Plans@team.telstra.com  
 Planned Services - ph 1800 653 935 (AEST bus hrs only) General Enquiries

Sequence Number: 266565669

**CAUTION: Fibre optic and/ or major network present in plot area. Please read the Duty of Care and contact Telstra Plan Services should you require any assistance.**

TELSTRA LIMITED A.C.N. 086 174 781  
 Generated On 13/01/2026 12:32:51

The above plan must be viewed in conjunction with the Mains Cable Plan on the following page

**WARNING**  
 Telstra plans and location information conform to Quality Level "D" of the Australian Standard AS 5488-Classification of Subsurface Utility Information. As such, Telstra supplied location information is indicative only. Spatial accuracy is not applicable to Quality Level D. Refer to AS 5488 for further details. The exact position of Telstra assets can only be validated by physically exposing it. Telstra does not warrant or hold out that its plans are accurate and accepts no responsibility for any inaccuracy. Further on site investigation is required to validate the exact location of Telstra plant prior to commencing construction work. A Certified Locating Organisation is an essential part of the process to validate the exact location of Telstra assets and to ensure the asset is protected during construction works.  
 See the Steps- Telstra Duty of Care that was provided in the email response.

## General Information



Telstra highly recommends using Certified Locators.

For more info contact a [CERTLOC Certified Locating Organisation \(CLO\)](#) or Telstra Location Intelligence Team 1800 653 935



**Before you Dig Australia – BEST PRACTISE GUIDES**  
<https://www.byda.com.au/before-you-dig/best-practice-guides/>



### OPENING ELECTRONIC MAP ATTACHMENTS –

Telstra Cable Plans are generated automatically in either PDF or DWF file types. Dependent on the site address and the size of area selected. You may need to download and install free viewing software from the internet e.g.



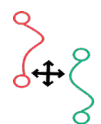
DWF Map Files (all sizes over A3)  
 Autodesk Viewer (Internet Browser) <https://viewer.autodesk.com/> or  
 Autodesk Design Review <http://usa.autodesk.com/design-review/> for DWF files.  
 (Windows PC)



PDF Map Files (max size A3)  
 Adobe Acrobat Reader <http://get.adobe.com/reader/>



Telstra New Connections / Disconnections  
 13 22 00



Telstra Protection & Relocation: 1800 810 443 (AEST business hours only).  
[Email](#)  
 Telstra Protection & Relocation Fact Sheet: [Link](#)  
 Telstra Protection & Relocation Home Page [Link](#)



Telstra Aerial Assets Group (overhead network)  
 1800 047 909

### Protect our Network:

by maintaining the following distances from our assets:

- **1.0m Mechanical Excavators, Farm Ploughing, Tree Removal**
- **500mm Vibrating Plate or Wacker Packer Compactor**
- **600mm Heavy Vehicle Traffic (over 3 tonnes) not to be driven across Telstra ducts or plant.**
- **1.0m Jackhammers/Pneumatic Breakers**
- **2.0m Boring Equipment (in-line, horizontal and vertical)**



# Before You Dig Australia

## Think before you dig

This document has been sent to you because you requested plans of the Telstra network through Before You Dig Australia (BYDA).

If you are working or excavating near telecommunications cables, or there is a chance that cables are located near your site, you are responsible to avoid causing damage to the Telstra network.

Please read this document carefully. Taking your time now and following the **BYDA's Best Practices and 5 Ps of Safe Excavation** <https://www.byda.com.au/before-you-dig/best-practice-guides/>

can help you avoid damaging our network, interrupting services, and potentially incurring civil and criminal penalties.

Our network is complex and working near it requires expert knowledge. Do not attempt these activities if you are not qualified to do so.



# Disclaimer and legal details

\*Telstra advises that the accuracy of the information provided by Telstra conforms to Quality Level D as defined in AS5488-2013.

It is a criminal offence under the Criminal Code Act 1995 (Cth) to tamper or interfere with telecommunications infrastructure.

Telstra will also take action to recover costs and damages from persons who damage assets or interfere with the operation of **Telstra's** networks.

By receiving this information including the indicative plans that are provided as part of this information package you confirm that you understand and accept the risks of working near **Telstra's** network and the importance of taking all the necessary steps to confirm the presence, alignments and various depths of **Telstra's** network. This in addition to, and not in replacement of, any duties and obligations you have under applicable law.

