



ACT
Government

ACT Health

FOI19-47



Dear 

Freedom of Information (FOI) Request: FOI19/47

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by ACT Health Directorate on 8 August 2019 in which you sought access to:

“Documents related to the Building Health Services program dated from 1 January 2017 to 30 June 2019.

- *Agendas for meetings of the Building Health Services Program Strategy Steering Committee held from 1 January 2017 to date.*
- *Minutes for meetings of the Building Health Services Program Strategy Steering Committee held from 1 January 2017 to date.*
- *Documents prepared for meetings of the Building Health Services Program Strategy Steering Committee held from 1 January 2017 to date and related documents. This may include demographic and other data, costings, draft proposals and so forth*
- *Correspondence between the former Minister for Health and Wellbeing, the current Minister for Health and/or the Minister for Mental Health and the Building Health Services Program Strategy Steering Committee from 1 January 2018 and the present date.*
- *Correspondence between the former and current Director-General of ACT Health, other senior ACT Health executives, and the Building Health Services Program Steering Committee and the present date.*
- *Correspondence from Canberra Health Services, Calvary Hospital and other external participants in the Building Health Services process.”*

I am an Information Officer appointed by the Director-General of ACT Health under section 18 of the Act to deal with access applications made under Part 5 of the Act. ACT Health Directorate was required to provide a decision on your access application by **26 September 2019**.

Decision on access

Searches were completed and 38 relevant 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.

My access decisions are detailed further in the following statement of reasons and the documents released to you are provided as Attachment B to this letter.

In reaching my access decision, I have taken the following into account:

- The FOI Act;
- The contents of the documents that fall within the scope of your request;
- The views of relevant third parties; and
- The *Human Rights Act 2004*.

I have decided to grant full access to four documents relevant to the scope of your request. Documents at reference numbers 2 - 5 are provided in full.

I have decided to refuse access to 10 documents at reference numbers 10, 13, 15-17, 20-21, 23, 28 and 30 as outlined in the schedule of documents. These documents are wholly comprised of information that would reveal deliberations of Cabinet. These documents are therefore taken to be contrary to the public interest to release, under Schedule 1.6 (1) (d).

In addition to Cabinet information documents 15 and 16 contains information that I consider, on balance, to be contrary to the public interest to disclose under the test set out in section 17 of the Act as the information contained in these folios is personal information of both government and non-government employees in accordance with Schedule 2.2 (a) (ii) prejudice the protection of an individual's right to privacy. On balance, I determined the information identified is contrary to the public interest and I have decided not to disclose this information.

I have decided to grant partial access to 24 documents. Documents 6, 9-15, 18-30 and 32-38 of the identified documents contain information that I consider, on balance, to be contrary to the public interest to disclose under the test set out in section 17 of the Act as the information contained in these folios is partially comprised of Cabinet information. These documents are therefore taken to be contrary to the public interest to release, under Schedule 1.6 (1) Cabinet Information (d) the disclosure of which would reveal any deliberation of Cabinet (other than through the official publication of a Cabinet decision).

In addition to the above documents 1, 6-9, 11-12, 14-17, 20, 22, 24-27, 29, 31-35 and 37 contain deletions to information that I consider, on balance, to be contrary to the public interest to disclose under the test set out in section 17 of the Act as the information contained in these folios is personal information of both government and non-government employees in accordance with Schedule 2.2 (a) (ii) prejudice the protection of an individual's right to privacy or any other right under the Human Rights Act 2004. On balance, I determined the information identified is contrary to the public interest and I have decided not to disclose this information.

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. The scope of your 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 ACT Health Directorate'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



Liz Lopa
Executive Branch Manager
Strategic Infrastructure

26 September 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: 100%; height: 20px;"></div>	<p><i>"Documents related to the Building Health Services program dated from 1 January 2017 to 30 June 2019.</i></p> <ul style="list-style-type: none"> • <i>Agendas for meetings of the Building Health Services Program Strategy Steering Committee held from 1 January 2017 to date.</i> • <i>Minutes for meetings of the Building Health Services Program Strategy Steering Committee held from 1 January 2017 to date.</i> • <i>Documents prepared for meetings of the Building Health Services Program Strategy Steering Committee held from 1 January 2017 to date and related documents. This may include demographic and other data, costings, draft proposals and so forth</i> • <i>Correspondence between the former Minister for Health and Wellbeing, the current Minister for Health and/or the Minister for Mental Health and the Building Health Services Program Strategy Steering Committee from 1 January 2018 and the present date.</i> 	<p>FOI19/47</p>

		<ul style="list-style-type: none"> • <i>Correspondence between the former and current Director-General of ACT Health, other senior ACT Health executives, and the Building Health Services Program Steering Committee and the present date.</i> • <i>Correspondence from Canberra Health Services, Calvary Hospital and other external participants in the Building Health Services process."</i> 				
Ref No	No of Folios	Description	Date	Status	Reason for non-release or deferral	Open Access release status
1.	1 - 8	Email: Building Health Services Program – Strategic Leadership Committee and attachments	29 June 2018	Partial release	Schedule 2.2(a)(ii) prejudice the protection of an individual's right to privacy or any other right under the <i>Human Rights Act 2004</i> ;	Yes
2.	9 - 13	Email: Building Health Services Program – Reid & Gallagher	3 July 2018	Full release		Yes
3.	14 – 17	Email: Building Health Services Program – Ponton	3 July 2018	Full release		Yes
4.	18 – 21	Email: Building Health Services Program – Thomas	3 July 2018	Full release		Yes
5.	22 – 25	Email: Building Health Services Program – Nicol	3 July 2018	Full release		Yes
6.	26 - 35	Email: Building Health Services Program – Coulton	3 July 2018	Partial release	Schedule 1, 1.6 Cabinet information (d) Schedule 2.2(a)(ii)	Yes
7.	36	Email: Building Health Services Program	5 July 2018	Partial release	Schedule 2.2(a)(ii)	Yes

8.	37 - 38	Email: Papers for Clearance – Submission Papers for BHSP Strategy Steering Committee (Note: Attachments at Folio 9)	5 July 2018	Partial release	Schedule 2.2(a)(ii)	Yes
9.	39 - 67	Email: Updated papers – Building Health Services Program Steering Committee Meeting 9 July with attachments	6 July 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6 (d)	Yes
10.	68 - 73	Endorsed Minutes and action list – 9 July 2018	9 July 2018	Not for release	Schedule 1, 1.6 (d)	No
11.	74 - 94	Email: Papers – Building Health Services Program Strategy Steering Committee Meeting - 19 July 2018 with attachments	18 July 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6 (d)	Yes
12.	95 - 106	Email: Agenda Item 5.1 Submission Calvary Hospital Challenges Meeting 2 - 19 July 2018 Final	18 July 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6 (d)	Yes
13.	107 – 113	Endorsed Minutes and action list – 19 July 2018	19 July 2018	Not for release	Schedule 1, 1.6 (d)	No
14.	114 - 127	Email: BHSP (19 July 2018) – Draft Minutes and Actions List with attachments	23 July 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes
15.	128 - 145	Email: draft papers for BHSP Strategic Steering Committee with attachments	24 July 2018	Not for release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	No
16.	146 - 147	Email: draft papers for BHSP Strategic Steering Committee	25 July 2018	Not for release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	No
17.	148 - 149	Email: draft papers for BHSP Strategic Steering Committee	25 July 2018	Not for release	Schedule 1, 1.6(d)	No
18.	150 - 177	Email: Friday BHSP Strategy Steering Committee 27 July with attachments	25 July 2018	Partial release	Schedule 1, 1.6(d)	Yes

19.	178 - 180	Email: Strategy Steering Committee	27 July 2018	Partial release	Schedule 1, 1.6(d)	Yes
20.	181 - 182	Email: Action advice: Building Health Services Program Strategy Steering Committee Meeting	27 July 2018	Not for release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	No
21.	183 - 187	Endorsed Minutes and action list – 27 July 2018	27 July 2018	Not for release	Schedule 1, 1.6(d)	No
22.	188 – 208	Email: BHSP Strategy Steering Committee Meeting 4 Papers – 2 August with attachments	1 August 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes
23.	209 – 213	Endorsed Minutes and action list – 2 August 2018	2 August 2018	Not for release	Schedule 1, 1.6(d)	No
24.	214 - 225	Email: BHSP (2 August 2018) – Draft Minutes and actions list with attachments	7 August 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes
25.	226 - 236	Email: BHSP Draft Minutes and Actions list with attachments	7 August 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes
26.	237 - 238	Email: BHSP Meeting this Week (9 August 2018) – Agenda and Meeting Papers (Attachment is the following email at Folio 27)	8 August 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes
27.	239 - 257	Email: BHSP Strategy Steering Committee _ Meeting 5 Papers – 9 August 2018 with attachments	8 August 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes
28.	258 - 263	Endorsed Minutes and action list – 9 August 2018	9 August 2018	Not for release	Schedule 1, 1.6(d)	No
29.	264 - 279	Email: BHSP Strategy Steering Committee_ Meeting Papers – 23 August 2018	22 August 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes

30.	280 - 287	Endorsed Minutes and action list – 23 August 2018	23 August 2018	Not for release	Schedule 1, 1.6(d)	No
31.	288 - 289	Email: Meeting to discuss bed numbers	24 August 2018	Partial release	Schedule 2.2(a)(ii)	Yes
32.	290 - 305	Email: BHSP (23 Aug 18) – Draft Minutes and Draft Actions List with attachments	24 August 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes
33.	306 - 339	Email: BHSP Papers – 6 September with attachments	5 September 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes
34.	340 - 354	Email: BHSP (6 September 2018) – Draft Minutes with attachments	18 September 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes
35.	355 - 360	Email: BHSP – 6 September 2018 with attachments	19 September 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes
36.	361 - 371	MIN18/1164 Package - Establishment of the Building Health Services Program Steering Committee	July 2018	Partial release	Schedule 1, 1.6(d)	Yes
37.	372 – 388	MIN18/1169 Package - Health Infrastructure Update	August 2018	Partial release	Schedule 2.2(a)(ii) Schedule 1, 1.6(d)	Yes
38.	389- 407	MIN18/1484 Package - Role of Calvary in Territory Wide Health System	September 2018	Partial release	Schedule 1, 1.6(d)	Yes
Total No of Docs						
38						

Lowes, Shannon (Health)

From: Doran, Karen (Health)
Sent: Friday, 29 June 2018 4:29 PM
To: Brady, Vanessa (Health); Dal Molin, Vanessa (Health)
Cc: Douglas, Nerida (Health)
Subject: FW: Building Health Services Program - Strategic Leadership Committee [SEC=UNCLASSIFIED]
Attachments: 180628 BHSP Strategic Leadership Committee_ToR.docx; 180629 Letter to Establish BHSP Strategic Leadership Committee_ACT Treasury.docx; 180629 Letter to Establish BHSP Strategic Leadership Committee_Calvary.docx; 180629 Letter to Establish BHSP Strategic Leadership Committee_EPSDD.docx; 180629 Letter to Establish BHSP Strategic Leadership Committee_TCCS.docx

Hi Vanessa and Vanessa

Suggested changes to the letter shown in the TCCS version, but should be consistent across all. For the Treasury letter, should send it to the Under Treasurer David Nicol as others have been sent to DG. I have included a line that delegation not be below DDG level (this will need to be worded differently in the Calvary letter).

The TORS also has minor edits for consistency.

Vanessa D, Michael was asking for a copy of this ahead of meeting with Martin Bowles on Monday.

Thanks
 Karen

From: Douglas, Nerida (Health)
Sent: Friday, 29 June 2018 1:49 PM
To: Doran, Karen (Health) <Karen.Doran@act.gov.au>
Subject: FW: Building Health Services Program - Strategic Leadership Committee [SEC=UNCLASSIFIED]

From: Brady, Vanessa (Health)
Sent: Friday, 29 June 2018 11:36 AM
To: Douglas, Nerida (Health) <Nerida.Douglas@act.gov.au>
Cc: Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>
Subject: Building Health Services Program - Strategic Leadership Committee

Hi Nerida

Please find attached the following documents to commence the establishment of the Strategic Leadership Committee. I will issue the agenda and topic program shortly.

