

INSPECTION REPORT

WILLSMERE



PS: 36519P

Inspection Report – June, 2018

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Executive Summary

Willsmere Estate

Willsmere is a unique heritage listed residential estate. Located in Kew, a prestigious, leafy inner-city suburb of Melbourne, Willsmere is set amongst 25 acres of leafy beautiful gardens, with both stunning heritage apartments and modern townhouses.

Residents can enjoy a large solar heated swimming pool, tennis courts, bowling, gym, BBQ areas/rotundas, a library, half basketball court and function room.

As a fully gated residential complex it's tranquil, serene and friendly living at its best.

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Common Areas.

General appearance—Front of the building

Entrance appearance was noted in poor condition.

Further maintenance and repair has been approved and the condition has increased.

The Willsmere sign was cleaned and repaired and now looks much better. The front foyer has been painted and is in good state of repair. The paintings have been removed and under the wall has been repaired and painted awaiting the committees decision on the photo competition.

The signage in the car park has been replaced but a requirement for the other Willsmere signs in the garden bed and along the right hand side of the driveway is in need of improvement.

Poles at the fencing have been damaged by the wiper snipping of the grass and could be painted to improve standards.

Pressure washing of the driveway to remove the moss growing has been completed which reduces the risk of the a slipping hazard. Pathed areas near the fountain have been cleaned and paths through the complex is in need of being done.

Garden works are required at the roundabouts in the entrance of the building. Planting and the black mulch would make this area look inviting. The two large palms are in need of major pruning and dead leaves need to be removed.

Damaged bluestone—Reported to Focused due to the Facility manager using chemicals to clean the bluestone. Painting solution was applied to the bluestone which has caused further issues.

Recommendations:

Suggestion of a sign audit for quotes on the replacement of all of the signs in the building. Some gate signs are unable to be seen while in the car.

Replanting to the front entrance roundabouts—Quotes to be submitted to the committee for approval.

Repainting of fences and poles maybe required in the future.



Car park - Overall condition

On the first inspection of the Car Park the number of breaches was quite low.

A few car parks have storage of goods and MICM property will issue breaches to residents identified.

A large decrease in breaches in the car park has been identified as MICM property continue to breach owners for the items stored in car parks.

Carpark Gates.

Car park gates continue to be an issue.

While working through the issue MICM property discovered that a maintenance agreement on servicing of the gates was not in place. This may reduce the breakdowns and would assist with finding some issues before they cause a problem. Quotes will be presented to the committee. Further understanding of the gates electronic bolts that have been removed or damaged to hold the gates in place have been quoted and will be presented to the committee.

Some areas of the car park have weeds growing from the guttering and a work order will be sent for the gutters to be cleaned. MICM have notified the gardening company to remove the weeds.

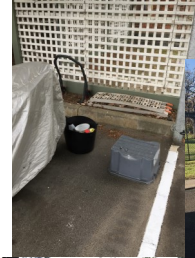
Cleaning of items after the hard rubbish. Before the hard rubbish can be collected the OC needs to separate the rubbish into categories if this is not complete the council will not pick this up. As the open house was being completed we engaged extra staff to separate the rubbish as a need to remove the hard rubbish was a priority. The OC has engaged additional cleaners to clean up after the hard rubbish had been collected.

A large Telecommunications pit has been damaged. A further issue with the pit is that we have a high potential that the pit is made from asbestos.

Joel has marked off the area and further investigation is required before we can have this repaired.

Basketball chain—Requires repair and or replacement. Facility manager to investigate and arrange repair.

Asphalt repair is required near drains—Safety concern as cars could be damaged due to these areas. In addition it may be a potential trip hazard.



Common Gardens

Common gardens within Willsmere Apartments are in a reasonable condition however further attention is required.

Hedging is in further need of attention but the Gardeners have increased these tasks.

The below was observed on site and will need rectification.

Irrigation has been started and works are continuing to be finalised. Flags are present around the site where the irrigation has been notified as broken causing a leak. Due to the high numbers of leaks in the irrigation system this is taking longer than expected. Rain sensors have been placed around the building to reduce the water bills. These sensors will turn off the sprinklers if and when the rain is present. Saving on water and saving the grassed areas from bogging.

