

Circular to Shareholders & Clerks: Wentworth & Selborne Chambers window and facade upgrade

3rd October 2018

I refer to previous circulars in relation to this matter which can be found under the Circulars tab on CCL's website at: <https://www.ccl.com.au/shareholders>

ERECTION OF SCAFFOLD – NOISY WORK

Members will note that construction of the hoarding has commenced, and the installation of the scaffold will follow over the coming weeks. I remind Members that during the month of October, noise restrictions have been modified to facilitate the installation of the scaffold and noisy work is permitted during extended hours as follows:

Monday to Friday - 7am to 9am and 5pm to 7pm

It is anticipated that the work to erect the scaffold will be complete by the end of October, however, members should note that from the time the scaffold construction is complete until 14 December, contractors will be present on the scaffold both during the week and at weekends. It is expected that there will be a lot of activity during business hours including low impact noise as the façade is prepared for the window replacement and this will include removal of the combustible white cladding that surrounds the windows.

In addition, a materials hoist will be installed at each end of the of the building and this is expected to generate noise when it is in use.

Noise restrictions are completely lifted from 6pm 17 December 2018 until 8am 26 January 2019.

TEMPORARY CLOSURE OF ROOF BATHROOMS

Unfortunately, for safety reasons, it is necessary to restrict access to the roof which will means that the bathrooms located on the roof will be closed for use between 1 November 2018 and 28 February 2019.

DELIVERY OF A/C UNITS

The new A/C units are currently scheduled for delivery on Saturday, 15 December 2018. As with the previous window and A/C replacements, the new replacement units will need to be stored in each of the Chambers where the A/C unit will be replaced. CCL will therefore require access to each of those Chambers on 15 December 2018, CCL's Maintenance Staff will coordinate this delivery directly with Floor Clerks.

EXCLUSION ZONE

As previously advised, the exclusion zone will be established promptly at 6pm 17 December 2018, Clerks and Members should ensure that the affected Chambers and corridor are prepared for the work

to take place in the days leading up to the exclusion zone being established. CCL anticipates that the lifts will be extremely busy in the days prior to the exclusion zone being established and CCL strongly recommends that these preparations are not left to the last minute. No access to the affected areas is possible after 6pm on 17 December.

LIFTS

The lift liners to protect the two builder's lifts will be installed on the weekend of the 8 & 9 December 2018.

MARKED UP PHOTOS

CCL anticipates that the second version of the marked-up photos will be circulated early next week. All Members and Clerks should review the marked-up photos as soon as possible and contact Karl from CCL's Maintenance Department if you have any further questions.

PRE-CONSTRUCTION DILAPIDATION INSPECTIONS & SITE HANDOVER

The dilapidation inspections and site handover are scheduled for the week leading up to 17 December 2018. CCL requires that a representative from each Floor (ie: the Floor Clerk) be present at this inspection, also in attendance will be a representative from CCL and the Contractor. Karl from CCL will be in touch with Floor Clerks closer to the time to make appointments for this process, if you have a preferred time please email Karl at kfletcher@ccl.com.au and we will do our best to accommodate you. Please be aware that this is a very time consuming process and we may not be able to accommodate your preferred time.

WORK ON LEVEL 1 SELBORNE WINDOWS

Work to demolish the windows on Level 1 Selborne (in CCL's offices) is scheduled to be done in November, we are unable to confirm the exact timing at this point but this work will be done outside of business hours and is expected to generate some high impact noise. We will update Clerks with the exact timing for this work as soon as we can.

Please contact either Lee or Karl from CCL if you have any questions in relation to the above. I take this opportunity to thank Members and Clerks for their ongoing support in relation to this project.

Kind regards,

Debbie George
General Manager

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