When working in the vicinity of a telecommunications plant you have a "Duty of Care" that must be observed. Please read and understand all the information and disclaimers provided below.

The Telstra network is complex and requires expert knowledge to interpret information, to identify and locate components, to pothole underground assets for validation and to safely work around assets without causing damage. If you are not an expert and/or qualified in these areas, then you must not attempt these activities. Telstra will seek compensation for damages caused to its property and losses caused to Telstra and its customers. Construction activities and/or any activities that potentially may impact on Telstra's assets must not commence without first undertaking these steps. Construction activities can include anything that involves breaking ground, potentially affecting Telstra assets.

If you are designing a project, it is recommended that you also undertake these steps to validate underground assets prior to committing to your design.

This Notice has been provided as a guide only and may not provide you with all the information that is required for you to determine what assets are on or near your site of interest. You will also need to collate and understand all information received from other Utilities and understand that some Utilities are not a part of the BYDA program and make your own enquiries as appropriate. It is the responsibility of the entities arranging for the works to be performed, supervising the works, and undertaking the works to protect Telstra network during excavation / construction works.

Telstra owns and retains the copyright in all plans and details provided in conjunction with the applicant's request. The applicant is authorised to use the plans and details only for the purpose indicated in the applicant's request. The applicant must not use the plans or details for any other purpose.

Telstra plans or other details are provided only for the use of the applicant, its servants, agents, or CERTLOC Certified Locating Organisation (CLO). The applicant must not give the plans or details to any parties other than these and must not generate profit from commercialising the plans or details. If the Applicant is aware of another party or parties about to perform or performing works at the location, it should ensure that the other party or parties have lodged a BYDA enquiry and obtained plans for that location. If you are undertaking excavations works you must follow the 5Ps of Safe Excavation. The 5 Ps of Safe Excavation are set out in the video in the below link.

<https://www.byda.com.au/education/resources/>

Telstra, its servants or agents shall not be liable for any loss or damage caused or occasioned by the use of plans and or details so supplied to the applicant, its servants and agents, and the applicant agrees to indemnify Telstra against any claim or demand for any such loss or damage.

Please ensure Telstra plans and information provided always remains on-site throughout the inspection, location, and construction phase of any works.

Telstra plans are valid for 60 days after issue and must be replaced if required after the 60 days.

## Data Extraction Fees

In some instances, a data extraction fee may be applicable for the supply of Telstra information. Typically, a data extraction fee may apply to large projects, planning and design requests or requests to be supplied in non-standard formats. For further details contact Telstra Location Intelligence Team.

Telstra does not accept any liability or responsibility for the performance of or advice given by a CERTLOC Certified Locating Organisation (CLO). Certification is an initiative taken by Telstra towards the establishment and maintenance of competency standards. However, performance and the advice given will always depend on the nature of the individual engagement.

Neither the Certified Locating Organisation nor any of its employees are an employee or agent for Telstra. Telstra is not liable for any damage or loss caused by the Certified Locating Organisation or its employees.

Once all work is completed, the excavation should be reinstated with the same type of excavated material unless specified by Telstra.

The information contained within this pamphlet must be used in conjunction with other material supplied as part of this request for information to adequately control the risk of potential asset damage.

When using excavators and other machinery, also check the location of overhead power lines.

Workers and equipment must maintain safety exclusion zones around power lines

**WARNING:** Telstra plans and location information conform to Quality Level 'D' of the Australian Standard AS 5488 - Classification of Subsurface Utility Information. As such, Telstra supplied location information is indicative only. Spatial accuracy is not applicable to Quality Level D. Refer to AS 5488 for further details. Telstra does not warrant or hold out that its plans are accurate and accepts no responsibility for any inaccuracy shown on the plans. **FURTHER ON SITE INVESTIGATION IS REQUIRED TO VALIDATE THE EXACT LOCATION OF TELSTRA PLANT PRIOR TO COMMENCING CONSTRUCTION WORK.** A plant location service is an essential part of the process to validate the exact location of Telstra assets and to ensure the assets are protected during construction works. The exact position of Telstra assets can only be validated by physically exposing them. Telstra will seek compensation for damages caused to its property and losses caused to Telstra and its customers.

