

Circular to CCL Members, Clerks & Tenants - CCL Management plan for Infectious diseases - COVID-19

I refer to recent correspondence in relation to this matter. Members will be aware that CCL has recently notified its Member Floors of three situations where individual members have gone into self-isolation because they have been in direct contact with someone who has tested positive for COVID-19 (**note: there are no confirmed cases at this stage**). The 8th Floor Wentworth identified that one of the affected Members was on their Floor but the other two Floors chose, at that time, to remain anonymous.

CCL has subsequently amended its Policy and held further discussions with the affected Floors, in future, when CCL is notifying Members of situations where Members have gone into self-isolation, CCL will advise its Members of the affected Floor. The three Floors who have Members in self-isolation at the moment are:

- 8th Floor Wentworth, as previously advised and the Floor remains open.
- 11th Floor, where:
 - The affected member had “close contact” (as defined in Health Dept guidelines) with a person who has subsequently tested positive.
 - That contact occurred interstate, and the member has been in chambers only a few hours since it occurred.
 - They have been tested and are awaiting results.
 - They have no symptoms.
 - Eleven Wentworth remains open.
- 7th Floor (Member was located in the Annex on the 4th Floor Lockhart) where;
 - On 14 March 2020 CCL was notified that a barrister located on Level 4 Lockhart Chambers had been in contact with a person who was later diagnosed, on 14 March 2020, as having contracted the covid-19 virus.
 - The barrister sought and followed medical advice and is and has been asymptomatic while in self-isolation.
 - The barrister’s room was closed in accordance with CCL policy.
 - In accordance with CCL policy, the barrister will be free to return to chambers following 14 day’s symptom free self-isolation.
 - The 7th Floor Wentworth and Selborne Chambers remains open.

A revised copy of the Management Plan is attached. In addition to the above changes, further revisions have also been made, changes to note are as follows:

- The plan outlines the response to a confirmed case of COVID-19 which will include an immediate isolation of the affected Floor and the initiation of a full environmental clean.
- Floors should take note of the plan and ensure that appropriate preparations are in place if the plan is activated.
- As previously advised, it is up to each Floor to ensure that appropriate measures are taken to ensure the safety and wellbeing of Members and Staff.
- Isolation of a Floor means that **no access will be available until the environmental clean is completed and CCL provide the all clear.**
- The duration of a Floor isolation will be determined by the availability of the specialist cleaning contractor crew and the extent of the contaminated areas.
- CCL is doing everything possible in advance to minimise the duration of a potential Floor isolation, however there is no guarantee with respect to timing.
- The environmental clean involves a disinfection process that could potentially damage artworks. To mitigate damage to artwork, all artwork will be:
 - Taken off the wall.
 - Bagged and sealed.
 - Left adjacent, below or nearby to where it was mounted.
 - Must remain in the sealed bags for 14 days.
 - If the above is unacceptable to Floors arrangements relating to artwork should be made in advance.
- CCL continues to conduct common touch point cleaning to minimise the risk.

Members will appreciate that CCL is dealing with a rapidly developing situation and it will continue to update its plans and endeavour to keep members informed.

If you have any questions, please let me know.

Kind regards,

Debbie George

CEO

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