

Pat + Arminel
Ryan

Report on the
"URAMBI WEEKEND"

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1. Program

The program was followed with few alterations.

With the exception of a few brave souls the barbecue was abandoned due to the weather although many people arrived at the site to survey their future domain.

Unfortunately, Noel Boland of Baranbali was prevented, by the weather, from attending; however Jim Batty presented a general outline of costs and financing plans (Sec. 2.7 and Sec. 5).

Dear Member,

Urambi Housing Co-operative

Many important decisions must be taken in the next few weeks before final design and commencement of building can proceed. After discussion among some interested members, it was decided to invite all members to a "Urambi Weekend" which will include social activities, discussion workshops, and decision-taking meetings. Those who wish to assist in preparing for the weekend below are urged to contact the convenors.

Program

Saturday 25th May

12.30 p.m. Barbecue at the site (B.Y.O.)

The site will be marked out to show the position of the boundaries, the walkway, the community centre and pool, the housing clusters and car-parks, as in the preliminary layout plan.

3.30 p.m. General Meeting at Weston Creek High School

A brief meeting will reconstitute Urambi as an association, elect a working group of officers, and briefly describe the decisions which must be taken over the course of the weekend.

4.00 p.m. Workshop Session - the community centre.

- 6:00 p.m. Leader : Mike Robbins

What facilities should be included - swimming pool, sauna, laundry, flats, vegetable garden, craft rooms, childrens centre, etc ?

Sunday 26th May

10.30 a.m. Workshop Session - Financing the project.

12 noon Leader : Noel Boland

Mr. Noel Boland of Barambali will present more refined costing estimates, as well as some further financing proposals. The additional costs of options (e.g. lockup garages) which certain individuals may want will be identified. Possible materials for construction will be outlined by Mike Dysart.

12 noon - 1.00 p.m. Sandwich lunch

1.00 p.m. Workshop Session - Use of Communal Space

2.30 p.m. (excluding the community centre)

Leader : Peter Ellyard

What types of areas are to be created?
 Will passive space include bushland, rock piles, pools, streams? Will the active space include paved areas, open lawns, playgrounds, etc.? Are members willing to defray costs by undertaking the actual work on landscaping themselves, perhaps under expert supervision where appropriate?

1.00 p.m. Workshop Session - Beyond construction2.30 p.m. Leader : Michael Evers

How will the community operate after the construction phase is over? - what should be in the rules of the homeowners association? How should the running repairs be made? How should these costs be apportioned? What restrictions will be placed on owners of pets? Should sub-committees be fostered?

2.30 - 4.00 p.m. General Meeting

The meeting will decide on the following issues:

- (a) the facilities to be included in the community centre;
- (b) the facilities to be included in the open space;
- (c) the amount of work which members are willing to do themselves;
- (d) the financing plan;
- (e) the draft rules of the home-owners association.

Elections will be held to appoint small working groups to follow through on these decisions where necessary.

Bring your whole family as child-minding facilities will be available to free parents to attend all workshops and meetings. A charge of \$2.50 per household will be collected to defray costs.

SEE YOU ON THE 25TH - 26TH MAY.

Robbins, Ellyard, Hawker, Batty
 (Convenors)

P.S. - in case of rain on the 25th, the Barbecue will not be held. However the site will still be marked out, and the rest of the weekend will go ahead at Weston Creek High School as scheduled.

2. Discussion of Community Centre

Introduction

- Small group discussion of
1. Laundry and Flats
 2. Meeting Hall
 3. Child minding
(Squash/Sauna/Co-op Shop)
 4. Craft/Workshop area
(TV and Music Rooms)

Break for coffee

Report to large group and discussion of proposals for communal facilities

2.1 Laundry and Flats

Most of the group's time was taken up with discussion of Laundry facilities. It was found that although fully half of those present intended to have a laundry or at least a washing machine in their own house, most believed that there should be a laundromat in the community centre. It was felt that a laundromat would pay for itself, was necessary if there were to be flats, and would be used not only by people without washing machines but also by the others when their machines needed repair or wet weather made the use of driers necessary. The size of such a laundromat was not decided.

The group decided

- . that there should be one-bedroom flats for long term rent, and the money from these flats should be used to defray the cost of the community centre.
- . that one flat should be available for short term rent on a 6 month trial basis.
- . that flats should only be sold as necessary to finance flats for rent.

2.2 Craft area, TV room, garbage

- . Specific purpose craft areas were generally not favoured; a multi-purpose room with sinks, benches, etc. was preferred. It was specifically mentioned, however, that space should be sufficient for potters to instal a kiln at a later date.

- . A double-garage sized building should contain both the carpentry area and mechanics area (with inspection pit)
- . General lack of interest in a common TV room (B/W or colour) suggested that these facilities should not be considered at this stage
- . A central garbage collection area was favoured - with provision for pre-sorted garbage to be deposited separately (e.g. glass, metal, plastic, paper, organic, etc.)
- . Sharing of facilities with adjacent developments was not discussed.

2.3 Child-minding centre, sauna, squash court, co-operative shop

. Child-minding centre

The group felt that problem of rostering parents and the need for continuity of at least one person running the centre indicated that a trained person should be given the task. The cost should be borne by the parents who use the centre. Rostered parent help would supplement the professional help, since more than one child-minder would be needed. First preference for places should be given to children within the Urambi community, but other children could use the centre if places were available. Physical facilities necessary were a room opening on to an outside play area. Other facilities likely to be mandatory included a child's bathroom, and a separate sleeping room - such facilities might also qualify the centre for government financial assistance. The rooms might have alternative uses in the evenings (and at weekends).

. Sauna/squash court

It was felt that these were luxury items, and were provided in the community at large. It was therefore suggested that a club might provide and run such facilities. The shower and change room

facilities needed should be in common with those for the swimming pool.

Reservation was expressed about use of such facilities by 'outsiders'.

. Co-operative shop

The concept of co-operative bulk-buying was strongly supported - once again probably on a club basis. It was felt that a shop would require a paid assistant thus negating some of the savings. Distribution of orders could be done in the meeting room once a week, with volunteers doing the buying. The idea of a common cold store received some support, although there were likely to be difficulties in determining ownership of and arranging access to stored goods.

2.4 Community Centre - Meeting Room

Usage

The usages envisaged for the community meeting room appeared to the working group to fall into two main categories:

- i. physically active pursuits
(such as dancing, theatre, table tennis, exercises)
requiring:

- . a good hard floor
- . good lighting
- . built in sound-system
- . good acoustics
- . adequate heating

- ii. relatively sedentary pursuits
(such as conversation, reading, cards, board games and perhaps darts)

requiring:

- . soft furnishings
- . open-hearth fireplace

On the basis of usage, therefore, it was agreed that we needed both a "hard" and a "soft" area.

Size

- . Flexibility was felt to be important - large, inhuman areas were undesirable, but meetings of all members of Urambi, parties, and concerts etc. would require adequate space for up to 200 persons. Connecting doors, movable partitions or other devices were suggested as offering architectural possibilities for increasing flexibility.

Additional Facilities

i. Kitchen

- . To serve both "hard" and "soft" areas
- . To be used primarily as a coffee bar
- . Should have capacity to serve hot meals and cold drinks on occasion.

ii. Outdoor Access

- . Both the "hard" and "soft" areas should, if possible, have access to an outdoor covered area (verandah, balcony or courtyard)
- . The "hard" area would have to be accessible to delivery vehicles.

iii. Storeroom

- . Mainly for chairs and tables

iv. Toilets

Other Comments

i. Additional "soft" areas

- . At least two "soft" areas would be needed to cater for different age and interest groups.
- . The child-minding centre could also be used as a lounge in the evenings.

ii. Theatre

- . In the interests of flexibility, a modular, movable stage was suggested. No fixed stage is therefore required.

iii. Smaller Meetings

- . After some discussion, it was agreed that no special provision be made for these - they can be held in private homes or in a corner of one of the larger areas.

iv. Organisation

- . No special problems were foreseen

- . Details were not discussed, as the working group felt these should be dealt with more effectively later.

2.5 Use of Communal Space

The Workshop Session dealing with the community facilities other than the centre made the following decisions:

- . The landscaping should be informal bushland and done immediately after the building phase was completed;
- . An executive member should head a group of interested members to further pursue the landscaping question
- . a system should be devised to allow members to help with the landscaping work or pay a cash sum in lieu
- . Propagation would be feasible if enough members were interested
- . Rock piles might be included, but not pools and streams at this stage.

The group also discussed the energy requirements of the development. We decided that Mike Dysart should, subject to the economic feasibility of such a system, work towards a central liquid petroleum gas tank reticulated to the houses for cooking and hot water, with heating supplied by an infloor hot-water system. Solar panels may be appropriate to provide hot water to the hot water holding tank.

(N.B. As Peter Ellyard was ill, this group was led by Jim Batty).

2.6 Matters considered in relation to Home-owners Association

- . The Working Group considered a number of matters concerned with the constitution of the present Association until the time that members become members of the body corporate registered under the Unit Titles Ordinance and with the articles which that body corporate should adopt: -
 - (1) Changes which should be made to the standard articles set out in the schedule to the Unit Titles Ordinance - the resolution proposed by the Working Group is at paragraph 3.4.
 - (2) Leasing policy for flats. The Working Group felt that any detailed decision on leasing policy would have to wait until more detailed estimates of the cost of maintaining the common property were available. There may be some restrictions on the amount by which rental income can exceed the body corporate's outgoings. A decision should be taken prior to the registration of the Unit plan.

The Working Group felt that at this stage it is not necessary to settle rental policies before determining the number of flats to be included in the site - the number of flats will be governed by other factors.

- (3) Construction works after registration of the Unit plans. The Working Group noted that constructing new buildings after registration of the Unit plans may be difficult in view of the provisions of the Unit Titles Ordinance. Certainly it would appear that there would need to be a unanimous resolution. It would be possible by unanimous resolution to provide that only some unit holders would pay the cost of the construction, but even so the conclusion is that additional works will be difficult to have approved by the necessary unanimous vote.
- (4) The possibility of restrictions on transfer of units was discussed. Section 80(3)(c) of the Ordinance prohibits this.
- (5) Draft provisions for the present unincorporated Association were discussed. See paragraph 3.4.

2.7 Finance

It was proposed to avoid using bridging finance by utilizing a revolving fund of approximately \$250,000, at an average cost saving of \$1,000 per unit.

This would enable 10 units to be completed 6 months from commencement date and a further 10 every month until completion.

To raise the \$250,000 we would need an average initial contribution of \$4,000 per household. Bank finance at 70% of valuation might be available through the Rural Bank, but this had yet to be confirmed.

3. General Meeting - Minutes

3.1 It was moved : Michael Eyers
seconded : Ian Lowe

that the preliminary articles of association (see Appendix 3.1) be accepted - Carried.

3.2 Nominations for Chairman -

J. Batty, being the only nomination, was declared elected

3.3 Nominations for Secretary -

I. Lowe, being the only nomination, was declared elected

3.4 Draft rules of home owners association -

Resolution (1) The articles of the Body Corporate shall include provisions to the following effect:

- i. Committee shall have the right to determine from time to time that particular common facilities are to be financed by user charges, subject to disallowance of the decision in general meeting
- ii. Committee in determining user charges in respect of a facility shall set those charges so as to cover the operating cost of the facility

Resolution (2) Paragraph (e) of Point 4 of the Draft Articles set out in the schedule to the Unit Titles Ordinances should be amended to read:

e) "except in accordance with the express permission of the committee (provided no notice under Section 62 (1)(b) specifying the matter of the permission shall have been given within seven days of the decision of the committee to grant that permission) and in accordance with the provisions of any law in force in the Territory applicable in the circumstances:

- i. erect or alter any external structure in or on his unit; or
- ii. make any major alteration in or to his unit

Resolution (3) Paragraph (f) of Point 4 referred to above be deleted. Carried

3.5 Nominations for Legal Officer -

M. Eyers, being the only nomination, was declared elected

3.6 It was moved Michael Robbins
seconded Pat Ryan

that the following proposals for the community centre
be accepted:

- i. That each household contribute an average \$2,000
to the cost of community facilities
- ii. That there be a hard floor area of approximately
6 sq. to accomodate table tennis, dancing, ballet,
and other vigorous activities and which could be
used for theatre and large meetings
- iii. That there be a soft floor area of approx. 8 sq.
to accomodate coffee bar, open hearth, tables and
chairs for board games and cards, easy chairs and
with access to a kitchen
- iv. That there be a squash court (\$8,000)
- v. That there be a sauna to accomodate 6 people
(\$2,500)
- vi. That there be laundromat with 4 washing machines,
2 driers, 1 extractor and 2 tubs - R/M (\$4,000)
Machines (\$6,000)
lease
- vii. That there be a child-minding area of approx. 9 sq.
- viii. That there be toilets and showers
- ix. That the area of two garages be set aside for use
as a mechanic and carpentry shop.

(figures in brackets approximate costs only)

Amendment 1 -

that the architect note that space set aside for
craft be an area of at least 4 squares

moved : Bill Cushing

seconded : Heather Ellyard

carried 17-9

Amendment 2 -

that the squash court be eliminated.

moved : A. McIntosh

lost 24-2

The Amended Motion was then carried.

3.7 Nominations for Community Centre Officer -
M. Robbins, being the only nomination, was declared elected.

3.8 Landscaping -

It was moved Susan Bethune
seconded Bill Cushing
that the landscaping be done in the form of an informal
Australian native bushland garden; that an executive
member be appointed to work out further details;
that officer seek out, if possible, a suitable landscape
planner for local conditions; that a scheme be worked
out whereby members may either assist with the work
involved in the initial landscaping or alternatively
make a cash payment; and that the officer immediately
investigate the possibility of large-scale propagation.
Amendment 1 -

That the word 'predominantly' be inserted before
"Australian native"

Carried

The motion was then carried

3.9 Nominations for Landscaping Officer -
P. Ellyard, being the only nomination, was declared elected.

3.10 Nominations for Finance Officer -
I. Kortlang, being the only nomination, was declared elected.

3.11 Initial Finance -
It was agreed that the finance officer take all
steps to determine if the members can raise \$250,000
by August 15, 1974.

3.12 Flats -
It was moved May McKenzie
seconded Bill Cushing
that the idea of building flats be accepted in principle.
Financing and administration to be investigated by the
executive. Carried.

3.13 Proceedings of the meeting are to be collated and
distributed.

3.14 A levy of \$5 per household be imposed to defray running
costs.

3.15 Meeting closed at 5.45 p.m.

Dear Member,

Urambi Housing Co-operative

Many important decisions must be taken in the next few weeks before final design and commencement of building can proceed. After discussion among some interested members, it was decided to invite all members to a "Urambi Weekend" which will include social activities, discussion workshops, and decision-taking meetings. Those who wish to assist in preparing for the weekend below are urged to contact the convenors.

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- 6.00 p.m. Leader : Mike Robbins

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2.30 p.m. (excluding the community centre)

Leader : Peter Ellyard

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Elections will be held to appoint small working groups to follow through on these decisions where necessary.

Bring your whole family as child-minding facilities will be available to free parents to attend all workshops and meetings. A charge of \$2.50 per household will be collected to defray costs.

SEE YOU ON THE 25TH - 26TH MAY.

Robbins, Ellyard, Hawker, Batty
 (Convenors)

P.S. - in case of rain on the 25th, the Barbecue will not be held. However the site will still be marked out, and the rest of the weekend will go ahead at Weston Creek High School as scheduled.

"URAMBI HOUSING COOPERATIVE ASSOCIATION"PRELIMINARY ARTICLES

- (1) The Members of the Association are:
 - (i) the households present at this meeting on 26 May 1974;
 - (ii) the households whose representatives contributed in February 1974 to the fund for Michael Dysart's fees; and
 - (iii) such other households as the Executive admits to membership.

- (2) The Executive shall as soon as possible after Baranbali (Canberra) is incorporated decide a date one month after which members will cease to be members unless by that date their representative has become a member of Baranbali (Canberra).

- (3) The Executive shall consist of:
 - (i) a Chairman;
 - (ii) a Secretary; and
 - (iii) other members elected in a general meeting.

- (4) General meetings of the Association shall be called;
 - (i) on the decision of the Executive;
 - (ii) on the requisition of one quarter of the members; and
 - (iii) once each six months.

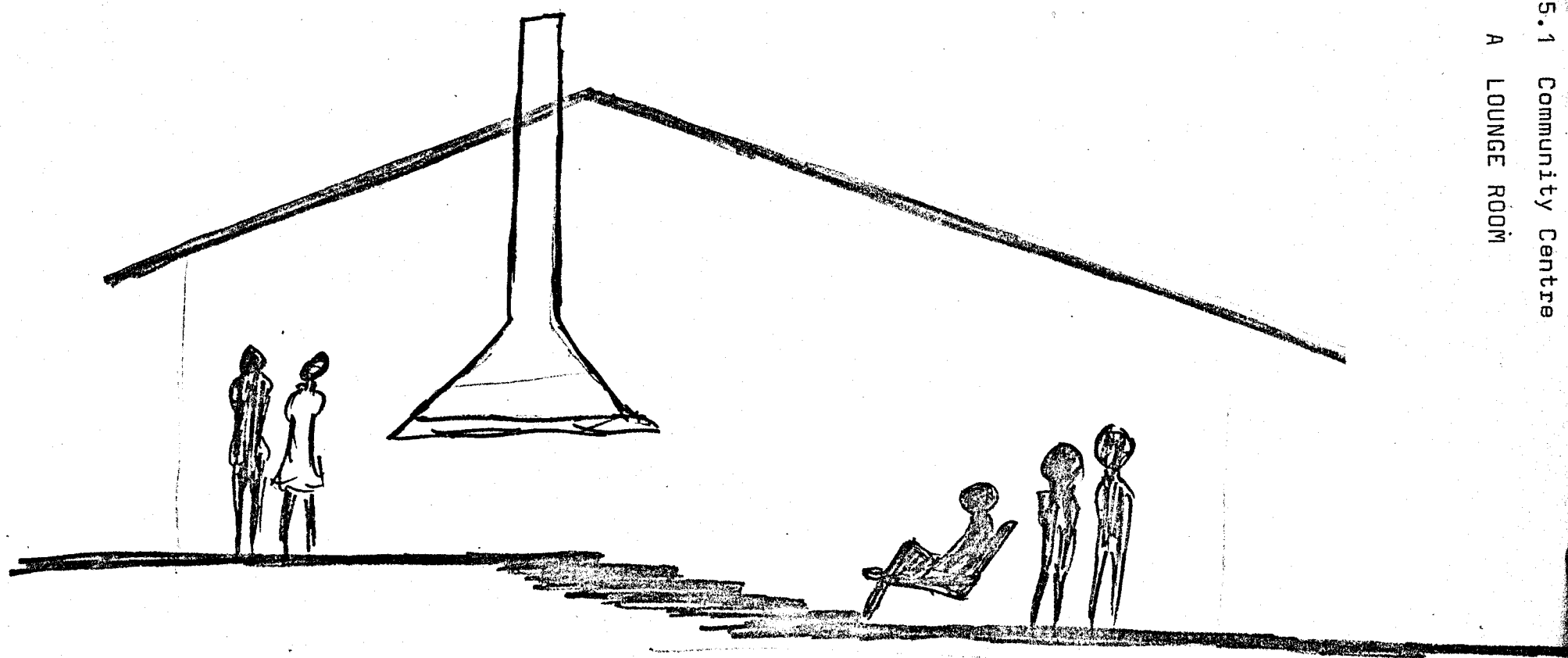
- (5) At meetings of the Association, each member household shall have one vote and all decisions shall be by majority vote.