## Privacy Note

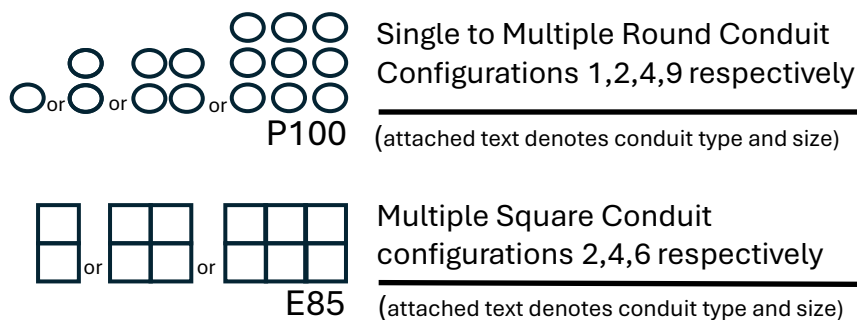
Your information has been provided to Telstra by BYDA to enable Telstra to respond to your BYDA request. Telstra keeps your information in accordance with its privacy statement. You can obtain a copy at [www.telstra.com.au/privacy](http://www.telstra.com.au/privacy) or by calling us at 1800 039 059 (business hours only).



# LEGEND

	<b>Lead-in terminates at a Customer Address</b>
	<b>Exchange</b> Major Cable Present
	Pillar / Cabinet Above ground Free Standing
	Above ground Complex Equipment Please note: Powered by 240v electricity
<b>OC</b>	Other Carrier Telecommunication Cable/ Asset. Not Telstra Owned
<b>DIST</b>	Distribution cables in Main Cable Ducts
<b>MC</b>	Main Cable ducts on a Distribution Plan
	Blocked or Damaged Duct
	Footway Access Chamber (can vary between 1-lid to 12-lid)
	NBN Pillar
	Third Party Owned Network Non-Telstra

	Cable Jointing Pit Number / Letter indicating Pit type/size
	Elevated Joint (above ground joint on buried cable)
	Telstra Plant in shared Utility trench
	Aerial cable / or cable on wall
	Aerial cable (attached to joint use Pole e.g., Power Pole)
	Marker Post Installed
	Buried Transponder
	Marker Post & Transponder
	Optical Fibre Cable Direct Buried
	Direct Buried Cable
	nbn owned network



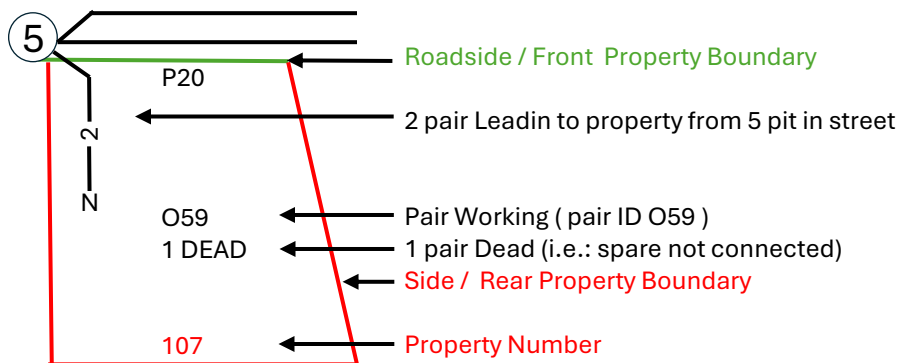
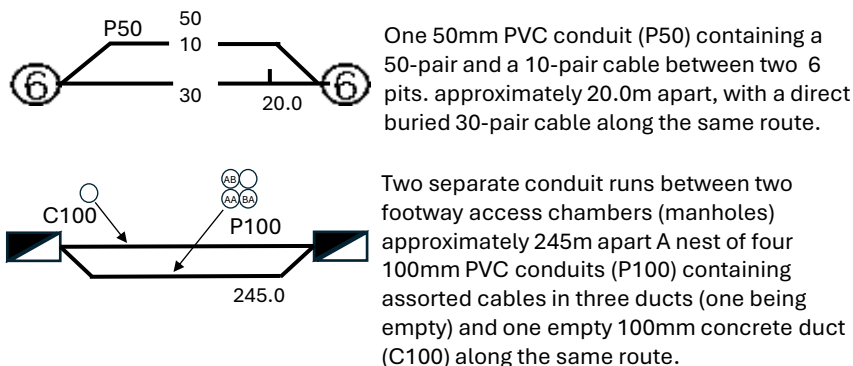
**Some examples of conduit type and size:**

A - Asbestos cement, P - PVC / Plastic, C - Concrete, GI - Galvanised Iron, E - Earthenware

Conduit sizes nominally range from 20mm to 100mm

P50 50mm PVC conduit  
P100 100mm PVC conduit  
A100 100mm asbestos cement conduit

**Some Examples of how to read Telstra Plans**



## The 5 Ps of Safe Excavation

<https://www.byda.com.au/before-you-dig/best-practice-guides/>

### Plan

Plan your job. Use the BYDA service at least one day before your job is due to begin, and ensure you have the correct plans and information required to carry out a safe project.

