

**18 March 2024**

**Dear:** Shareholders, Tenants & Clerks

This circular includes the following topics:

- *Electricity supply for 2025*
- *CCL Projects; December 2024 & January 2025*
- *Window & facade cleaning*
- *Repairs to fire doors*
- *Deadline for the notification of building works*
- *Phasing out of Non-LED lighting*
- *HID Support and Mobile App requests*

## Electricity supply from 2025

I refer to my circular of [10 October 2023](#) and the numerous circulars referred to therein.

CCL is pleased to announce that it has entered into a Power Purchase Agreement with a retailer for electricity associated with two renewable projects being solar and wind farms in regional NSW. The agreement commences on 1 January 2025 and will provide renewable power to the grid in a way that matches CCL's consumption patterns and, in turn, the retailer will provide electricity to CCL's buildings until the end of 2031.

To assist Clerks developing future budgets, a summary of the estimated electricity costs for Floors will be modelled and provided to Clerks in coming weeks.

If you have any questions in the interim, please contact [Lee Albert](#) directly.

## CCL Projects – December 2024 & January 2025

CCL is considering substantial maintenance and upgrade works to be undertaken during the Christmas Legal Vacation period. The most substantial of these works is the upgrade of the hydraulic riser in Selborne Chambers, which extends the entire height of the building located between the toilets on each floor.

The riser contains a number of services, including hot and cold water, waste water and also services such as the toilet exhaust shaft for the Selborne side of the building.

If the works are to proceed, the toilets and kitchen services in Selborne Chambers will most likely be out of service during the entire upgrade, which will likely be from 20 December 2024 to 26 January 2025. Additionally, air conditioning services to Ground, Basement and Sub-basement floors will be inoperative.

It is expected that the toilets in Wentworth will remain in service for most of the time, however in the interest of safety these may be removed from service for a day or two between 25 December and 1 January.

This project is currently under development and options to mitigate impact on Members and Floors are currently being considered.

The upgrade is necessary as key components of the risers are reaching the end of their service life and to avoid failures that may have substantial impact on Members, replacement of services and rationalisation of the riser is required. The process will also provide space for other services which is needed in the buildings as riser space is exhausted.

Further information regarding this project will be circulated over the coming months.

For further information about what is being considered, please contact [Lee Albert directly](#).

## Window & façade cleaning

The windows in Wentworth & Selborne and Lockhart Chambers will be cleaned internally this month. The scheduled dates are:

Saturday 23 & Sunday 24 March:

- LG & Level 1 Lockhart.
- Ground Floor Wentworth Chambers
- Wentworth & Selborne Levels 8 – 13.

Friday 29 March (Public Holiday):

- Wentworth & Selborne Levels 2 – 7
- Lockhart Chambers Levels 2 – 12.

CCL will provide access to Chambers, please ensure that the windows are accessible to facilitate the cleaning. To report any problems or inadequate cleaning, please contact the [Maintenance Team](#).

Façade cleaning on Phillip Street will also take place in late March or early April, once the schedule is confirmed Members & Clerks will be notified.

### **Repair to fire doors**

Following recent inspections as part of our routine maintenance, it was noted that a number of the fire doors in Wentworth & Selborne Chambers require adjustment or repair and the work to do so has been scheduled for Wednesday 27 March.

The work is not expected to be noisy or disruptive, however the fire services contractor carrying out the work will be visible moving between the fire stairs and from Floor to Floor throughout the day.

It is essential that the fire doors are maintained to ensure they are compliant with code requirements and integrity of the fire stairs.

### **Deadline for the notification of building work**

Where Shareholders or Floors are contemplating carrying out work of any nature between 20 December 2024 to 26 January 2025, you must notify CCL by no later than 30 June 2024.

Where the work is substantial in nature, such as a Floor renovation or toilet upgrades, plans must also be submitted to CCL by no later than 30 June 2024 as part of the application.

Unless an application to carry out work has been received by this date, work will not be considered for approval and will not be permitted to proceed.

All work carried out at any time in CCL's buildings must comply with [CCL's Rules & On-site Procedures](#) as published and updated from time to time.

For further information, please contact [Lee Albert](#).

### **Phasing out of Non-LED Lighting**

I refer to my circulars of [25 September 2023](#) & [17 October 2023](#) announcing the phasing out of maintenance support for all Non-LED lighting.

Shareholders, Tenants & Clerks are reminded that from 1 January 2025, CCL will no longer support non-LED lighting (ie: CCL will not replace and/or supply globes and tubes in fittings that are not LED). CCL therefore recommends that for the reasons stated above Floors and Members that haven't already upgraded to LED lighting to consider the impact of this operational change and upgrade lighting both in common areas and in individual chambers to LED lighting over the coming 9 months.

We also encourage Floors, if they haven't already done so, to install lighting sensors and timers on their Floors which will ensure that after hours lighting is only activated as required thus reducing power consumption. In order to ensure that energy consumption is minimised and costs are kept to a minimum, now is the time to be considering implementing strategies to reduce power consumption on your Floors. Please note the following:

- The maintenance and replacement of light fittings in Chambers and on Floors is a matter for Members & Clerks respectively, CCL's involvement is limited to the supply, at cost, of replacement globes and tubes and the replacement of those globes and tubes as and when they fail.
- Comprehensive and/or bulk replacement of globes and tubes will not be carried out by CCL, the replacement of globes and tubes by CCL remains limited to those that have failed; Members & Floors wishing to do this will have to make their own arrangements.
- While it may be possible to obtain replacement LED globes and tubes that are compatible with existing non-LED fittings, this may not be cost effective in the medium to long term.
- Members & Floors should obtain their own advice in relation to the wholesale and/or bulk replacement of non-LED light fittings, globes or tubes.
- Non-LED fittings will not be supported after 1 January 2025.

We appreciate the support and co-operation of our Members and Clerks as we move forward with these energy saving initiatives which will ultimately reduce the carbon footprint for both CCL and its Member Floors.

If you require further information, please contact [Lee Albert](#).

### **HID Support and Mobile App requests**

A number of support requests for new and existing HID Mobile access App users are being incorrectly logged as IT requests. To ensure a prompt response to service requests related to the HID Mobile Access App, please ensure that when logging a support request in the [Members Portal](#), Members and Clerks should select "Mobile HID/Access Pass" as per the image below:

Unit

Unit \* Priority\*

Select Unit ▼

Category\* Sub Category

Mobile HID/Access Pass ▼ Select Sub Category ▼

Brief Description \*

CCL appreciates your patience and cooperation, for further information, please contact the [Maintenance Team](#).

Kind Regards,  
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*Our office is on the traditional lands of the Gadigal People of the Eora Nation. We acknowledge each of the First Nations Peoples on whose lands we work and live, and pay deep respects to their elders past, present and emerging.*

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