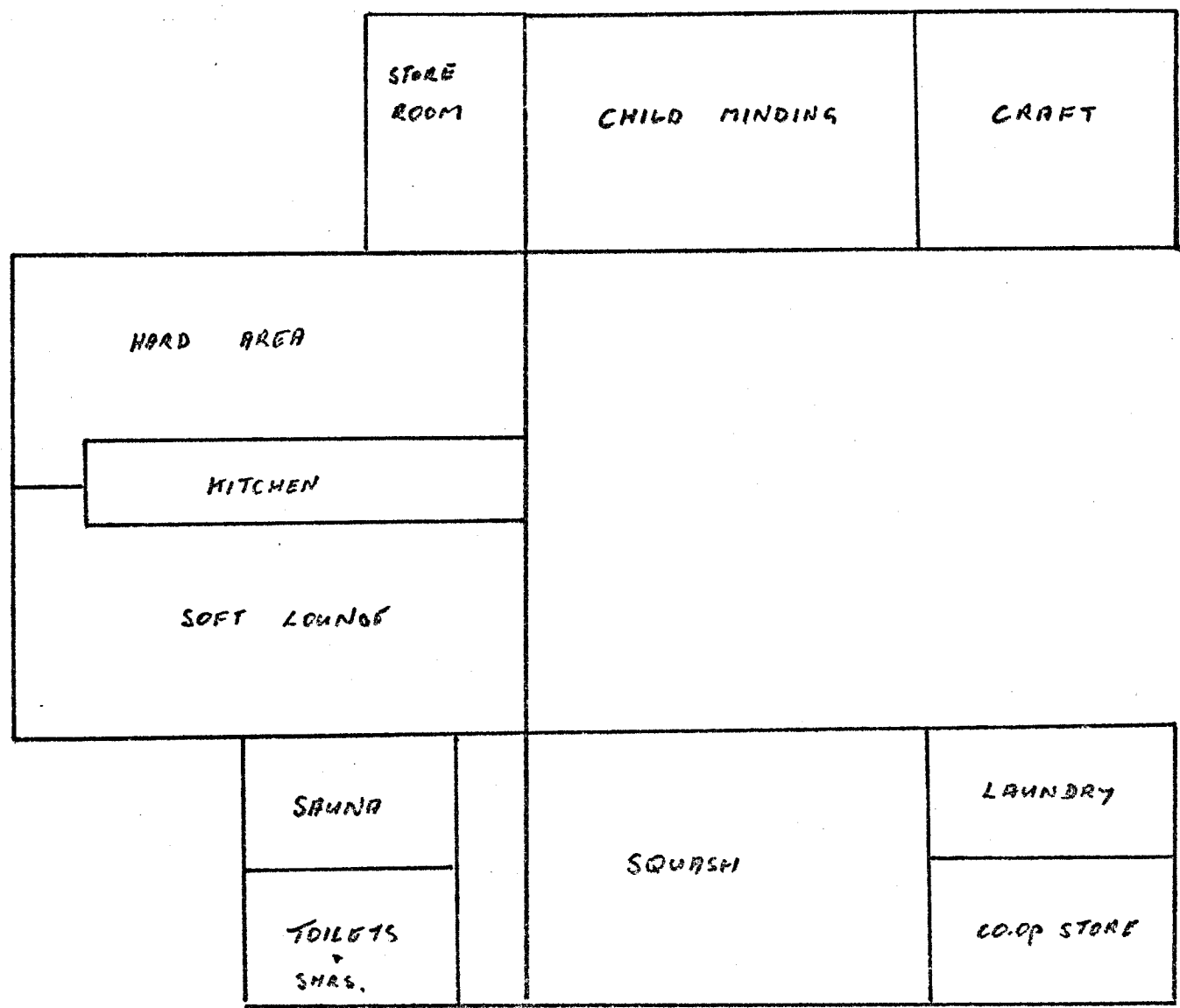
- (6) The Executive shall act as representative of the Association in giving instructions to Baranbali (Canberra) on matters affecting the common interest of the members in the project at Kambah.
- (7) In giving instructions to Baranbali (Canberra) on a matter the Executive shall determine whether the matter is major or minor.

An instruction on a major matter shall not be given without the prior approval of two-thirds of the members of the Association.

An instruction on a minor matter shall be circulated (before or after it is given) to the members of the Association and if within a week of its circulation a meeting to discuss the instruction has been requisitioned as referred to in article 4, the instruction is rescinded pending the decision of the meeting.

- (8) Any decision taken by the Association in general meeting binds the Executive.





APPROX. COST = \$120,000

5. Suggested Layouts and Pricing Structures

5.2 Dwelling Units

A. Small Courtyard House (2BR)

House	20,000
Land Component	4,300
Community Facilities	1,300
Landscaping	500
Double Carport	1,500
	<hr/>
	\$27,600

B. Large Courtyard House (4BR + Study)

House	27,000
Land Component	6,000
Community Facilities	1,700
Landscaping	600
Double Lock-up Garage	2,000
	<hr/>
	\$37,300

C. Small Split Level (2BR)

House	17,000
Land Component	4,000
Community Facilities	1,100
Landscaping	400
Single Carport	900
	<hr/>
	\$23,400

D. Large Split Level (3BR + Study)

House	23,000
Land Component	5,000
Community Facilities	1,500
Landscaping	500
Double Lock-up Garage	2,000
	<hr/>
	\$32,000

CO-OPERATIVE HOUSING IN THE A.C.T.

A permanent and continuing co-operative housing society is currently in the process of being established by the Registrar of Co-operatives. This society, which will be called Baranbali Co-operative Housing Society (A.C.T.) Ltd., is in effect a non-profit builder and developer which supplies housing to its members. Its directors will be partly the same as those of an experienced co-operative society of a similar name operating in Sydney. Much of the co-operative housing to be built in Canberra will be done by Baranbali. Michael Dysart & Associates are Baranbali's sole architects.

In addition, a number of groups have formed spontaneously with some idea of the type of community in which their members wish to live. One of these groups, Urambi Association, is fairly well advanced on the planning side and the time is now appropriate to approach financial institutions.

The Urambi development, which will be built by Baranbali, will consist of some 60 houses and 12 flats with a community centre with various facilities. It will be built on Crozier Circuit, Kambah and current indications are for an October start to work. The period of construction will last some 18 months with the first 10 houses completed some six months after commencement, and a further 10 houses each month thereafter. The community facilities and final landscaping will then be completed.

Owners will hold a unit title, and the common area will be jointly owned under the control of a body corporate. The Department of the Capital Territory are working on amendments to the Unit Titles Ordinance to allow ownership on partial completion of the plan.

FINANCING

Members are paying a deposit between 1 August and 1 October of \$4000 each (\$2000 for flats). Sufficient people have indicated their ability to meet these conditions to ensure full confidence in complete sale at this point.

The pool of \$256,000 will allow work to proceed on a rolling program without Baranbali having to resort to the use of bridging finance.

This is dependent, however on individuals being able to settle within 14 days of completion, or be

guaranteed personal bridging finance within the same time-period. This means that finance would have to be guaranteed at planned dates from about April 1975.

It is envisaged that more than one type of institution will be involved. There will probably be, at a minimum, a bank, which will also be Baranbali's banker, and a permanent building society. Should the arrangement prove mutually satisfactory then members of future Baranbali developments will, of course, be encouraged to save in the institutions prior to their own homes being built.

In more general terms, co-operative housing schemes can increasingly provide a high quality of urban environment with superior amenities at a reasonable price to members. There is complete Government support for such schemes to operate in the A.C.T. Financial institutions are being invited here to participate along the broad lines discussed above with the details to be worked out as soon as possible.

25 June 1974

C/- Department of Urban &
Regional Development,
Box 1890, P.O.,
CANBERRA CITY, A.C.T.

31 July 1974.

The General Manager,
Civic Permanent Co-operative
Building Society Ltd,
Civic Permanent Building,
Allara Street,
CANBERRA CITY, A.C.T. 2601

Attention: Mr Vic Ulbrick

Dear Sir,

On behalf of Uzambi Association I would like to explore further with your Co-operative the possibilities of an arrangement between Civic Permanent and the co-operative we are forming to build housing for its members to finance the development during the construction phase and then to provide those of our members who desire and are eligible for it with mortgage finance.

I propose we get together in the near future to begin to work out the many points of detail.

Yours sincerely,

(JAMES A. BATTY)

3. General Meeting - Minutes

3.1 It was moved : Michael Eyers
seconded : Ian Lowe

that the preliminary articles of association (see Appendix 3.1) be accepted - Carried.

3.2 Nominations for Chairman -

J. Batty, being the only nomination, was declared elected

3.3 Nominations for Secretary -

I. Lowe, being the only nomination, was declared elected

3.4 Draft rules of home owners association -

Resolution (1) The articles of the Body Corporate shall include provisions to the following effect:

- i. Committee shall have the right to determine from time to time that particular common facilities are to be financed by user charges, subject to disallowance of the decision in general meeting
- ii. Committee in determining user charges in respect of a facility shall set those charges so as to cover the operating cost of the facility

Resolution (2) Paragraph (e) of Point 4 of the Draft Articles set out in the schedule to the Unit Titles Ordinances should be amended to read:

e) "except in accordance with the express permission of the committee (provided no notice under Section 62 (1)(b) specifying the matter of the permission shall have been given within seven days of the decision of the committee to grant that permission) and in accordance with the provisions of any law in force in the Territory applicable in the circumstances:

- i. erect or alter any external structure in or on his unit; or
- ii. make any major alteration in or to his unit

Resolution (3) Paragraph (f) of Point 4 referred to above be deleted. Carried

3.5 Nominations for Legal Officer -

M. Eyers, being the only nomination, was declared elected

3.6 It was moved Michael Robbins
seconded Pat Ryan

that the following proposals for the community centre
be accepted:

- i. That each household contribute an average \$2,000
to the cost of community facilities
- ii. That there be a hard floor area of approximately
6 sq. to accomodate table tennis, dancing, ballet,
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(figures in brackets approximate costs only)

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craft be an area of at least 4 squares

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seconded : Heather Ellyard

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that the squash court be eliminated.

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lost 24-2

The Amended Motion was then carried.

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M. Robbins, being the only nomination, was declared elected.

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member be appointed to work out further details;
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investigate the possibility of large-scale propagation.
Amendment 1 -

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"Australian native"

Carried

The motion was then carried

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P. Ellyard, being the only nomination, was declared elected.

3.10 Nominations for Finance Officer -
I. Kortlang, being the only nomination, was declared elected.

3.11 Initial Finance -
It was agreed that the finance officer take all
steps to determine if the members can raise \$250,000
by August 15, 1974.

3.12 Flats -
It was moved May McKenzie
seconded Bill Cushing
that the idea of building flats be accepted in principle.
Financing and administration to be investigated by the
executive. Carried.

3.13 Proceedings of the meeting are to be collated and
distributed.

3.14 A levy of \$5 per household be imposed to defray running
costs.

3.15 Meeting closed at 5.45 p.m.



CIVIC CO-OPERATIVE PERMANENT BUILDING SOCIETY LIMITED

HEAD OFFICE: Civic Permanent Centre, Rabaul Place, Canberra City, A.C.T. 2601

POSTAL ADDRESS: P.O. Box 288, Civic Square, A.C.T. 2608

Telephone: 49-6699

VCU:JAE

August 8, 1974.

Mr James A. Batty,
Urambi Association,
c/o Department of Urban & Regional Development,
P.O. Box 1890,
CANBERRA CITY. A.C.T. 2601

Dear Mr Batty,

Thank you for your letter dated July 31, 1974. On behalf of this Society, I welcome the opportunity to continue our discussions and co-operation on the possibilities of finalising arrangements for the provision of finance for the Urambi Association.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'V.C. Ulbrick', with a long horizontal stroke extending to the right.

V.C. Ulbrick,
GENERAL MANAGER.

MEETING of URAMBI ASSOCIATION
and
URAMBI CO-OPERATIVE

on 16 September 1974.

AGENDA.

1. The way ahead.

- Establishment of the co-op
- Allocation of sites
- Contractual relationships of members with the co-operative.
- Detailed design + preparation of specifications
- Design approval
- Building approval
- Grant of lease
- The building contract
 - single contract
 - sub-contracts
- Bridging finance
- Advances to contractor/sub-contractors
- Staged release
- Occupation
- Mortgage finance
- Settlement
- Landscaping
- Final price adjustment
- Reissue of leases

- Termination of Urambi Association
- Establishment of body corporate.
- New project for Urambi Co-operative.

2. Architectural matters

- Wall cladding
- Roofs
- Heating
- Limits on design
- Local contact

3. Price of houses

- How to decide
- By type of house.

4. Other matters

C.5628

13th September, 1974

Messrs. Martin & Barker,
Solicitors,
P.O. Box 295,
CIVIC SQUARE A.C.T. 2608

Dear Sirs,

RE: "URAMBI" CO-OPERATIVE HOUSING SCHEME

With reference to Mr. Barker's recent telephone conversation with Ms. Coward we supply the following information:-

Our clients have paid a deposit on a lease at Tuggeranong which area has been set aside for leasing under the City Area Leases Ordinance for the purpose of co-operative housing. An architect has been retained to prepare plans for sixty units, some flats and community facilities in relation to this site. On completion the housing scheme will be registered under the Unit Title Ordinance. It is anticipated that certain amendments will be made to the Unit Title Ordinance to allow registration of each separate unit on completion of construction in order that the purchase price of the unit will be progressively released to the builder so that construction of the units can continue with as little need for bridging finance as possible. Amendments are also being made to the Co-operative Societies Ordinance to provide for "co-operative housing and community services societies" which societies will have power to acquire land and erect buildings for residential purposes for the members of the society.

Our instructions are to incorporate such a society in the name of "Urambi Co-operative Community Advancement Society Limited" the members of which Society will be the potential owners of units to be built on the designated land. It is envisaged that the Society will arrange for the building of the housing units in one of two ways. Either the Society will contract with a builder to build the housing units or the Society will make an agreement with a Company who will act as agent and arrange for sub-contracting between the Society and sub-contractors.

The financing of the scheme is commenced by each of the sixty potential owners depositing the sum of \$4000.00 with the Civic Permanent Building Society. At the time the building contracts are entered into that amount, plus

\$16,000 representing deposits of \$2,000.00 for eight flats, will be transferred into the Urambi Co-operative Community Advancement Society Limited's account with the Civic Permanent. The Urambi Society would at some stage require a bridging loan from the Civic Permanent secured by mortgage over partly completed units and land to assist with the financing of construction. However, it is the Urambi Society's intention to run down its own reserves first and to keep the need for bridging finance to a minimum. A cash flow statement has been provided to the Civic Permanent and presumably you have a copy of that statement. It is anticipated that in the middle stages of construction the need for bridging finance would reach its peak. Negotiations are presently being undertaken with the Commissioner of Housing who may be prepared to grant loans to the individual potential unit owners prior to the completion of the building. However, the amount of bridging finance necessary to allow construction to continue without delay would depend upon the ability of each individual to pay the balance of the purchase price of his unit as soon as construction is completed. The Urambi Society would therefore be looking to your client, Civic Permanent, to guarantee finance to each individual secured by mortgage over the individual's unit on completion of the unit. Such a guarantee that finance would be available eliminates the necessity of large amounts of bridging finance to assist in the completion of construction of the project. The Urambi Society would be seeking a guarantee from the Civic Permanent that each individual unit owner would be entitled on completion to receive 80% of the Society's market valuation of the unit, or lending them, or the cost of erection of the unit less \$4000.00, whichever is the less. Some individuals would of course make arrangements of their own for finance, e.g. Housing or bank loan.

It is essential to the scheme that the arrangements with the lending institution as to individual mortgages on completion of individual units are finalised prior to the signing of the contract between individuals or the Society and the builders.

Should other projects similar to the Urambi scheme get under way quite quickly (and the Department of the A.C.T. and the N.C.D.C. have set aside large areas for similar projects) and should your client Society be interested in financing the projects in similar manner the burden of bridging finance might well be reduced. It is anticipated that deposits for future units in future scheme would be lodged with the Civic Permanent prior to the completion of the Urambi group's scheme of housing.

We should be pleased to discuss the matter further with you.

Yours faithfully,
ABBOTT TOUT CREER & WILKINSON

Per: *ll*

P.S. We enclose copy of architect's design.

FINANCIAL PLANNING OF THE URAMBI CO-OPERATIVE

The Urambi Co-operative will build 70 dwellings and the associated community facilities for its members on a non-profit basis at Section 149 Kambah. The 70 unit titles sold will constitute a unit plan. The co-operative is building seven different models. The price for each house will be based on the formula:

$$\text{price of unit X} = \frac{\text{total costs} \times \text{valuation of unit X}}{\text{total valuation of 70 titles}}$$

On this basis a financial plan has been devised. Values are based on a detailed examination of the current market for town housing and flats in Canberra. Costs are based on advice for builders on quotations being given now for the next half year.

The project will be built on a continuing basis over twelve months and the titles released in seven stages. Six of the stages are exclusively dwellings, and the seventh involves the building of a community centre with 4 flats on top, two of which will be sold under the unit plan.

Table 1 sets out the distribution of dwelling types among the seven stages.

TABLE 1
TYPE DISTRIBUTION

Project/Type	A	B	C	D	E	F	G	TOTAL
C2							-	
C1	5	6	6	10	5	-	-	32
C-								
SL3	1	3	1	-	1	1	-	7
SL2	4	2	2	-	2	2	-	12
SL1	-	2	1	-	-	6	-	9
F1	-	-	2	-	2	4	2	10
TOTAL	10	13	12	10	10	13	2	70

C-, C1, and C2 are the larger courtyard houses while SL1, SL2 and SL3 are the smaller split-level models. F1 refers to the flats for sale.

Table 2 shows the estimate of the valuation of the houses to be issued with leases, and the estimated direct costs of building each type of house (but not including common costs such as the community centre, land, etc).