It has been noted that owners have put up fairy lights around trees. Notified the Facility manager and these should be taken down.

Further review of the gardener has been done and feedback provided to the gardeners on areas to improve.

Weeds are present around the area which needs to be maintained.

Lemon trees (Near the pool area—Old guard stations) have a pest (Gall wasps) which impacts on the trees health in addition the yellow leaves show that the plants require fertilisers.—Gardener has noted that once the lemons finish fruiting these will be cut back completely.

Leaves that have fallen remain around the site and require removal.

Gardener has been noted as leaving tools around site and this has been reported as a safety risk.

Plants damaging retaining walls have been cut back and a quote will be submitted to the committee for the repair.

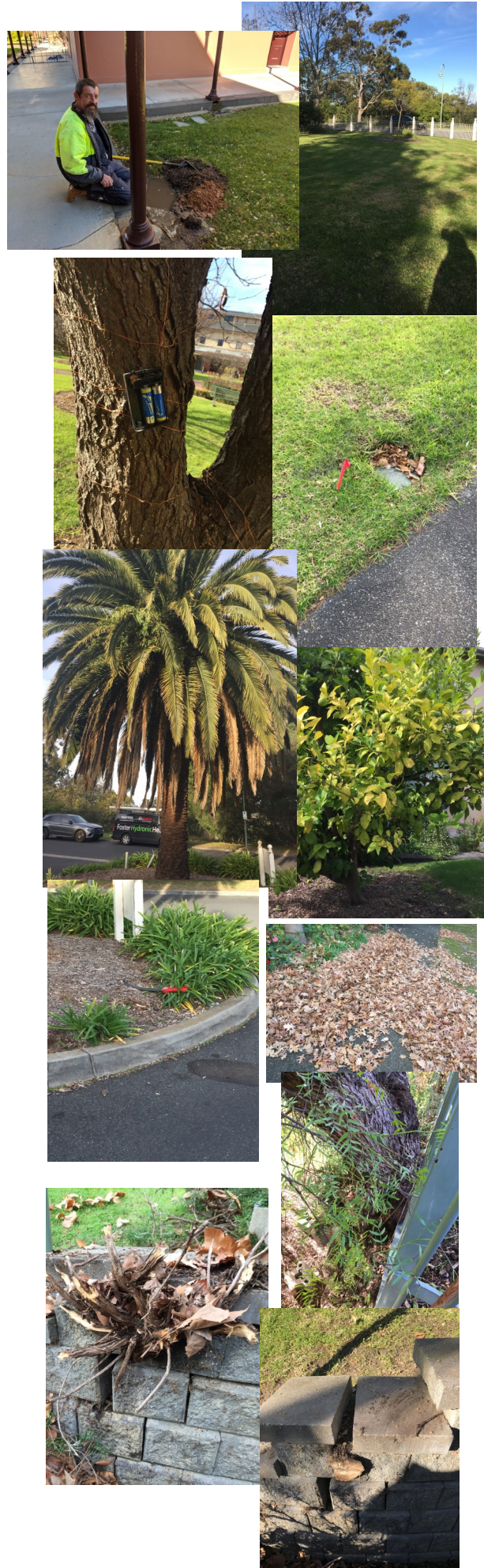
Recommendation.

Some plants have grown over the path and require pruning. OCM to review with gardening company and committee.

Some areas have been neglected and require attention eg at gate 4 entrance near the basketball court.

Hedging will require further trimming to bring back the shaping correctly.

Retaining walls are being damaged by overplanting in some areas and needs to be addressed. OCM to obtain further quotes to have this reviewed by the committee.



Common Cleanliness of Storerooms, walkways and Common Areas.

Common areas in Willsmere is being used as storage from some residents and common walkways was reported as a potential safety risk in the case of an emergency.

Further concerns on access for Ambulance in cases of emergency evacuation with trollies holding patients, also concerns on fire emergencies have been reported.

Areas used for storing of goods may provide Occupational Health & Safety risk and should be cleaned out.

While the OC has insurance if an incident occurred, the Owners Corporation must ensure that all areas have no potential risk to injury and or risk to the building.

In addition to the OH&S and emergency risks Fair Work Australia states that a work place must be kept safe.