### Prepare

Prepare by communicating with asset owners if you need assistance. Look for clues onsite. Engage a Certified Locator.

### Pothole

Potholing is physically sighting the asset by hand digging or hydro vacuum extraction.

### Protect

Protecting and supporting the exposed infrastructure is the responsibility of the excavator. Always erect safety barriers in areas of risk and enforce exclusion zones.

### Proceed

Only proceed with your excavation work after planning, preparing, potholing (unless prohibited), and having protective measures in place.



## End of document

**i** This document may exclude some files (eg. DWF or ZIP files)

This document was automatically generated at a point-in-time. Be aware that the source information from which this document was created may have changed since it was produced. This document may contain incomplete or out-of-date information. Always check your enquiry details in the BYDA Referral Service for the most recent information. For copyright information refer to individual responses.

# BCCM

# Form 33

Department of Justice

## Body corporate certificate

*Body Corporate and Community Management Act 1997, section 205(4)*

*This form is effective from 1 August 2025*

*For the sale of a lot included in a community titles scheme under the Body Corporate and Community Management Act 1997 (other than a lot to which the Body Corporate and Community Management (Specified Two-lot Schemes Module) Regulation 2011 applies).*

**WARNING - Do not sign a contract to buy a property in a community titles scheme until you have read and understood the information in this certificate. Obtain independent legal advice if needed.**

You may rely on this certificate against the body corporate as conclusive evidence of matters stated in the certificate, except any parts where the certificate contains an error that is reasonably apparent.

This certificate contains important information about the lot and community titles scheme named in the certificate, including:

- becoming an owner and contacting the body corporate
- details of the property and community titles scheme
- by-laws and exclusive use areas
- lot entitlements and financial information
- owner contributions and amounts owing
- common property and assets
- insurance
- contracts and authorisations

This certificate does not include information about:

- physical defects in the common property or buildings in the scheme;
- body corporate expenses and liabilities for which the body corporate has not fixed contributions;
- current, past or planned body corporate disputes or court actions;
- orders made against the body corporate by an adjudicator, a tribunal or a court;
- matters raised at recent committee meetings or body corporate meetings; or
- the lawful use of lots, including whether a lot can be used for short-term letting.

Search applicable planning laws, instruments and documents to find out what your lot can be used for. If you are considering short-term letting your lot, contact your solicitor, the relevant local government or other planning authority to find out about any approvals you will need or if there are any restrictions on short-term letting. It is possible that lots in the community titles scheme are being used now or could in future be used lawfully or unlawfully for short-term or transient accommodation.

### The community management statement

Each community titles scheme has a community management statement (CMS) recorded with Titles Queensland, which contains important information about the rights and obligations of the owners of lots in the scheme. The seller must provide you with a copy of the CMS for the scheme before you sign a contract.

## The Office of the Commissioner for Body Corporate and Community Management

The Office of the Commissioner for Body Corporate and Community Management provides an information and education service and a dispute resolution service for those who live, invest or work in community titles schemes. Visit [www.qld.gov.au/bodycorporate](http://www.qld.gov.au/bodycorporate).

You can ask for a search of adjudicators orders to find out if there are any past or current dispute applications lodged for the community titles scheme for the lot you are considering buying [www.qld.gov.au/searchofadjudicatorsorders](http://www.qld.gov.au/searchofadjudicatorsorders).

### The information in this certificate is issued on 22/01/2026

#### Becoming an owner

When you become an owner of a lot in a community titles scheme, you:

- automatically become a member of the body corporate and have the right to participate in decisions about the scheme;
- must pay contributions towards the body corporate's expenses in managing the scheme; and
- must comply with the body corporate by-laws.

You must tell the body corporate that you have become the owner of a lot in the scheme within 1 month of settlement. You can do this by using the BCCM Form 8 Information for body corporate roll. Fines may apply if you do not comply.

