

Attwood, Courtney (Health)

From: JasonSmith, Rhona (Health)
Sent: Monday, 17 June 2019 2:34 PM
To: Sansum, Catherine (Health); Roberson, Bronwyn (Health)
Cc: Burch, Brad (Health)
Subject: RE: CARHU SoA Final agreed Position [SEC=UNOFFICIAL]
Attachments: CARHU20190605SoA.xlsx

UNCLASSIFIED

Hi there,

Just checking in to see if you have had any opportunity to look at the updated Schedule of Accommodation?

We would like to proceed with appointing contractors however your sign-off on the SoA is a requirement before we can proceed.

I've re-attached it for your convenience.

Regards

Rhona

From: JasonSmith, Rhona (Health)
Sent: Thursday, 16 May 2019 3:42 PM
To: Sansum, Catherine (Health) <Catherine.Sansum@act.gov.au>; Roberson, Bronwyn (Health) <Bronwyn.Roberson@act.gov.au>; Kinghorne, Sally-Anne (Health) <Sally-Anne.Kinghorne@act.gov.au>
Cc: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: RE: CARHU SoA Final agreed Position [SEC=UNOFFICIAL]

Thanks for the update Cath,

Just when you get a chance.

Rhona

From: Sansum, Catherine (Health)
Sent: Thursday, 16 May 2019 3:00 PM
To: JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>; Roberson, Bronwyn (Health) <Bronwyn.Roberson@act.gov.au>; Kinghorne, Sally-Anne (Health) <Sally-Anne.Kinghorne@act.gov.au>
Cc: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: RE: CARHU SoA Final agreed Position [SEC=UNOFFICIAL]

Dear Rhona

Thank you for the updated SoA. There will be a few things to clarify, however Bronwyn and I are both extremely stretched this week – we will endeavour to reply Monday 20/04/19.

Thanks again for your ongoing help and patience with this process!

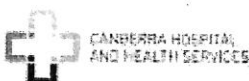
Kind regards

Cath

Dr Catherine Sansum
Medical Director Child At Risk Health Unit
Staff Specialist Clinical Forensic Medical Services

Building 5, Level 1, Canberra Hospital ACT 2605
Phone: (02) 6244 2712
Fax: (02) 6244 3009
Email: Catherine.sansum@act.gov.au

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From: JasonSmith, Rhona (Health)
Sent: Wednesday, 15 May 2019 2:53 PM
To: Roberson, Bronwyn (Health) <Bronwyn.Roberson@act.gov.au>; Sansum, Catherine (Health) <Catherine.Sansum@act.gov.au>; Kinghorne, Sally-Anne (Health) <Sally-Anne.Kinghorne@act.gov.au>
Cc: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: CARHU SoA Final agreed Position [SEC=UNOFFICIAL]

Dear Browyn, Cathy & Sally-Anne,

Please find attached the updated Schedule of Accommodation for the CARHU relocation following yesterday's meeting.

Would you please confirm by COB Fri 17 May if this is not an accurate reflection of the discussions, and if there are any additional changes to be considered.

Many thanks

Rhona

Rhona JasonSmith
P: 02 5124 9667
E: rhona.jasonsmith@act.gov.au

Senior Project Officer
Facility and Health Planning Unit | ACT Health Directorate | ACT Government
Level 5, 2-6 Bowes Street
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Schedule of Accommodation | SPIRE Staging & Decanting | Child at Risk Health Un.

