

BODY CORPORATE REFERENCE CARD

Which Regulation Module Applies

Read this before any other fact sheet

Almost every number in body corporate law depends on which regulation module applies to the scheme. Spending limits, committee size, improvement approvals, audits and by-law enforcement all shift between modules — and several change so much that guidance written for one module is simply wrong for another.

This card sets out the five modules, how to tell which one applies, and what actually turns on the answer.

1. Finding your module

Only one regulation module applies to a body corporate at any time, and it is listed in the scheme's community management statement.

The module is set by the developer when the scheme is established and recorded with Titles Queensland, unless the body corporate has changed it since. Contact Titles Queensland for a copy of the CMS. A scheme with no CMS registered does not fall under the BCCM Act at all — see section 5.

2. The five modules

Module	Intended for	Eligibility criteria
Standard	Highly regulated. Suitable for all schemes, but especially where most owners live in their own lots.	No restrictions.
Accommodation	Less regulated. Suitable for schemes where most owners let their lots.	The lots are mostly accommodation lots — let, available to be let, or part of a hotel.
Commercial	Some regulation. Suitable for commercial premises.	Lots are mostly commercial lots — for commercial, retail or industrial use, and not accommodation or residential lots.
Small Schemes	Some regulation. For small schemes.	No more than 6 lots, the scheme is not layered, and there is no letting agent.
Specified Two-lot Schemes	Less regulation. For duplexes and similar.	Only 2 lots and both residential, the scheme is not layered, and there is no letting agent.

Two-lot schemes, in detail

A residential lot is one used for residential purposes, including under short or long term leases. The module still applies where the lots were originally meant to be residential but are not used that way — for example two lots registered under the module and then set up as shops. It continues to apply until the body corporate changes the community management statement.

3. What actually differs

	Standard / Accommodation	Small Schemes	Commercial	Two-lot
Committee	At least 3 and up to 7 voting members (or the number of lots if fewer than 7); up to 12 for a layered principal scheme by ordinary resolution	Secretary and treasurer only; one person may hold both	Committee required	No committee
Committee spending limit	\$200 × lots by default	\$200 × lots by default	None	None
Major spending limit	Lesser of \$1,100 × lots or \$10,000	Same	None	None
Body corporate improvements	Three tiers by cost — committee, ordinary resolution (only one such approval a year), special resolution	Same	Committee cannot approve any; ordinary resolution or adjudicator	By lot owner agreement, no cost limits
Owner improvements to common property	Committee under \$3,000; otherwise ordinary resolution	Same	Committee can approve any amount	By lot owner agreement, no limits
Audit	Decided annually at the AGM; a motion not to audit needs a special resolution	Optional; need not appear on the AGM agenda	As Standard	Not required
Financial reporting	Monthly reconciliation within 21 days	Same	Same	None, and no bank account required
Record inspection fee — lot owner	\$20.70 (\$39.75 for a non-owner)	Same	Same	First request free; \$20.70 thereafter
Formal budgets	Required	Required	Required	Not required
Maximum engagement term	Body corporate manager 3 years. Service contractor 10 years (Standard); 25 years (Accommodation)	1 year	25 years	1 year

By-law enforcement also differs. Schemes under the Specified Two-lot Schemes Module run their own process with separate forms, in which the lot owner issues the notice directly.

A body corporate under the Small Schemes Module or the Specified Two-lot Schemes Module cannot engage a caretaking service contractor, though a Small Schemes body corporate may engage a service contractor. Under the Commercial Module a non-voting member such as a body corporate manager may be chosen as secretary or treasurer, but still cannot vote at a committee meeting.

4. Changing module

A body corporate can change its regulation module at any time if it passes a special resolution at a general meeting to change its community management statement, and meets the criteria set out in the new module.

A motion proposing a change must include an explanatory note in the approved form — BCCM Form 19 — outlining the effects the change will have, and the note must be sent with the voting paper. Schemes under the Small Schemes Module or the Specified Two-lot Schemes Module do not have to include the Form 19 explanatory note.

5. Schemes outside the BCCM Act

Not every body corporate in Queensland is a community titles scheme. A body corporate with a CTS number and a registered community management statement falls under the Body Corporate and Community Management Act 1997. One without a CMS falls under another Act.

Act	Applies to
Building Units and Group Titles Act 1980	Subsidiary bodies corporate and older schemes with no CMS recorded.
Mixed Use Development Act 1993	Higher-level bodies corporate in mixed use developments.
Integrated Resort Development Act 1987	Higher-level bodies corporate in integrated resort developments.
Sanctuary Cove Resort Act 1985	The Sanctuary Cove resort.
South Bank Corporation Act 1989	Schemes within the South Bank Corporation area.
The Registration of Plans enabling Acts	A small number of schemes registered under those Acts.

The practical difference is dispute resolution. Schemes under the BCCM Act use conciliation and adjudication. Schemes under the other Acts apply for an order by a referee instead.

Layered schemes

A layered arrangement has a principal scheme sitting over subsidiary schemes. The principal scheme must have at least 2 lots including at least one basic scheme, and must have its own common property and CMS. Only Standard, Accommodation and Commercial Module schemes can be a principal scheme — Small Schemes and Specified Two-lot Schemes are excluded. Spending limits in a layered scheme are calculated on the number of layered lots.

Source and disclaimer

Source: Queensland Government body corporate guidance at www.qld.gov.au/housing/body-corporate, current at 2 September 2026.

Forms referred to: BCCM Form 19 (explanatory note — effect of a change in regulation module).

Dollar figures are defaults set by regulation and can be varied by ordinary resolution. They are not indexed. Confirm before relying on them.

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Talk to us

If this raises a question about your scheme, we are happy to help.

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