Regards,

Vanessa Brady

Executive Director, Health Services Program

Ph: 6205 9071 [REDACTED]
GPO Box 825, Canberra ACT 2601 www.act.gov.au

Care ▲ Excellence ▲ Collaboration ▲ Integrity





TERMS OF REFERENCE

Building Health Services Program Strategy Strategic Leadership Steering Committee

<p>Role</p>	<p>The Building Health Services Program (BHSP) Strategic Strategy Steering Leadership Committee provides planning advice, strategic planning leadership advice and whole-of-government considerations to inform policy proposals in relation to ACT Health's major infrastructure investment projects.</p> <p>The project program comprises of the:</p> <ul style="list-style-type: none"> • Surgical Procedures, Interventional Radiology Emergency Centre (SPIRE); • Expansion to the Centenary Hospital for Women and Children; and • <u>Proposed</u> Northside General Hospital.
<p>Reporting Mechanism</p>	<p>The BHSP Strategic Strategy Steering Leadership Committee reports to the ACT Health Interim Director-General.</p>
<p>Functions</p>	<p>The BHSP Strategy steering ic Leadership Committee is responsible for:</p> <ul style="list-style-type: none"> • Developing a broad appreciation and understanding of the current conditional and functionality of ACT Health's asset portfolio; site constraints and capital works program. • Developing an understanding of service level activity at both the Public hospitals, including current capacity pressures and projected future service demand profiles. • Providing strategic advice and inputs to inform the infrastructure investment strategies at the Canberra Hospital precinct and Bruce precinct. • Providing advice on whole-of-Government policy and planning initiatives which may affect or influence the investment proposal in health assets. • Establishing boundaries and mechanisms to vary the scope of the projects, inclusive of time and cost considerations.
<p>Membership</p>	<p>Members:</p> <ul style="list-style-type: none"> • ACT Health, Interim Director-General, Corporate (Chair) • Environment, Planning and Sustainable Development Directorate, Director-General • Transport Canberra and City Services, Director-General, City Services • Chief Minister Treasury and Economic Development Directorate, Deputy Under Treasurer, Economic, Budget and Industrial Relations, • Chief Executive Officer, Calvary Public Hospital

	<ul style="list-style-type: none"> • ACT Health, Deputy Director-General, Corporate • ACT Health, Deputy Director-General, Canberra Hospital and Health Services • ACT Health, Executive Director, Building Health Services Program <p>Attendees:</p> <ul style="list-style-type: none"> • Building <u>H</u>health Services Program Commercial Advisor • Executive Director, Territory wide Services Redesign • Executive Director, Health Infrastructure Services
Secretariat	Building Health Services Program
Submissions	Papers are to be distributed no later than 2 working days before the meeting.
Meeting Frequency	Meetings are to be held weekly, for a period of up to 12 <u>8</u> weeks.



Office of the Director-General

Mr Stephen Miners
Deputy Under Treasurer
ACT Treasury
Stephen.Miners@act.gov.au

Dear Mr Miners

Building Health Services Program Strategic Leadership Committee

As you are aware, a number of major infrastructure investment projects are currently in planning for ACT Health and will be the subject of future investment proposals. The major projects form part of the Building Health Services Program (BHSP).

To provide strategic oversight and leadership, and ensure successful consideration of future investment proposals within required timeframes, ACT Health will establish the BHSP Strategic Leadership Committee. The Committee will meet weekly for a period up to twelve weeks, and will comprise of senior executives from key areas of government and the health services.

We have identified ACT Treasury as an important and integral stakeholder to the BHSP, and I would like to extend an invitation to you for your participation in this committee. I have attached a copy of the draft Terms of Reference for the committee, which will be considered and endorsed at the first meeting proposed for xxx xx July 2018.

Your prompt confirmation by return correspondence of acceptance of this invitation would be much appreciated, and given the seniority of this meeting group, I kindly request that your participation not be delegated.

Should you have any questions or concerns in relation to this matter please do not hesitate to contact me directly.

Yours sincerely

Michael De'Ath
Interim Director-General

June 2018



Office of the Director-General

Ms Barbara Reid
Chief Executive Officer
Calvary Public Hospital Bruce
Barb.Reid@calvary-act.com.au

Dear Ms Reid

Building Health Services Program Strategic Leadership Committee

As you are aware, a number of major infrastructure investment projects are currently in planning for ACT Health and will be the subject of future investment proposals. The major projects form part of the Building Health Services Program (BHSP).

To provide strategic oversight and leadership, and ensure successful consideration of future investment proposals within required timeframes, ACT Health will establish the BHSP Strategic Leadership Committee. The Committee will meet weekly for a period up to twelve weeks, and will comprise of senior executives from key areas of government and the health services.

We have identified Calvary public Hospital Bruce as an important and integral stakeholder to the BHSP, and I would like to extend an invitation for your participation in this Committee. I have attached a copy of the draft Terms of Reference for the Committee, which will be considered and endorsed at the first meeting proposed for xxx xx July 2018.

Your prompt confirmation by return correspondence of acceptance of this invitation would be much appreciated, and given the seniority of this meeting group, I kindly request that your participation not be delegated.

Should you have any questions or concerns in relation to this matter please do not hesitate to contact me directly.

Yours sincerely

Michael De'Ath
Interim Director-General

June 2018



Office of the Director-General

Mr Ben Ponton
Director-General
Environment, Planning and Sustainable Development Directorate
Ben.Ponton@act.gov.au

Dear Mr Ponton

Building Health Services Program Strategic Leadership Committee

As you are aware, a number of major infrastructure investment projects are currently in planning for ACT Health and will be the subject of future investment proposals. The major projects form part of the Building Health Services Program (BHSP).

To provide strategic oversight and leadership, and ensure successful consideration of future investment proposals within required timeframes, ACT Health will establish the BHSP Strategic Leadership Committee. The Committee will meet weekly for a period up to twelve weeks, and will comprise of senior executives from key areas of government and the health services.

We have identified the Environment and Planning Directorate as an important and integral stakeholder to the BHSP, and I would like to extend an invitation to you for your participation in this committee. I have attached a copy of the draft Terms of Reference for the committee, which will be considered and endorsed at the first meeting proposed for **xxx xx** July 2018.

Your prompt confirmation by return correspondence of acceptance of this invitation would be much appreciated, and given the seniority of this meeting group, I kindly request that your participation not be delegated.

Should you have any questions or concerns in relation to this matter please do not hesitate to contact me directly.

Yours sincerely

Michael De'Ath
Interim Director-General

June 2018



Office of the Director-General

Ms Emma Thomas
 Director-General, City Services
 Transport Canberra and City Services
Emma.Thomas@act.gov.au

Dear Ms ~~thomas~~ ~~Corrigan~~

Building Health Services Program Strategy ~~Steering~~ ~~ic Leadership~~ Committee

As you are aware, a number of major infrastructure investment projects are currently in planning for ACT Health and will be the subject of future investment proposals. The major projects form part of the Building Health Services Program (BHSP).

To provide whole of territory and cross directorate strategic oversight and leadership, and ensure successful consideration of future health service investment proposals within required timeframes, ACT Health will propose to establish the BHSP Strategic Leadership Steering Committee. I propose the ~~The~~ Committee will meet weekly for an initial period ~~period~~ up to eight weeks ~~twelve~~ weeks, and will comprise of senior executives from stakeholder directorates ~~key areas of government~~ and ~~the~~ health services.

We have identified Transport Canberra and City Services as an important and integral stakeholder to the BHSP, and I would like to extend an invitation ~~to you~~ for your directorate's participation in this committee. I have attached a copy of the draft Terms of Reference for the committee, which will be considered and endorsed at the first meeting proposed for 6 ~~xxx-xx~~ July 2018.

Your prompt confirmation by return correspondence of acceptance of this invitation would be much appreciated, and given the seniority of this meeting group, I kindly request that your participation not be delegated below DDG level.

Should you have any questions or concerns in relation to this matter please do not hesitate to contact me directly.

Yours sincerely

Michael De'Ath
 Interim Director-General

Lowes, Shannon (Health)

From: Chicco, Dee (Health) on behalf of De'Ath, Michael (Health)
Sent: Tuesday, 3 July 2018 2:55 PM
To: Barbara Reid (Calvary)
Subject: FW: Building Health Services Program [SEC=UNCLASSIFIED]
Attachments: Barbara Reid.pdf; Ms Katy Gallagher.pdf; 180702 BHSP Strategy Steering Committee_ToR.DOCX

Hi Barbara

Apologise, please attached ToR.

Regards

Dee Chicco | Executive Assistant to the Director-General Health
Phone 02 6205 0823
Executive Unit | ACT Health Directorate | **ACT Government**
Level 5, 6 Bowes Street, Woden | GPO Box 158, Canberra, ACT 2601 | www.act.gov.au

From: Chicco, Dee (Health) **On Behalf Of** De'Ath, Michael
Sent: Tuesday, 3 July 2018 2:11 PM
To: Barbara Reid (Calvary) <Barb.Reid@calvary-act.com.au>
Subject: Building Health Services Program [SEC=UNCLASSIFIED]

Dear Barbara

Please see the attached letter if correspondence.

I have also attached a letter to pass on to Ms Katy Gallagher.

Regards

Michael De'Ath | Interim Director-General
Health Directorate | **ACT Government**
T: 02 6205 0876 | E: Michael.De'Ath@act.gov.au
Level 5, 6 Bowes Street Woden | GPO Box 825 Canberra ACT 2601 www.health.act.gov.au



Office of the Director-General

Ms Barbara Reid
Chief Executive Officer
Calvary Public Hospital Bruce
Barb.Reid@calvary-act.com.au

Barb
Dear Ms Reid

Building Health Services Program - Strategy Steering Committee

As you are aware, a number of major infrastructure investment projects are currently in planning for ACT Health and will be the subject of future investment proposals. The major projects form part of the Building Health Services Program (BHSP).

To provide whole of territory and cross directorate strategic oversight and leadership, and ensure successful consideration of future health service investment proposals within required timeframes, ACT Health propose to establish the BHSP Strategy Steering Committee. I propose the Committee meet weekly for an initial period up to eight weeks, and comprise of senior executives from stakeholder directorates and health services.

We have identified Calvary public Hospital Bruce as an important and integral stakeholder to the BHSP, and I would like to extend an invitation for your organisation's participation in this committee. I have attached a copy of the draft Terms of Reference for the committee, which will be considered and endorsed at the first meeting proposed for 9 July 2018, 1.30pm – 3.00pm.

Your prompt confirmation by return correspondence of acceptance of this invitation would be much appreciated, and given the seniority of this meeting group, I kindly request that your participation not be delegated below Deputy CEO level.

Should you have any questions or concerns in relation to this matter please do not hesitate to contact me directly.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Michael De'Ath'.

Michael De'Ath
Interim Director-General

3 July 2018



Office of the Director-General

Ms Katy Gallagher
Service Development Consultant
Little Company of Mary
c/- Barb.Reid@calvary-act.com.au

Dear Ms Gallagher

Building Health Services Program - Strategy Steering Committee

As you are aware, a number of major infrastructure investment projects are currently in planning for ACT Health and will be the subject of future investment proposals. The major projects form part of the Building Health Services Program (BHSP).

To provide whole of territory and cross directorate strategic oversight and leadership, and ensure successful consideration of future health service investment proposals within required timeframes, ACT Health propose to establish the BHSP Strategy Steering Committee. I propose the Committee meet weekly for an initial period up to eight weeks, and comprise of senior executives from stakeholder directorates and health services.

We have identified Calvary public Hospital Bruce as an important and integral stakeholder to the BHSP, and I would like to extend an invitation for you to participate in this committee. I have attached a copy of the draft Terms of Reference for the committee, which will be considered and endorsed at the first meeting proposed for 9 July 2018, 1.30pm – 3.00pm.

Your prompt confirmation by return correspondence of acceptance of this invitation would be much appreciated.

Should you have any questions or concerns in relation to this matter please do not hesitate to contact me directly.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Michael De'Ath'.

Michael De'Ath
Interim Director-General

3 July 2018



TERMS OF REFERENCE

Building Health Services Program Strategy Steering Committee

Role	<p>The Building Health Services Program (BHSP) Strategy Steering Committee provides strategic planning advice and whole-of-government considerations to inform policy proposals in relation to ACT Health's major infrastructure investment projects.</p> <p>The project program comprises of the:</p> <ul style="list-style-type: none"> • Surgical Procedures, Interventional Radiology Emergency Centre (SPIRE); • Expansion to the Centenary Hospital for Women and Children; and • Proposed Northside General Hospital.
Reporting Mechanism	<p>The BHSP Strategy Steering Committee reports to the ACT Health Interim Director-General.</p>
Functions	<p>The BHSP Strategy Steering Committee is responsible for:</p> <ul style="list-style-type: none"> • Developing a broad appreciation and understanding of the current condition and functionality of ACT Health's asset portfolio; site constraints and capital works program. • Developing an understanding of service level activity at both the Public hospitals, including current capacity pressures and projected future service demand profiles. • Providing strategic advice and inputs to inform the infrastructure investment strategies at the Canberra Hospital precinct and Bruce precinct. • Providing advice on whole-of-Government policy and planning initiatives which may affect or influence the investment proposal in health assets. • Establishing boundaries and mechanisms to vary the scope of the projects, inclusive of time and cost considerations.
Membership	<p>Members:</p> <ul style="list-style-type: none"> • ACT Health - Interim Director-General, Corporate (Chair) • Environment, Planning and Sustainable Development Directorate - Director-General • Transport Canberra and City Services - Director-General, City Services • Chief Minister Treasury and Economic Development Directorate - Under Treasurer • Little Company of Mary - Chief Executive Officer, Calvary Public Hospital • ACT Health - Deputy Director-General, Corporate • ACT Health - Deputy Director-General, Canberra Hospital and Health Services

	<ul style="list-style-type: none"> • ACT Health - Executive Director, Building Health Services Program • Little Company of Mary – Katy Gallagher, Service Development Consultant <p>Attendees:</p> <ul style="list-style-type: none"> • ACT Health - Executive Director, Territory wide Services Redesign • ACT Health - Executive Director, Health Infrastructure Services • ACT Health - Building Health Services Program Commercial Advisor
Secretariat	Building Health Services Program
Submissions	Papers are to be distributed no later than 2 working days before the meeting.
Meeting Frequency	Meetings are to be held weekly, for a period of up to 8 weeks.