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Modality	AusHFG m2 HPU0155			1 st Clinical Request m ²			Total Variance from AHFG	STH SoA Area Review	Challenge Checkpoint m ²			Total Variance from AHFG	Final Agreed Position m ²			Total Variance from AHFG	Comments. Maximise natural lighting
	AHFG HPU Qty	Room Area	Total AHFG Area	Qty Req'd	Room Area	Total Req'd Area			Qty	Room Area	Total Area		Qty	Room Area	Total Area		
Total Room Area			327			435	108	0			416	89			457	130	
Total Discounted Circulation			105			139	34	0			133	29			146	42	
Total Development Area			432			574	142	0			550	118			603	171	
Target Gross Floor Area																	
ENTRY/RECEPTION/WAITING Discrete and safe entry. Design of wayfing critical.																	
Reception/Clerical	1	9	9	2	10	20	11		1	20	20	11	1	20	20	11	Co-joined reception area x 3 staff. Provide for a large collation table. Photocopier/stationary will not be in this location - see clinical support.
Play area, paediatric	1	9	9	1	9	9			1	9	9		1	9	9		Play area for waiting room line-of-site. Co-joined with waiting area. Active play equipment not to be installed on a wall adjoining a consult/treatment/therapy area.
Waiting	1	15	15	1	20	20	5		1	20	20	5	1	20	20	5	Waiting area in reception line-of-site. Co-joined with play area, paediatric (above).
Toilet - public	1	3	3	1	3	3			1	3	3		1	3	3		Public toilets
Toilet Accessible	1	5	5	1	5	5			1	5	5		1	7	7	2	Includes baby change
Parenting room	1	6	6	1	6	6			1	6	6		1	7	7	1	Additional child sized toilet and child height sink
Sub-total			47			63	16				63	16			66	19	
Discounted Circulation @ 32%			15			20	5				20	5			21	6	
Total			62			83	21				83	21			87	25	
PATIENT AREAS																	
Interview room, 12m2	1	12	12	6	12	72	60		3	14	42	30	3	14	42	30	Therapy Rooms. Dual egress & duress alarms. Acoustic attenuation required.
Staff breakout space	0	0		0	0				2	12	24	24	2	12	24	24	Quiet space for staff. Provision of a safe, breakout space to manage distress and/or agitation. May also be used for clinical supervision
Observation	1	6	6	2	6	12	6		0	0		-6	1	6	6		One-way observation window. Adjoins Development (Interview) room. Audio access to and from development room
Development room	1	9	9	2	9	18	9		1	9	9		1	12	12	3	Sized as for interview with observation room AHFG 132 - CAMHU. Audio access to and from observation room (above)
Meeting room/family room, 20m2	1	20	20	2	20	40	20		1	20	20		1	24	24	4	Family meeting/group activity room. Dual egress & duress required. Acoustic attenuation required. Room will include a sink for wet activities and storage. Vinyl floor covering.
Consult Room	10	12	120	3	12	36	-84		2	12	24	-96	1	14	14	-106	Dual egress
Universal access consult rooms	2	17	34	2	20	40	6		2	20	40	6	2	19	38	4	17m2 plus 2m2 for Dual egress. AHFG compliant
Ensuite	2	6	12	2	6	12			2	6	12		2	6	12		direct access from each of universal consult rooms
Forensic trolley	0	12		0	12				1	2	2	2	1	2	2	2	Secure bay/storage required close to universal consultation rooms.
Sub-total			213			230	17				173	-40			174	-39	
Discounted Circulation @ 32%			68			74	5				55	-13			56	-12	
Total			281			304	22				228	-53			230	-51	
Clinical Support Area																	
Clean Utility/Medication Room, 14m2	1	14	14	1	14	14			1	14	14		1	14	14		Locakble forensic fridge with provision of UPS.
Store	1	9	9	1	9	9			1	9	9		1	9	9		Secure storage of toys/gifts from Foundation etc. Will be (escorted) accessed by children
Store - photocopy/stationery, 8m2	1	8	8	1	8	8			1	8	8		1	8	8		Relocation of space from main reception

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Schedule of Accommodation | SPIRE Staging & Decanting | Child at Risk Health Unit

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Building Health Services Program

Modality	AusHFG m2 HPU0155			1 st Clinical Request m ²			Total Variance from AHFG	STH SoA Area Review	Challenge Checkpoint m ²			Total Variance from AHFG	Final Agreed Position m ²			Total Variance from AHFG	Comments. Maximise natural lighting
	AHFG HPU Qty	Room Area	Total AHFG Area	Qty Req'd	Room Area	Total Req'd Area			Qty	Room Area	Total Area		Qty	Room Area	Total Area		
Store therapist	0	0		1	9	9	9		1	9	9	9	1	9	9	9	Secure storage of therapeutic, educational toys / games / equipment Large Compactus x 2 (weight up to 1000kg). Patient record storage. Active hard copy files kept secure in the unit until children turn 18 (years). Currently no electronic medical record for this service.
Store - Files, 20m2	0	0		1	25	25	25		1	25	25	25	1	30	30	30	
Sub-total			31			65	34				65	34			70	39	
Discounted Circulation @ 32%			10			21	11				21	11			22	12	
Total			41			86	45				86	45			92	51	