TABLE 2
VALUATIONS & DIRECT COSTS

Type	No.	Valuation		Cost of building and site prep.	
		\$ ea.	\$ total	\$ ea.	\$ total
C2	0	42,500	0	29,000	0
C1	32	40,000	1,280,000	25,500	816,000
C-	0	37,500	0	24,000	0
SL3	7	37,500	262,500	24,500	171,500
SL2	12	35,000	420,000	22,925	275,100
SL1	9	28,000	252,000	15,925	143,325
F1	10	25,000	250,000	12,500	125,000
TOTAL	70		2,464,500		1,530,925

Table 3 shows the total costs involved in the construction of the project (including the common costs.)

TABLE 3
TOTAL COSTS

	\$
Housing, site prep.	1,530,925
Flats (not for sale)	25,000
Community centre	100,000
Garaging	100,000
Building management fee	80,000
Landscaping and paving	70,000
Architect's fee	110,000
Land	250,000
Interest	-
TOTAL	2,265,925

The ratio to calculate prices is therefore:

$$\text{Ratio of } \frac{\text{total cost}}{\text{total valuation}} = \frac{2,265,925}{2,464,500} = 91.94\%$$

Applying this ratio to the valuations the prices are shown in Table 4.

TABLE 4
PRICES

	\$
C2	39,076
C1	36,777
C-	34,478
SL3	34,478
SL2	32,180
SL1	25,744
Flat	22,986

The cash flow statement is a month by month account of income and outlays. It is based on a physical program of work as shown below in TABLE 5.

TABLE 5
PHYSICAL WORK PROGRAM

Month	1	2	3	4	5	6	7	8	9	10	11	12
Housing, group A	_____											
B		_____										
C			_____									
D				_____								
E					_____							
F						_____						
Community Centre & G	_____											
Garaging-Landscaping					_____							

In practice there will be a number of accounts, including

- Survey account
- Legal account
- Major building account
- Other building and landscape account
- Building management account
- Miscellaneous account
- Consolidated account
- Architect account.

Table 6 is an estimated consolidated account based on the physical program and costs and prices as described above.

TABLE 6

(\$ '000)

Item	Month	1	2	3	4	5	6	7	8	9	10	11	12	Total
OUTLAY														
Housing, site preparation														
Project A	"		9	20	49	49	58	19	-	-	-	-	-	244
B	"		"	12	24	61	61	122	24	-	-	-	-	304
C	"		"	"	11	21	53	53	106	20	-	-	-	264
D	"		"	"	"	10	20	51	51	102	21	-	-	255
E	"		"	"	"	"	9	18	45	45	89	17	-	223
F	"		"	"	"	"	"	9	17	43	43	86	17	216
Flats(not for sale) and and community centre	"		10	20	20	30	30	30	10	"	"	"	"	150
Garaging	"		"	10	10	10	10	10	10	10	10	10	10	100
Building management fee	"		10	"	10	"	10	-	10	10	10	"	20	80
Landscaping + paving	"		"	"	10	"	10	"	10	10	10	10	10	70
Architect's fee	10		"	10	10	10	10	10	10	10	10	10	10	110
Land payment	20		"	"	"	"	"	"	"	"	"	"	230	250
Interest	"		"	"	"	"	2	33	1	1	"	"	"	7
TOTAL MONTHLY OUTLAY		30	29	72	144	191	313	325	294	251	193	133	297	2274
INCOME														
Deposits	260		"	"	"	"	"	"	"	"	"	"	"	} 2,266
Settlements	"		"	"	"	"	307	388 42	343	328	293	303	"	
Interest	"		2	2	1	"	"	"	"	"	"	1	2	
TOTAL MONTHLY INCOME		260	2	2	1	"	307	430	343	328	293	304	2	2274
BALANCE CARRIED FORWARD		230	203	133	-10	-201	-207	-102	-53	24	124	295	"	"

SUBMISSION TO THE REGISTRAR OF CO-OPERATIVE
SOCIETIES FOR THE PURPOSE OF REGISTERING THE
URAMBI CO-OPERATIVE COMMUNITY ADVANCEMENT SOCIETY LTD.

In September 1973 the Task Force on Land and Housing in the ACT presented its report to the Minister for the Capital Territory, identifying possible Government options to overcome the problems then occurring with rapidly escalating land prices. One of the options canvassed there was the establishment of building co-operatives to construct houses on a non-profit basis for its members (see Attachment 1).

This idea was picked up by a small group, who contacted the Department of the Capital Territory to explore the possibilities of such a method of development. Following some discussion, a letter was sent on 23 October 1973 to Mr Peter O'Clery, Assistant Secretary, Land Policy Branch. This was followed by a meeting at which Mr O'Clery supported the outlines of the proposal and suggested further steps, including contacting the NCDC to establish suitable sites. This was done and by 22 February 1974 a site in Kambah was identified as suitable for co-operative housing development. Correspondence on these matters is shown in Attachment 2.

In the meantime an association known as the Kambah Housing Co-operative Association was formed to develop further the basic concepts of the scheme and explore the ways to go about managing a development. A partnership (Urambi Housing Association) of some 39 persons was formed, which commissioned Michael Dysart and Associates, Architects, to prepare preliminary layouts of a housing development.

On 4 April 1974 the Minister for the Capital Territory called a seminar in co-operative housing in the Albert Hall, and officially expressed the Government's wish to promote housing co-operatives. A copy of the handout released is included in Attachment 3.

The partnership met on 17 April to consider the preliminary drawings prepared by Mr Dysart, and, with some modifications, accepted a layout on the approximately 4 hectares (10 acres) to accommodate 60 townhouses, 12 flats, and a community centre. A presentation of the proposal was made to the NCDC along the lines accepted by the partnership. That document is shown in Attachment 4. The NCDC accepted the proposal and the Department of the Capital Territory wrote to the Association recently confirming the ultimate availability of the site now known as Section 149 Kambah. These documents are shown in Attachment 5.

An Association known as Urambi Association was formed by interested members in May when the partnership arrangement had fulfilled its function, i.e. to commission and accept (or reject) working drawings from the architect. At its first meeting on the weekend 25-26 May 1974 members agreed to the major design guidelines which would be necessary for the architect, and appointed an executive committee to carry on with the day-to-day work and decision-making on the project. A report on that meeting is included in Attachment 6. The executive has been meeting formally about once a fortnight since that time.

In August and September financial institutions (banks, insurance companies and building societies) were approached to gauge their interest in providing building finance and, later, mortgages to members. One building society, Civic Permanent, expressed sufficient interest to continue negotiations. Copies of the general proposal made to all institutions, and the specific additional proposal made to Civic Permanent are included in Attachment 7. Following recent discussions with the Registrar of Co-operatives, the establishment of a terminating building society is being pursued.

In order to hurry the project along the Association commissioned Abbott, Tout, Creer and Wilkinson, Solicitors to perform certain work on behalf of the co-operative to be established. The main task initially was to draw up a suitable set of rules for the co-operative under the Co-operatives Ordinance. The next major task is to draw up a form of contract between the individual homebuyers and the co-operative, and this is currently being done. These will be ready to sign soon after the co-operative is legally established.

In the meantime, to save time, individuals have secured the right to a particular site by each depositing \$4,000 with Civic Permanent in their own names and giving the passbook to the Association's solicitors. They are then eligible to be interviewed by the architect to decide on the size of a particular house. About 50 sites (involving a total deposit of some \$200,000) have been allocated in this way and about 45 persons have been interviewed by Mr Dysart. A surveyor has been engaged to prepare a detailed survey of the site for planning purposes.

Over the last 6 weeks a great deal of work has gone into cost estimates for the project. Attachment 8 shows the costing procedures adopted, the prices it is anticipated will be charged for unit titles, the physical plan of development, and the cash flow statement. It is based on current input prices, and assumes that individuals can settle on the title within one month of completion.

Individuals will be responsible for debt charges incurred on their units from the date of completion. A most important part of the agreement being worked with Civic Permanent is the guarantee that individuals can settle promptly.

In the immediate months ahead, the detailed planning for submission to the various ACT authorities is to be completed for approval by January. By end-February tenders will be invited from 5 or 6 selected builders. A decision will then be made whether to let one contract or hire a manager and subcontract parts of the project.

The legal requirements to establish the society have been fulfilled, and the relevant documents are included in Attachment 9. Changes from the draft rules submitted earlier are underlined.

ATTACHMENT 1

**REPORT
OF THE
TASK FORCE ON LAND
AND HOUSING IN THE
A.C.T.**

September 1973

BUILDING CO-OPERATIVES

Registered non-profit co-operative societies, in which membership would be open to individuals with a common housing objective, might be encouraged to take up leases for a group of dwelling sites.

COMMENT

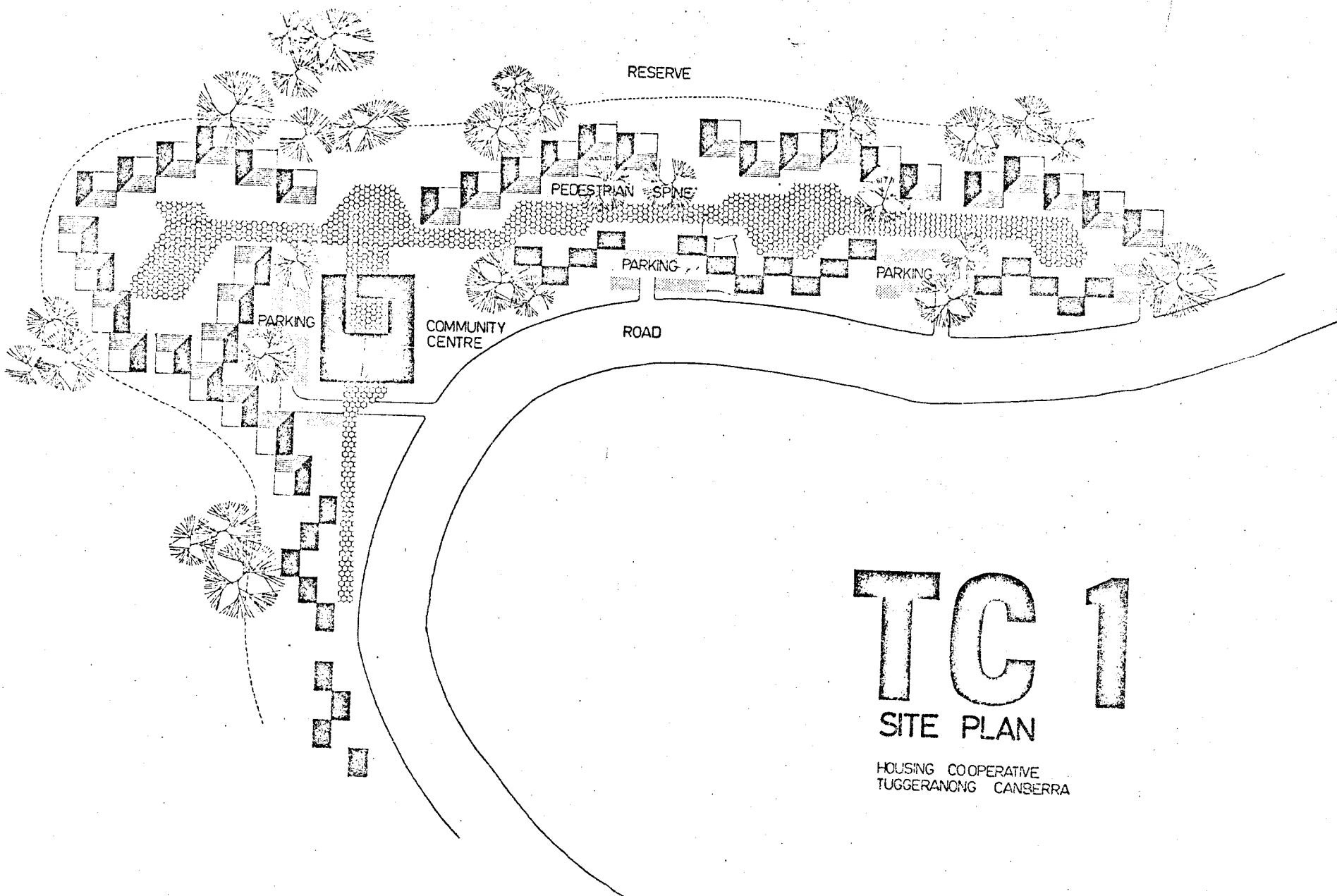
The advantages of such a scheme are that it would:

- (a) allow individuals to contribute to the planning of their residential areas (including medium density development projects);
- (b) achieve lower prices through bulk buying;
- (c) provide forward selling of housing accommodation and provide certainty for the buyer about the price to be paid for land;
- (d) provide opportunities for development of different housing living styles;
- (e) foster community awareness, and possibly local associations, at an early phase in the development process;
- (f) provide a dynamic and competitive force in the housing market.

POSSIBLE SOLUTIONS

One scheme could be:

- identification of site and development requirements (say 20 town houses);
- identification of kind of group which might be involved (first home buyers, all-comers, etc.);
- set model conditions to apply to co-operative and set resale controls (if any);
- at first offer project to established co-operatives e.g. building societies to provide finance and management expertise;
- project manager seeks members to join the scheme, accepts deposits and identifies individual housing needs;
- project manager arranges for construction and occupation by members. Price for units to be construction cost, management fee and land price;



TCG1

SITE PLAN

HOUSING COOPERATIVE
TUGGERANONG CANBERRA

SITE

The site adjoins the proposed golf course at Village Creek, Tuggeranong on the north and proposed road CZU on the south, and consists of a gently undulating, well treed but narrow strip of land some 280' in width. Aspect from the site is good with extensive views to the north and west across the golf course towards the mountain ranges.

DESIGN AIM

To create a sense of community by providing a grouping of dwelling units which encourage human interaction, to maintain individual privacy and make the communal aspect far more positive than current suburban and medium density solutions.

DESIGN SOLUTION

The restricted nature of the site placed an immediate limitation on design solutions. The long narrow site precluded complex interactions and the only real option open was that of a linear development centred on a pedestrian street. The site turns through 90° and this determined the approximate siting of the community centre as the focal point of the whole community. Both arms of the pedestrian street lead through the community centre and form an 'Agora' or public place on the northern face. The pedestrian street is formed by continuous pergolas of varying widths with concentrations at different points to create informal areas. These pergolas will be covered in part with translucent acrylic sheeting to provide rain protection from group parking areas to house locations, wet weather play for children, and dry access to the community centre. The location of facilities in the centre, including a communal laundry, will promote usage of the pedestrian street and provide opportunities for significant social interaction of people along this pedestrian spine. The undulating and broken nature of the house groups will tend to discourage cliques forming within such a community, as the options

DESIGN SOLUTION (Continued)

for wider social contact are available. The sloping nature of the site provides the opportunity for single storey courtyard houses on the low side of the spine and split level or two storey houses above. As can be seen from the cross section, both housing locations have views.

The co-operative has decided to relegate the car to the development perimeter thereby eliminating most of the problems associated with medium density car accommodation. Car spaces are provided, 2 per family under cover, some with lock-up facilities. The advantages of such a solution, include - child safety, easier garbage collection, less road crossings, minimising extensive internal road systems, etc.

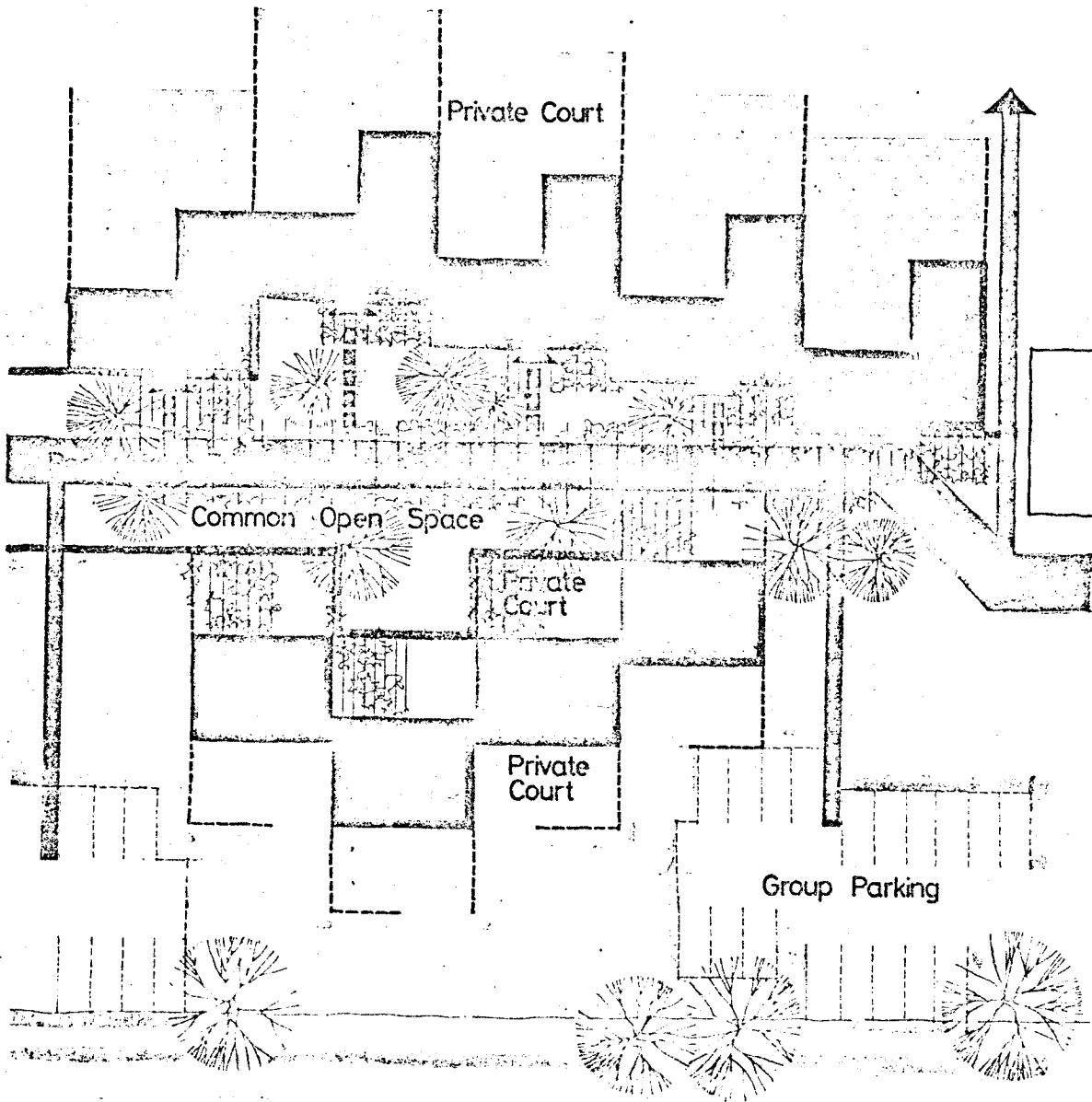
HOUSE DESIGNS

At present these are limited to two types; a courtyard and a split level. Both these houses are capable of extensive variation to provide for different life styles and family size. Inherent in both types is the concept of privacy in terms of some usable external space. This becomes even more essential in a communal development, where the need to be completely private is basic, and the communal involvement optional.

