

# Power shutdown in Lockhart Chambers & Building information

COUNSEL'S  
CHAMBERS  
LIMITED

**8 December 2023**

**Dear:** Shareholders, Tenants & Clerks

This circular includes the following topics:

- *Power shutdown in Lockhart Chambers – Saturday 9 December*
- *Plumbing updates – use of sanitary facilities*
- *CCL Staff Function – Tuesday 12 December*
- *Applications for building works have closed*

## Power shutdown in Lockhart Chambers – Saturday 9 December

I refer to my circular of [30 November 2023](#) and specifically the power shutdown scheduled for Lockhart Chambers tomorrow.

**Power to all Floors in Lockhart Chambers will be shut down tomorrow from 6am to 9am.**

**For safety reasons, there will be no access to or through Lockhart Chambers during that time as there will be no power, lighting or services available on any floor; access passes will be restricted accordingly.**

**Access to Wentworth & Selborne Chambers via Macquarie Street and the pedestrian link will not be available during that time.**

Please ensure that all electrical and electronic devices are correctly powered down prior to the shutdown to avoid damage to equipment when the power is restored. Please plan accordingly if you intend to visit Lockhart Chambers tomorrow.

## Plumbing updates – use of sanitary facilities

I refer to my circulars of [17 April](#) and [13 June](#).

There have been further instances of blockages due to improper use of the sanitary facilities. Flushing anything other than toilet paper down the toilet can lead to the closure of all of the buildings kitchen and sanitary facilities as has occurred in the past.

**Do not flush hand paper towels, wet wipes or other foreign objects down the toilets.**

**Where blockages occur because of improper use of the toilets, floors will be responsible to resolving the matter including bearing the costs associated with investigating and rectifying the problem.**

### **CCL Staff function – Tuesday 12 December**

The annual CCL Staff function will be on Tuesday 12 December from 12 – 5pm. CCL Staff will not be available during this time.

Should the building's alarm sound, please remember your training; evacuate the building using the fire stairs, go to the muster point and take directions from emergency services accordingly.

For Network and Maintenance Support, please log all services requests via the [Members Portal](#), however please note that requests will not be attended to until the following day.

### **Applications for building work have closed**

Applications for building work closed on 30 June.

Applications for building work of any kind between 15 December 2023 and 26 January 2024 will not be permitted unless applications were submitted prior to 30 June and CCL has approved the work.

**All other works will not be permitted to take place.**

**Do not engage trades, contractors, service personnel or make arrangements for any type of work during this time; unapproved or unauthorised trades will be turned away and removed from site.**

[CCL Maintenance Staff](#) can provide further information if required.

Kind Regards,  
**Debbie George**  
CEO

**COUNSEL'S  
CHAMBERS  
LIMITED**

Level 1 Selborne Chambers  
174 Phillip Street Sydney  
NSW 2000 Australia

**P:** [+61 2 9231 3644](tel:+61292313644)    **E:** [dgeorge@ccl.com.au](mailto:dgeorge@ccl.com.au)    **W:** [www.ccl.com.au](http://www.ccl.com.au)    **L:** [linkedin.com](https://www.linkedin.com)

*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.*

This email (including any attachments) is confidential, may be privileged, may contain commercially valuable information and intended solely for the use of the individual or entity to whom it is addressed.

It may be read, copied and used only by the intended recipient. If you have received it in error, please contact CCL on +61 2 9231 3644 or by email at [admin@ccl.com.au](mailto:admin@ccl.com.au), or the Sender immediately by return email, and immediately delete this email. CCL reserves the right to monitor all email communications through its networks. If the content of this email is personal or unconnected with CCL's business, we accept no liability or responsibility for it. You should take full responsibility for virus checking of this email and any attachments. If this email contains personal information (as defined in the Privacy Act Cth as amended) you must at all times comply with the Privacy Act and Australian Privacy Principles in connection with the personal information.