#### How to get more information

You can inspect the body corporate records which will provide important information about matters not included in this certificate. To inspect the body corporate records, you can contact the person responsible for keeping body corporate records (see below), or you can engage the services of a search agent. Fees will apply.

Planning and development documents can be obtained from the relevant local government or other planning authority. Some relevant documents, such as the development approval, may be available from the body corporate, depending on when and how the body corporate was established.

## Contacting the body corporate

The body corporate is an entity made up of each person who owns a lot within a community titles scheme.

#### Name and number of the community titles scheme

**LYONS STREET APARTMENTS**

CTS No. **775**

#### Body corporate manager

Bodies corporate often engage a body corporate manager to handle administrative functions.

#### Is there a body corporate manager for the scheme?

Yes. The body corporate manager is:

Name: **Nicole Lunan**

Company: **BodyCorp101**

Phone:

Email: **enquiries@bodycorp101.com**

#### Accessing records

#### Who is currently responsible for keeping the body corporate's records?

The body corporate manager named above.

## Property and community titles scheme details

### Lot and plan details

Lot number: **9**

Plan type and number: **70856**

Plan of subdivision: **BUILDING FORMAT PLAN**

The plan of subdivision applying to a lot determines maintenance and insurance responsibilities.

### Regulation module

There are 5 regulation modules for community titles schemes in Queensland. The regulation module that applies to the scheme determines matters such as the length of service contracts and how decisions are made.

More information is available from [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate).

**The regulation module that applies to this scheme is the:**

**Standard**

NOTE: If the regulation module that applies to the scheme is the Specified Two-lot Schemes Module, then BCCM Form 34 should be used.

### Layered arrangements of community titles schemes

A layered arrangement is a grouping of community titles schemes, made up of a principal scheme and one or more subsidiary schemes. Find more information at [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate)

**Is the scheme part of a layered arrangement of community titles schemes?**

**No**

If yes, you should investigate the layered arrangement to obtain further details about your rights and obligations. The name and number of each community titles scheme part of the layered arrangement should be listed in the community management statement for the scheme given to you by the seller.

### Building management statement

A building management statement is a document, which can be put in place in certain buildings, that sets out how property and shared facilities are accessed, maintained and paid for by lots in the building. It is an agreement between lot owners in the building that usually provides for supply of utility services, access, support and shelter, and insurance arrangements. A lot can be constituted by a community titles scheme's land.

**Does a building management statement apply to the community titles scheme?**

**No**

If yes, you can obtain a copy of the statement from Titles Queensland: [www.titlesqld.com.au](http://www.titlesqld.com.au). You should seek legal advice about the rights and obligations under the building management statement before signing the contract -for example, this can include costs the body corporate must pay in relation to shared areas and services.

## By-laws and exclusive use areas

The body corporate may make by-laws (rules) about the use of common property and lots included in the community titles scheme. You must comply with the by-laws for the scheme. By-laws can regulate a wide range of matters, including noise, the appearance of lots, carrying out work on lots (including renovations), parking, requirements for body corporate approval to keep pets, and whether smoking is permitted on outdoor areas of lots and the common property. However, by-laws cannot regulate the type of residential use of lots that may lawfully be used for residential purposes. You should read the by-laws before signing a contract.

### What by-laws apply?

The by-laws that apply to the scheme are specified in the community management statement for the scheme provided to you by the seller.

The community management statement will usually list the by-laws for the scheme. If the statement does not list any by-laws, Schedule 4 of the Body Corporate and Community Management Act 1997 will apply to the scheme.

In some older schemes, the community management statement may state that the by-laws as at 13 July 2000 apply. In these cases, a document listing the by-laws in consolidated form must be given with this certificate.

### General by-laws

**The community management statement includes the complete set of by-laws that apply to the scheme.**

### Exclusive use areas

Individual lots may be granted exclusive use of common property or a body corporate asset, for example, a courtyard, car park or storage area. The owner of a lot to whom exclusive use rights are given will usually be required to maintain the exclusive use area unless the exclusive use by-law or other allocation of common property provides otherwise.