In the courtyard design all functions are grouped around the courtyard and oriented to the view and northerly aspect. In some cases these courts are oriented to the west as a significant number of people have requested this aspect because of the views.

The split level design again is capable of variation with living up or down with private court to front and rear.

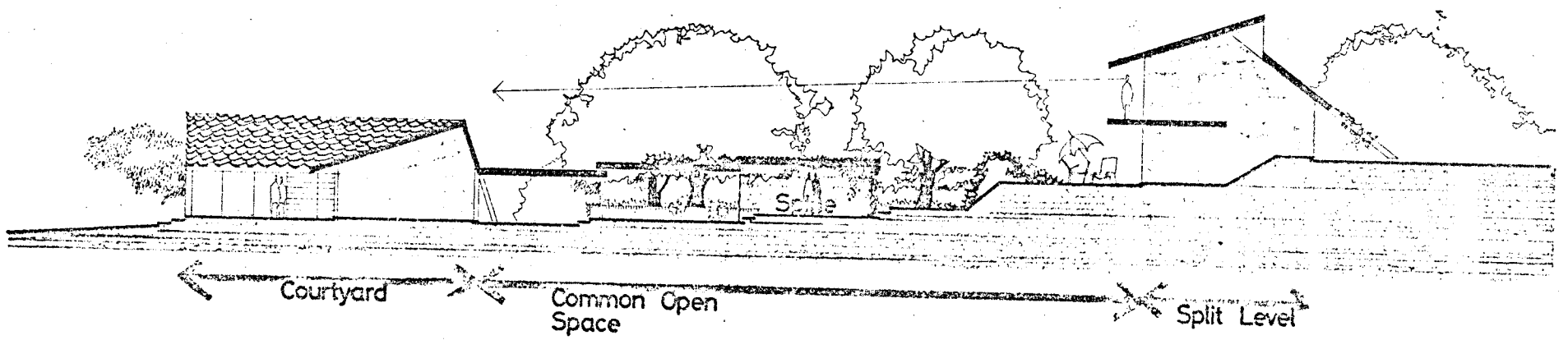
↑ Golf Course



TC 1

DETAIL LAYOUT

Access Road



TC 1
SECTION

CAR PARKING

As described, car parking is located on the perimeter of the development and access to the main road is by some 6 crossings. All car parking is under cover and some lock-up garaging is provided. Garbage collection would be located in 2 or 3 convenient central stations easily accessible from the road with off street parking bay for trucks. These bays would also be used by removal vans and other service vehicles. Residents would use trolleys for moving rubbish bins, taking shopping from car to house and laundry from house to communal laundromat. The pedestrian spine has been located on level grade, for this purpose.

CONSTRUCTION MATERIALS

These have not been fully rationalised but the use of conventional brick veneer construction would appear appropriate. We would reserve the right to leave options open and investigate alternate construction methods which might (a) speed construction time; and (b) be more appropriate to the nature of the co-operative, before reaching final decisions.

COMMUNITY CENTRE.

This will provide a focal point for the whole community and tentatively consists of the following functions: Assembly Hall/Theatre, Music Rooms, T.V. Rooms, Workshops and Craft Rooms, Creche, Laundry, Bulk-buying co-op. Store, etc. It is intended to include some flat accommodation in this centre, for transient visitors, parents from interstate or just persons who are not capable of the financial commitment necessary for such development. It is hoped that a desirable social diversity will result.

COMMUNITY CENTRE (Continued)

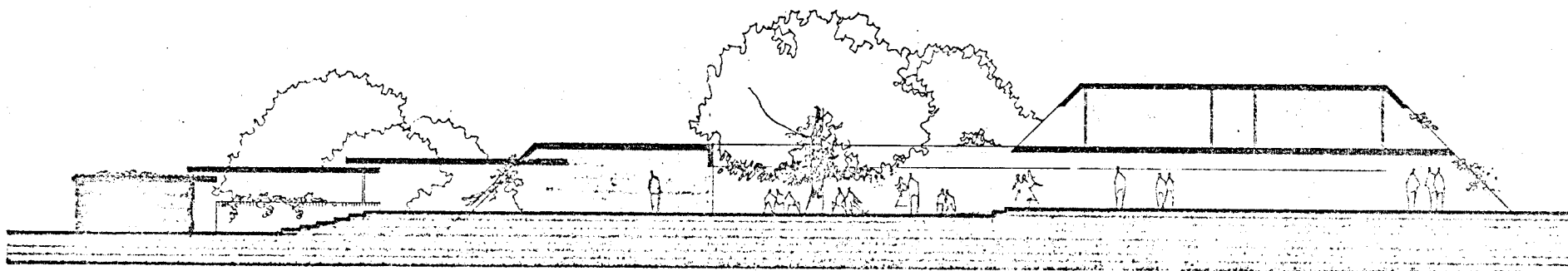
External facilities will include a swimming pool, tennis courts, children's adventure playground, vegetable gardens, etc. All landscape work will be native flora and suitably integrated with the buffer zone. It is intended that a landscape consultant will be employed to carry out this work.

HOME OWNERS ASSOCIATION

It is anticipated that a home owners association would be formed to organise the maintenance running repairs and expense for the entire development. Costs are expected to be apportioned according to the relative size of the individual house value. Articles of association are currently being drafted.

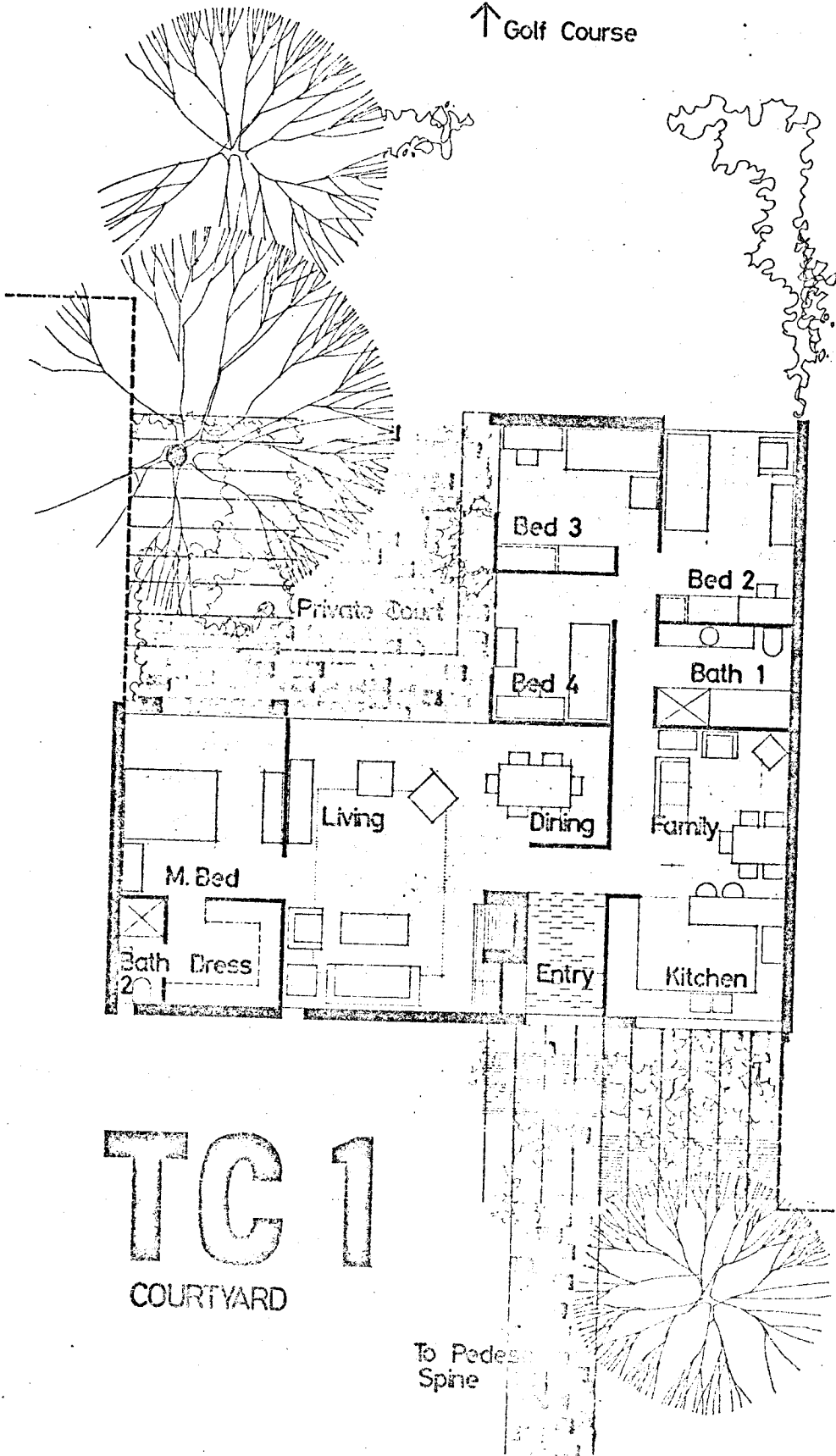
RELATION TO ADJOINING DEVELOPMENT

As shown in the locality plan there are two other potential areas under review for medium density housing which would be suitable for other co-operatives. Three co-operatives in the same area could have the beneficial results of pooling resources, with wider community participation and involvement. We have suggested that some proposed roads need not be constructed or only partially constructed to provide a deeper block for greater design flexibility within each co-operative. Furthermore the proposed open space along the crest of the hill could be extended down towards the golf course as shown with underpass beneath CZU leading to buffer zone.



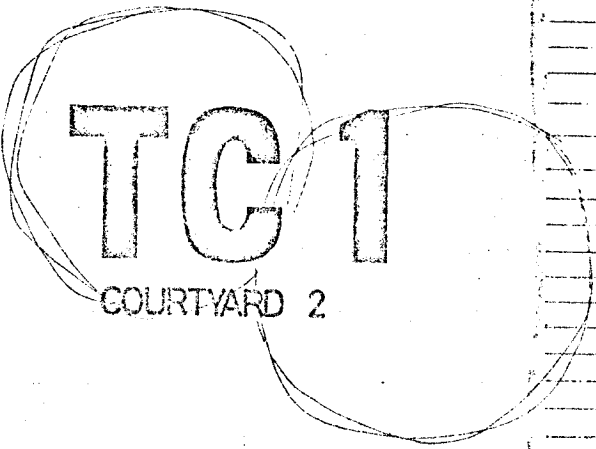
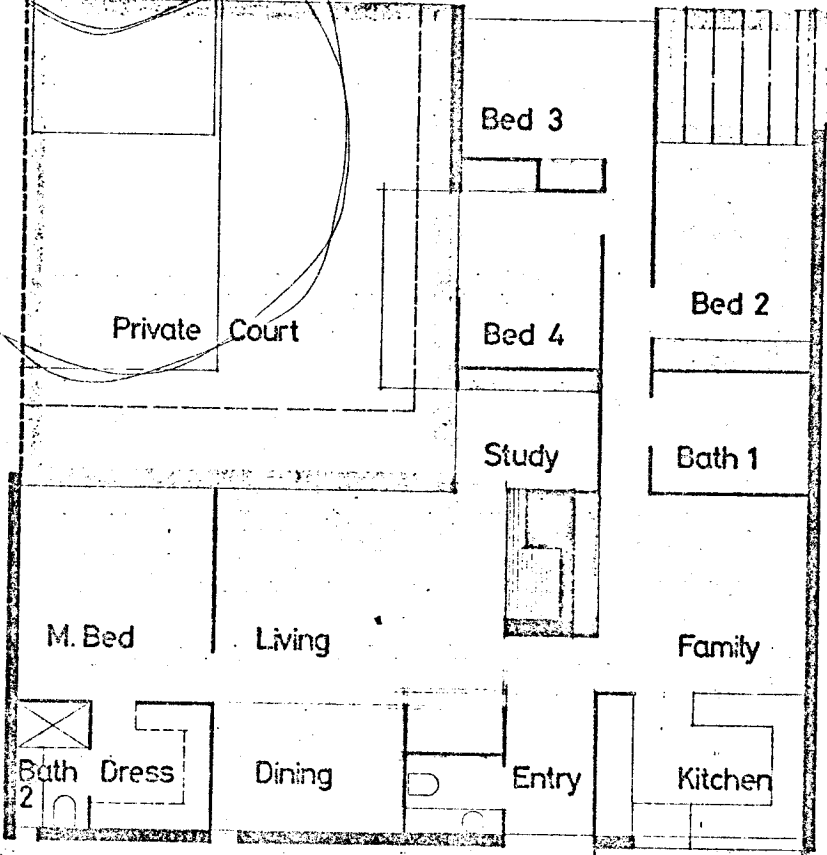
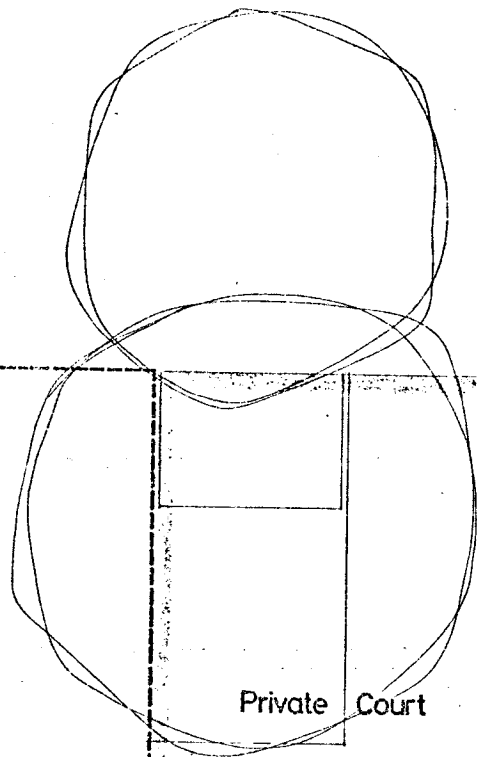
TC 1
COMMUNITY CENTRE

