



ACT
Government

**Canberra Health
Services**

FOI19-28



Dear 

Freedom of Information Request: FOI19/28

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by Canberra Health Services on 19 June 2019 in which you sought access to:

"I write to request under the Freedom of Information Act 2016 documents related to Major Projects Canberra.

These documents may include but are not limited to Ministerial briefs, Ministerial correspondence or other correspondence within Ministerial offices, Ministerial directions or directions from within Ministerial offices, internal correspondence within the ACT Government, correspondence to any external agencies, any reports by the consultants or contractors, analysis or recommendations, internal planning for the body, media plans and announcements, cost analysis and modelling, internal documents or materials, presentations, meeting agendas and minutes, notes, call logs, organisational charts, budget materials, strategy documents, transfers of responsibility or assets, selection criteria, job advertisements, whole of government emails, and any other types of documents."

As the Principal Officer of Canberra Health Services, I am authorised to make a decision on access or amendment to government information in the possession or control of Canberra Health Services.

Canberra Health Services was required to provide a decision on your access application by 17 July 2019.

Decision on access

Searches were completed for relevant documents and 4 documents were identified that fall within the scope of your request.

I have included as Attachment A to this decision the schedule of relevant documents. This provides a description of each document and the access decision for each of those documents.

I have decided to grant full access to all relevant documents. The documents released to you are provided as Attachment B to this letter.

Charges

Processing charges are not applicable to this request.

Online publishing – disclosure log

Under section 28 of the Act, ACT Health maintains an online record of access applications called a disclosure log. Your original access application, my decision and documents released to you in response to your access application will be published in the ACT Health disclosure log not less than three days but not more than 10 days after the date of this decision. Your personal contact details will not be published.

Ombudsman review

My decision on your access request is a reviewable decision as identified in Schedule 3 of the Act. You have the right to seek Ombudsman review of this outcome under section 73 of the Act within 20 working days from the day that my decision is published in ACT Health's disclosure log, or a longer period allowed by the Ombudsman.

If you wish to request a review of my decision you may write to the Ombudsman at:

The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601
Via email: ACTFOI@ombudsman.gov.au.

ACT Civil and Administrative Tribunal (ACAT) review

Under section 84 of the Act, if a decision is made under section 82(1) on an Ombudsman review, you may apply to the ACAT for review of the Ombudsman decision.

Further information may be obtained from the ACAT at:

ACT Civil and Administrative Tribunal
Level 4, 1 Moore St
GPO Box 370
Canberra City ACT 2601
Telephone: (02) 6207 1740
<http://www.acat.act.gov.au/>

If you have any queries concerning Canberra Health Service's processing of your request, or would like further information, please contact the FOI Coordinator on (02) 5124 9829 or email HealthFOI@act.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "Bernadette McDonald". The signature is written in a cursive, flowing style.

Bernadette McDonald
Chief Executive Officer
Canberra Health Services

24 June 2019

FREEDOM OF INFORMATION REQUEST SCHEDULE

Please be aware that under the *Freedom of Information Act 2016*, some of the information provided to you will be released to the public through the ACT Government's Open Access Scheme. The Open Access release status column of the table below indicates what documents are intended for release online through open access.

Personal information or business affairs information will not be made available under this policy. If you think the content of your request would contain such information, please inform the contact officer immediately.

Information about what is published on open access is available online at: <http://www.health.act.gov.au/public-information/consumers/freedom-information>

NAME	WHAT ARE THE PARAMETERS OF THE REQUEST	File No
<div style="background-color: black; width: 100px; height: 20px; margin-bottom: 5px;"></div>	<p>I write to request under the Freedom of Information Act 2016 documents related to Major Projects Canberra.</p> <p>These documents may include but are not limited to Ministerial briefs, Ministerial correspondence or other correspondence within Ministerial offices, Ministerial directions or directions from within Ministerial offices, internal correspondence within the ACT Government, correspondence to any external agencies, any reports by the consultants or contractors, analysis or recommendations, internal planning for the body, media plans and announcements, cost analysis and modelling, internal documents or materials, presentations, meeting agendas and minutes, notes, call logs, organisational charts, budget materials, strategy documents, transfers of responsibility or assets, selection criteria, job advertisements, whole of government emails, and any other types of documents.</p>	<p>FOI19/28</p>

Ref No	No of Folios	Description	Date	Status	Reason for non-release or deferral	Open Access release status
1.	1	Email – From Duncan Edghill to Bernadette McDonald	18 June 2019 6:35PM	Full		Yes
2.	2 - 3	Email – From Bernadette McDonald to Olivia Tzavalas	19 June 2019 9:09AM	Full		Yes
3.	4 - 5	Email – From Bernadette McDonald to Duncan Edghill	19 June 2019 9:10AM	Full		Yes
4.	6 - 7	Email – From Head of Service	19 June 2019 1:55PM	Full		Yes
Total No of Docs						
4						

Lowes, Shannon (Health)

From: Edghill, Duncan
Sent: Tuesday, 18 June 2019 6:35 PM
To: McDonald, Bernadette (Health)
Subject: Major Projects Canberra - Meeting

Bern,
I will set this up.
Thanks
Liv

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Bernadette,

I hope this finds you well.