Lowes, Shannon (Health)

From: Chicco, Dee (Health) on behalf of De'Ath, Michael (Health)
Sent: Tuesday, 3 July 2018 2:56 PM
To: Ponton, Ben
Subject: FW: Building Health Services Program [SEC=UNCLASSIFIED]
Attachments: Ben Ponton.pdf; 180702 BHSP Strategy Steering Committee_ToR.DOCX

Hi Ben

Apologise, please see attached ToR.

Regards

Dee Chicco | Executive Assistant to the Director-General Health
Phone 02 6205 0823
Executive Unit | ACT Health Directorate | ACT Government
Level 5, 6 Bowes Street, Woden | GPO Box 158, Canberra, ACT 2601 | www.act.gov.au

From: Chicco, Dee (Health) **On Behalf Of** De'Ath, Michael
Sent: Tuesday, 3 July 2018 2:06 PM
To: Ponton, Ben <Ben.Ponton@act.gov.au>
Subject: Building Health Services Program [SEC=UNCLASSIFIED]

Dear Ben

Please see the attached letter of correspondence.


Regards

**Michael De'Ath | Interim Director-General
Health Directorate | ACT Government**
T: 02 6205 0876 | E: Michael.De'Ath@act.gov.au
Level 5, 6 Bowes Street Woden | GPO Box 825 Canberra ACT 2601 www.health.act.gov.au



Office of the Director-General

Mr Ben Ponton
Director-General
Environment, Planning and Sustainable Development Directorate
Ben.Ponton@act.gov.au


Dear Mr ~~Ponton~~

Building Health Services Program - Strategy Steering Committee

As you are aware, a number of major infrastructure investment projects are currently in planning for ACT Health and will be the subject of future investment proposals. The major projects form part of the Building Health Services Program (BHSP).

To provide whole of territory and cross directorate strategic oversight and leadership, and ensure successful consideration of future health service investment proposals within required timeframes, ACT Health propose to establish the BHSP Strategy Steering Committee. I propose the Committee meet weekly for an initial period up to eight weeks, and comprise of senior executives from stakeholder directorates and health services.

We have identified the Environment and Planning Directorate as an important and integral stakeholder to the BHSP and I would like to extend an invitation for your directorate's participation in this committee. I have attached a copy of the draft Terms of Reference for the committee, which will be considered and endorsed at the first meeting proposed for 9 July 2018, 1.30pm – 3.00pm.

Your prompt confirmation by return correspondence of acceptance of this invitation would be much appreciated, and given the seniority of this meeting group, I kindly request that your participation not be delegated below DDG level.

Should you have any questions or concerns in relation to this matter please do not hesitate to contact me directly.

Yours sincerely



Michael De'Ath
Interim Director-General

2 July 2018



TERMS OF REFERENCE

Building Health Services Program Strategy Steering Committee

Role	<p>The Building Health Services Program (BHSP) Strategy Steering Committee provides strategic planning advice and whole-of-government considerations to inform policy proposals in relation to ACT Health's major infrastructure investment projects.</p> <p>The project program comprises of the:</p> <ul style="list-style-type: none"> • Surgical Procedures, Interventional Radiology Emergency Centre (SPIRE); • Expansion to the Centenary Hospital for Women and Children; and • Proposed Northside General Hospital.
Reporting Mechanism	<p>The BHSP Strategy Steering Committee reports to the ACT Health Interim Director-General.</p>
Functions	<p>The BHSP Strategy Steering Committee is responsible for:</p> <ul style="list-style-type: none"> • Developing a broad appreciation and understanding of the current condition and functionality of ACT Health's asset portfolio; site constraints and capital works program. • Developing an understanding of service level activity at both the Public hospitals, including current capacity pressures and projected future service demand profiles. • Providing strategic advice and inputs to inform the infrastructure investment strategies at the Canberra Hospital precinct and Bruce precinct. • Providing advice on whole-of-Government policy and planning initiatives which may affect or influence the investment proposal in health assets. • Establishing boundaries and mechanisms to vary the scope of the projects, inclusive of time and cost considerations.
Membership	<p>Members:</p> <ul style="list-style-type: none"> • ACT Health - Interim Director-General, Corporate (Chair) • Environment, Planning and Sustainable Development Directorate - Director-General • Transport Canberra and City Services - Director-General, City Services • Chief Minister Treasury and Economic Development Directorate - Under Treasurer • Little Company of Mary - Chief Executive Officer, Calvary Public Hospital • ACT Health - Deputy Director-General, Corporate • ACT Health - Deputy Director-General, Canberra Hospital and Health Services

	<ul style="list-style-type: none"> • ACT Health - Executive Director, Building Health Services Program • Little Company of Mary – Katy Gallagher, Service Development Consultant <p>Attendees:</p> <ul style="list-style-type: none"> • ACT Health - Executive Director, Territory wide Services Redesign • ACT Health - Executive Director, Health Infrastructure Services • ACT Health - Building Health Services Program Commercial Advisor
Secretariat	Building Health Services Program
Submissions	Papers are to be distributed no later than 2 working days before the meeting.
Meeting Frequency	Meetings are to be held weekly, for a period of up to 8 weeks.

Lowes, Shannon (Health)

From: Chicco, Dee (Health) on behalf of De'Ath, Michael (Health)
Sent: Tuesday, 3 July 2018 2:56 PM
To: Thomas, Emma; Corrigan, Jim
Subject: FW: Building Health Services Program [SEC=UNCLASSIFIED]
Attachments: Emma Thomas.pdf; 180702 BHSP Strategy Steering Committee_ToR.DOCX

Hi Jim

Apologise, please see attached ToR.

Regards

Dee Chicco | Executive Assistant to the Director-General Health
Phone 02 6205 0823
Executive Unit | ACT Health Directorate | ACT Government
Level 5, 6 Bowes Street, Woden | GPO Box 158, Canberra, ACT 2601 | www.act.gov.au

From: Chicco, Dee (Health) **On Behalf Of** De'Ath, Michael
Sent: Tuesday, 3 July 2018 2:08 PM
To: Thomas, Emma <Emma.Thomas@act.gov.au>; Corrigan, Jim <Jim.Corrigan@act.gov.au>
Subject: Building Health Services Program [SEC=UNCLASSIFIED]

Dear Jim

Please see the attached letter of correspondence.

Regards

**Michael De'Ath | Interim Director-General
Health Directorate | ACT Government**
T: 02 6205 0876 | E: Michael.De'Ath@act.gov.au
Level 5, 6 Bowes Street Woden | GPO Box 825 Canberra ACT 2601 www.health.act.gov.au



Office of the Director-General

Ms Emma Thomas
Director-General, City Services
Transport Canberra and City Services
Emma.Thomas@act.gov.au

Emma
Dear Ms Thomas

Building Health Services Program - Strategy Steering Committee

As you are aware, a number of major infrastructure investment projects are currently in planning for ACT Health and will be the subject of future investment proposals. The major projects form part of the Building Health Services Program (BHSP).

To provide whole of territory and cross directorate strategic oversight and leadership, and ensure successful consideration of future health service investment proposals within required timeframes, ACT Health propose to establish the BHSP Strategy Steering Committee. I propose the Committee meet weekly for an initial period up to eight weeks, and comprise of senior executives from stakeholder directorates and health services.

We have identified Transport Canberra and City Services as an important and integral stakeholder to the BHSP, and I would like to extend an invitation for your directorate's participation in this committee. I have attached a copy of the draft Terms of Reference for the committee, which will be considered and endorsed at the first meeting proposed for 9 July 2018, 1.30pm – 3.00pm.

Your prompt confirmation by return correspondence of acceptance of this invitation would be much appreciated, and given the seniority of this meeting group, I kindly request that your participation not be delegated below DDG level.

Should you have any questions or concerns in relation to this matter please do not hesitate to contact me directly.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Michael De'Ath'.

Michael De'Ath
Interim Director-General

2 July 2018



TERMS OF REFERENCE

Building Health Services Program Strategy Steering Committee

Role	<p>The Building Health Services Program (BHSP) Strategy Steering Committee provides strategic planning advice and whole-of-government considerations to inform policy proposals in relation to ACT Health's major infrastructure investment projects.</p> <p>The project program comprises of the:</p> <ul style="list-style-type: none"> • Surgical Procedures, Interventional Radiology Emergency Centre (SPIRE); • Expansion to the Centenary Hospital for Women and Children; and • Proposed Northside General Hospital.
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Secretariat	Building Health Services Program
Submissions	Papers are to be distributed no later than 2 working days before the meeting.
Meeting Frequency	Meetings are to be held weekly, for a period of up to 8 weeks.

Lowes, Shannon (Health)

From: Chicco, Dee (Health) on behalf of De'Ath, Michael (Health)
Sent: Tuesday, 3 July 2018 2:57 PM
To: Nicol, David
Subject: FW: Building Health Services Program [SEC=UNCLASSIFIED]
Attachments: David Nicol.pdf; 180702 BHSP Strategy Steering Committee_ToR.DOCX

Hi David

Apologise, please see attached ToR.

Regards

Dee Chicco | Executive Assistant to the Director-General Health
Phone 02 6205 0823
Executive Unit | ACT Health Directorate | ACT Government
Level 5, 6 Bowes Street, Woden | GPO Box 158, Canberra, ACT 2601 | www.act.gov.au

From: Chicco, Dee (Health) **On Behalf Of** De'Ath, Michael
Sent: Tuesday, 3 July 2018 2:06 PM
To: Nicol, David <David.Nicol@act.gov.au>
Subject: Building Health Services Program [SEC=UNCLASSIFIED]

Dear David

Please see the attached letter of correspondence.

Regards

**Michael De'Ath | Interim Director-General
Health Directorate | ACT Government**
T: 02 6205 0876 | E: Michael.De'Ath@act.gov.au
Level 5, 6 Bowes Street Woden | GPO Box 825 Canberra ACT 2601 www.health.act.gov.au



Office of the Director-General

Mr David Nicol
Under Treasurer
Chief Minister, Treasury and Economic Development Directorate
David.Nicol@act.gov.au

David
Dear Mr Nicol

Building Health Services Program - Strategy Steering Committee

As you are aware, a number of major infrastructure investment projects are currently in planning for ACT Health and will be the subject of future investment proposals. The major projects form part of the Building Health Services Program (BHSP).

To provide whole of territory and cross directorate strategic oversight and leadership, and ensure successful consideration of future health service investment proposals within required timeframes, ACT Health propose to establish the BHSP Strategy Steering Committee. I propose the Committee meet weekly for an initial period up to eight weeks, and comprise of senior executives from stakeholder directorates and health services.

We have identified ACT Treasury as an important and integral stakeholder to the BHSP, and I would like to extend an invitation for your directorate's participation in this committee. I have attached a copy of the draft Terms of Reference for the committee, which will be considered and endorsed at the first meeting proposed for 9 July 2018, 1.30pm – 3.00pm.

Your prompt confirmation by return correspondence of acceptance of this invitation would be much appreciated, and given the seniority of this meeting group, I kindly request that your participation not be delegated below DDG level.

Should you have any questions or concerns in relation to this matter please do not hesitate to contact me directly.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Michael De'Ath'.

Michael De'Ath
Interim Director-General

2 July 2018



TERMS OF REFERENCE

Building Health Services Program Strategy Steering Committee

<p>Role</p>	<p>The Building Health Services Program (BHSP) Strategy Steering Committee provides strategic planning advice and whole-of-government considerations to inform policy proposals in relation to ACT Health's major infrastructure investment projects.</p> <p>The project program comprises of the:</p> <ul style="list-style-type: none"> • Surgical Procedures, Interventional Radiology Emergency Centre (SPIRE); • Expansion to the Centenary Hospital for Women and Children; and • Proposed Northside General Hospital.
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Secretariat	Building Health Services Program
Submissions	Papers are to be distributed no later than 2 working days before the meeting.
Meeting Frequency	Meetings are to be held weekly, for a period of up to 8 weeks.

Lowes, Shannon (Health)

From: Chicco, Dee (Health) on behalf of De'Ath, Michael
Sent: Thursday, 5 July 2018 11:26 AM
To: [REDACTED]
Subject: Building Health Services Program [SEC=UNCLASSIFIED]
Attachments: 180702 BHSP Strategy Steering Committee_ToR.docx; Gaylene Coulton.pdf; Strategy Steering Committee 9 July 2018.pdf

Dear Ms Coulton

Please see the attached letter of correspondence and terms of reference.

I have also attached the agenda and meeting papers for the meeting on Monday.