↑ Golf Course

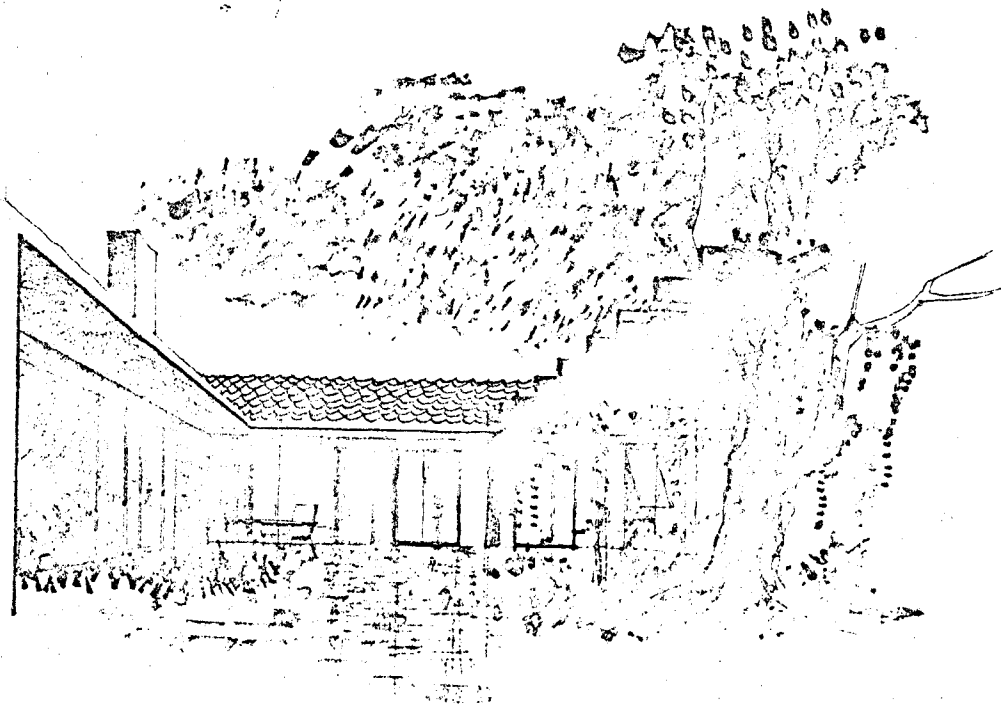


TC 1
COURTYARD

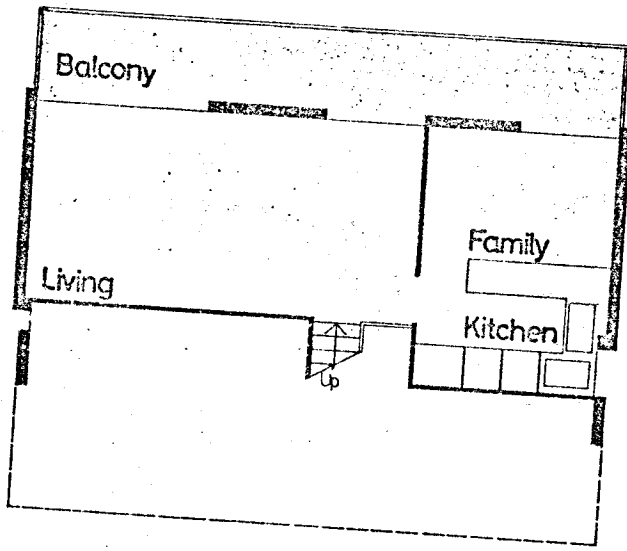
To Pedestrian
Spine



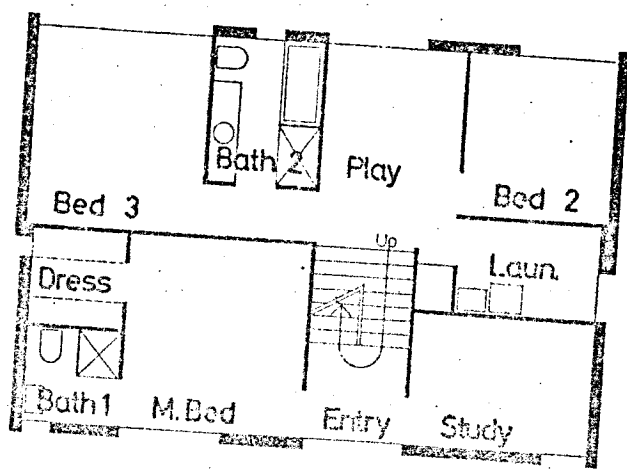
T C 1
COURTYARD 2



TC 1
COURTYARD

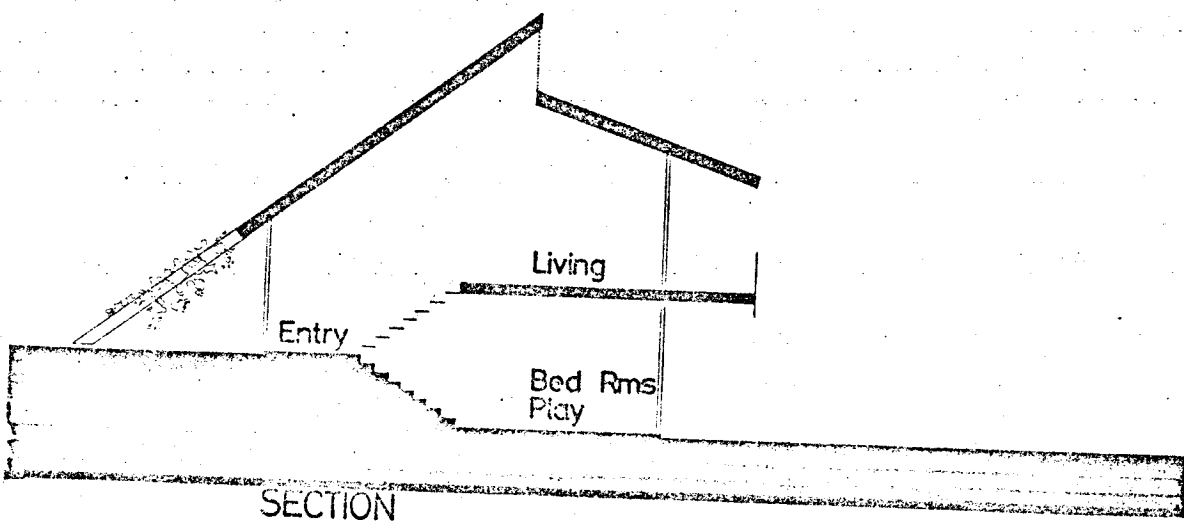


Upper



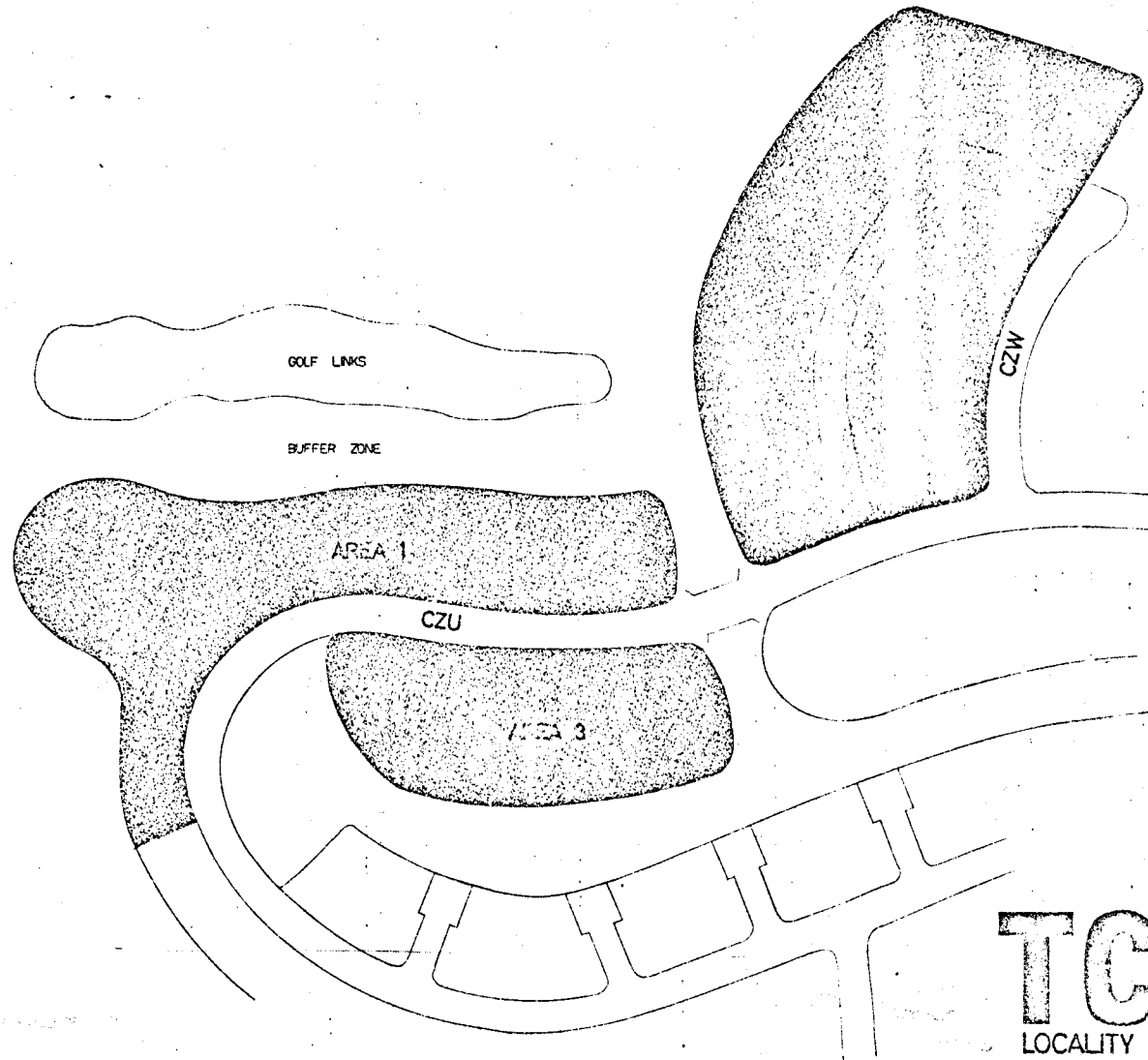
Lower

TC 1
SPLIT LEVEL



TC 1

SPLIT LEVEL



TC 1

LOCALITY PLAN

FUTURE COOPERATIVE GROUPS
IN MEDIUM DENSITY HOUSING

DEED OF AGREEMENT made the

day of

One thousand nine hundred and

BETWEEN the COMMONWEALTH OF AUSTRALIA (hereinafter called the "Commonwealth") of the one part AND the URAMBI CO-OPERATIVE COMMUNITY ADVANCEMENT SOCIETY LIMITED a housing co-operative incorporated under the Co-operative Societies Ordinance 1939, as amended and having its registered office at 92-96 Northbourne Avenue Canberra City in the Australian Capital Territory (hereinafter called the "Co-operative" which expression shall include its successors and assigns) of the other part:

WHEREAS -

- (a) the Co-operative is entitled to the right to the grant pursuant to the City Area Leases Ordinance 1936, as amended of a lease of Block 1 Section 149 Division of Kambah in the said Territory (which lease and land are hereinafter respectively called the "lease" and the "land");
- (b) the reserve price payable by the Co-operative to the Commonwealth for the lease is one hundred and twelve thousand dollars;
- (c) the Co-operative has paid to the Commonwealth the sum of eleven thousand two hundred dollars in respect of the reserve price for the lease and the balance thereof namely one hundred thousand eight hundred dollars remains unpaid; and
- (d) the Commonwealth has in consideration of the Co-operative entering into this deed agreed to grant the lease to the Co-operative notwithstanding that part of the reserve price for the lease has not been paid.



NOW THIS DEED WITNESSETH as follows:

1. The Co-operative shall pay to the officer for the time being performing the duties of the Receiver of Public Moneys in the Department of the Capital Territory at Canberra or his successor (the present address of the said officer being Akuna House Akuna Street Canberra City) the sum of one hundred thousand eight hundred dollars comprising the above recited unpaid sum plus interest thereon calculated on monthly rests at the rate of one half of one per centum per annum by three equal successive monthly instalments of thirty three thousand nine hundred and sixty four dollars each the first of such instalments becoming due and payable and to be paid on the _____ day of _____ One thousand nine hundred and _____

2. That notwithstanding anything herein contained the Co-operative shall have the right at any time to pay the whole of the said sum of one hundred thousand eight hundred dollars plus interest accrued thereon or any part thereof that is not less than five hundred dollars AND in the event of any such payment the interest otherwise payable hereunder that is referable to any sum so paid shall abate from the last day of the month in which the payment is made.

3. That if the Co-operative shall obtain the registration of a units plan subdividing the land into units and common property pursuant to the Units Title Ordinance 1970, as amended or any legislation replacing that Ordinance IT IS HEREBY AGREED by and between the Co-operative and the Commonwealth that -

(a) the whole of the part of the reserve price for the lease that remains unpaid at the date of such

registration together with all interest accrued thereon to and remaining unpaid on that date shall be apportioned between the units into which the land is sub-divided so that as nearly as practicable the amount of reserve price and interest apportioned to a unit bears to the amount of reserve price and interest apportioned to all units the same proportion as the unit entitlement of the unit bears to the unit entitlement of all units;

- (b) the Co-operative shall pay in respect of each unit the amount of reserve price and interest apportioned to such units by equal successive monthly instalments over a period of three months with the first of such instalments becoming due and payable and to be paid on the _____ day of _____ One thousand nine hundred and _____
- (c) the provisions, covenants and conditions set out in the said units plan in relation to the units shall include an acknowledgement that the Co-operative as the Lessee of each unit has agreed to pay in respect of each unit that part of the reserve price and interest apportioned to the particular unit in accordance with paragraph (a) by monthly instalments of a specified amount equal to the amount of the monthly instalments determined in respect of the particular unit in accordance with the provisions of paragraph (b);
- (d) a unit shall not be transferred by the Co-operative except upon payment to the Commonwealth of the whole

of the reserve price and interest payable under paragraph (b) in respect of the unit;

- (e) notwithstanding anything herein contained the Co-operative shall have the right at any time to pay the whole of the reserve price and interest payable under paragraph (b) in respect of a unit AND in the event of any such payment the interest otherwise payable hereunder that is referable to any sum so paid shall abate from the last day of the month in which the payment is made so as to reduce to the extent of such abatement the amount of reserve price and interest otherwise payable under paragraph (b) in respect of the unit; and
- (f) the Co-operative shall if required so to do by the Commonwealth at any time execute a further deed of agreement to give effect to the matters referred to in this clause.

4. That the Co-operative shall at all times during the continuance of this agreement at the request of the Commonwealth execute every such document deed instrument or assurance and do every such thing for further or more effectually securing the rights or interest of the Commonwealth pursuant to this agreement as the Commonwealth from time to time requires and on default by the Co-operative in the observance of this clause all moneys remaining unpaid hereunder shall at the option of the Commonwealth become immediately due and payable and shall be paid by the Co-operative to the Commonwealth on demand and without any abatement of interest.

IN WITNESS WHEREOF the parties have executed this Deed as at the day this Deed is expressed to be made.

SIGNED SEALED AND DELIVERED

by
Delegate of the Minister for and
on behalf of the Commonwealth
in the presence of -

The Common Seal of the said

URAMBI CO-OPERATIVE COMMUNITY

ADVANCEMENT SOCIETY LIMITED was

hereunto affixed by Authority of the
Board of Directors previously given
and in the presence of -

.....
Director

.....
Secretary

THE COMMONWEALTH OF AUSTRALIA
AUSTRALIAN CAPITAL TERRITORY
CITY AREA LEASES ORDINANCE 1936 AS AMENDED

LEASE GRANTED pursuant to the City Area Leases Ordinance 1936 as amended and the Regulations thereunder on the _____ day of _____ One thousand nine hundred and _____ WHEREBY the Commonwealth of Australia (hereinafter called the "Commonwealth") grants to the URAMBI CO-OPERATIVE COMMUNITY ADVANCEMENT SOCIETY LIMITED a housing co-operative incorporated under the Co-operative Societies Ordinance 1939 as amended and having its registered office at 92-96 Northbourne Avenue Canberra City in the Australian Capital Territory (hereinafter called the "Lessee") ALL THAT piece or parcel of land situate in the City Area in the Australian Capital Territory containing an area of 4.4 hectares or thereabouts and being Block 1 Section 149 Division of Kambah as delineated on Deposited Plan Number 4193 in the office of the Registrar of Titles at Canberra in the said Territory and being the land shown by pink colour on the plan annexed hereto RESERVING unto the Commonwealth all minerals TO HOLD unto the Lessee for the term of ninety-nine years commencing on the _____ day of _____ One thousand nine hundred and _____ (hereinafter called "the date of the commencement of the lease") to be used by the Lessee for the purpose set forth in Clause 4 only YIELDING AND PAYING THEREFOR during the said term rent at the rate of five cents per annum if and when demanded.

THE Lessee covenants with the Commonwealth as follows:

1. That the Lessee shall pay to the Minister or to such person as may be authorised by the Minister for that purpose at Canberra aforesaid the rent hereinbefore reserved within one month of the date of any demand in that behalf being made by the Minister and served on the Lessee.
2. That the Lessee will within six months from the date of the commencement of the lease or within such further time as may be approved in writing by the Commonwealth for that purpose commence to erect buildings comprising not less than sixty eight and not more than seventy two single unit private dwellings (with necessary and usual appurtenances outbuildings and fences) on the said land at a cost of not less than One million seven hundred and fifty thousand dollars together with landscaping storage areas covered car parking hardstanding car parking and vehicle access roads in accordance with plans and specifications prepared by the Lessee and previously submitted to and approved in writing by the Commonwealth.
3. That the Lessee will within twenty four months from the date of the commencement of the lease or within such further time as may be approved in writing by the Commonwealth complete the erection of the said buildings at a cost of not less than One million seven hundred and fifty thousand dollars together with landscaping storage areas covered car parking hardstanding car parking and vehicle access roads in accordance with the said plans and specifications and in accordance with every Statute Ordinance or other law applicable thereto.

4. That the said land shall be used for residential purposes only.
5. That the buildings erected on the said land shall have a maximum gross floor area of not more than 9,376 square metres. "Gross floor area" is hereby defined as the sum of the areas of the floor or floors of the buildings measured from the external face of the external walls but excluding any area for the parking or garaging of cars.
6. That the Lessee shall within nine months from the date of the commencement of the lease or within such further time as may be approved in writing by the Commonwealth for that purpose construct water mains stormwater drains sewer lines and fire fighting water mains and hydrants together with all necessary appurtenances in accordance with plans and specifications prepared by the Lessee and previously submitted to and approved in writing by the Commonwealth.
7. That the Lessee shall at its own cost within nine months of the date of the commencement of the lease or within such further time as may be approved in writing by the Commonwealth for that purpose provide facilities on the said land to a standard acceptable to the Commonwealth to enable telephone and electricity services to be installed underground.
8. That the Lessee shall not without the previous approval in writing of the Commonwealth erect any buildings on the said land or make any structural alteration in any buildings erected on the said land.
9. That the Lessee shall at all times during the said term maintain repair and keep in good and tenantable repair to the satisfaction of the Commonwealth all buildings the services constructed pursuant to Clause 6 and all other improvements constructed on the said land.
10. That if and whenever the Lessee is in breach of its obligations set out in Clause 9 of this lease the Commonwealth may by notice in writing to the Lessee specifying the repairs and maintenance needed require the Lessee to effect the necessary work in accordance with the notice.

That if the Commonwealth is of the opinion that a building or some other improvement on the land is beyond reasonable repair the Commonwealth may by notice in writing to the Lessee require the Lessee to remove the building or improvement and may require the Lessee to construct a new building or improvement in place of that removed within the time specified in the notice.

That if the Lessee does not carry out the required work within the time specified by the Commonwealth any person or persons duly authorised by the Commonwealth with such equipment as is necessary may enter upon the land and carry out the necessary work and all costs and expenses incurred by the Commonwealth in carrying out the work shall be paid by the Lessee to the Commonwealth on demand and from the date of such demand until paid shall for all purposes of this lease be a debt due and payable to the Commonwealth by the Lessee.
11. That the Lessee shall permit any person or persons authorised by the Commonwealth to enter upon the said land at all reasonable times and in any reasonable manner and inspect the said land and any buildings services and improvements thereon.
12. THE Lessee acknowledges pursuant to sub-section (4) of Section 12A of the City Area Leases Ordinance 1936 as amended that the Lessee has agreed to pay to the Commonwealth One hundred thousand eight hundred dollars presently the balance of the reserve price payable by the Lessee for the within lease and interest thereon calculated on monthly rests at the rate of one half of one per centum per annum by three equal successive monthly instalments of Thirty three thousand nine hundred and sixty four dollars each the first of such instalments becoming due and payable and to be paid on the _____ day of _____ One thousand nine hundred and _____ all more particularly set out in the Deed of Agreement dated the _____ day of _____ One thousand nine hundred and _____

THE Commonwealth covenants with the Lessee:

13. That the Lessee may at any time upon payment of all rent and other moneys due to and demanded by the Commonwealth under this lease surrender this lease to the Commonwealth but subject to any law to the contrary the Lessee shall not be entitled to receive any compensation from the Commonwealth in respect of such surrender or in respect of any buildings services or other improvements upon the said land.

IT IS MUTUALLY COVENANTED AND AGREED that -

14. (a) subject to this clause the Lessee shall not without the written consent of the Minister first had and obtained transfer or assign by way of sale this lease or any interest in this lease whether at law or in equity during the period of five years from the date of the commencement of the lease AND in the case of any agreement by the Lessee to effect any such transfer or assignment subject to the consent of the Minister being first obtained the Lessee shall apply for the consent of the Minister as aforesaid within three months of the making of the agreement;
- (b) before consenting to any transaction to which this clause applies the Minister may require the Lessee to inform him of any particulars relating to the consideration to be paid in respect of that transaction;
- (c) a certificate by the Minister that the Lessee may transfer or assign the lease for a consideration not exceeding an amount specified in the certificate shall constitute consent as required by this clause;
- (d) if the Minister refuses to give consent to the transfer or assignment of this lease the Lessee may make an offer in writing to the Commonwealth to surrender the lease in consideration of the payment by the Commonwealth of an amount specified in the offer and on payment of that amount or of another amount agreed to, or failing any such agreement of an amount determined in accordance with the provisions of paragraph (e) of this clause the Lessee shall surrender this lease and the Commonwealth shall accept such surrender;
- (e) failing agreement thereto the amount that shall apply for the purposes of paragraph (d) of this clause shall comprise so much of the reserve price for this lease that has actually been paid replacement cost less depreciation of all improvements on the said land including landscaping and all expenses properly paid by the Lessee including agent's fees and legal expenses and shall be determined by a single Arbitrator who shall be the National President for the time being of the Commonwealth Institute of Valuers if able to act otherwise a person able to act nominated by the said National President;
- (f) the Commonwealth shall make payment of the amount agreed or determined under paragraph (d) of this clause by first paying out therefrom any mortgages registered over the said land and by thereafter paying to the Lessee any balance thereof remaining;
- (g) any consent given by the Minister is conditional upon the consideration payable in respect of the transaction not exceeding the amount in that behalf set out in the consent; and
- (h) this clause shall not apply to a transfer or assignment of the lease or of any interest in the lease by operation of law or by will or by a mortgagee in pursuance of a power of sale as mortgagee.