**Are there any exclusive use by-laws or other allocations of common property in effect for the community titles scheme?**

**Yes**

**If yes, the exclusive use by-laws or other allocations of common property for the schemes are:**

**listed in the community management statement & given with this certificate**

## Lot entitlements and financial information

### Lot entitlements

Lot entitlements are used to determine the proportion of body corporate expenses each lot owner is responsible for. The community management statement contains two schedules of lot entitlements – a contribution schedule of lot entitlements and an interest schedule of lot entitlements, outlining the entitlements for each lot in the scheme. The contribution schedule lot entitlement for a lot (as a proportion of the total for all lots) is used to calculate the lot owner's contribution to most body corporate expenses, and the interest schedule lot entitlement for a lot (as a proportion of the total for all lots) is used to calculate the lot owner's contribution to insurance expenses in some cases. Lots may have different lot entitlements and therefore may pay different contributions to the body corporate's expenses.

You should consider the lot entitlements for the lot compared to the lot entitlements for other lots in the scheme before you sign a contract of sale.

### Contribution schedule

Contribution schedule lot entitlement for the lot: **1**  
Total contribution schedule lot entitlements for all lots: **10**

### Interest schedule

Interest schedule lot entitlement for the lot: **1**  
Total interest schedule lot entitlements for all lots: **10**

### Statement of accounts

The most recent statement of accounts prepared by the body corporate for the notice of the annual general meeting for the scheme is given with this certificate.

### Owner contributions (levies)

The contributions (levies) paid by each lot owner towards body corporate expenses is determined by the budgets approved at the annual general meeting of the body corporate.

You need to pay contributions to the body corporate's administrative fund for recurrent spending and the sinking fund for capital and non-recurrent spending.

If the Commercial Module applies to the community titles scheme, there may also be a promotion fund that owners of lots have agreed to make payments to.

**WARNING: You may have to pay a special contribution if a liability arises for which no or inadequate provision has been made in the body corporate budgets.**

The contributions payable by the owner of the lot that this certificate relates to are listed over the page.

### Body corporate debts

**If any contributions or other body corporate debt (including penalties or reasonably incurred recovery costs) owing in relation to the lot are not paid before you become the owner of the property, YOU WILL BE LIABLE TO PAY THEM TO THE BODY CORPORATE.** Before signing the contract, you should make sure that the contract addresses this or provides for an appropriate adjustment at settlement.

## Owner contributions and amounts owing

### Administrative fund contributions

Total amount of contributions (before any discount) for lot **9** for the current financial year: \$ **470.00**

Number of instalments: **1** (outlined below)

Discount for on-time payments (if applicable): **20** %

Monthly penalty for overdue contributions (if applicable): **0.00** %

Period	Due date	Amount due	Amount due if discount applied	Paid
01/09/25 to 31/12/25	01/09/25	470.00	376.00	06/08/25

Amount overdue **(\$36.40)**

Amount Unpaid including amounts billed not yet due **(\$36.40)**

**Sinking fund contributions**

Total amount of contributions (before any discount) for lot **9** for the current financial year: \$ **3,125.00**

Number of instalments: **3** (outlined below)

Discount for on-time payments (if applicable): **20** %

Monthly penalty for overdue contributions (if applicable): **0.00** %

Period	Due date	Amount due	Amount due if discount applied	Paid
01/09/25 to 31/12/25	01/09/25	540.00	432.00	06/08/25
01/01/26 to 30/04/26	01/01/26	1,292.50	1,034.00	25/11/25
01/05/26 to 31/08/26	01/05/26	1,292.50	1,034.00	
01/09/26****31/12/26	01/09/26	1,250.00	1,000.00	
			Amount overdue	<b>Nil</b>
			Amount Unpaid including amounts billed not yet due	<b>Nil</b>

**Special contributions - Administrative Fund (IF ANY)**

Date determined: (Access the body corporate records for more information).

Total amount of contributions (before any discount) **Nil**

Number of instalments: **0** (outlined below)

Discount for on-time payments (if applicable): **0** %

Monthly penalty for overdue contributions (if applicable): **0.00** %

Period	Due date	Amount due	Amount due if discount applied	Paid
			Amount overdue	<b>Nil</b>
			Amount Unpaid including amounts billed not yet due	<b>Nil</b>

**Special contributions - Sinking Fund (IF ANY)**

Date determined: (Access the body corporate records for more information).