Regards

**Michael De'Ath | Interim Director-General
Health Directorate | ACT Government**

T: 02 6205 0876 | E: Michael.De'Ath@act.gov.au

Level 5, 6 Bowes Street Woden | GPO Box 825 Canberra ACT 2601 www.health.act.gov.au



TERMS OF REFERENCE

Building Health Services Program Strategy Steering Committee

Role	<p>The Building Health Services Program (BHSP) Strategy Steering Committee provides strategic planning advice and whole-of-government considerations to inform policy proposals in relation to ACT Health's major infrastructure investment projects.</p> <p>The project program comprises of the:</p> <ul style="list-style-type: none"> • Surgical Procedures, Interventional Radiology Emergency Centre (SPIRE); • Expansion to the Centenary Hospital for Women and Children; and • Proposed Northside General Hospital.
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Secretariat	Building Health Services Program
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Office of the Director-General

Ms Gaylene Coulton
Chief Executive Officer
Capital Health Network
[REDACTED]

Dear Ms Coulton

Building Health Services Program - Strategy Steering Committee

As you are aware, a number of major infrastructure investment projects are currently in planning for ACT Health and will be the subject of future investment proposals. The major projects form part of the Building Health Services Program (BHSP).

To provide whole of territory and cross directorate strategic oversight and leadership, and ensure successful consideration of future health service investment proposals within required timeframes, ACT Health propose to establish the BHSP Strategy Steering Committee. I propose the Committee meet weekly for an initial period up to eight weeks, and comprise of senior executives from stakeholder directorates and health services.

We have identified the Capital Health Network as an important and integral stakeholder to the BHSP, and I would like to extend an invitation for your participation in this committee. I have attached a copy of the draft Terms of Reference for the committee, which will be considered and endorsed at the first meeting proposed for 9 July 2018, 1.30pm – 3.00pm.

Your prompt confirmation by return correspondence of acceptance of this invitation would be much appreciated, and given the seniority of this meeting group, I kindly request that your participation not be delegated below deputy level, wherever possible.

Should you have any questions or concerns in relation to this matter please do not hesitate to contact me directly.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Michael De'Ath'.

Michael De'Ath
Interim Director-General

4 July 2018



TERMS OF REFERENCE

Building Health Services Program Strategy Steering Committee

Role	<p>The Building Health Services Program (BHSP) Strategy Steering Committee provides strategic planning advice and whole-of-government considerations to inform policy proposals in relation to ACT Health's major infrastructure investment projects.</p> <p>The project program comprises of the:</p> <ul style="list-style-type: none"> • Surgical Procedures, Interventional Radiology Emergency Centre (SPIRE); • Expansion to the Centenary Hospital for Women and Children; and • Proposed Northside General Hospital.
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Secretariat	Building Health Services Program
Submissions	Papers are to be distributed no later than 2 working days before the meeting.
Meeting Frequency	Meetings are to be held weekly, for a period of up to 8 weeks.

Lowes, Shannon (Health)

From: De'Ath, Michael (Health)
Sent: Thursday, 5 July 2018 12:39 PM
To: Katy Gallagher
Cc: Barbara Reid (Calvary)
Subject: Re: Building Health Services Program

Thank you Katy. I'm going to try to reschedule. I really would value Calvary at the table for each meeting if possible.

We'll get back to you.

Michael De'Ath

On 5 Jul 2018, at 10:50 am, Katy Gallagher <[REDACTED]> wrote:

Morning Michael,

Thanks for sending through the documents for the Building Health Services Program strategy steering committee.

Unfortunately Barb and I are not able to make Monday's scheduled meeting as we will both be in Sydney.

Martin will give you a call to discuss.

I hope that it's all gone well this week for you,

Katy

Katy Gallagher

<image001.png>

Little Company of Mary Health Care Ltd
Calvary Bruce Private
Mary Potter Circuit Bruce ACT 2617

E: [REDACTED]

Hospitality | Healing | Stewardship | Respect

Continuing the Mission of the Sisters of the Little Company of Mary

This email is confidential and may be subject to copyright and legal professional privilege. If this email is not intended for you please do not use the information in any way, but delete and notify us immediately. For full copy of our Privacy Policy please visit

www.calvarycare.org.au.

Lowes, Shannon (Health)

From: Culver, Jakob (Health)
Sent: Thursday, 5 July 2018 2:19 PM
To: West, Alice (Health)
Cc: Brady, Vanessa (Health)
Subject: FW: Papers for Clearance - Submission Papers for BHSP Strategy Steering Committee
Attachments: Building Health Services meeting 9 July [SEC=UNCLASSIFIED]; Strategy Steering Committee 9 July 2018.pdf; Agenda_Strategy Steering Committee_Meeting 1_9 July 2018.docx; Agenda Item 2.1_Submission_ToR.docx; Agenda Item 3.1_Submission_Content Program.docx; Agenda Item 4.1_Submission_BHSP Overview - Attachment A.docx; Agenda Item 4.1_Submission_BHSP Overview.docx; Agenda Item 5.1_Submission_Canberra Hospital.docx; Agenda Item 6.1_Submission_Challenges, Constraints & Opportunities.docx

Importance: High

Hi Alice

Please find attached the complete meeting pack and papers for the BHSP Strategy Steering Committee meeting on Monday 9 July 2018.

An initial meeting pack of papers – agenda and only some papers, was distributed yesterday by the DG's office (see attached email and PDF).

Can you please work with the DG's office to arrange for a final pack to be collated and circulated to the meeting group?

Please give me a call if you have any questions, queries or concerns.

Thanks
 Jakob

From: Brady, Vanessa (Health)
Sent: Thursday, 5 July 2018 9:47 AM
To: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Subject: Fwd: FW: Papers for Clearance - Submission Papers for BHSP Strategy Steering Committee [SEC=UNOFFICIAL]

Hi Jake

Can you please action Karen's edits and issue to Alice West for the DG.

----- Forwarded message -----

From: "Doran, Karen (Health)" <Karen.Doran@act.gov.au>
Date: 5 Jul. 2018 8:28 am
Subject: FW: Papers for Clearance - Submission Papers for BHSP Strategy Steering Committee [SEC=UNOFFICIAL]
To: "Brady, Vanessa (Health)" <Vanessa.Brady@act.gov.au>
Cc: "Douglas, Nerida (Health)" <Nerida.Douglas@act.gov.au>, DDGCorporate <DDGCorporate@act.gov.au>

Hi Vanessa

I have made some minor comments though the papers (and a few editing corrections, not tracked so take the attached versions to work from.)

This is an excellent package of papers – thank you for the quick work on these.

Regards

Karen

From: Brady, Vanessa (Health)

Sent: Wednesday, 4 July 2018 5:28 PM

To: Douglas, Nerida (Health) <Nerida.Douglas@act.gov.au>

Cc: Doran, Karen (Health) <Karen.Doran@act.gov.au>; DDGCorporate <DDGCorporate@act.gov.au>; Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>

Subject: Papers for Clearance - Submission Papers for BHSP Strategy Steering Committee

Hi Nerida

May I please request your assistance in having Karen review and clear the attachments for the meeting on Strategy Steering Committee on Monday 9 July.

Regards,

Vanessa Brady

Executive Director, Health Services Program

Ph: 6205 9071 [REDACTED]

GPO Box 825, Canberra ACT 2601 www.act.gov.au

Care ▲ Excellence ▲ Collaboration ▲ Integrity



Culver, Jakob (Health)

From: Chicco, Dee (Health)
Sent: Friday, 6 July 2018 1:31 PM
To: Corrigan, Jim; Ponton, Ben; Nicol, David; Barbara Reid (Calvary); Brady, Vanessa (Health); Doran, Karen (Health); Bone, Chris (Health); Chamberlain, Jodie (Health); Culver, Jakob (Health); Brady, Erin; [REDACTED]; Katy Gallagher
Subject: Updated papers - Building Health Services Program Strategy Steering Committee meeting 9 July [SEC=UNCLASSIFIED]
Attachments: Papers_BHSPSSC_Final_20180709.pdf

Dear All

Please see attached updated papers for the Building Health Services Program Strategy Steering Committee meeting being held on Monday at 1.30pm.

Regards
Dee

Dee Chicco | Executive Assistant to the Director-General Health
Phone 02 6205 0823
Executive Unit | ACT Health Directorate | **ACT Government**
Level 5, 6 Bowes Street, Woden | www.act.gov.au



TERMS OF REFERENCE

Building Health Services Program Strategy Steering Committee

Role	<p>The Building Health Services Program (BHSP) Strategy Steering Committee provides strategic planning advice and whole-of-government considerations to inform policy proposals in relation to ACT Health's major infrastructure investment projects.</p> <p>The project program comprises of the:</p> <ul style="list-style-type: none"> • Surgical Procedures, Interventional Radiology Emergency Centre (SPIRE); • Expansion to the Centenary Hospital for Women and Children; and • Proposed Northside General Hospital.
Reporting Mechanism	<p>The BHSP Strategy Steering Committee reports to the ACT Health Interim Director-General.</p>
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Membership	<p>Members:</p> <ul style="list-style-type: none"> • ACT Health - Interim Director-General, Corporate (Chair) • Environment, Planning and Sustainable Development Directorate - Director-General • Transport Canberra and City Services - Director-General, City Services • Chief Minister Treasury and Economic Development Directorate - Under Treasurer • Little Company of Mary - Chief Executive Officer, Calvary Public Hospital • ACT Health - Deputy Director-General, Corporate

	<ul style="list-style-type: none"> • ACT Health - Deputy Director-General, Canberra Hospital and Health Services • ACT Health - Executive Director, Building Health Services Program <p>Attendees:</p> <ul style="list-style-type: none"> • Little Company of Mary – Katy Gallagher, Service Development Consultant • ACT Health - Executive Director, Territory wide Services Redesign • ACT Health - Executive Director, Health Infrastructure Services • ACT Health - Building Health Services Program Commercial Advisor
Secretariat	Building Health Services Program
Submissions	Papers are to be distributed no later than 2 working days before the meeting.
Meeting Frequency	Meetings are to be held weekly, for a period of up to 8 weeks.

Culver, Jakob (Health)

From: Stevenson, Nicole (Health)
Sent: Wednesday, 18 July 2018 1:48 PM
To: Corrigan, Jim; Ponton, Ben; Nicol, David; Barbara Reid (Calvary); Brady, Vanessa (Health); Doran, Karen (Health); Bone, Chris (Health); Chamberlain, Jodie (Health); Culver, Jakob (Health); Brady, Erin; [REDACTED] Miners, Stephen; Bartholomew, Carolyn (Health); John Merchant (Calvary); De'Ath, Michael (Health)
Subject: Papers - Building Health Services Program Strategy Steering Committee meeting - 19 July 2018
Attachments: Agenda Item 3.1_Actions - Strategy Steering Committee - 9 July 2018 v1.pdf; Agenda Item 3.2_BHSP Strategy Steering Committee_ToR v2.pdf; Agenda Item 4.1_Submission_CPHB_Overview of Campus Asset Portfolio_Meeti....docx; Agenda Item 6.1_Issues and Risks Register - Strategy Steering Committeedocx; Agenda_Strategy Steering Committee_Meeting 2_19 July 2018.docx; Agenda Item 2.1_Minutes - Strategy Steering Committee - 9 July 2018 v3.pdf

Good afternoon

Please find attached the papers for tomorrow's Building Health Services Program Strategy Steering Committee meeting.

Note: Paper 5.1 is yet to be finalised and will be send out as soon as available.

Cheers

Nic

Nicole Stevenson

Office of the Director-General | ACT Health

Phone: 6207 8298 [REDACTED] Email: nicole.stevenson@act.gov.au

Care Excellence Collaboration Integrity



TERMS OF REFERENCE

Building Health Services Program Strategy Steering Committee

<p>Role</p>	<p>The Building Health Services Program (BHSP) Strategy Steering Committee provides strategic planning advice and whole-of-government considerations to inform policy proposals in relation to ACT Health's major infrastructure investment projects.</p> <p>The project program comprises of the:</p> <ul style="list-style-type: none"> • Surgical Procedures, Interventional Radiology Emergency Centre (SPIRE); • Expansion to the Centenary Hospital for Women and Children; and • Proposed Northside General Hospital.
<p>Reporting Mechanism</p>	<p>The BHSP Strategy Steering Committee reports to the ACT Health Interim Director-General.</p>
<p>Functions</p>	<p>The BHSP Strategy Steering Committee is responsible for:</p> <ul style="list-style-type: none"> • Developing a broad appreciation and understanding of the current condition and functionality of ACT Health's asset portfolio; site constraints and capital works program. • Developing an understanding of service level activity at both the Public hospitals, including current capacity pressures and projected future service demand profiles. • Providing strategic advice and inputs to inform the infrastructure investment strategies at the Canberra Hospital precinct and Bruce precinct. • Providing advice on whole-of-Government policy and planning initiatives which may affect or influence the investment proposal in health assets. • Establishing boundaries and mechanisms to vary the scope of the projects, inclusive of time and cost considerations.
<p>Membership</p>	<p>Members:</p> <ul style="list-style-type: none"> • ACT Health - Interim Director-General, Corporate (Chair) • Environment, Planning and Sustainable Development Directorate - Director-General • Transport Canberra and City Services - Director-General, City Services • Chief Minister Treasury and Economic Development Directorate - Under Treasurer • Little Company of Mary - Chief Executive Officer, Calvary Public Hospital • ACT Health - Deputy Director-General, Corporate • ACT Health - Deputy Director-General, Canberra Hospital and Health Services

	<ul style="list-style-type: none"> • ACT Health - Executive Director, Building Health Services Program • Capital Health Network – Chief Executive <p>Attendees:</p> <ul style="list-style-type: none"> • Little Company of Mary – Katy Gallagher, Service Development Consultant • ACT Health - Executive Director, Territory wide Services Redesign • ACT Health - Executive Director, Health Infrastructure Services • ACT Health - Building Health Services Program Commercial Advisor
Secretariat	Building Health Services Program
Submissions	Papers are to be distributed no later than 2 working days before the meeting.
Meeting Frequency	Meetings are to be held weekly, for a period of up to 8 weeks.