IT IS FURTHER MUTUALLY COVENANTED AND AGREED as follows:

15. If -
- (a) buildings services landscaping storage areas covered car parking hardstanding car parking and vehicle access roads are not commenced within the periods specified under this lease;
 - (b) buildings services landscaping storage areas covered car parking hardstanding car parking and vehicle access roads are not completed within the periods specified under this lease;
 - (c) any instalment referred to in Clause 12 shall remain unpaid for a period of twelve months after the day appointed for payment thereof;
 - (d) the Lessee shall commit or suffer a breach of any covenant contained in Clause 14 hereof;
 - (e) after completion of a building as aforesaid the said land is at any time not used for a period of one year for the purpose for which this lease is granted; or
 - (f) the Lessee shall commit or suffer a breach of any other covenant contained or implied in this lease

the Commonwealth may determine this lease but without prejudice to any claim which the Commonwealth may have against the Lessee in respect of the breach of any covenant herein contained or implied and on the part of the Lessee to be observed or performed.

16. That acceptance of rent by the Commonwealth during or after any period referred to in Clause 15 shall not prevent or impede the exercise by the Commonwealth of the powers conferred on it by that clause.
17. That if at the expiration of this lease the Commonwealth shall have decided not to sub-divide the said land and that it is not required for any Commonwealth purpose AND shall have declared the said land to be available for lease the Lessee shall be entitled to a further lease of the said land for such further term and at such rent and subject to such conditions as may then be provided or permitted by Statute Ordinance or other law.
18. That in this lease the expression "Minister" shall mean the Minister of State of the Commonwealth for the time being administering the City Area Leases Ordinance 1936 as amended or any Statute or Ordinance substituted therefor or the member of the Executive Council of the Commonwealth for the time being exercising the powers and functions of such Minister AND shall include the authority or person for the time being authorised by the Minister or by law to exercise those powers and functions of the Minister.
19. That any notice requirement demand consent or other communication to be given to or served upon the Lessee under this lease shall be deemed to have been duly given or served if signed by or on behalf of the Minister and delivered to or sent in a pre-paid letter addressed to the Lessee at the said land or at its registered office or at the usual or last-known address of the Lessee or affixed in a conspicuous position on the said land.
20. That the expression "Lessee" shall where the context so admits or requires be deemed to include both the corporation and its successors and assigns.

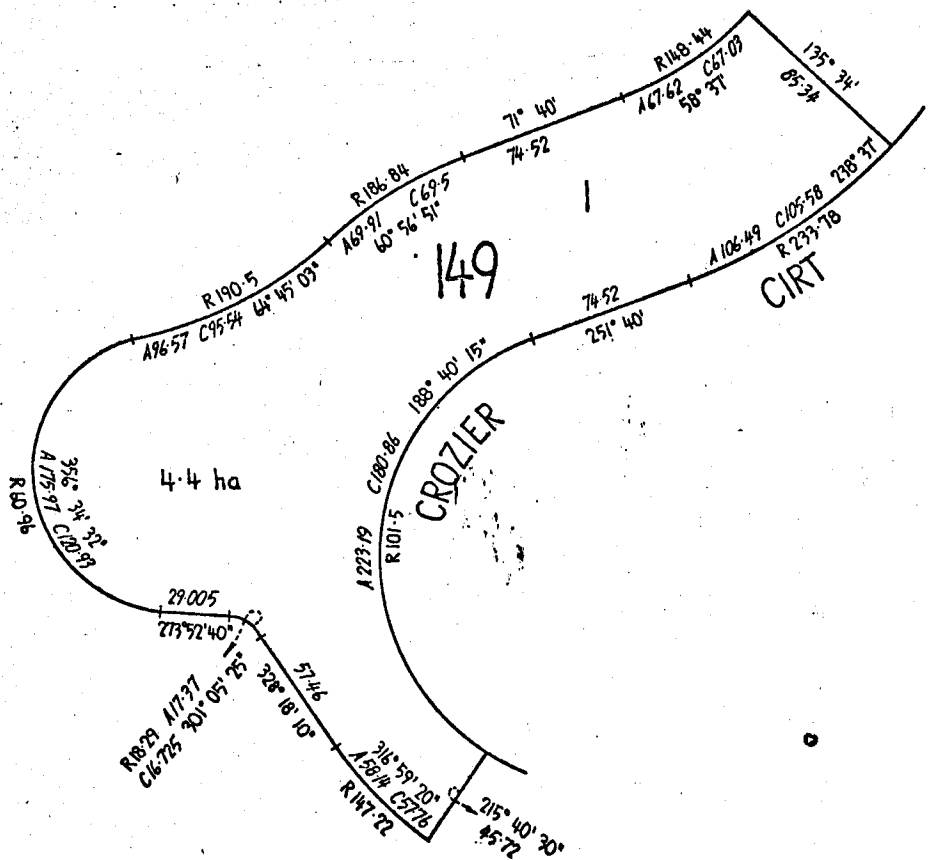
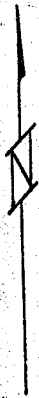
IN WITNESS whereof the Commonwealth and the Lessee have executed this Lease.

SIGNED SEALED AND DELIVERED
by
Delegate of the Minister
for and on behalf of the
Commonwealth in the presence
of -

The Common Seal of the said
URABI CO-OPERATIVE
COMMUNITY ADVANCEMENT
SOCIETY LIMITED was duly
hereunto affixed by authority
of the Board of Directors
previously given and in the
presence of -

.....
Director

.....
Secretary



Scale. 1:2500

"This is the plan referred to in the lease of Block 1 Section 149 Division of Kambah granted on the _____ day of _____ 19 _____ as being annexed thereto."

URAMBI'S DEVELOPMENT

Body Corporate Seeks Residents' Views

At the last Body Corporate meeting, Bob Hodge (the new Chairman after Ian Low's move to Darwin) suggested that we canvas residents' views on how they would like to see Urambi developed.

This came as a result of reaction from some residents to a decision made at the previous Body Corporate meeting. It had been decided then that a vegetable garden planted on communal land should be removed after the present growing season, partly because permission for it was not gained from the Body Corporate, and partly because it did not fit in with established policy that planting in communal areas should be predominantly native.

But it was suggested to the Body Corporate that perhaps this "predominantly native" policy may no longer be what the majority of residents want. Are the principles that have been guiding the Body Corporate in its decisions about development out of date?

We - both the Body Corporate and Urambi News - would like to hear from you on this. How would you like to see Urambi developed from here on? Should planting in communal areas be 'predominantly native'? Could some of communal land be used for vegetables? Should we be spending more money on development? Are working bees the best way to get things done?

Please let us have your views this week, so they can be published in the next issue of Urambi News. (Give them to Steve or Mg't Shann in House 40). Or, if you'd rather, talk them over with one of the B.C. members - Bod Hodge, Jan Robins, Keith McIntyre, Glenda Johnson, Arminel Ryan, Mat Stewart, Charles Ironside, Margaret or Stephen Shann.

DRAINAGE -BODY CORPORATE/INDIVIDUAL
RESPONSIBILITY

A recent decision of interest which resulted in costs for some drainage being shared by some individual householders and by the Body Corporate led to general agreement on the principles which should be applied to any similar cases.

The principle agreed to is that the Body Corporate must take some responsibility for improving drainage outside an individual's entitlement if the drainage problem is made worse by water running off communal land. In all other cases, of course, it is up to the householder(s) concerned to solve any problem.

BRICKS FOR SALE

The Olsen's have about 90 bricks for sale. House number 23.

URAMBI BREAK-INS

A couple of weeks ago, the Community Centre was broken into, and some damage done, and there have been a couple of houses broken into, too, with damage done and things stolen. The police have informed us that there's a lot going on in the area at the moment.

It seems that locking your house isn't enough. These house-breakers have got in by forcing open windows where the fly-screen has not been tightly shut. So beware.

URAMBI BICYCLE TRACK

Kids from outside of Urambi have been using our paths as bicycle tracks, especially during the holidays. Please ask unfamiliar riders on our paths if they do in fact live here. If not, it should be pointed out that this isn't public property and they shouldn't be here.

BIN ENCLOSURES

The bin areas are all being enclosed, following the successful experiment with the one by Car Park E. Tiger Waste has agreed to collect from within the enclosures, as long as rubbish is in bins (so please make sure you have a bin). We still need to put the bins back in the areas after collection has been made.

LOST

LOST AT XMAS PARTY, COMMUNITY CENTRE: One black buffalo horn salad spoon, d'Alpuget - Pratts. Much loved for irrational reasons. House 18.

MEETINGS

Body Corporate Meeting
Community Centre
Wednesday, February 6th,
8:15 pm.

Community Centre Sub-Committee
Community Centre
Monday, February 4th,
8 pm

Agenda

Information in Fire Places
Security
Shopping List
Landscaping
Hire of Community Centre
Social Programme

* The Secretaries for Feb/March are Sandra and Geoff Hawker, House 38, telephone 317750

Baby Sitting Club Hours
December/January Summary

	Dec/Jan	Balance	Low/Ellyard Debit	Final Balance
Cartland	$-8\frac{1}{2}$	$+6\frac{1}{2}$	$-1\frac{3}{4}$	$+4\frac{3}{4}$
Christie	-1	+6	$-1\frac{3}{4}$	$+4\frac{1}{4}$
Hawker	$-3\frac{3}{4}$	$-26\frac{3}{4}$	$-1\frac{3}{4}$	$-28\frac{1}{2}$
Healy	$-1\frac{1}{4}$	$-5\frac{1}{4}$	$-1\frac{3}{4}$	$+3\frac{1}{2}$
Ellyard	0	-17	+17	0
Johnson	0	-4	-2	-6
Lowe	+3	$-8\frac{1}{2}$	$+8\frac{1}{2}$	0
McAlpine	0	+2	$-1\frac{3}{4}$	$+\frac{1}{4}$
McCathie	$-5\frac{1}{2}$	$+4\frac{3}{4}$	-2	$+2\frac{3}{4}$
McIntyre	-8	+1	$-1\frac{3}{4}$	$-\frac{3}{4}$
Maher	-8	$+2\frac{1}{2}$	$-1\frac{3}{4}$	$+\frac{3}{4}$
Munro	+4	$-\frac{3}{4}$	$-1\frac{3}{4}$	$-2\frac{1}{2}$
Multon	0	+4	$-1\frac{3}{4}$	$+2\frac{1}{4}$
Pratt	$+8\frac{1}{2}$	$-2\frac{1}{4}$	$-1\frac{3}{4}$	-4
Ryan	0	$+16\frac{3}{4}$	-2	$+14\frac{3}{4}$
Shann	$+20\frac{1}{2}$	$+10\frac{1}{2}$	-2	$+8\frac{1}{2}$
Balance	0	0	0	0

Explanation

The Ellyards and Lowes have left Urambi, each leaving a deficit behind. According to the rules, they have paid \$1 per hours deficit to the Club Convenor, and so each member family will receive \$1.82. Their deficit hours have been distributed as evenly as possible, with four families (chosen at random) having 2 hours deficit and 10 having an extra $1\frac{3}{4}$ hours deficit. This makes up the $25\frac{1}{2}$ hours left by the Ellyards and Lowes.

It may seem odd that we don't simply forget about the Ellyard/Lowe deficit. The only reason for distributing their hours is that it makes it easier for Secretaries to balance the books, checking their sums.

PARKING RECORDS

Please check the details that concern you, & inform Arminel Ryan (House 20 - ph. 31 7392) of any inaccuracy.
 (* = covered space) (• = available for rent)

CARSPACE NO.	OWNED BY	RENTED BY	HOUSE NO.	CARSPACE NO.	OWNED BY	RENTED BY	HOUSE NO.
<u>CARPARK A</u>							
1	Hickson		1	2	Schou		2
3	Sharpe		3	4	Probert		4
5	Jackson		7	6	Kanard		8
<u>CARPARK B (TOP SECTION)</u>							
*7	Blackburn		9	*8	Cushing		10
*9	—	Cushing	10	*10	Lloyd & McKay		11
*11	Powell/Witkes		13	*12	Lawson		66
*13	Kemp & Riech		67	*14	J. Batty		68
*15	Hay		71	*16	Levesey		70
*17		I. Batty	69	*18 •	E. F.	I. Batty	69
*19	MCCARTHY		5	*20	Everett		6
*21 •	—			*22 •	—		
23		Levesey	70	24	Levesey	Levesey	70
25 •	—			26	Johnson		12
27	Harris		15	28	—	N. Pratt	14
29	Pratt, N.		14	30	I. Batty		69
<u>CARPARK B (LOWER SECTION)</u>							
*31	Kay		19	*32	Ryan		20
*33	Robbins		21	*34	Ohlsson		23
*35	Wood	Woodrow	24	*36	Woodrow		24
*37	Watson		25	*38	Kortlang		26
*39	Christie		27	*40	Body Corporate	Storage	
						continued over	→

CARSPACE NO	OWNED BY	RENTED BY	HOUSE NO	CARSPACE NO	OWNED BY	RENTED BY	HOUSE NO
41	—	McALPINE	17	42	—	KAY	19
43	—	PRATT	18	44	ELLYARD		22
45*	—	ELLYARD	22	46*	—	RYAN	20
47*	MAHER		16	48*	McALPINE		17
49*	PRATT		18	50*	—	HOUSTONE	72
51*	BODY CORPORATE		STORAGE				

CARPARK C

52	McDONALD		65	53*	BOWLER		62
54*	EDWARDS		64	55*	P.J. & J. FOX		63
56*	—			57*	MUTTON		30
58*	UNSOLD (LEASE PURCHASE)		61	59*	—		
60*	RINNIE (MUNRO)		60	61*	SPRING	SPRING	53
62*	TOWERS		33	63*	DOWE		35
64*	IRONSIDE		59	65*	McINTYRE		57
66	& —	GASCOGNE	29	67*	GOLDRING		28
68*	GOLDRING	GOLDRING	28	69*	GASCOGNE		29
70*	—	GOLSKI	34	71*	GOLSKI		34
72	—	GOLSKI	34	73	LOWE		31
74	SMITH		32	(75	TREE SPACE - OCCUPIED BY DOG KENNEL - NO 58'S)		
76	FERRY & CLARKE		58				

CARPARK D

77*	BALLARD		# 37	78*	& —	HAWKER	38
79*	HAWKER		38	80*	LANG		39
81*	CLARKE & DOAK		52	82*	BLOMFIELD		51
83*	CARTLAND		50	84*	STEWART		49
85*	KENT		46	86*	ARMSTRONG SMITH & ELIAS		56
87*	VICKARY		55	88*	GOGGIN		54

continued over →

CARSPACE N ^o	OWNED BY	RENTED BY	HOUSE N ^o	CARSPACE N ^o	OWNED BY	RENTED BY	HOUSE N ^o
87*	MORAN*		36	90	—	DOWE	35
91	SPRING		53	92	—	CLARKE & DOAK	52
93	—	MORAN	36	94	—	CARTLAND	50
<u>CARPARK 3E</u>							
95*	SHANN		40	96*	DYSART		41
97*	HODGE		42	98*	HEALY		43
99*	UNSOLD		48	100	—	HODGE	42
101	—			102	—	HEALY	43
(103	TREE SPACE	—	—)	104	—		
105	BOYD		47	106	—		
107	HOPKINS		45	108	REEVES		44

Rental Rates : \$1 per week for an uncovered space
 \$5 per week for a covered space.

(Payable quarterly in advance - accounts handled by
 Allen Curtis & Partners).

Note : there are only 9 ~~8~~ unlet spaces remaining.
 If you need extra storage space or a parking spot
 for your second car, apply now to Arminel Ryan.
 First come, first served! Share one with a neighbour!
 Also, anyone wishing to horse-trade, please let
 me know the results!

Spaces left unlet at the end of February will
 be used for Body Corporate storage

DEPARTMENT
OF THE
CAPITAL TERRITORY



LAND ADMINISTRATION BRANCH
POST OFFICE BOX 168
CANBERRA CITY, A.C.T. 2601
TELEPHONE 462211 46-2451

RW:IVP

In reply please quote: 70/3982
Your reference no:

29 OCT 1974

Dear Mr Batty,

I refer to your application on behalf of the Kambah Co-operative Housing Association, now the Urambi Housing Co-operative, for land for a co-operative housing project.

A receipt is enclosed for a deposit of \$700 paid on 17 May 1974. Since that date the deposit requirements for co-operative housing projects have been changed. The present requirement is for the co-operative to pay a deposit of \$1000.

Accordingly, your co-operative should forward a further \$300 to bring your deposit up to the minimum requirement.

The National Capital Development Commission has advised that, on the basis of your sketch proposals, Section 149, Kambah, should be reserved for the project; this will be done for a period of three months from the date of this letter to enable you to further explore the possibility of undertaking the development.

I have enclosed a copy of the proposed conditions for lease and development.

Your preliminary scheme has been approved in broad principle; would you please forward advance sketch plans incorporating the enclosed conditions, for N.C.D.C. approval prior to working drawing documentation.

I have not as yet received from our valuers the necessary information to fix a price for the land; this will be forwarded as soon as possible.

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'R. Whitfield'.

(R. Whitfield)
for Assistant Secretary
(Land Administration)

Mr J.A. Batty,
c/- Department of Urban
and Regional Development,
4th Floor, Lombard House,
CANBERRA CITY, A.C.T. 2601

URBAN CO-OPERATIVE

Commitment of Lease and Development

(1) Lease Purpose

Residential and ancillary thereto. Community uses as may be approved by the Commonwealth.

(2) Lease Term: 99 years.

(3) Performance: 6-24 months.

(4) Maximum Number of Units

Single Unit Dwelling Houses	60
Single Unit Flats	12

(5) Lease to provide for:

- (a) Maintenance of landscape
- (b) Maintenance of car parking and handstanding areas
- (c) Maintenance of buildings

(6) Development Requirements

It will be a condition of development that proposals conform substantially with the approved concept as illustrated on Drawings (Michael Dysart - Architect) No 1-15 Brochure and incorporate the following development conditions:

Development proposals submitted by the lessees must show a high standard of compatibility, amenity and architecture quality in the design and siting of buildings. Buildings should be related by careful siting and choice of materials, colour and roof lines. Amenity will be promoted by siting buildings to maximise privacy and quietness to limit the adverse effect of climate and utilise its advantages.