Staff Areas																	
Modality	AHFG HPU Qty	Room Area	Total AHFG Area	Qty Req'd	Room Area	Total Req'd Area	Total Variance from AHFG	STH SoA Area Review	Qty	Room Area	Total Area	Total Variance from AHFG	Qty	Room Area	Total Area	Total Variance from AHFG	
Office-3 person shared, 15m2	0	0		3	15	45	45		1	15	15	15	1	15	15	15	Shared space: Staff Specialist x 3 CARU Clinical Director CARU Manager, Intake Officer (2 desks), Senior Commonwealth Officer
Office -single person 12m2	0	0		0	0	0	0		0	0	0	0	1	12	12	12	
Office -single person 9m2	1	6	6	1	6	6	0		3	6	17	11	3	9	27	22	
Office workstation 4.4 m2	1	4	4.4	0	0	0	-4		12	4.4	53	48	4	4.4	18	13	Needs to be a self contained pod, with acoustic attenuation. 2 x RN's and 2 x Registrars. Provision of space for small desk to accommodate the CARU videoconferencing equipment.
Office workstation 4.4m2	0	0		0	0	0	0		0	0	0	0	8	4.4	35	35	
Staff room	0	0		0	0	0	0		0	0	0	0	1	15	15	15	
Meeting room	1	15	15	1	15	15	0		1	20	20	5	1	20	20	5	Needs to be 2 x self contained pods (\$ staff in each pod), with acoustic attenuation. 4 x Allied Health therapists - including team leader. beverage bay, dishwasher (also used to wash toys), microwave, fridge etc Education / meeting room. A minimum number of staff always required to remain in the unit for security.
Property Bay Staff	1	2	2	1	2	2	0		1	2	2	0	1	2	2	0	
Toilet-staff,3m2	3	3	9	3	3	9	0		3	3	9	0	1	3	3	-6	
Sub-total			36			77	41				115	79			147	111	unisex, afterhours use
Discounted Circulation @ 32%			11			24	13				37	25			47	35	
Total			47			101	54				152	105			194	146	

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Attwood, Courtney (Health)

From: [REDACTED]
Sent: Monday, 17 June 2019 4:43 PM
To: Burch, Brad (Health); Catanzariti, John; Basic, Babita; Esau, Lloyd; Culver, Jakob (Health); Lopa, Liz (Health)
Cc: [REDACTED]
Subject: SPIRE PPT presentation
Attachments: SPIRE_PPT-20190617-low.pdf

Dear All,
Please see attached today's PPT presentation.
Regards,

[REDACTED] Associate



SILVER THOMAS HANLEY M:
PELACO COMPLEX
BUILDING 3, LEVEL 2
21-31 GOODWOOD ST
(PO BOX 550)
RICHMOND 3121
VIC, AUSTRALIA

T: [REDACTED]
F: [REDACTED]
E: [REDACTED]
W: www.sth.com.au

Pond, Aleks (Health)

From: Goodchild, Adam (Health)
Sent: Tuesday, 18 June 2019 9:50 AM
To: Catanzariti, John
Cc: Steele, Andrew (Health); JasonSmith, Rhona (Health); Burch, Brad (Health); Tarbuck, Chris (Health)
Subject: RE: Bed maintenance storeroom [SEC=UNCLASSIFIED]

Hi John,

Thank you for the confirmation.

Please let me know if I can do anything to assist.

Kind regards

Adam Goodchild
Off-Site Maintenance Coordinator
 Phone: 6244 2115 | Mobile: [REDACTED]
 Email: adam.goodchild@act.gov.au



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From: Catanzariti, John
Sent: Tuesday, 18 June 2019 9:49 AM
To: Goodchild, Adam (Health) <Adam.Goodchild@act.gov.au>
Cc: Steele, Andrew (Health) <Andrew.Steele@act.gov.au>; JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>; Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: RE: Bed maintenance storeroom [SEC=UNCLASSIFIED]

Adam,

ACTH have confirmed this will be included in the SPIRE staging and decanting scope .

Regards,
 John

From: Goodchild, Adam (Health)
Sent: Thursday, 13 June 2019 11:38 AM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Cc: Steele, Andrew (Health) <Andrew.Steele@act.gov.au>; Catanzariti, John <John.Catanzariti@act.gov.au>; JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>
Subject: RE: Bed maintenance storeroom [SEC=UNCLASSIFIED]

Thank you for the advice Brad, much appreciated.

Hi John,

Are you able to assist with the request below?

Happy to meet up to show you the space & requirements.

Your assistance is appreciated.

Kind regards

Adam Goodchild

Off-Site Maintenance Coordinator

Phone: 6244 2115 | Mobile: [REDACTED]

Email: adam.goodchild@act.gov.au



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From: Burch, Brad (Health)

Sent: Thursday, 13 June 2019 10:11 AM

To: Goodchild, Adam (Health) <Adam.Goodchild@act.gov.au>

Cc: Steele, Andrew (Health) <Andrew.Steele@act.gov.au>; Catanzariti, John <John.Catanzariti@act.gov.au>;

JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>

Subject: RE: Bed maintenance storeroom [SEC=UNCLASSIFIED]

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Hi Adam

Thanks for your email.

At this stage we only have consultants engaged for the Proof of Concept development (Silver Thomas Hanley), and they are based interstate and focused on high-level concept design rather than on the detail.