Lowes, Shannon (Health)

From: Dal Molin, Vanessa (Health)
Sent: Wednesday, 18 July 2018 10:28 PM
To: De'Ath, Michael (Health)
Cc: Stevenson, Nicole (Health)
Subject: FW: Agenda Item 5 1_Submission_Calvary Hospital_Challenges_Meeting 2_19 July 2018 Final [DLM=For-Official-Use-Only]
Attachments: Agenda Item 5 1_Submission_Calvary Hospital_Challenges_Meeting 2_19 July 2018 Final.docx; Agenda Item 5 1_Submission_Calvary Hospital_Challenges_Meeting 2_19 July 2018 Final (002).pdf
Importance: High

Michael,
 The attached paper has been developed by Calvary for tomorrow's Building Health Services Program Strategy meeting. Karen has approved. If you are comfortable with it we will distribute to Committee members in the morning. Have attached in pdf in the event that this is easier to read. I'll also have a copy printed out for you first thing to review.

Thanks
 Vanessa

From: Culver, Jakob (Health)
Sent: Wednesday, 18 July 2018 5:43 PM
To: Stevenson, Nicole (Health) <Nicole.Stevenson@act.gov.au>; Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>
Cc: DGACTHealth <DGACTHealth@act.gov.au>
Subject: FW: Agenda Item 5 1_Submission_Calvary Hospital_Challenges_Meeting 2_19 July 2018 Final [DLM=For-Official-Use-Only]
Importance: High

Nicole

Please see attached for Michael's review/clearance to circulate to the BHSP Strategy meeting group.

This is the final paper that we were waiting on from Calvary.

Thanks
 Jakob

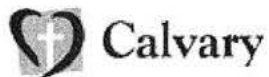
From: Kanta Toraskar [mailto:]
Sent: Wednesday, 18 July 2018 2:06 PM
To: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Subject: Agenda Item 5 1_Submission_Calvary Hospital_Challenges_Meeting 2_19 July 2018 Final

Hi Jakob

Agenda paper for the meeting on Thursday. Sorry for the delay

Regards

Kanta Toraskar
Executive Assistant to Chief Executive Officer
Executive Suite



Public Hospital Bruce
Cnr Belconnen Way & Haydon Drive Bruce ACT 2617
PO Box 254 Jamison Centre ACT 2614

P: [REDACTED]
E: [REDACTED]
www.calvary-act.com.au

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Lowes, Shannon (Health)

From: Culver, Jakob (Health)
Sent: Monday, 23 July 2018 1:53 PM
To: DGACTIONHealth
Cc: Chicco, Dee (Health); Douglas, Nerida (Health); DDGCorporate
Subject: FW: BHSP (19 July 2018) - Draft Minutes and Actions List [SEC=UNCLASSIFIED]
Attachments: 180719 Actions - Strategy Steering Committee - 19 July 2018 Draft v1.docx; 180719 Minutes - Strategy Steering Committee - 19 July 2018 Draft v2.docx; 180709 Minutes - Strategy Steering Committee - 9 July 2018 Final and Endorsed.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Hi there

Please find attached the draft minutes and draft actions list from the BHSP Strategy Committee meeting on Thursday afternoon – 19 July 2018. Also attached are the final 9 July Minutes.

Would appreciate your assistance in having Michael review and provide clearance for these to be circulated to the meeting group. Next meeting of the committee is this Friday, so circulation in the next day or so is required.

Please do not hesitate to give me call if you have any questions or concerns.

Many thanks
 Jakob

From: Doran, Karen (Health)
Sent: Monday, 23 July 2018 1:25 PM
To: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Cc: Douglas, Nerida (Health) <Nerida.Douglas@act.gov.au>
Subject: FW: BHSP (19 July 2018) - Draft Minutes and Actions List [SEC=UNCLASSIFIED]

Hi Jake

Minor edits to minutes (not tracked, but saved in attached).

Ta
 Karen

From: Culver, Jakob (Health)
Sent: Monday, 23 July 2018 12:15 PM
To: Douglas, Nerida (Health) <Nerida.Douglas@act.gov.au>
Cc: Doran, Karen (Health) <Karen.Doran@act.gov.au>; DDGCorporate <DDGCorporate@act.gov.au>
Subject: BHSP (19 July 2018) - Draft Minutes and Actions List [SEC=UNCLASSIFIED]

Hi Nerida

Attached are the draft minutes and draft actions list from the BHSP Strategy Committee meeting on Thursday afternoon – 19 July 2018.

Would appreciate your assistance in having Karen review and clear these to the DG's office. Next meeting of the committee is this Friday, so will need to get these out next day or so.

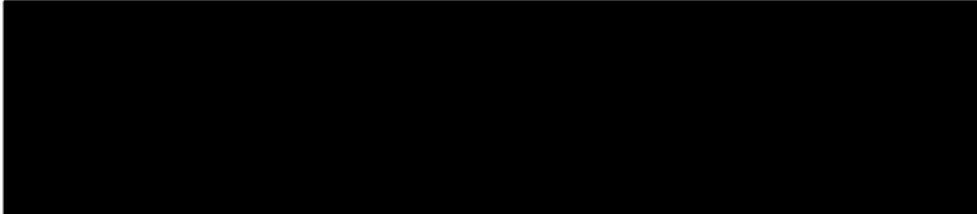
Thanks
Jakob

Jakob J Culver

Senior Manager | Economic and Commercial Advice
Building Health Services Program | ACT Health

P: +61 2 6207 9379 | [REDACTED] E: Jakob.J.Culver@act.gov.au | A: 2-6 Bowes Street PHILLIP ACT 2606

Culver, Jakob (Health)

From: Chicco, Dee (Health) on behalf of DGACTHealth
Sent: Wednesday, 25 July 2018 4:02 PM
To: Corrigan, Jim; Ponton, Ben; Nicol, David; Barbara Reid (Calvary); Brady, Vanessa (Health); Doran, Karen (Health); Bone, Chris (Health); Chamberlain, Jodie (Health); Culver, Jakob (Health); 'g.coulton@chnact.org.au'; 'Katy Gallagher'; Brady, Erin; John Merchant (Calvary)
Subject: Friday BHSP Strategy Steering Committee 27 July [SEC=UNCLASSIFIED]
Attachments: 

Importance: High

Hi Everyone

Please see attached papers for Fridays Building Health Services Program Strategy Steering Committee meeting at 11.30am.

Regards
Dee

Dee Chicco | Executive Assistant to the Director-General Health
Phone 02 6205 0823

Lowes, Shannon (Health)

From: Culver, Jakob (Health)
Sent: Friday, 27 July 2018 9:18 AM
To: Chicco, Dee (Health)
Cc: DGACTHealth
Subject: FW: Strategy Steering Committee [SEC=UNCLASSIFIED]

Follow Up Flag: Follow up
Flag Status: Completed

FYI – Erin Brady will attend as a delegate for Ben.

Thanks
 Jakob

From: Marcantonio, Laura
Sent: Friday, 27 July 2018 9:15 AM
To: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Cc: Brady, Vanessa (Health) <Vanessa.Brady@act.gov.au>; Ponton, Ben <Ben.Ponton@act.gov.au>
Subject: RE: Strategy Steering Committee [SEC=UNCLASSIFIED]

Morning Jakob,

I understand at the initial BHSP Strategy Steering Committee meeting, Ben advised that the series of meetings as they currently stand, conflict with his executive briefings of one of his Ministers.

In light of this conflict, Ben's Deputy Director-General, Dr Erin Brady, will attend the Steering Committee meeting and will respond to the action against Ben's name.

Kind regards

Laura

Laura Marcantonio | Executive Officer to the Director-General
 Environment, Planning and Sustainable Development Directorate | ACT Government
 Phone 02 6207 8263 | Email: Laura.Marcantonio@act.gov.au
 Level 3 South, Dame Pattie Menzies House, 16 Challis Street, Dickson, ACT | GPO Box 158, Canberra 2601
www.environment.act.gov.au | www.planning.act.gov.au

 [@Environplan](https://twitter.com/Environplan)  facebook.com/Environplan

From: Culver, Jakob (Health)
Sent: Friday, 27 July 2018 8:51 AM
To: Marcantonio, Laura <Laura.Marcantonio@act.gov.au>

Cc: Brady, Vanessa (Health) <Vanessa.Brady@act.gov.au>
Subject: FW: Strategy Steering Committee [SEC=UNCLASSIFIED]

Hi Laura

Tried to give you a phone call this morning following up on the below.

There is a meeting later this morning of the committee, I assume Ben is attending and will be able to provide an update on this action?

Many thanks
 Jakob

From: Culver, Jakob (Health)
Sent: Monday, 23 July 2018 8:41 AM
To: Marcantonio, Laura <Laura.Marcantonio@act.gov.au>
Subject: FW: Strategy Steering Committee [SEC=UNCLASSIFIED]

Hi Laura

As discussed, we have an outstanding action for the BHSP Strategy Steering Committee assigned to Ben / EPSD. See action #6 of the attached Action List, and the context for this action is contained in the Minutes at item 7 - [REDACTED]
 [REDACTED] We are keen to progress actions as quick as possible, given the committee generally meets weekly.

If you could provide feedback directly to myself on the action, for circulation to the committee out of session that would be greatly appreciated. If there are any questions or concerns please let me know and we can work through. More than happy to discuss.

Many thanks
 Jakob

Jakob J Culver

Senior Manager | Economic and Commercial Advice
 Building Health Services Program | ACT Health
 P: +61 2 6207 9379 | [REDACTED] E: Jakob.J.Culver@act.gov.au | A: 2-6 Bowes Street PHILLIP ACT 2606

-----Original Message-----

From: Chicco, Dee (Health)
Sent: Thursday, 12 July 2018 4:07 PM
To: Corrigan, Jim <Jim.Corrigan@act.gov.au>; Ponton, Ben <Ben.Ponton@act.gov.au>; Nicol, David <David.Nicol@act.gov.au>; Barbara Reid (Calvary) <[REDACTED]>; Brady, Vanessa (Health) <Vanessa.Brady@act.gov.au>; Doran, Karen (Health) <Karen.Doran@act.gov.au>; Bone, Chris (Health) <Chris.Bone@act.gov.au>; Chamberlain, Jodie (Health) <Jodie.Chamberlain@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>; 'g.coulton@chnact.org.au' <[REDACTED]> 'Katy Gallagher' <[REDACTED]>
Subject: Strategy Steering Committee [SEC=UNCLASSIFIED]

Hi there

Please see attached minutes, terms of reference and action items from the Strategy Steering committee meeting that was held on Monday 9 July.

I will endeavour to change the meeting time to suit calendars.

Regards

Dee Chicco | Executive Assistant to the Director-General Health Phone 02 6205 0823 Executive Unit | ACT Health Directorate | ACT Government Level 5, 6 Bowes Street, Woden

Culver, Jakob (Health)

From: Chicco, Dee (Health)
Sent: Wednesday, 1 August 2018 11:27 AM
To: Corrigan, Jim; Ponton, Ben; Nicol, David; Barbara Reid (Calvary); Brady, Vanessa (Health); Doran, Karen (Health); Bone, Chris (Health); Chamberlain, Jodie (Health); Culver, Jakob (Health); Brady, Erin; [REDACTED]; Katy Gallagher; John Merchant (Calvary)
Cc: Kanta Toraskar (Calvary)
Subject: BHSP Strategy Steering Committee_ Meeting 4 Papers - 2 August [SEC=UNCLASSIFIED]

Attachments: [REDACTED]

Importance: High

Hi there

Please see attached, papers for tomorrows Building Health Services meeting at 9.30am.