Total amount of contributions (before any discount) **Nil**

Number of instalments: **0** (outlined below)

Discount for on-time payments (if applicable): **0** %

Monthly penalty for overdue contributions (if applicable): **0.00** %

Due date	Amount due	Amount due if discount applied	Paid
			Amount overdue
			Amount Unpaid including amounts billed not yet due

**Other contributions**

	Period	Due date	Amount due	Amount due if discount applied	Paid
Insurance Fund	01/09/25 to 31/12/25	01/09/25	1,200.00	960.00	06/08/25
Insurance Fund	01/01/26 to 30/04/26	01/01/26	25.00	20.00	25/11/25
Insurance Fund	01/05/26 to 31/08/26	01/05/26	25.00	20.00	
Insurance Fund	01/09/26 to 31/12/26	01/09/26	420.00	336.00	

**Other amounts payable by the lot owner**

Purpose	Fund	Amount	Due date	Amount
Other	Other	36.40		36.40

**Summary of amounts due but not paid by the current owner**

At the date of this certificate

Annual contributions		<b>(\$36.40)</b>
Special contributions		<b>Nil</b>
Other contributions		<b>Nil</b>
Other payments		<b>\$36.40</b>
Penalties		<b>Nil</b>
<b>Total amount overdue</b>	(Total Amount Unpaid including not yet due \$0.00)	<b>Nil</b>

(An amount in brackets indicates a credit or a payment made before the due date)

**Common property and assets**

When you buy a lot in a community titles scheme, you also own a share in the common property and assets for the scheme. Common property can include driveways, lifts and stairwells, and shared facilities. Assets can include gym equipment and pool furniture.

The body corporate is usually responsible for maintaining common property in a good and structurally sound condition. An owner is usually responsible for maintaining common property or assets that their lot has been allocated exclusive use of, or for maintaining improvements to common property or utility infrastructure that is only for the benefit of their lot. The body corporate may have additional maintenance responsibilities, depending on the plan of subdivision the scheme is registered under. For more information, visit [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate).

**Sinking fund forecast and balance - maintenance and replacement of common property / assets**

The body corporate must have a sinking fund to pay for future capital expenses, such as repairs or replacement of common property and assets. The body corporate must raise enough money in its sinking fund budget each year to provide for spending for the current year and to reserve an amount to meet likely spending for 9 years after the current year. If there is not enough money in the sinking fund at the time maintenance is needed, lot owners will usually have to pay additional contributions.

Prior to signing a contract, you should consider whether the current sinking fund balance is appropriate to meet likely future capital expenditure.

**Does the body corporate have a current sinking fund forecast that estimates future capital expenses and how much money needs to be accumulated in the sinking fund?**

**No**

**Current sinking fund balance (as at date of certificate): \$ 23,408.94**

**Improvements to common property the lot owner is responsible for**

A lot owner may make improvements to the common property for the benefit of their lot if authorised by the body corporate or under an exclusive use by-law. The owner of the lot is usually responsible for maintenance of these improvements, unless the body corporate authorises an alternative maintenance arrangement or it is specified in the relevant by-law.

**There are no authorised improvements to the common property that the owner is responsible for maintaining in good condition**

**Body corporate assets**

The body corporate must keep a register of all body corporate assets worth more than \$1,000.

The body corporate does not have any assets that it is required to record in its register

**Insurance**

The body corporate must insure the common property and assets for full replacement value and public risk. The body corporate must insure, for full replacement value, the following buildings where the lots in the scheme are created:

- under a building format plan of subdivision or volumetric format plan of subdivision - each building that contains an owner’s lot (e.g. a unit or apartment); or
- under a standard format plan of subdivision - each building on a lot that has a common wall with a building on an adjoining lot.

**Body corporate insurance policies**

Details of each current insurance policy held by the body corporate including, for each policy, are given with this certificate.

TYPE/COMPANY	POLICY NO.	SUM INSURED	PREMIUM	DUE DATE	EXCESS
BUILDING STRATA UNIT U/W AGENCY	06S1996745	3,487,050.00	10,946.22	27/05/27	2,000 - Standard
COMMON CONTENTS STRATA UNIT U/W AGENCY	06S1996745			27/05/26	2,000 - Standard
LOSS OF RENT STRATA UNIT U/W AGENCY	06S1996745	523,057.00		27/05/26	2,000 - Standard
PUBLIC LIABILITY STRATA UNIT U/W AGENCY	06S1996745	20,000,000.00		27/05/26	2,000 - Standard
CATASTROPHE COVER STRATA UNIT U/W AGENCY	06S1996745	523,057.00		27/05/26	2,000 - Standard
OFFICE BEARERS LIAB STRATA UNIT U/W AGENCY	06S1996745	1,000,000.00		27/05/26	2,000 - Standard
VOLUNTARY WORKERS STRATA UNIT U/W AGENCY	06S1996745	2,000 / 200,000		27/05/26	2,000 - Standard

## Body corporate insurance policies

Details of each current insurance policy held by the body corporate including, for each policy, are given with this certificate.