With yesterday's announcement of the establishment of Major Projects Canberra, I was hoping to arrange a time to meet with you in the near future please. I've asked my EA (Carolina Ross) to reach out to your office to set up a meeting. There were a few items I was hoping to discuss please:

- Your preferences as to how I keep you updated on the progress of both SPIRE and other Health projects where IFCW is currently involved (both formally and outside the Steering Group structure);
- Your thoughts around the best way of keeping Minister Fitzharris abreast of SPIRE developments – I would like to ensure that you and CHS as the client don't know any less about the project's development than the Minister;
- The SPIRE Project Director role. This is a critical position I'd like to fill asap with the right person. I've started making enquiries but would be very grateful for any thoughts / names you might have in this respect. (As an aside, I did remember earlier today that I'd seen Geoff's CV a little while ago);
- CHS resources (embedded and vice versa) on the SPIRE project team;
- The role of CHS versus the Health Directorate in the SPIRE project; and
- The SPIRE project generally.

My greatest nervousness around the SPIRE project is that the project team gets ahead of itself without clinical support. I'd be grateful to discuss how we can minimise that risk. Many thanks.

Kind Regards
Duncan

Lowes, Shannon (Health)

From: McDonald, Bernadette (Health)
Sent: Wednesday, 19 June 2019 9:09 AM
To: Tzavalas, Olivia (Health)
Subject: FW: Major Projects Canberra - Meeting

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Liv, can we get a time with Duncan next week.

B

Bernadette McDonald
Chief Executive Officer
 Canberra Health Services

Phone: 02 5124 2728 | **Email:** bernadette.Mcdonald@act.gov.au
 Building 24, Level 2, Canberra Hospital, Yamba Drive, Garran ACT 2605

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From: Edghill, Duncan
Sent: Tuesday, 18 June 2019 6:35 PM
To: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>
Subject: Major Projects Canberra - Meeting

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Kind Regards
Duncan

Lowes, Shannon (Health)

From: McDonald, Bernadette (Health)
Sent: Wednesday, 19 June 2019 9:10 AM
To: Edghill, Duncan
Cc: Tzavalas, Olivia (Health)
Subject: RE: Major Projects Canberra - Meeting

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Duncan, congrats on the announcement. I am more than happy to meet and have asked my EA Olivia to find us a time next week. It would be great if you are happy to come to the hospital site then I can give you a sense of where SPIRE will be located etc.

Regards
Bernadette

Bernadette McDonald
Chief Executive Officer
Canberra Health Services

Phone: 02 5124 2728 | **Email:** bernadette.mcdonald@act.gov.au
Building 24, Level 2, Canberra Hospital, Yamba Drive, Garran ACT 2605

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Government

**Canberra Health
Services**

From: Edghill, Duncan
Sent: Tuesday, 18 June 2019 6:35 PM
To: McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>
Subject: Major Projects Canberra - Meeting

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Kind Regards
Duncan

Lowes, Shannon (Health)

From: Head Of Service
Sent: Wednesday, 19 June 2019 1:55 PM
Subject: Major Projects Canberra

Bern,
You are meeting with Duncan next week to discuss this.
I will add to your papers.
Thanks
Liv

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**Major Projects Canberra**

Colleagues,

The Chief Minister has announced a new collaboration and coordination initiative within the ACT Public Service, with Major Projects Canberra set to commence work on 1 July 2019.

This new major projects team will lead the planning, procurement and delivery of some of the territory's largest ever infrastructure projects: Light Rail Stage 2 and the Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre at the Canberra Hospital.

The new team will be led by a Chief Projects Officer, reporting to me as the Head of Service. Duncan Edghill, TCCS Deputy Director-General, will act in the Chief Projects Officer role while permanent recruitment is undertaken.

Major Projects Canberra will comprise approximately 140 staff, drawing together the expertise of our project delivery teams in Transport Canberra and City Services, the Health Directorate and

Infrastructure, Finance and Capital Works in Treasury. Strategic infrastructure policy advice and the ACT Infrastructure Plan will continue to be delivered by Treasury.

It is important to acknowledge that changes to existing structures can be unsettling for staff. I want to assure all our colleagues that no staff will be lost in shifting infrastructure delivery responsibilities to Major Projects Canberra.

A transition team, led by Duncan Edghill as the acting Chief Projects Officer, is being assembled to consult with staff, develop administrative arrangements and undertake other necessary work to establish this new team. The transition team comprises Cherie Hughes representing TCCS, Shaun Strachan representing CMTEDD and Liz Lopa for the Health Directorate.

Alongside their existing Directors-General, I have met with each of the teams that will be moving into Major Projects Canberra. I also encourage staff to speak to or email their transition team contact with suggestions, questions and concerns. Please remember our [Employee Assistance Program](#) is available to provide additional assistance and support.

Flexibility in our organisational structure enables us to serve our community in the most efficient and effective ways possible. Major Projects Canberra will make the most of the talent and hard work put in by our infrastructure delivery teams as we make important changes to meet the needs of our growing community.

Kathy Leigh
Head of Service

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