

Sample CERC WORKS LIST



DD/MM/YYYY

We are pleased to provide your Third Schedule and Stimulus works list. It includes:

- Planned Third Schedule works
- Extra Stimulus funded works

Works selected focus on urgent co-op property needs as identified using:

- the most recent inspection data for your co-op properties
- your co-op's Future Directions Plan and asset intent information (where completed)
- your co-op Circuit files to identify co-op completed works

Ongoing Maintenance

The additional stimulus funding has helped fast-track larger works and get on-top of urgent maintenance issues. Co-op are responsible for ongoing regular maintenance and compliance items like carbon monoxide (CO) testing and appliance servicing. We will work with your Maintenance Director to support your maintenance planning to cover these commitments.

Who to Contact for Property Support ...

To support and coordinate works we have created a central email inbox for any questions about:

- Property issues
- Third Schedule
- Stimulus works

By centralising contact, we'll be able to get back to you quickly with the right information, while the Property Officers get on with delivering the works.



Email propertysupport@cehl.com.au and a member of the Asset Services Team will get back to you as soon as possible, or



Call [1800 353 669](tel:1800353669) and ask to speak to the Asset Services Team

Working Together

Please notify us of any upcoming vacancies for properties with identified works.

We will need to confirm the properties for heater and hot water service upgrades, as your co-op may have already replaced some appliances.

If we run into access issues, we'll work with the co-op to organise property access.

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PLANNED THIRD SCHEDULE WORKS

contracted by June 2021

Property Code	Address	Type of work	Location
10111	1 First Street	Kitchen upgrade	Kitchen
10112	2 Second Street	Major Repairs to Driveways, Crossovers, Sheds, and Garages	Exterior
10113	3 Third Street	Underpinning and Associated Works	Exterior
10114	4 Fourth Street	Bathroom upgrade	Ensuite
10115	5 Fifth Street	Stormwater replacement	Exterior
10116	6 Sixth Street	Bathroom upgrade	Bathroom

- Normal co-op financial contributions apply to Third Schedule works
- A Third Schedule Works Agreement will be signed with the co-op
- Works may vary following scoping or if something more urgent emerges

IF Co-op is NOT receiving works:

- No Third Schedule works have been identified for your co-op this financial year
- If any urgent issues arise, please contact the Asset Services Team on propertysupport@cehl.com.au so we can investigate.

STIMULUS FUNDED WORKS

complete by June 2022

Property Code	Address	Type of work	Location
10111	1 First Street	Roof Replacement or Major Repair	Exterior
10112	2 Second Street	Restumping	Exterior
10113	3 Third Street	Bathroom upgrade	Bathroom
10114	4 Fourth Street	Energy upgrade – Heater	Lounge
10115	5 Fifth Street	Climate upgrade - split system + hot water system + insulation & draught proofing	Throughout
10116	6 Sixth Street	Energy upgrade - HWS	Exterior

- Works are fully funded, no financial contribution from your co-op
- A Stimulus Works Agreement will be signed with the co-op
- We will confirm the heater and hot water service replacements with the co-op
- Works may vary following scoping or if something more urgent emerges

IF Co-op is NOT receiving works:

- No Stimulus Funded works have been identified for your co-op
- Your co-op will still benefit from the increased works, as they will free up future CEHL budget to complete identified future Third Schedule works