TYPE/COMPANY	POLICY NO.	SUM INSURED	PREMIUM	DUE DATE	EXCESS
FIDELITY GUARANTEE STRATA UNIT U/W AGENCY	06S1996745	100,000.00		27/05/26	2,000 - Standard
GOVT AUDIT COSTS STRATA UNIT U/W AGENCY	06S1996745	25,000.00		27/05/26	2,000 - Standard
WORKPLACE H&S STRATA UNIT U/W AGENCY	06S1996745	100,000.00		27/05/26	2,000 - Standard
LEGAL EXPENSES STRATA UNIT U/W AGENCY	06S1996745	50,000.00		27/05/26	2,000 - Standard
LOT OWNERS FIX & FIT STRATA UNIT U/W AGENCY	06S1996745	25,000.00		27/05/26	2,000 - Standard
WORKERS COMPENSATION STRATA UNIT U/W AGENCY	06S1996745			27/05/26	2,000 - Standard
MACHINERY BREAKDOWN STRATA UNIT U/W AGENCY	06S1996745			27/05/26	2,000 - Standard
FLOOD STRATA UNIT U/W AGENCY	06S1996745			27/05/26	2,000 - Standard
FLOATING FLOORBOARDS STRATA UNIT U/W AGENCY	06S1996745			27/05/26	2,000 - Standard

## Alternative insurance

Where the body corporate is unable to obtain the required building insurance, an adjudicator may order that the body corporate take out alternative insurance. Information about alternative insurance is available from [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate).

**Does the body corporate currently hold alternative insurance approved under an alternative insurance order?**

**No**

## Lot owner and occupier insurance

The occupier is responsible for insuring the contents of the lot and any public liability risks which might occur within the lot.

The owner is responsible for insuring buildings that do not share a common wall if the scheme is registered under a standard format plan of subdivision, unless the body corporate has set up a voluntary insurance scheme and the owner has opted-in.

More information about insurance in community titles schemes is available from your solicitor or [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate)

## Contracts and authorisations

### Caretaking service contractors and letting agents – Accommodation Module, Commercial Module and Standard Module

A body corporate may engage service contractors to provide services to the body corporate to assist in the management of the scheme.

If the Standard Module, Accommodation Module, or Commercial Module apply to a community titles scheme, the body corporate may also authorise a person to conduct a letting agent business for the scheme, that is, to act as the agent of owners of lots in the scheme who choose to use the person's services for the letting of their lot.

A service contractor who is also authorised to be a letting agent for the scheme is called a caretaking service contractor. Together, an agreement to engage a person as a caretaking service contractor and authorise a person as a letting agent is typically referred to as 'management rights'.

The maximum term of a service contract or authorisation entered into by a body corporate is:

- 10 years if the Standard Module applies to the scheme; and
- 25 years if the Accommodation Module or Commercial Module applies to the scheme.

You may inspect the body corporate records to find information about any engagements or authorisations entered into by the body corporate, including the term of an engagement or authorisation and, for an engagement, duties required to be performed and remuneration payable by the body corporate.

**Has the body corporate engaged a caretaking services contractor for the scheme?**

**No**

**Has the body corporate authorised a letting agent for the scheme?**

**No**

#### **Embedded network electricity supply**

**Is there an arrangement to supply electricity to occupiers in the community titles scheme through an embedded network?**

**No**

More information about embedded networks in community titles schemes is available from [www.qld.gov.au/buyingbodycorporate](http://www.qld.gov.au/buyingbodycorporate).

### **Body corporate authority**

This certificate is signed and given under the authority of the body corporate.

**Name/s** BodyCorp101

**Positions/s held** Body Corporate Manager

**Date** 22/01/2026

**Signature/s** \_\_\_\_\_



#### **Copies of documents given with this certificate:**

- by-laws for the scheme in consolidated form (if applicable)
- details of exclusive use by-laws or other allocations of common property (if applicable)
- the most recent statement of accounts
- details of amounts payable to the body corporate for another reason (if applicable)
- details of improvements the owner is responsible for (if applicable)
- the register of assets (if applicable)
- insurance policy details