Regards
Dee

Dee Chicco | Executive Assistant to the Director-General Health
Phone 02 6205 0823

Lowes, Shannon (Health)

From: Culver, Jakob (Health)
Sent: Tuesday, 7 August 2018 2:01 PM
To: DGACTHealth
Cc: Chicco, Dee (Health); Stevenson, Nicole (Health); Douglas, Nerida (Health)
Subject: FW: BHSP (2 August 2018) - Draft Minutes and Actions List [SEC=UNCLASSIFIED]
Attachments: Minutes - Strategy Steering Committee - 27 July 2018 - Final and Endorsed.pdf;
 Actions - Strategy Steering Committee - 27 July 2018 - Final and Endorsed.pdf;
 180802 Minutes - Strategy Steering Committee - 2 August 2018 Draft v1.docx;
 180802 Actions - Strategy Steering Committee - 2 August 2018 Draft v1.docx

Importance: High

Follow Up Flag: Follow up
Flag Status: Completed

Hi Dee / Nic

Please see attached draft Minutes and Actions List from the BHSP Meeting on 2 August 2018. For DG review prior to circulation. I note however that Karen chaired, as Michael was an apology.

The next meeting of the committee is this Thursday – 9 August 2018, so would be good to have these out sooner rather than later.

Also attached are the final minutes and actions from the 27 July 2018 meeting.

Thanks
 Jakob

From: Doran, Karen (Health)
Sent: Tuesday, 7 August 2018 1:42 PM
To: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>; Douglas, Nerida (Health) <Nerida.Douglas@act.gov.au>
Cc: Brady, Vanessa (Health) <Vanessa.Brady@act.gov.au>
Subject: RE: BHSP (2 August 2018) - Draft Minutes and Actions List [SEC=UNCLASSIFIED]

Thanks Jakob
 Again an excellent job (sorry for the delay)

Karen

From: Culver, Jakob (Health)
Sent: Monday, 6 August 2018 4:39 PM
To: Douglas, Nerida (Health) <Nerida.Douglas@act.gov.au>
Cc: Brady, Vanessa (Health) <Vanessa.Brady@act.gov.au>; Doran, Karen (Health) <Karen.Doran@act.gov.au>
Subject: BHSP (2 August 2018) - Draft Minutes and Actions List [SEC=UNCLASSIFIED]

Hi Nerida

Attached are the draft minutes and actions list from the BHSP Strategy Committee meeting on Thursday afternoon – 2 August 2018.

Would appreciate your assistance in having Karen review and clear these to the DG's office. Next meeting of the committee is this Thursday.

As always, please let me know of any questions or queries.

Thanks
Jakob

Jakob J Culver

Senior Manager | Economic and Commercial Advice

Building Health Services Program | ACT Health

P: +61 2 6207 9379 [REDACTED] E: Jakob.J.Culver@act.gov.au | A: 2-6 Bowes Street PHILLIP ACT 2606

Lowes, Shannon (Health)

From: Chicco, Dee (Health) on behalf of DGACTHealth
Sent: Tuesday, 7 August 2018 3:41 PM
To: Corrigan, Jim; Ponton, Ben; Nicol, David; Barbara Reid (Calvary); Brady, Vanessa (Health); Bone, Chris (Health); Chamberlain, Jodie (Health); Culver, Jakob (Health); Brady, Erin; Doran, Karen (Health); [REDACTED]; 'Katy Gallagher'; John Merchant (Calvary)
Cc: Neal, Colleen
Subject: BHSP Draft Minutes and Actions List [SEC=UNCLASSIFIED]
Attachments: Minutes - Strategy Steering Committee - 27 July 2018 - Final and Endorsed.pdf; Actions - Strategy Steering Committee - 27 July 2018 - Final and Endorsed.pdf; 180802 Minutes - Strategy Steering Committee - 2 August 2018 Draft v1.docx; 180802 Actions - Strategy Steering Committee - 2 August 2018 Draft v1.docx

Importance: High

Hi there

Please see attached draft minutes and actions list from the BHSP Meeting on 2 August 2018. Also attached are the final minutes and actions from the 27 July 2018 meeting.

The next meeting of the committee is this Thursday, 9 August.

Regards

Dee Chicco

Executive Assistant to Interim Director-General | ACT Health

Level 5, 2-6 Bowes Street, Woden | GPO Box 825 Canberra ACT 2601

T: (02) 6205 0823 | E: dee.chicco@act.gov.au | W: www.health.act.gov.au



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Lowes, Shannon (Health)

From: Culver, Jakob (Health)
Sent: Wednesday, 8 August 2018 2:12 PM
To: DGACTHealth
Cc: Douglas, Nerida (Health); DDGCorporate
Subject: FW: BHSP Meeting this Week (9 August 2018) - Agenda and Meeting Papers [SEC=UNCLASSIFIED]
Attachments: BHSP Strategy Steering Committee_ Meeting 5 Papers - 9 August 2018
Importance: High
Follow Up Flag: Follow up
Flag Status: Completed

Hi Dee

Please find attached for distribution an email with papers attached for tomorrow's BHSP meeting at 9:30am.

Could circulation of the papers occur as soon as possible?

Thanks
 Jakob

From: Doran, Karen (Health)
Sent: Wednesday, 8 August 2018 1:43 PM
To: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Cc: Douglas, Nerida (Health) <Nerida.Douglas@act.gov.au>; DDGCorporate <DDGCorporate@act.gov.au>; Brady, Vanessa (Health) <Vanessa.Brady@act.gov.au>; Chamberlain, Jodie (Health) <Jodie.Chamberlain@act.gov.au>
Subject: RE: BHSP Meeting this Week (9 August 2018) - Agenda and Meeting Papers [SEC=UNCLASSIFIED]

Jakob

Thanks. I am happy for these papers to be distributed.

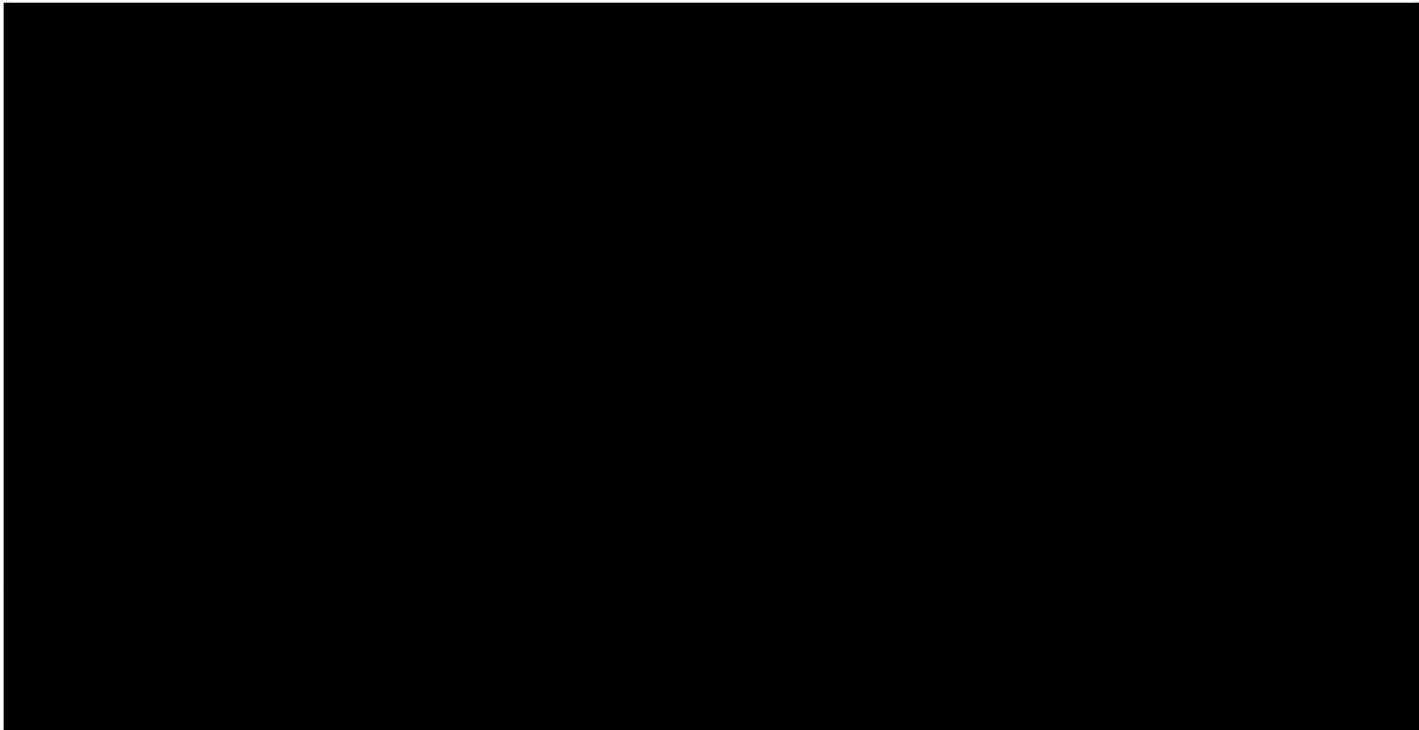
The Calvary materials will not be ready for this week but should be fine for next week – I will keep talking to them.

Thanks
 Karen

From: Culver, Jakob (Health)
Sent: Tuesday, 7 August 2018 3:31 PM
To: Doran, Karen (Health) <Karen.Doran@act.gov.au>
Cc: Douglas, Nerida (Health) <Nerida.Douglas@act.gov.au>; DDGCorporate <DDGCorporate@act.gov.au>; Brady, Vanessa (Health) <Vanessa.Brady@act.gov.au>; Chamberlain, Jodie (Health) <Jodie.Chamberlain@act.gov.au>
Subject: BHSP Meeting this Week (9 August 2018) - Agenda and Meeting Papers [SEC=UNCLASSIFIED]

Hi Karen

In regards to this week's BHSP meeting (Thursday morning – 9 August 2018), we have developed an agenda with the following focus:




Jodie – If there is anything I can do to assist with preparation for next week’s meeting please let me know.

Thanks
Jakob

Jakob J Culver

Senior Manager | Economic and Commercial Advice
Building Health Services Program | ACT Health

P: +61 2 6207 9379 |  E: Jakob.J.Culver@act.gov.au | A: 2-6 Bowes Street PHILLIP ACT 2606

Culver, Jakob (Health)

From: Chicco, Dee (Health) on behalf of DGACTHealth
Sent: Wednesday, 8 August 2018 2:29 PM
To: Corrigan, Jim; Ponton, Ben; Nicol, David; Barbara Reid (Calvary); Brady, Vanessa (Health); Doran, Karen (Health); Bone, Chris (Health); Chamberlain, Jodie (Health); Culver, Jakob (Health); Brady, Erin; [REDACTED] 'Katy Gallagher'; John Merchant (Calvary)
Cc: Kanta Toraskar (Calvary); Neal, Colleen
Subject: BHSP Strategy Steering Committee_ Meeting 5 Papers - 9 August 2018 [SEC=UNCLASSIFIED]
Attachments: [REDACTED]

View All

Please see attached, final papers for tomorrows Building Health Services meeting at 9.30am, 9 August 2018.

Note: Paper(s) in regards to agenda item #6 will be provided as soon as available.

Regards

Dee Chicco

Executive Assistant to Interim Director-General | ACT Health

Level 5, 2-6 Bowes Street, Woden | GPO Box 825 Canberra ACT 2601

T: (02) 6205 0823 | E: dee.chicco@act.gov.au | W: www.health.act.gov.au



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Culver, Jakob (Health)

From: Chicco, Dee (Health) on behalf of DGACTHealth
Sent: Wednesday, 22 August 2018 11:40 AM
To: Corrigan, Jim; Ponton, Ben; Nicol, David; Barbara Reid (Calvary); Brady, Vanessa (Health); Doran, Karen (Health); Bone, Chris (Health); Chamberlain, Jodie (Health); Culver, Jakob (Health); Brady, Erin; [REDACTED] 'Katy Gallagher'; John Merchant (Calvary)
Cc: Neal, Colleen; Kanta Toraskar (Calvary)
Subject: BHSP Strategy Steering Committee_ Meeting Papers - 23 August 2018 [SEC=UNCLASSIFIED]
Attachments: [REDACTED]

Dear All

Please see attached, papers for tomorrow's Building Health Services meeting at 9.30am, 23 August 2018.

Please note: Paper(s) in regards to agenda item #4 will be provided as soon as available.

Regards

Dee Chicco

Executive Assistant to Interim Director-General | ACT Health
Level 5, 2-6 Bowes Street, Woden | GPO Box 825 Canberra ACT 2601
T: (02) 6205 0823 | E: dee.chicco@act.gov.au | W: www.health.act.gov.au



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Lowes, Shannon (Health)

From: Culver, Jakob (Health)
Sent: Friday, 24 August 2018 2:27 PM
To: Pini, Sallyanne (Health)
Cc: Chamberlain, Jodie (Health); Burch, Brad (Health)
Subject: FW: Meeting to discuss bed numbers [SEC=UNOFFICIAL]

Hi Sallyanne

Spoke with Kanta over at Calvary, who has advised that 2:00pm to 3:30pm on Tuesday next week, here at ACT Health's offices, would be fine for a health planning/bed numbers meeting.