The Commission will exercise its discretion in relation to these conditions when considering the final concept.

- (a) Storage space must be provided within the complex at the ratio of 3.5 cubic metres per residential unit. Such storage space may be added to garage space or with a full height extension attached to service areas or garaging complexes.
- (b) Covered car parking to the following minimum requirements must be provided with the development complex at the following ratio:

Two bed units	-	1 garage
Three bed units	-	1 garage + one handstanding space
Flats	-	1 garage
Visitor parking	-	20 spaces

Maximum size of garages to be 6 metres x 3.5 metres per vehicle.
Garages to be constructed of brick or similar material.
Hardstanding areas to be of a minimum 5.5 m x 2.5 m.

- (c) Lessee will be required to underground all electrical and HWI reticulation to the requirements of the respective authorities.
- (d) Provision should be made for the public lighting of public areas.
- (e) The site is to be landscaped to an approved scheme.
- (f) Samples of external materials and finishes should be submitted for NCDG approval. Walls to be in white to off-white colour range and roofs to be dark in colour.
- (g) The scheme should provide for integrated TV reception with one mast point.
- (h) No perimeter fencing will be permitted however the marking of boundaries by means of landscape or tanolith pine logs set at a maximum height of .5 metres will be considered.

AUSTRALIAN CAPITAL TERRITORY

Co-operative Societies Ordinance 1939-1966

APPLICATION TO REGISTER A SOCIETY

To the Registrar of Co-operative Societies, Canberra,

1. Application to register a society under the Co-operative Societies Ordinance 1939-1966 is made by the seven persons whose names are subscribed at the foot hereof, and who are all over the age of twenty-one years and qualified to be members of a society.

2. The name of the society is URAMBI.CO-OPERATIVE.COMMUNITY.....
as set forth in Rule No. 3..... ADVANCEMENT SOCIETY LIMITED

3. The meeting to form the society was held at Civic Permanent Centre,
Canberra City on the13th..... day of November 1974.....,
and it was then resolved to apply for registration as a co-operative housing
and services.. society withlimited..... liability.

4. This application is accompanied by -

- (a) a statutory declaration from the chairman and the secretary of the meeting that the provisions of section 16 of the Ordinance have been complied with;
- (b) a copy of the written statement presented to the meeting of the members, as required by section 16(3.) of the Ordinance;
- (c) two copies of the proposed rules, signed by not less than seven applicants for membership, each of whose signatures has been attested by a witness;
- (d) a statement in or to the effect of Form C showing in which rules the matters required therein to be dealt with, by the Ordinance, are dealt with, and also showing in which rules other matters permitted by this Ordinance to be prescribed in the rules are dealt with;
- (e) a list containing the full name and the occupation and address of each director; and
- (f) a list containing the full name and the occupation and address of each applicant for membership, and the number of shares subscribed for by him.

5. The person to whom and the address to which communications relating to this application may be sent are -

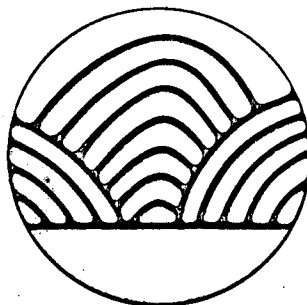
ABBOTT.TOUT.CREER.&.WILKINSON..... (Name).
Solicitors,
92-96 Northbourne Avenue..... (Address).
CANBERRA CITY. A.C.T. 2601

.....

6. The signatories to this application are -

1. *Robert G. Chittin* Member
2. *James H. Batty* "
3. *William E. ...* "
4. *J. H. ...* "
5. *George W. ...* "
6. *Michael Eyer's* "
7. *...* "

13th day of November, 1974.



URAMBI CO-OPERATIVE
COMMUNITY ADVANCEMENT SOCIETY LIMITED
P.O. BOX 666 CIVIC SQUARE A.C.T. 2608
TEL: IAN LOWE 452566 A/H 863700
JIM BATTY 452554

URAMBI DIRECTORS

Ian Peter Lowe	Public Servant
Alastair Gordon Christie	Public Servant
James Albert Batty	Company Director
David John Watson	Public Servant
John Lester Goldring	University Lecturer
Edward Josef Klimowicz	Public Servant
Geoffrey James McAlpine	Public Servant

AUSTRALIAN CAPITAL TERRITORYCo-operative Societies Ordinance 1939-1966DECLARATION TO ACCOMPANY APPLICATION TO REGISTER A SOCIETYURAMBI CO-OPERATIVE COMMUNITY ADVANCEMENT SOCIETY LTD.We James Albert Battyof 123 Shackleton Crt., Mawsonand Alastair Gordon Christieof 106 Kitchener St. Garran

do solemnly and sincerely declare that, at a meeting held for the purpose of forming the above-named society, at which seven or more persons qualified to be members were present -

1. There were presented at the meeting -

- (a) a written statement showing the objects of the society, and the reasons for believing that, when registered, it will be able to carry out its objects successfully; and
- (b) a copy of the rules which it is proposed to tender for registration;

2. The rules were approved by seven or more persons qualified to be members, in the form in which they are now submitted for registration; and

3. James Albert Batty acted as Chairman and Alastair Gordon Christie acted as secretary of the said meeting.

And we make this solemn declaration by virtue of the Statutory Declarations Act 1911-1944, conscientiously believing the statements contained therein to be true in every particular.

(Signed)

James A. Batty

Chairman of the Meeting

Alastair G. Christie

Secretary of the Meeting

Declared

this 13th day of November 1974.

Before me -

[Signature]

Justice of the Peace.

AUSTRALIAN CAPITAL TERRITORY

Co-operative Societies Ordinance 1939-1956.

STATEMENT SHOWING IN WHICH RULES CERTAIN MATTERS ARE
DEALT WITH

Particulars of Matter.	No. of Rule.	For office use only.
A.- Matters required by section 49 of the Ordinance to be dealt with-		
(1) The name of the society with the word "Co-operative" as part of the name and the word "limited" as the last word of the name	3	
(2) Whether the liability of the members is limited	2	
(3) Where the office of the society is to be situated	4	
(4) The objects of the society	5	
(5) Whether the society intends to avail itself of any powers authorized by the Ordinance as incidental to its objects and, in the case of borrowing powers, within what limits not exceeding the prescribed limits	6	
(6) The manner in which the capital of the society is to be raised	19	
(7) The manner in which the funds of the society are to be managed, and, in particular, the mode of drawing and signing cheques, drafts, bills of exchange, promissory notes, and other negotiable instruments for and on behalf of the society	81, 82	
(8) The purposes to which the funds of the society are to be applied and the manner in which they are to be invested	93	
(9) In the case of any society which is authorized to make an advance-	N/A	
(a) the manner in which an application for an advance is to be made;		
(b) the conditions with which an applicant is to comply;		
(c) the manner in which an advance is to be made and repaid;		
(d) the deduction, if any, for premium;		

Particulars of Matter.	No. of Rule.	For office Use only.
(e) the conditions on which a borrower may redeem the amount due from him before the expiration of the period for which the advance was made; and (f) the terms upon which a mortgage may be redeemed		
(10) The manner in which any gain or surplus which may result from the transactions of the society is to be distributed among the members	95	
(11) The manner in which any loss which may result from the transactions of the society is to be provided for	94	
(12) The mode and conditions of admission to membership, and the payment to be made on the share of interest to be acquired before the exercise of the rights of membership	8, 9, 19	
(13) The rights and liabilities of members and of the estates of deceased members and of members whose estates have been sequestered or assigned	2, 18A, 18B, 18C, 28	
(14) The manner in which the share or interest of members may be transferred	24-26	
(15) The circumstances in which members may be expelled and the rights and liabilities of expelled members	18	
(16) The number of directors, the qualification of directors, the manner of electing, remunerating and removing directors and filling a vacancy in the directorate, whether directors are to be elected annually or half-yearly, the period for which directors are to hold office, and whether directors are to retire by rotation or otherwise	55-66	
(17) The powers and duties of the Board, the requisite notice of meetings, the quorum for meetings, and the procedure at meetings, of the Board	67-76	
(18) The intervals between general meetings of the society, the manner of calling special and general meetings, the regular notice of meetings and the quorum of meetings, of the society	30, 33-39 42	

Co-operative Societies Regulations

Particulars of Matter.	No. of Rule.	For office use only.
(19) The procedure at meetings of the society, including the rights of members in voting thereat, the manner of voting, and the majority necessary for carrying resolutions	40-54	
(20) The manner of appointing, remunerating and removing officers of the society, the powers and duties of officers and the security to be given by any officer having the receipt or charge of any moneys belonging to the society	77, 78, 78A	
(21) Whether the accounts of the society are to be audited annually or more frequently	92	
(22) The manner of appointing, remunerating and removing auditors, the powers and duties of auditors, and, in particular, their powers and duties with respect to the inspection of securities belonging to the society	85-92	
(23) The provision for the custody of securities belonging to the society	83	
(24) The charges, including any charges on admission or for working expenses or otherwise, which are to be payable by a member of the society	110	
(25) The circumstances in which fines and forfeitures may be imposed on members of the society and the amount of the fines, not exceeding the prescribed maximum	15, 23	
(26) Whether disputes between the society and any of its members, or any person claiming by or through any member, under the Rules, are to be settled by reference to arbitration or by some other specified manner	98	
(27) The manner of altering and rescinding the Rules and making additional Rules	111	

Co-operative Societies Regulations

Particulars of Matter.	No. of Rule.	For office use only.
(28) The provision for the device, custody and use of the seal of the society	7	
(29) The manner in which the society may be wound up	106-109	
(30) The nominal value of each share in the society	19	
(31) The maximum proportion of the shares which may be held by a member, not exceeding the prescribed proportion	19	
(32) The periodic subscriptions by which or the manner in which shares are to be paid for	21	
(33) The maximum amount which may be paid to a member in the form of a dividend in respect of the shares held by him, not exceeding the prescribed maximum	95	
(34) The provision for the forfeiture of shares on expulsion or on failure to pay any subscription or call, the extent to which members whose shares have been forfeited shall remain liable for any amount still unpaid in respect thereof, and the sale or cancellation of forfeited shares	18,23	
(35) The manner in which shares may be transferred	24-26	
B.- Matters permitted by the Ordinance to be prescribed in the Rules-		
(1) Who may be members	-	
(2) Provision whether persons under the age of twenty-one may be members	-	
(3) How surplus arising in any year from the business of the society is to be disposed of	96,97	
(4) Whether members shares may be purchased out of reserve fund within the limits allowed by the Ordinance	-	
(5) The manner in which the share or interest of a deceased member shall be ascertained for the purposes of section 29	18B	
(6) Whether contracts may be made with members to require them to have specified dealings with the society for a fixed period	-	

Co-operative Societies Regulations

Particulars of Matter.	No. of Rule.	For office use only.
(7) Whether question for decision by a meeting of the society shall be determined by a majority of members present in person thereat or how otherwise	46-54	
(8) Whether members shall be entitled to more than one vote	-	
(9) Whether conditions are stated on which members shall be entitled to any additional vote	-	
(10) Whether members may vote by proxy	51-54	
(11) (a) Whether a copy of the balance-sheet and profit and loss account, fully audited, together with a copy of the auditor's report to the members of the society, shall be transmitted to each member with a notice of annual general meetings, or whether the notice of the annual general meetings may include a notice that the balance-sheet and profit and loss account and auditor's report may be inspected by members at the office of the society;	74	
(b) The period before such annual general meeting within which such inspection may be made	74	
(12) Whether the society may make an advance to a member out of the reserve fund upon the security of his shares	-	

AUSTRALIAN CAPITAL TERRITORY

FORM D

Co-operative Societies Ordinance 1939-1966

URAMBI CO-OPERATIVE COMMUNITY ADVANCEMENT SOCIETY LIMITED

LIST OF DIRECTORS

Surname	Christian name in full	Occupation	Address	Date of Appointment
BATTY	James Albert	Public Servant	123 Shackleton Circ. Mawson	13.11.74
CHRISTIE	Alastair Gordon	"	106 Kitchener Street, Garran	"
ELLYARD	Peter Wake	"	20 Mackellar Cres. Cook	"
EYERS	Michael Ernest	"	9 Blakely Row, Yarralumla	"
LITCHFIELD	Stephen Geoffrey	"	67 Stonehaven Cres. Deakin	"
LOWE	Ian Peter	"	65 Hawker Street, Torrens	"
MANT	John Hayward	"	42 Mackellar Cres. Cook	"

Dated this 13th day of November 1974.

Michael Ernest
Secretary.

Co-operative Societies Ordinance 1939-1966

URAMBI CO-OPERATIVE COMMUNITY ADVANCEMENT SOCIETY LIMITED

LIST OF MEMBERS

Member's Surname	Member's Christian Name	Address	Occupation	Date of Admission to the Society	Number of Shares subscribed for	Value of each Share	Additional Shares subscribed for	Amount of contingent liability (if any) attached to each Share
BATTY	James Albert	123 Shackleton Circ., Mawson	Public Servant	13.11.74	5	\$4	Nil	Nil
CHRISTIE	Alastair Gordon	106 Kitchener St Garran	"	"	"	"	"	"
ELLYARD	Peter Wake	20 Mackellar Cr. Cook	"	"	"	"	"	"
EYERS	Michael Ernest	9 Blakely Row, Yarralumla	"	"	"	"	"	"
LITCHFIELD	Stephen Geoffrey	60 Stonehaven Cr. Deakin	"	"	"	"	"	"
MANT	John Hayward	42 Mackellar Cr. Cook	"	"	"	"	"	"
CUSHING	William James	4/12 Jalanga Cr. Aranda	"	"	"	"	"	"
JACKSON	Geoffrey Harvey	30 Moodie Street, Farrer	"	"	"	"	"	"
GASCOINE	Digby Frank	"	"	"	"	"	"	"
LOWE	Ian Peter	65 Hawker St Torrens	"	"	"	"	"	"

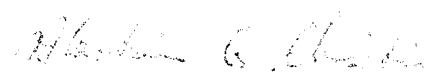
Dated this

13th

day of

November

1974.


 Secretary

FEDERAL CAPITAL TERRITORY

Co-operative Societies Ordinance 1939-1966

REGISTERED OFFICE

URAMBI CO-OPERATIVE COMMUNITY ADVANCEMENT SOCIETY LIMITED


To the Registrar of Co-operative Societies,
Canberra.

Application is made hereby for the registration of the office
of the above-mentioned Society at * C/- Messrs. Abbott, Tout, Creer
& Wilkinson, Solicitors, 1st Floor, N.R.M.A. House, 92-96
Northbourne Avenue, Canberra City, A.C.T.....

* Full address must be given.

Dated this 13th day of November 19 74


Chairman of Directors


Secretary

Registered this day of 19 .

Registrar of Co-operative Societies.

URAMBI CO-OPERATIVE COMMUNITY ADVANCEMENT
SOCIETY LIMITED

MINUTES OF MEETING HELD AT 1.00 P.M. ON THE
13TH NOVEMBER 1974 AT 5TH FLOOR, CIVIC PERMANENT
CENTRE, CANBERRA CITY, FOR THE PURPOSE OF THE
FORMATION OF THE SOCIETY

PRESENT:

J.A. Batty (Chairman of Meeting)

A.G. Christie

M.E. Evers

I.P. Lowe

W.J. Cushing

G.H. Jackson

D.F. Gascoine

D.C.D. Harper (by invitation)

V. Ulbrick (by invitation)

The meeting commenced at 1.00 p.m. with Mr J.A. Batty, by the unanimous wishes of those present, in the Chair.

The Chairman tabled the proposed Rules of the Society, a proposed statement of the objectives of the Society, and a proposed submission to the Registrar in support of an application that the Society be registered.

It was moved by Mr Lowe and seconded by Mr Cushing that the Rules be approved. The motion was carried unanimously.

It was moved by Mr Cushing and seconded by Mr Lowe that the statement of objectives be approved, and this motion was also carried unanimously.

It was moved by Mr Jackson and seconded by Mr Cushing that the first directors of the Society be James Albert Batty, Alastair Gordon Christie, Peter Wake Ellyard, Michael Ernest Evers, Stephen Geoffrey Litchfield, Ian Peter Lowe and John Hayward Mant. This motion was carried unanimously.

An application for membership of the Society was signed by Messrs Batty, Christie, Evers, Lowe, Cushing, Jackson and Gascoine.

It was resolved unanimously that Mr Christie be the secretary of the meeting. At the conclusion of the formal business, the meeting closed at 1.20 p.m.

SIGNED as a correct record of the proceedings of the above meeting

James A Batty
(J. A. BATTY)
CHAIRMAN

13 Nov 74 .

URAMBI CO-OPERATIVE COMMUNITY ADVANCEMENT
SOCIETY LIMITED

MINUTES OF FIRST MEETING OF DIRECTORS OF THE
SOCIETY HELD AT 5TH FLOOR, CIVIC PERMANENT
CENTRE, CANBERRA CITY, ON THE 13TH NOVEMBER 1974

PRESENT:

J.A. Batty
A.G. Christie
I.P. Lowe
M.E. Eyers

The meeting opened at 1.25 p.m.

Resolved unanimously that Mr Lowe be Chairman of Directors of the Society and that Mr Christie be Secretary.

Resolved unanimously that the registered office of the Society be situated at C/- Messrs Abbott Tout Creer & Wilkinson, Solicitors, 1st Floor, N.R.M.A. House, 92-96 Northbourne Avenue, Canberra City.

The meeting closed at 1.30 p.m.

SIGNED as a true record of
proceedings at the above meeting


(I.P. LOWE)
CHAIRMAN

Board Meeting

Wed. 20/11/74

Agenda

1. To get the "show on the road", i.e. to start construction, we must:

- . Complete the site survey ✓
- . Register the Society as a legal body ✓ *Jan Conrad*
- . Complete the detailed plans
 - Complete interviews with home owners ✓
- . Present and clear schematic (?) drawings with NCDC ✓
- . Present and clear engineering drawings with DCT ✓

Handwritten: 2. Present and clear the Unit Title Subdivision with DCT

- . Prepare tender documents
- . Circulate tender documents
- . Select contractor
- . Start.

2. In line with these, associated issues are:

- . Complete the sale of all 60 house sites ✓
- . Decide what to do about the flats —
- . Push the interviews through ✓
- . Legal aspects - contracts with owners ✓
 - contracts with builders
- . Finance - possibility of Terminating Building Society.

3. A schedule of events and critical path are circulated.

The points to note are the items on the critical path i.e.

- . Detailed plans and drawings (Dysart)
- . Clearance through DCT.

4. Items to be decided (not an exclusive list):

- . Principles of pricing - treatment of special items
- . Pricing estimates
- . Unit title subdivision - in particular the amount of land to be included as private in each title and the remaining common land.