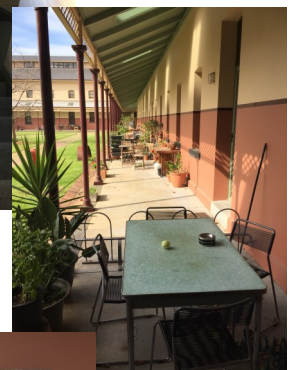
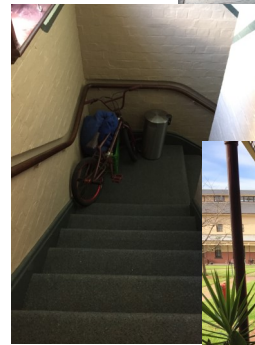
Providing information to residents on the breaches and the OC rules is required prior to committee enforcing rules after such a long time.

Checks and walkthroughs with the committee is suggested.

An audit will need to occur and breach notices issued.

The OCM will be obtaining instructions from the committee on the breach process and further clarification will be required for MICM to issue breaches.

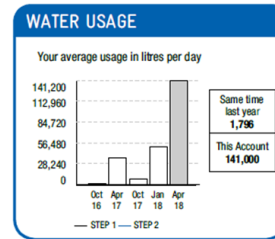
Paths as mentioned will be reviewed as the general maintenance could improve.



Completed works

- Water usage—Increase in water usage has been identified.
- Reports from Simon Mills plumbing has been obtained and the OCM has contacted the water company.
- Irrigation has been reduced—Due to the high water bills and soggy ground. This has been decreased around the site to 2 min. Further investigation has found that these controls have been tampered with and locks are being obtained to control the access to these areas.
- Cleaning of the pathway around the fountain has been completed and has shown a huge improvement.
- Gutters on the function room/gym have been cleaned due to the large amount of debris found.
- Register and further processes have been implemented to protect the OC property in the function room.
- Fountain and pot plants have been cleaned.
- Hard rubbish has been collected.
- Painting of front hallway
- Signs replaced
- Irrigation repaired
- Further keys cut for the building and museum and store-room locks replaced due to no keys being available.

Quotes for further works to be approved by the committee.



Water Usage from 09/01/2018 to 10/04/2018

Meter number	Current reading	Previous reading	Usage
YHS0003M	514,034kL	494,692kL	= 19,342kL
CHKMETERS	209,900kL	203,389kL	= 6,511kL
Your chargeable usage is			12,831kL

In 91 days you used 12,831 kilolitres, equalling 141000 litres per day.
One kilolitre (kL) equals 1,000 litres.

Usage*	Price \$/kL	Amount
STEP 1	10,250.240kL x 2.6436	= \$27,097.53
STEP 2	2,580.790kL x 3.1056	= \$8,015.32
Total	12,831.000kL	\$35,112.85

*Rising step tariffs (formerly known as blocks) are applied on a daily basis and adjusted according to the days in your meter reading period, and the number of households supplied.
*Usage through check meters has been deducted.

Total Usage Charges \$35,112.85
Your next meter read is scheduled for 05/07/18.



Before



After



General Repairs and maintenance

Areas of the site has received attention since the last inspection report.

Termite damage visible in the hut. Inspection arranged and ordered. Results to be presented to the committee.

Small maintenance items are in need of repair and a handy man should be contracted to attend and a list will be provided to the Facility Manager for him to complete.

Trip hazards have been identified and should be addressed ASAP. OCM and Building Manager to arrange quotes to present to the committee.

Pool area will require full investigation and I believe that members of the committee have noted this area as an area in need of repair. Concrete cancer is evident in the pool flooring and reports to be reviewed. OCM and Building manager to report and confirm with the committee on further details.

Signage is in need of replacement in the pool area as per regulations — Completed.

Manager recommendations:

A detailed inspection and report of all minor repairs to be undertaken and further walkthroughs with the committee and building manager required.

OCM will obtain further instructions from the committee maintenance items and present reports on a regular bases for review.

Cleaning chemicals not stored correctly by the Facility Manager paint tins old and new stored in facility managers shed.

MICM notified the Facility manager to keep the doors closed at all times due to a risk of theft and hazards.

Removal of graffiti in the dungeon. Committee to inform the OCM on further instructions.