Representatives from Calvary will be John Merchant and Katy Gallagher. In addition to Karen; myself, Brad, and Jodie Chamberlain should there too.

Last meeting we didn't require Chris B in person, but may be worth checking with Karen if needed for this meeting.

Thanks
 Jakob

From: Doran, Karen (Health)
Sent: Friday, 24 August 2018 1:40 PM
To: Pini, Sallyanne (Health) <Sallyanne.Pini@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Subject: RE: Meeting to discuss bed numbers [SEC=UNOFFICIAL]

Hi Jake, Sallyanne

Could you please coordinate this meeting. As the 30 August BHSO Steering Committee will not proceed, we have a bit more time, but would still be best to meet sooner rather than later as we may need a couple of discussions.

I am free on Friday next week, but if earlier is preferred then Tuesday afternoon could work with a bit of shuffling.

Ta
 Karen

From: Kanta Toraskar [mailto:████████████████████]
Sent: Friday, 24 August 2018 1:26 PM
To: Doran, Karen (Health) <Karen.Doran@act.gov.au>
Cc: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>; Bone, Chris (Health) <Chris.Bone@act.gov.au>; Katy Gallagher <████████████████████>; John Merchant (Calvary) <████████████████████>; Pini, Sallyanne (Health) <Sallyanne.Pini@act.gov.au>
Subject: Meeting to discuss bed numbers

Hello Karen

After the last Building Health Services Program Strategy Steering Committee meeting, Barb said a meeting needs to be arranged between yourself, Chris Bone, Katy Gallagher and John Merchant to discuss bed numbers.

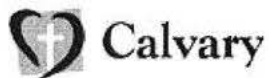
This meeting should be held before the next meeting with the DG which is scheduled on Thurs, 30 Aug.

Can you please advise a suitable time for early next week.

Regards

Kanta Toraskar

Executive Assistant to Chief Executive Officer
Executive Suite



Public Hospital Bruce
Cnr Belconnen Way & Haydon Drive Bruce ACT 2617
PO Box 254 Jamison Centre ACT 2614

P: [REDACTED]
E: [REDACTED]
www.calvary-act.com.au

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Lowes, Shannon (Health)

From: Culver, Jakob (Health)
Sent: Friday, 24 August 2018 3:08 PM
To: DGACTHealth
Cc: Chicco, Dee (Health); DDGCorporate
Subject: FW: BHSP (23 Aug 18) - Draft Minutes and Draft Actions List [DLM=For-Official-Use-Only]
Attachments: 180823 Minutes - Strategy Steering Committee - 23 August 2018 Draft v2.docx; 180823 Actions - Strategy Steering Committee - 23 August 2018 Draft v2.docx; 180809 Actions - Strategy Steering Committee - 9 August 2018 Final.pdf; 180809 Minutes - Strategy Steering Committee - 9 August 2018 Final.pdf
Follow Up Flag: Follow up
Flag Status: Completed

Hi Dee / Nic

See below.

Attached are the cleared draft minutes and actions list for the BHSP committee meeting that occurred yesterday.

Also attached are the endorsed minutes and actions from the previous meeting on 9 August 2018.

Thanks
 Jakob

From: Doran, Karen (Health)
Sent: Friday, 24 August 2018 2:39 PM
To: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Cc: DDGCorporate <DDGCorporate@act.gov.au>
Subject: FW: BHSP (23 Aug 18) - Draft Minutes and Draft Actions List [DLM=For-Official-Use-Only]

Hi Jakob

Approved for circulaiton – minor edits in minutes (not tracked)

Thanks
 Karen

From: Culver, Jakob (Health)
Sent: Friday, 24 August 2018 12:24 PM
To: DDGCorporate <DDGCorporate@act.gov.au>
Cc: Doran, Karen (Health) <Karen.Doran@act.gov.au>; Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: BHSP (23 Aug 18) - Draft Minutes and Draft Actions List [DLM=For-Official-Use-Only]

Hi Emm

Attached are the draft minutes and actions list from the BHSP committee meeting yesterday.

Would appreciate your assistance in having Karen review and clear these to the DG's office.

As always, please let me know of any questions or queries.

Thanks

Jakob

Jakob J Culver

Senior Manager | Economic and Commercial Advice

Building Health Services Program | ACT Health

P: +61 2 6207 9379 [REDACTED] E: Jakob.J.Culver@act.gov.au | A: 2-6 Bowes Street PHILLIP ACT 2606

Culver, Jakob (Health)

From: Chicco, Dee (Health) on behalf of DGACTHealth
Sent: Wednesday, 5 September 2018 12:50 PM
To: Corrigan, Jim; Ponton, Ben; Nicol, David; Barbara Reid (Calvary); Brady, Vanessa (Health); Bone, Chris (Health); Chamberlain, Jodie (Health); Culver, Jakob (Health); Brady, Erin; Doran, Karen (Health); [REDACTED]; 'Katy Gallagher'; John Merchant (Calvary); Burch, Brad (Health); Bartholomew, Carolyn (Health); Miners, Stephen; [REDACTED]
Cc: Neal, Colleen; Kanta Toraskar (Calvary); Attwood, Courtney (Health)
Subject: BHSP Papers - 6 September [SEC=UNCLASSIFIED]
Attachments: [REDACTED]

Hi there

Please see attached papers for tomorrows Building Health Services Program Strategy Steering Committee meeting at 8.30am.

I have also included combined papers to make it easier to print.

Regards

Dee Chicco

Executive Assistant to Interim Director-General | ACT Health

Level 5, 2-6 Bowes Street, Woden | GPO Box 825 Canberra ACT 2601

T: (02) 6205 0823 | E: dee.chicco@act.gov.au | W: www.health.act.gov.au



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Lowes, Shannon (Health)

From: Culver, Jakob (Health)
Sent: Tuesday, 18 September 2018 4:55 PM
To: DGACTHealth
Subject: RE: BHSP (6 September 2018) - Draft Minutes [SEC=UNCLASSIFIED]
Attachments: 180906 Minutes - Strategy Steering Committee - 6 September 2018 Draft.docx; 180823 Actions - Strategy Steering Committee - 23 August 2018 Final.pdf; 180823 Minutes - Strategy Steering Committee - 23 August 2018 Final.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Hi Dee

Sorry also attached are the final minutes and actions from the previous meeting for circulation too.

Thanks
 Jakob

From: Culver, Jakob (Health)
Sent: Tuesday, 18 September 2018 3:35 PM
To: DGACTHealth <DGACTHealth@act.gov.au>
Cc: DDGCorporate <DDGCorporate@act.gov.au>
Subject: FW: BHSP (6 September 2018) - Draft Minutes [SEC=UNCLASSIFIED]

Hi Dee

Attached are the draft minutes from the final BHSP Strategy Steering Committee on 6 September 2018. For Michael's clearance and then circulation.

Thanks
 Jakob

From: Doran, Karen (Health)
Sent: Tuesday, 18 September 2018 1:38 PM
To: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Subject: FW: BHSP (6 September 2018) - Draft Minutes [SEC=UNCLASSIFIED]

Minor edits

Thanks Jakob

From: Culver, Jakob (Health)
Sent: Tuesday, 18 September 2018 1:14 PM
To: Douglas, Nerida (Health) <Nerida.Douglas@act.gov.au>
Cc: Doran, Karen (Health) <Karen.Doran@act.gov.au>; Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: BHSP (6 September 2018) - Draft Minutes [SEC=UNCLASSIFIED]

Hi Nerida

Attached are the draft minutes from the final BHSP Strategy Committee meeting – 6 September 2018.

Would appreciate your assistance in having Karen review and clear these to the DG's office.

As always, please let me know of any questions or queries.

Thanks

Jakob

Jakob J Culver

Senior Manager | Economic and Commercial Advice

Building Health Services Program | ACT Health

P: +61 2 6207 9379 | [REDACTED] E: Jakob.J.Culver@act.gov.au | A: 2-6 Bowes Street PHILLIP ACT 2606

Culver, Jakob (Health)

From: Chicco, Dee (Health) on behalf of DGACTHealth
Sent: Wednesday, 19 September 2018 11:58 AM
To: Corrigan, Jim; Ponton, Ben; Nicol, David; Barbara Reid (Calvary); Bone, Chris (Health); Chamberlain, Jodie (Health); Culver, Jakob (Health); Brady, Erin; Doran, Karen (Health); [REDACTED] 'Katy Gallagher'; John Merchant (Calvary); Burch, Brad (Health); Bartholomew, Carolyn (Health); Miners, Stephen
Cc: DDGCorporate; Kanta Toraskar (Calvary); Attwood, Courtney (Health); Neal, Colleen; DDGClinical
Subject: BHSP - 6 September 2018 [SEC=UNCLASSIFIED]
Attachments: 180906 Minutes - Strategy Steering Committee - 6 September 2018 Draft.docx; 180823 Actions - Strategy Steering Committee - 23 August 2018 Final.pdf; 180823 Minutes - Strategy Steering Committee - 23 August 2018 Final.pdf

Hi there

Attached are the minutes from the final BHSP Strategy Steering Committee on 6 September 2018.

Regards

Dee Chicco

Executive Assistant to Interim Director-General | ACT Health

Level 5, 2-6 Bowes Street, Woden | GPO Box 825 Canberra ACT 2601

T: (02) 6205 0823 | E: dee.chicco@act.gov.au | W: www.health.act.gov.au



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CORRESPONDENCE COVER SHEET

FILE

Correspondent:

Record Number: **MIN18/1164**

Date Due: _____

Topic: Advice/Brief: Establishment of the Building Health Services Program Steering Committee

Action Required:

Brief to D-G **Yes**

Action by Group **No**

Advice **No**

Draft Response

Ministerial Response

Assignee: PA to DD-G - Corporate since 23/07/2018 at 10:52 AM

Comments for Cover Sheet:

For filing by action officer 15/8

S. 9-18 → TO BHSP for filing

completed

Waye, Jenny (Health)

From: Dale, Emm (Health)
Sent: Wednesday, 25 July 2018 9:51 AM
To: DGACTIONHealth
Cc: Health Ministerial Liaison Officer; Wijemanne, Naveen (Health)
Subject: MIN18/1164 KD clearance on BHSP brief [SEC=UNCLASSIFIED]
Attachments: 180724 Ministerial Brief - BHSP Steering Committee.docx; 180723 Attachment A_BHSP Strategy Steering Committee_ToR v2.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Hi all

DG asked Karen to review this document as it didn't come via our office prior to being taken upstairs. Not sure where the folder is currently sitting?

Karen has reviewed it and is happy for it to be progressed. (see email below).

Ta
 Emm

-----Original Message-----

From: Doran, Karen (Health)
Sent: Wednesday, 25 July 2018 9:37 AM
To: Dale, Emm (Health) <Emm.Dale@act.gov.au>
Subject: Re: [SEC=UNCLASSIFIED]

Thanks Emm.

I am happy with this paper.
 (don't tell Nerida). Karen

Sent from my iPhone

> On 25 Jul 2018, at 8:28 am, Dale, Emm (Health) <Emm.Dale@act.gov.au> wrote:

> I hear you're unwell - take it easy and don't read this until you're 100%!

>

> Or Nerida will kill me

>

> -----Original Message-----

> **From:** Doran, Karen (Health)
 > **Sent:** Tuesday, 24 July 2018 5:33 PM
 > **To:** Dale, Emm (Health) <Emm.Dale@act.gov.au>
 > **Subject:**

>

> Hi Emm

> Are you able to send a copy of the bhsp steering committee brief? I would like to clear tonight if possible Ta K

>

> Sent from my iPhone

> <180724 Ministerial Brief - BHSP Steering Committee.docx>

> <180723 Attachment A_BHSP Strategy Steering Committee_ToR v2.pdf>

Health Directorate

SENSITIVE

To: Minister for Health and Wellbeing

Tracking No.: MIN18/1164

27/7/18

CC: Chief Minister

From: Michael De'Ath, Interim Director General, ACT Health

Subject: Establishment of the Building Health Services Program (BHSP) Strategy Steering Committee

Critical Date: 26 July 2018

Critical Reason: For the Minister's return from leave on 26 July 2018

Purpose

To provide you with a brief on the establishment of the Building Health Services Program (BHSP) Strategy Steering Committee, and outline its role and function and strategic intent.

Recommendations

That you:

1. Note the information contained in this brief regarding the establishment of the Building Health Services Program (BHSP) Strategy Steering Committee, which will undertake a work program to inform an investment paper and submission to Government outlining a forward strategic path for the Territory's major health infrastructure investment projects.

Noted / Please Discuss

2. Note that a consolidated and collaborative approach has been taken for the BHSP Strategy Steering Committee, by including senior representatives from ACT Government Directorates and external partners that have been identified as key strategic stakeholders to the Territory's major health infrastructure projects.

Noted / Please Discuss

3. Note you will be provided with a status update on this matter and the Territory's major health infrastructure projects, following completion of the BHSP Strategy Steering Committee's work program and an agreed forward program and strategy.

Noted / Please Discuss

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4. Agree to provide a copy of the brief to the Chief Minister to inform the discussion on health infrastructure at the meeting of Monday, 6 August 2018.