5. Architectural and construction features:

- . Tri-level houses
- . Courtyard houses
- . Internal brick
- . Roof materials
- . Heating, insulation

6. Other business

a) Michael Egers

b) Payment of creditors.

Some features in hand / Barista - 3000
 for Golding
 Kent

79 Ainsworth St. Mawson

Board Meeting No. 2, 20/11/74, at 65 Hawker Street, Torrens

1. Those present:

Ian Lowe (Chairman)
Jim Betty
John Mant
Alastair Christie (Secretary)
John Goldring - co-opted prior to election in the
expected absence of Michael Eys.

2. Replacement of Mr ~~M. Eys~~ by John Goldring as a director on the grounds that Eys would shortly be going overseas, was proposed by J.A. Batty.

Discussion of rules and procedure, with the conclusion that the election of a director required a general meeting of members. This was not possible due to the lack of a quorum.

3. Brief review of progress: - (I.P. Lowe). This covered:

- . The submission to the Registrar of Co-Ops.: Ian Lowe to follow up on this and JAB to follow-up with Pam Coward.
- . Inaugural meeting to set up the Society.
- . Inaugural board meeting.

4. Survey of site: this has been completed, JAB to follow up re "fill" on the road.

5. A discussion on the Agenda for the meeting and the Schedule of Events which were circulated. Points raised included:

- . The possibility that a week can be saved in the "plan approval" stage with DCT
- . The crucial nature of Michael Dysart's work and the need to keep pressure on him to perform on time.
- . Site layout and house plans to be ready for Society approval by week ending December 20, 1974.
- . A letter to go to Michael Dysart to officially inform him of instructions to proceed - JAB and IPL to follow-up on this.
- . The target of a March start is very important.

6. Contracts with individuals, (prices): after much discussion which included a brief description of possible pricing systems by AGC and JAB it was agreed that this needed further, urgent, attention to get a workable system. Particular problems raised were the treatment of joint costs, treatment of detail differences between houses and in particular the effect of deviation from the basic plan, and the effects of inflation. JAB, IPL and AGC to follow-up on this.

7. Drawings approval: - the "schématic" drawings to NCDC should be the full plans which go to DCT. However, could use the Dysart plans of December 20 for this. Important to get early consideration of the detailed proposals by NCDC.
8. Tendering process: - this will start with the approved Dysart plans of December 20, or at the very latest with the complete plans which are submitted to DCT for approval. Involvement of Dysart in this was left open.
9. Unit Titles Ordinance:
 - . Delay of perhaps 2 months on the progressive release amendment to the Ordinance. IPL to follow-up on this.
10. Unit Title subdivision layouts - a general discussion with conclusions reached on the following points:
 - . Private land not to extend beyond the "reasonable" architectural limits on extension. Dysart to define this.
 - . Common land around the perimeter of the block, i.e. private land will not extend to boundary.
 - . Private land to be kept to a "reasonable" minimum.
 - . Private land both front and back of all houses.
11. Contracts for sale of Unit titles:
 - . Agreed to get Pam Coward to prepare a pro-forma contract.
 - . Conveyancing to be done if possible without the intervention of a lawyer (other than the use of the designed form).
 - . The co-operative to "act for itself" as vendor.
 - . Members to employ own solicitors if desired, or the Co-op to act for the individual.
12. Discussion on the procedure for the sale of the remaining sites:
 - . Different approach? Word of mouth to continue.
 - . Select SL 2, size for unallocated sites.
13. Flats:
 - . Defer allocation and sale
 - . Defer decision on no. of flats for rental
 - . Defer decision on flat location to Dysart.
14. Contracts with Builders: it was expected that the standard form would be required.

15. Terminating Building Society to provide finance? JAB to follow-up.
16. Purchase of fittings etc. ahead ^{discussed} to beat inflation? General agreement that this was a good idea. Defer until detail plans are finalised.
17. Need to save time: a general discussion occurred on this highly desirable aspect. Points made included:
 - . Inflationary spiral is expected to intensify, but a low point is likely in March which is perhaps to our advantage.
 - . Could we "start at both ends" i.e. use more resources in order to cut the time?
 - . The appointment of a full-time executive officer, at a salary of around \$12,000 p.a. to act on behalf of the Co-op in its dealings with Dysart, the builder, the bureaucracy etc. There was general agreement that this could be a significant step forward.
 - . Method of raising money to pay the E.O.? Possibilities suggested include a levy of (say) \$200 on each member, a loan of (say) \$2000 by a few prominent members, etc. No decision reached on this. JAB and IPL to follow-up.
18. Accounting system - general agreement on the need for a system and to appoint an accountant. JAB, IPL and AGC to follow-up.
19. Auditor: general agreement to investigate whether an auditor is required. JAB to follow-up.
20. Architecture and construction items:
 - . Heating - AGC reported that three basic systems are available for each type of house. These are all-electric, space-heating (gas or heating oil) and central heating based on hot water. Installation costs for the SL3 or C1 size of house are about \$500, \$600 and \$1300 respectively. (NB, the \$1300 figure is the net cost, i.e. \$1500 less a \$200 saving on H.W.S.)
 - . Insulation full insulation recommended. Installation costs are about \$250 for ceiling, \$300 for walls.
 - . Double-glazing is favoured - Dysart has apparently been requested to look into this.
 - . Landscape architect - to be selected by Dysart.
21. Other business - at the end of a long evening the only suggestion was for a General Meeting to elect Jack Goldring to the board in place of Michael Eyres. IPL to arrange.

22. No date was set for the next meeting.

Alastair Christie

Alastair Christie, Secretary

Uranbi Board Meeting : 20/11/74

Points of Special Relevance to Michael Dysart

- . The target of March 1, 1975 building start was agreed as being feasible and should be met if at all possible.
- . Draft site layout and house designs should be ready for approval by the co-op. members by the week ending Friday, December 20.
- . A letter formally instructing Michael Dysart to proceed will be dispatched in the near future.
- . Consultation with the Building Section, Department of the Capital Territory will be necessary to ensure that local design rules and conventions are adhered to. Contacts are Mr Williams or Mr Steiner.
- . "Complete documentation" will take approximately 4 weeks to be approved by DCT. The selected builder will then take 1 week to get a Building Permit.
- . Approval of plans must be obtained from the DCT Building Section as well as NCDC.
- . The December 20 draft plans should be submitted to NCDC to ensure no delays through the need for change.
- . Some involvement of Michael Dysart in the discussions with tenderers may be necessary.
- . Unit Title Subdivision should be in accord with the following general principles:
 - (a) "Private" land not to allow house extension beyond "reasonable architectural" limits, consistent with (d).
 - (b) Common land around the perimeter of the site.
 - (c) Private land to be kept to a "reasonable" minimum.
 - (d) Private land both front and back of all houses.
- . The sizes of houses on sites which have not been allocated are to be SL2 and C1, in the cases where a decision is required.
- . Flat location decision has not yet been made - would Michael Dysart make proposals on this.
- . The need to reduce total building time was discussed. One proposal was to "start from both ends", i.e. to use more workmen. What effects would this have? (In terms of feasibility, efficiency, etc.)
- . It was agreed the appointment of a full-time executive officer to act on behalf of the Co-op would be desirable.

- Heating and insulation: the possibilities are - all electric, space heating, central heating based on a water boiler, i.e. heated slab for the courtyard houses and "fan-coil" ducting for the tri-level houses. Quotes received suggest about \$1,500 per house on today's prices for the two central heating systems. This compares with about \$700 for all electric or space heating plus hot water.
- Full insulation i.e. 'Insulwool' plus 'Sisalation' or equivalent in ceilings and walls (not double brick walls). Double glazing is desirable if technically feasible at reasonable prices.

Urambi Co-operative Community Advancement Society Ltd

Board Meeting No. 3

Tues. 10/12/74

65 Hawker St., Torrens, 8.00 p.m.

Agenda

1. Items arising mainly from the previous meeting:
 - . Pricing of land.
 - . Registration of Co.-op., opening of bank account
 - . Official letter of instructions to proceed " to go to Michael Dysart.
 - . Schedule of activities estimated starting date, standard house designs, variation allowed.
 - . Site layout and house plans for approval by Dec. 19.
 - . Prices and methods of apportioning costs.
 - . Contracts between individuals and the Co-op - pro-forma conveyancing.
 - . Finance - terminating building society.
 - . Unit titles ordinance - progressive release.
 - . Building methods.
 - . Can we build more rapidly? -
 - . Flats - where, when and how many?
 - . Appointment of an Executive Officer.
 - . Raise money for the Co-op.
 - . Accountant, accounting system.
 - . Approval of plans.
2. Other business.
3. Next meeting.

URAMBI CO-OPERATIVE CAS LTD

EXECUTIVE MEETING NO. 3

10/12/74 at 65 Hawker Street, Torrens

Minutes

1. Those present:
 - Ian Lowe (Chairman)
 - Jim Batty
 - Alastair Christie (Secretary)
 - Stephen Litchfield
 - Peter Ellyard
 - John Goldring (co-opted)
 - Michael Dysart (visiting Architect)
2. Land price: Our site has been valued at around \$210,000. Since a standard discount of 30% applies we will pay about \$150,000. This represents a reduction of about \$100,000 on the original estimates or about \$1,500 per household. (Three hearty cheers unanimously and silently rent the air.)
3. Co-operative has been registered and a bank account opened at the CBA, Boulevard. The account incurs 3½% interest but no charges, including no stamp duty. The signatories are any two of IPL, JAB and AGC.
4. Suggestion of sales tax exemption on grounds of non-profit society? JG to follow up on this. This would save about 10% on all PC items.
5. Letter of instruction to Michael Dysart
 - . stated that a letter stating conditions, fees etc. had still not been received from MD
 - . following a query from MD as to what we wanted, it was stated to be: fee rates, general pattern of payments, and details of the normal architect's contract.
6. Schedule of activities to building start:
 - . March 1, 1975 start date is too optimistic.
 - . MD will complete about seven standard designs together with allowable variation for the December 19 meeting.
 - . The meeting will approve the site layout and each household will select a house plan and sign for it.

- . Those not able to be present at the meeting will have to be chased up not later than 10/1/75.
 - . Complete working drawings for DCT approval and circulation to builders by first week of February, say 8/2/75.
 - . Following 4 week DCT approval, 1 week Building permit and two weeks for tender evaluation and selection and unforeseen delays a building start target of April 1, 1975 was adopted.
 - . Michael Dysart to confirm this after consultation with his people.
7. DCT Building Section:
- . It is necessary to get them "on-side".
 - . Proposals to achieve this included an invitation to the December 19 party, and sundry lunches. JAB to follow up on this.
8. December 19 meeting:
- . The need to get signed approval for site layout and house plans was emphasised.
 - . IPL to organise a telephone contact to all members to emphasise this.
9. Prices and costing - after extensive discussions it was agreed:
- . This can't be resolved yet
 - . There are a range of possibilities on the definition of "joint costs"
 - . We should talk to Estate Agents on possible valuations.

JAB then proposed that we price on the basis of the value of the ~~of~~ standard designs with special costs identified and charged separately.

The alternative approach, defining all identifiable house building costs as "special" and thus treating the minimum of all costs as joint, was proposed by AGC.

Both approaches were discussed with the main conclusion being that similar prices were derived in both cases. It was agreed to pursue the matter further.

10. Contracts - when does the individual sign the contract and thus hand over the \$4,000 deposit? When the final plans are ready and approved. This should occur in mid-February.
11. Money for the Co-op
 - . Agreed that everybody should be asked to transfer \$400 from the \$4,000 deposit.
12. Finance:
 - . Terminating Building Society? It was announced that meetings with Kirby of Civic PBS on ~~Monday~~ ^{Friday} (Minister for ACT) were arranged for Monday December 16 to discuss this. JAB and IPL to follow up.
 - . Jack Goldring to contact Pam Coward with regard to a TBS.
 - . The subject of the potential problem with the Registrar of Co-op re the provision of bridging finance by Civic PBS was also raised. "No problem, available at 13% pa" stated JAB.
 - . Agreed to send a letter to Civic to sort out the arrangements.
13. Unit titles progressive release - it was agreed that:
 - . IP~~s~~ should contact Phillip ~~Wheat~~ ^{Wheat}.
 - . JG to contact Prof. Whelan at the ANU.
14. Finance Seminar - it was agreed that the offer of Civic PBS to run a finance seminar in early February would be accepted.
15. Building methods: can we speed up the building process?
 - . Could cut completion time to about 10 months.
 - . No serious problems foreseen in obtaining labour and materials.
 - . Building period of April '75 - March '76 was foreseen as likely.
 - . The community centre must be substantially complete by the first release of completed houses.
 - . Much of the joint costs would be controlled by an early start on the community centre.

16. Flats: after much discussion it was agreed:
 - . To build 12 flats
 - . That 2-4 should be for rental, the remainder for sale
 - . They would look like small split levels
 - . The Body Corporate could borrow and thus the individuals mortgage limit should not be affected
 - . That it may be possible to sell 8 for the cost of 12
 - . That the flats would be spread through the whole development.
17. Appointment of an Executive Officer: again after discussion it was agreed this one was not needed now but that this could be reviewed.
18. Money for the Co-op: it was agreed to ask everybody for \$400 from the \$4,000. The proposal that the directors loan \$1,000 each was deferred.
19. Accountants: IPL and JAB to follow-up with Roy Priest to appoint an accountant/auditor.
20. Co-op membership: agreed to issue a standard joining form on December 19.
21. Sub-committees: it was agreed that the inclusion of a larger number of the membership in the decision-making process was desirable. It was agreed to set up sub-committees to look at certain activities.
22. Landscape planning: Peter Ellyard (PWE) to organise this sub-committee. The target of an early February report date was set.
23. Maintenance of the buildings: it was agreed that a voluntary (roster) system was not feasible and that paid staff would be necessary. A proposal that a "live-in" married couple be considered was agreed to be both feasible and desirable.
24. There being no further business the meeting closed at about 11.00 pm.

Alastair Christie

(Alastair Christie)
Secretary

with

phone
for details 18/12/74
I am home

sweeping begins 12 weeks

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Some of you will be aware of the progress that has been made over the last couple of months, while others will not.

The main points of progress are:

- Following the intervention of Mr Bryant, the ordinance has been amended and the Co-Op is now registered - at last!! This means that we now have a legally constituted body which is able to enter into contracts etc.
- Ten foundation members have formed the Society and an Executive of seven has been elected.
Everyone can now join and you are invited to sign the membership application forms.
- The Co-Op Bank account has been opened. It is an interest bearing, no charge-incurring, stamp duty free cheque account. For the secrets of how this was achieved see Chairman Ten (Nov) house.
- The purchase price of our 10 acre site has been finalised: £115,000. This represents a significant saving on the original estimates. All because of the kindness of the ever-loving bureaucracy.
- Almost all 60 house sites are taken. The remainder will be designed to the most popular sizes (S12 & C1) so that Michael Dysart can complete the plans. So hurry your friends along to fill the last few places.
- The site has been professionally surveyed to accurately locate all trees and mark the contours. This was required before Michael could start detailed work.

Many other things are happening - why don't you organize a little get-together to find out what Co-Op ventures members have been investigating (such as buying furniture!).

Following approval of the site plan on Dec 17th, detailed working drawings will be prepared during January for completion by Feb 6 1975. Michael will wish to interview all members again during Jan to finalise details.

The complete set of plans will then be circulated to prospective builders for tender as well as the Building Section of DCT - for approval. Approval by DCT will take 4 weeks (they say!). Allowing for a few delays that should mean clearance by mid-March.

The builder will be selected within one week of DCT approval. The builder will then have to apply for a "Builder's Permit" from DCT. This sets up the process of regular site inspections which culminate in the issuing of the Certificate of Occupancy.

If all goes well, a start on building by April 1st, 1975 is possible.

Current plans are to speed up the building process as much as possible by utilising larger amounts of labour. Thus it is hoped that most of the building will be completed by the end of 1975.

A lot of effort has gone into estimating prices but even so, definite figures will be known only when we get builders to tender.

Current estimates have been done on a reasonably conservative basis. These suggest the following approximate overall prices, excluding garages and heating.

Flat or SLO - \$20,000	C1 - \$33,000
SL1 - \$25,500	C1 - \$35,750
SL2 - \$32,000	C2 - \$38,500
SL3 - \$34,500	

Heating: after a lot of work two basic systems appear to be

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heat processing. These are: all electric using convectors, heaters with thermostat control, and hot-water based central heating which can be in two forms: plastic pipe in the slab for the courtyard houses and ducted for the tri-level houses. The appropriate fuel appears to be diesel but the burners could be converted to gas.

Installation costs are about \$400-500 for electric, and \$1500 for the hot-water based system (however there is a \$200 saving in not having to provide a hot-water system).

Running costs of electricity are currently approximately twice that of diesel. This amounts to a differential of \$150-200 p.a. depending on usage.

It is proposed that the choice be decided on an individual basis, however, if this is co-ordinated then reasonable savings can be available (the \$1500 figure assumes this).

Money: The original payment of \$40 has been allocated \$20/\$20 to the Urumbi Association and the new co-operative, the Urumbi Co-operative Community Advancement Society Ltd (as prescribed by the Act) to be known on a less bombastic level as the Urumbi Co-Op. In addition, all members are asked to transfer \$400 from the \$4000 holding deposit so that expenses which have been incurred can be met. (These include architect's and surveyor's, and legal fees).

On the legal front, the change to the Unit Titles Ordinance to allow for a progressive release is well under way and we hope this can be finalised within the next 3 months.

Overall, the Executive is fairly happy with recent progress although we are all somewhat frustrated by the seemingly inevitable delays and unforeseen problems.

The crucial points for the achievement of our target of an April building start are the approval of house plans, completion of the detailed drawings, approval by D.C.T. and selection of a builder. If all of these go without serious delay, then we are confident that most of us will be "in residence" M.D.V. by the end of next year.

Keep the faith, baby.

Your friendly Executive

(B)

2ND GENERAL MEETING OF THE URAMBI CO-OPERATIVE
COMMUNITY ADVANCEMENT SOCIETY LTD.

8.00 pm, Thursday, 19 December, 1974,
Weston Creek H.S.

AGENDA

1. Chairman's opening remarks - a brief resume of progress, current status and schedule for the future.
2. Membership of the Co-op - transfer of \$20 per individual from the account of the Urambi Association.
3. Cash for the Co-op - transfer of \$400 from the \$4,000 deposit to meet current and near future expenses.
4. Housing costs and pricing -
 - . approach
 - . options
 - . cost off-sets
5. Site plan approval.
6. House plan selection.
7. Election of director to replace Michael Eyers.
8. Any further business.
9. Meeting closure.

(ALASTAIR CHRISTIE)
Secretary.