



Kate Sheppard Apartments

Building Managers Report for Annual General Meeting

4 April 2022

General Maintenance

Plumbing Issues

Water leaks during the last year consisted of a combination of toilet, shower, and basin fitting failures, as well as valve leaks and water pipe leaks, which are common in all apartment buildings. Resultant damage to apartments were repaired in a timely manner where applicable.

Owners and residents are reminded that it is crucial to report leaks to the building manager immediately, as it has an impact on the apartments below.

The apartment water isolation/shut-off valve is located by the Hot Water Cylinder in each apartment and can be used to turn off the water supply to the apartment, in case of an emergency.

Defibrillator

- Heart Saver did the annual check of the defibrillator in the foyer in January. Battery scheduled to be replaced in May 2022.

Lifts

- Lift pit flooding occurred in December and February and your BC Committee has arranged the fitment of a submersible pump that will engage automatically when the water level rises. This work will be carried out shortly and will hopefully resolve this problem for good and avoid future disruptions.
- As a result of various outages caused by the hanger rollers on the outer lift doors on each floor, over the last period, Otis proactively replaced the rollers on all 10 levels, and this maintenance was completed at the beginning of August 2021. The replacement was done under the lift maintenance contract at no additional cost to the building.

Waste and recycling

Waste and recycling collection was affected by the recent protests at the parliament building, as it caused serious access problems for the collection teams but could be sorted out eventually.

Covid infection amongst the contractor's work force also still has an impact currently on recycling and residents are requested to put excess recycling (once recycling bins are full) in the rubbish bins for the interim, to avoid a mess in the garage.

Normal collections will be resumed as soon as possible.

Cleaning

- Extra cleaning (high pressure water blasting and disinfecting) by the side door and in front of the garage door was done during the protests, due to the unhygienic impact of the campers in the area. Extra cleaning by the back staircase emergency exit was required as well.
- Building and window washing could not be done during the construction period, which has now come to an end. The normal schedule for the building will be resumed shortly.
- The general standard of cleaning by the cleaning company is satisfactory and the BC Committee is aware of areas in the main stairwell that goes beyond mere cleaning and will need attention (repair

and painting of walls) after all constructing activity has ceased. These types of repairs are dependent on cash flow, budget and Long-Term Maintenance Planning and will be done in line with that.

Intercom

Most intercom problems during the last period turned out to be operator problems, so the Building Manager will test reported problems first with each apartment before contacting the security contractor.

BWOF and Compliance

The required compliance checks and maintenance on all 13 specified building systems are carried out monthly, quarterly, and annually where applicable and the renewal date of the Building Warrant of Fitness is 19 May 2022.

Health and Safety

No incidents or near misses reported during this period.

Resident Behaviour

One incident occurred where the rug/blanket on the foyer couch was taken by a young man that seemed to be part of a larger group in party mode moving through the foyer.

In general, residents seem to be well mannered and respectful of each other and no complaints received of bad behaviour.

Manie van Emmenes – Building Manager

Alive Building Solutions Ltd - Wellington



23 March 2022