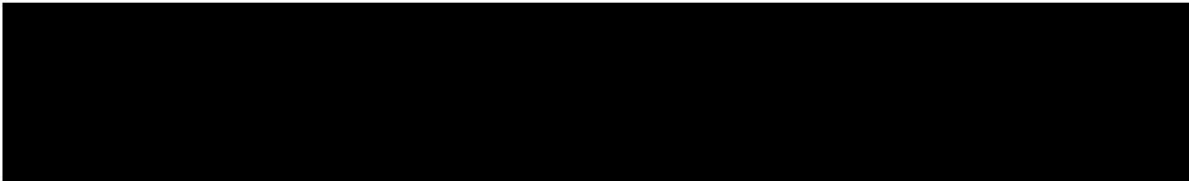
*now rescheduled***Noted / Please Discuss**

Meegan Fitzharris MLA

*[Signature]**13/8/2018*

Minister's Office Feedback

Background

1. The Building Health Services Program (BHSP) comprises of three significant, complex and interrelated infrastructure projects with a potential combined capital commitment of over \$800 million, inclusive of the following projects:
 - Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre project;
 - Northside Hospital scoping study; and
 - Expansion of the Centenary Hospital for Women and Children (CHWC) project.
2. During the 2017-18 financial year, ACT Health undertook significant work to develop business cases for these three significant infrastructure projects, for consideration as capital proposals through the 2018-19 Budget Cabinet process. This included strategic business cases for the SPIRE Centre and Expansion of the CHWC; and a scoping study for the Northside Hospital.
3. 
4. Under the alternate approach, ACT Health will be able to present the key elements of the BHSP as an integrated package, through the Human Services and Social Inclusion (HSSI) Sub-Committee and then Cabinet, providing context and an outline of the overall service planning and infrastructure investment strategy for the Territory.
5. In progressing an integrated package to Cabinet, these significant infrastructure projects will benefit from information and analysis being undertaken to develop Territory-wide future service demand modelling and undertake corresponding Territory-wide infrastructure master planning work. The findings of this work can then be evaluated against current project scope, to ensure the proposed investment in these key infrastructure projects is appropriately aligned to future service demand and needs.

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6. This brief outlines the high-level strategic approach and governance arrangements that have been established to oversee required demand modelling and infrastructure master planning work, to inform the development of an integrated submission to Cabinet on the BHSP and specifically the above three significant infrastructure projects.
7. Specifically, this brief discusses the establishment of the BHSP Strategy Steering Committee, the Terms of Reference and work program to enable the development of an investment paper and submission to Cabinet.

Issues

8. The Steering Committee will provide a consolidated approach to the provision of strategic planning advice and whole-of-government considerations to inform policy proposals in relation to Territory's major health infrastructure investment projects. The Terms of Reference for the committee are contained at Attachment A.
9. The Steering Committee will function to provide holistic oversight and strategic leadership, and will broadly be responsible for:
 - Developing a broad appreciation and understanding of the current condition and functionality of the Territory's public hospital asset portfolio, site constraints and capital works program;
 - Developing an understanding of service level activity at both the public hospitals, including current capacity pressures and projected future service demand profiles;
 - Providing strategic advice and inputs to inform the infrastructure investment strategies at the Canberra Hospital precinct and Bruce precinct;
 - Providing advice on whole-of-Government policy and planning initiatives which may affect or influence the investment proposal in health assets; and
 - Establishing boundaries and mechanisms to vary the scope of the projects, inclusive of time and cost considerations.

Work Program of the Committee and Current Progress

10. The Steering Committee will convene on a weekly basis for a period of 8 weeks. Each meeting will have a focus topic, to ensure that the time and resources made available to support this Steering Committee is efficient and effective.
11. The focus topic for each meeting and a description of the intended outcomes, is outlined in the table below.

Meeting	Focus Topic of the Meeting
1	<p>Background and Context to Canberra Hospital Campus – Overview of Current State</p> <p>Developing a broad appreciation and understanding of the current condition and functionality of the asset portfolio; site constraints, capital works program and potential opportunities.</p>

2	<p>Background and Context to Calvary Bruce Campus – Overview of Current State</p> <p>Developing a broad appreciation and understanding of the current condition and functionality of the asset portfolio, site constraints and potential opportunities.</p>
3	<p>Territory-wide Clinical Services Planning - Capacity and Demand Pressures Projected to 2031</p> <p>Developing an understanding of service level activity at both the Public hospitals, including current capacity pressures and projected future service demand profiles.</p>
4	<p>Assessment Criteria for Canberra Hospital and Calvary Bruce Infrastructure Investment Options</p> <p>Establishing boundaries and mechanisms to vary the scope of the projects, inclusive of time and cost considerations.</p>
5	<p>Short, Medium and Long Term Infrastructure Planning</p> <p>Providing advice on whole-of-Government policy and planning initiatives which may affect or influence the investment proposal in health assets.</p>
6	<p>Consultation & Engagement Strategy</p> <p>Agree the broad principles, approach and objectives of the consultation and engagement framework.</p>
7	<p>Framework for Mid-year 2018-2019 Budget Cabinet Submission</p> <p>Develop an outline of the submission framework to provide advice to Government on ACT Health's major infrastructure investment projects.</p>
8	<p>Forward Program, Policy and Budget Strategy</p> <p>Agree next steps and forward program to 2019-2020.</p>

12. The output of the Steering Committee will be an Investment Paper and Cabinet Submission for the 2018-19 mid-year budget review, which will provide advice to Government regarding the strategic path forward for the Territory's major health infrastructure investment projects.
13. The first two meetings of the Steering Committee have been completed thus far. These meetings provided context to the current state and condition of the asset portfolio as well as an overview of future development constraints and opportunities at both the Canberra Hospital and the Calvary Bruce campuses.
14. The next meeting of the steering committee is scheduled for Friday 27 July 2018, and will focus on current state and future service activity demand projections; demand modelling and population projections (meeting 3).
15. A further status update will be provided to you on the Territory's major health infrastructure program, following completion of the Steering Committee's work program with an agreed forward program and strategy.

Consultation

Key Stakeholders and Committee Membership

16. In addition to the public health service itself, ACT Health has identified a number of key strategic stakeholders for assisting the Territory in further progressing its major health infrastructure projects.
17. These key stakeholders have representatives that are included in the membership of the Steering Committee, and include:
 - Chief Minister, Treasury and Economic Development Directorate (represented by ACT Treasury);
 - Environmental, Planning and Sustainable Development Directorate;
 - Transport Canberra and City Services Directorate;
 - Calvary Public Hospital / Little Company of Mary Healthcare (major partner of the ACT Government for the delivery of public hospital services); and
 - Capital Health Network (the ACT's primary health network, forming part of the ACT's health system along with ACT Health).
18. Membership of the Steering Committee by represents within ACT Health comprises of the key internal strategic stakeholders. This includes the Interim Director-General (committee chair), the Deputy Director-General Corporate, the Deputy Director-General Canberra Hospital and Health Service, and the Executive Director of the BHSP.
19. In addition, invitations to attend committee meetings may also be extended to subject matter experts, such as to the executive of Territory-wide health services planning, to provide critical input into the Steering Committee's work program and inform the development of the investment paper and submission to Government.

Benefits/Sensitivities

20. All papers of the Steering Committee will be marked Cabinet-in-Confidence.
21. As per the Terms of Reference, Ms Katy Gallagher – Service Development Consultant, Little Company of Mary Healthcare; is a member for the Steering Committee. Ms Gallagher's inclusion in the Steering Committee is at the request of Calvary.

Financial

22. Not applicable.

Media Implications

23. Not applicable.

Signatory Name:	Karen Doran	Phone:	X52248
Action Officer:	Vanessa Brady	Phone:	X59071

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Attachments

Attachment	Title
Attachment A	Terms of Reference – Building Health Services Program Strategy Steering Committee

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TERMS OF REFERENCE

Building Health Services Program Strategy Steering Committee

Role	<p>The Building Health Services Program (BHSP) Strategy Steering Committee provides strategic planning advice and whole-of-government considerations to inform policy proposals in relation to ACT Health's major infrastructure investment projects.</p> <p>The project program comprises of the:</p> <ul style="list-style-type: none"> • Surgical Procedures, Interventional Radiology Emergency Centre (SPIRE); • Expansion to the Centenary Hospital for Women and Children; and • Proposed Northside General Hospital.
Reporting Mechanism	<p>The BHSP Strategy Steering Committee reports to the ACT Health Interim Director-General.</p>
Functions	<p>The BHSP Strategy Steering Committee is responsible for:</p> <ul style="list-style-type: none"> • Developing a broad appreciation and understanding of the current condition and functionality of ACT Health's asset portfolio; site constraints and capital works program. • Developing an understanding of service level activity at both the Public hospitals, including current capacity pressures and projected future service demand profiles. • Providing strategic advice and inputs to inform the infrastructure investment strategies at the Canberra Hospital precinct and Bruce precinct. • Providing advice on whole-of-Government policy and planning initiatives which may affect or influence the investment proposal in health assets. • Establishing boundaries and mechanisms to vary the scope of the projects, inclusive of time and cost considerations.
Membership	<p>Members:</p> <ul style="list-style-type: none"> • ACT Health - Interim Director-General, Corporate (Chair) • Environment, Planning and Sustainable Development Directorate - Director-General • Transport Canberra and City Services - Director-General, City Services • Chief Minister Treasury and Economic Development Directorate - Under Treasurer • Little Company of Mary - Chief Executive Officer, Calvary Public Hospital • ACT Health - Deputy Director-General, Corporate • ACT Health - Deputy Director-General, Canberra Hospital and Health Services

	<ul style="list-style-type: none"> • ACT Health - Executive Director, Building Health Services Program • Capital Health Network – Chief Executive <p>Attendees:</p> <ul style="list-style-type: none"> • Little Company of Mary – Katy Gallagher, Service Development Consultant • ACT Health - Executive Director, Territory wide Services Redesign • ACT Health - Executive Director, Health Infrastructure Services • ACT Health - Building Health Services Program Commercial Advisor
Secretariat	Building Health Services Program
Submissions	Papers are to be distributed no later than 2 working days before the meeting.
Meeting Frequency	Meetings are to be held weekly, for a period of up to 8 weeks.

Lowes, Shannon (Health)

From: FITZHARRIS
Sent: Wednesday, 12 September 2018 2:53 PM
To: ACT Health DLO
Cc: Attridge, Vanessa; Phillips, Georgia
Subject: MIN18/1484 CORRO - Martin Bowles (Calvary) - Role of Calvary in TWHS
Attachments: 2018 09 11 - ACTH - Minister Fitzharris - CPHB - Role in a Territory Wide Health System.pdf

Importance: High

Hi Karen,

Min response please.

Thank you,

Hanna

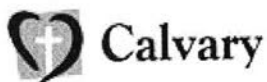
From: Susan George [mailto:Susan.George@calvarycare.org.au] **On Behalf Of** Martin Bowles
Sent: Tuesday, 11 September 2018 5:09 PM
To: FITZHARRIS <FITZHARRIS@act.gov.au>
Subject: Correspondence from Calvary's National CEO, Martin Bowles

Dear Minister,

On behalf of our National CEO, Martin Bowles, please find attached correspondence for your attention.

Kind regards

Susan George
 Executive Assistant



Little Company of Mary Health Care Ltd
 Level 12 - 135 King Street Sydney NSW 2000
 P: 02 9258 1789
 E: Susan.George@calvarycare.org.au
www.calvarycare.org.au

Hospitality | Healing | Stewardship | Respect

Continuing the Mission of the Sisters of the Little Company of Mary

This email is confidential and may be subject to copyright and legal professional privilege. If this email is not intended for you please do not use the information in any way, but delete and notify us immediately. For full copy of our Privacy Policy please visit

Felding, Jasna (Health)

From: Rad, Chadia (Health) on behalf of ACT Health DLO
Sent: Wednesday, 31 October 2018 3:33 PM
To: Health Ministerial Liaison Officer
Cc: Wijemanne, Naveen (Health)
Subject: Request for Advisory Note - MIN18/1484 : Email Minister for Health and Wellbeing - Role of Calvary in Territory Wide Health Service (TWHS) and participation in Building Better Health Services Program Strategy Steering Committee (B [SEC=UNCLASSIFIED])

Attachments: Email Minister for Health and Wellbeing - Role of Calvary in Territory Wide Health Service (TWHS) and participation in Building ~ Martin Bowles.tr5

Hi team

The office has asked for an Advisory Note to accompany the letter - it should address the following:

- Please provide an update how ACTH/CHS will take up Calvary offers of services in (AHA) 2018-19 and advise how the letter responds to that?

Thank you
Chadai

-----< HPE Content Manager record Information >-----

Record Number: MIN18/1484
Title : Email Minister for Health and Wellbeing - Role of Calvary in Territory Wide Health Service (TWHS) and participation in Building Better Health Services Program Strategy Steering Committee (BBHSPSSC) - Martin Bowles

