

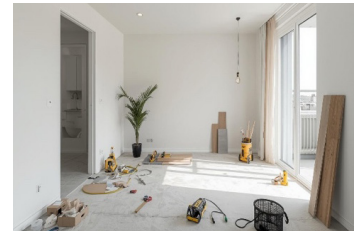
NEWSLETTER ISSUE 36 APRIL 2026

**Welcome to our latest newsletter. We really hope you find it both informative and beneficial!
In this issue we have focussed on the topic of renovations in NSW Strata Schemes.**

Renovations in NSW Strata Schemes are categorised as cosmetic, minor or major, depending on whether they impact Common Property. To comply with your legal obligations it is critical to understand which category your renovation falls into before starting any work in your lot.

Minor Renovations – Section 110

These involve works that affect common property but are not structural and do not involve waterproofing. Minor renovations require approval by **ordinary resolution (i.e. 50% of those voting be in favor) at a meeting of all owners**, unless the scheme's by-laws allow the strata committee to approve them.



Note here, a list of works which falls under this section of the Strata Schemes Management Act. You and the Strata Scheme must comply with these conditions.

The legislation provides:

“(1) The owner of a lot in a strata scheme may carry out work for the purposes of minor renovations to common property in connection with the owner’s lot with the approval of the owners corporation given by resolution at a general meeting. A special resolution authorising the work is not required. (Definition of special resolution see PSS blog).

(2) The approval may be subject to reasonable conditions imposed by the owners corporation and cannot be unreasonably withheld by the owners corporation.

(3) Minor renovations include but are not limited to work for the purposes of the following:

- (a) renovating a kitchen,*
- (b) changing recessed light fittings,*
- (c) installing or replacing wood or other hard floors,*
- (d) installing or replacing wiring or cabling or power or access points,*
- (e) work involving reconfiguring walls,*
- (f) any other work prescribed by the regulations for the purposes of this subsection.*
(See regulations later in this newsletter.)

(4) Before obtaining the approval of the owners corporation, an owner of a lot must give written notice of proposed minor renovations to the owners corporation, including the following—

- (a) details of the work, including copies of any plans,*
- (b) duration and times of the work,*
- (c) details of the persons carrying out the work, including qualifications to carry out the work,*
- (d) arrangements to manage any resulting rubbish or debris.*

(5) An owner of a lot must ensure that—

- (a) any damage caused to any part of the common property by the carrying out of minor renovations by or on behalf of the owner is repaired, and*
- (b) the minor renovations and any repairs are carried out in a competent and proper manner.*

Shop 1
85 New South Head Road
Edgecliff NSW 2027

T: (02) 9389 9599

www.prostrata.com.au

ABN 38 346 563 787



(6) *The by-laws of a strata scheme may provide for the following—*

- (a) additional work that is to be a minor renovation for the purposes of this section,*
- (b) permitting the owners corporation to delegate its functions under this section to the strata committee.*

(6A) *A strata committee that, in exercising the functions of the owners corporation delegated under subsection (6)(b), refuses to give an approval under this section must give reasons for the refusal—*

- (a) by written notice to the owner of the lot, and*
- (b) within 3 months after receiving the request.*

(6B) *An approval is taken to be given by a strata committee if—*

- (a) an owner of a lot requests an approval under this section, and*
- (b) the strata committee has not, within 3 months after receiving the request—*
 - (i) refused to give the approval, and*
 - (ii) given the owner reasons for the refusal.*

(6C) *The owners corporation must keep a record of a minor renovation approved under this section for 10 years.*

(7) This section does not apply to the following work—

- (a) work that consists of cosmetic work for the purposes of section 109,*
- (b) work involving structural changes,*
- (c) work that changes the external appearance of a lot, including the installation of an external access ramp,*
- (d) work involving waterproofing,*
- (e) work for which consent or another approval is required under any other Act,*
- (f) work that is authorised by a by-law made under this Part or a common property rights by-law,*
- (g) any other work prescribed by the regulations for the purposes of this subsection.*

(8) *Section 108 does not apply to minor renovations carried out in accordance with this section.”*

(Refer to newsletter 36 for more on Section 108)

Note: *Section 132 enables rectification orders to be made against owners of lots for damage caused by work done by owners.*

Regulation 28 lists further works that are also minor renovations.

Work for the following purposes is prescribed as minor renovations for the purposes of section 110(3) of the Act—

- (a) removing carpet or other soft floor coverings to expose underlying wooden or other hard floors,*
- (b) installing a rainwater tank,*
- (c) installing a clothesline,*
- (d) installing a reverse cycle split system air conditioner,*
- (e) installing double or triple glazed windows,*
- (f) installing a heat pump,*
- (g) installing ceiling insulation.*

Note.

The work prescribed by this clause is subject to the requirements set out in section 110(7) of the Act, including requirements that it does not involve structural changes, changes to the external appearance of a lot or waterproofing.

Cosmetic Works – Section 109

Under **Section 109**, owners may carry out cosmetic renovation work to their unit without the need for approval. Owners must ensure that any damages to the common property is repaired, and work is carried out in a competent and proper manner.

The legislation provides:

“(1) The owner of a lot in a strata scheme may carry out cosmetic work to common property in connection with the owner’s lot without the approval of the owners corporation.

(2) Cosmetic work includes but is not limited to work for the following purposes—

- (a) installing or replacing hooks, nails or screws for hanging paintings and other things on walls,*
- (b) installing or replacing handrails,*
- (c) painting,*
- (d) filling minor holes and cracks in internal walls,*
- (e) laying carpet,*

- (f) installing or replacing built-in wardrobes,
 - (g) installing or replacing internal blinds and curtains,
 - (h) any other work prescribed by the regulations for the purposes of this subsection.
- (3) An owner of a lot must ensure that—
- (a) any damage caused to any part of the common property by the carrying out of cosmetic work by or on behalf of the owner is repaired, and
 - (b) the cosmetic work and any repairs are carried out in a competent and proper manner.
- (4) The by-laws of a strata scheme may specify additional work that is to be cosmetic work for the purposes of this section.
- (5) This section does not apply to the following work—
- (a) work that consists of minor renovations for the purposes of section 110,
 - (b) work involving structural changes,
 - (c) work that changes the external appearance of a lot, including the installation of an external access ramp,
 - (d) work that detrimentally affects the safety of a lot or common property, including fire safety systems,
 - (e) work involving waterproofing or the plumbing or exhaust system of a building in a strata scheme,
 - (f) work involving reconfiguring walls,
 - (g) work for which consent or another approval is required under any other Act,
 - (h) any other work prescribed by the regulations for the purposes of this subsection.
- (6) Section 108 does not apply to cosmetic work carried out in accordance with this section.”

Work by owners affecting common property – Section 111

Those works that are not convened under S109 and S110 must comply with S111. Section 111 Strata Schemes Management Act says:

“An owner of a lot in a strata scheme must not carry out work on the common property unless the owner is authorised to do so:

- (a) under this Part, or
- (b) under a by-law made under this Part or a common property rights by-law, or
- (c) by an approval of the owners corporation given by special resolution or in any other manner authorised by the by-laws.”



To ensure you do not find yourself foul of the law it is best to confirm which category your proposed works fall into. If it is not on the cosmetic works list, reach out to your strata manager in writing outlining the work you will be doing.

Note: Undertaking unauthorised works can result in rectification orders, disputes, and potential fines. Remember, if the proposed work changes, you need to review what your obligations are based on that new information.