Can I suggest that you touch base with John Catanzariti about what options there may be to support this minor project (given it is an enabling project for SPIRE Decanting). I've also copied in Rhona who is coordinating the decanting project for SPIRE.

Happy to discuss further as required.

Thanks and regards

Brad Burch | Executive Branch Manager

Strategic Infrastructure

Corporate Services

☎ (02) 5124 9719 o [REDACTED] | 📧 brad.burch@act.gov.au



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From: Goodchild, Adam (Health)
Sent: Wednesday, 12 June 2019 9:37 AM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Cc: Steele, Andrew (Health) <Andrew.Steele@act.gov.au>
Subject: Bed maintenance storeroom [SEC=UNCLASSIFIED]

Hi Brad,

As you are probably aware I&HSS have been tasked with relocating the bed maintenance storeroom in Bld3.

We have identified a possible area, but it will require some significant fitout to make the area hospitable to work in.

I have been advised that we may be able to piggyback off the contractor for the new SPIRE project?

Can you please advise if this is a possibility and if so, how could I get the ball rolling?

Any assistance is appreciated.

Kind regards

Adam Goodchild
Off-Site Maintenance Coordinator
Phone: 6244 2115 | Mobile: [REDACTED]
Email: adam.goodchild@act.gov.au



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Attwood, Courtney (Health)

From: JasonSmith, Rhona (Health)
Sent: Thursday, 20 June 2019 3:12 PM
To: Burch, Brad (Health)
Subject: FW: Action items [SEC=UNCLASSIFIED]

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Hi Brad,

This is the old gym information that was provided by Robyn Jensen.

Cheers
 Rhona

From: Jensen, Robyn (Health)
Sent: Monday, 13 May 2019 12:03 PM
To: JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>
Subject: RE: Action items [SEC=UNCLASSIFIED]

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Hi Rhona,

By my calculations, and please note these are approximate, the old gym in B3L1 (#17 where the COWs currently are) is 196.3m². This is the full space. If we only have 2/3 of the space available, that would only be 130.9m².

Please let me know if you need anything further. Will be good to catch up on all this tomorrow.

Regards,
 Robyn

Robyn Jensen
 Senior Manager | Staff Accommodation Projects
 Phone: 512 49774
 Mobile: [REDACTED]

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From: JasonSmith, Rhona (Health)
Sent: Monday, 13 May 2019 11:29 AM
To: Jensen, Robyn (Health) <Robyn.Jensen@act.gov.au>
Subject: RE: Action items [SEC=UNCLASSIFIED]

Hi Robyn,

I'm just back from leave and picking up the threads of the Staging & Decanting project again.

Do you know the m2 that is available in the old B3L1 gym to accommodate the IHSS/IFCW staff?

I need to do some calculations prior to getting any designers to assess the area.

Many thanks

Rhona

Rhona JasonSmith

P: 02 5124 9667

E: rhona.jasonsmith@act.gov.au

Senior Project Officer

Facility and Health Planning Unit | ACT Health Directorate | ACT Government

Level 5, 2-6 Bowes Street

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From: Jensen, Robyn (Health)

Sent: Tuesday, 23 April 2019 3:36 PM

To: JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>

Cc: Folger-Pleuger, Anne (Health) <Anne.Folger-Pleuger@act.gov.au>; IMM <IMM@act.gov.au>

Subject: RE: Action items

UNCLASSIFIED

Hi Rhona,

Please see attached. Will this suffice at this stage?

Regards,
Robyn

Robyn Jensen

Senior Manager | Staff Accommodation Projects

Phone: 512-49774

Mobile: [REDACTED]

Care Excellence Collaboration Integrity

From: Jensen, Robyn (Health)

Sent: Tuesday, 23 April 2019 12:19 PM

To: JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>

Cc: Folger-Pleuger, Anne (Health) <Anne.Folger-Pleuger@act.gov.au>

Subject: RE: Action items

UNCLASSIFIED

Hi Rhona,

Please note I'm back from leave now, and will resume taking the lead on the SPIRE S&D. Anne has updated me on your meeting and I'll take the various actions forward.

I'm advised that, following a discussion Dave Gilbert had with John Catanzariti regarding SPIRE S&D, John told us that they are waiting for some approval (?) and that there is no rush on the Village Creek activities. Are you able to confirm and perhaps tell me what this means please?

With regards to the IFCW and IHSS staff relocation information, the inclusion of positions is not something we generally collect – is there some reason this is now required?

Thanks,
Robyn

Robyn Jensen
Senior Manager | Staff Accommodation Projects
Phone: 512-49774
Mobile: [REDACTED]

Care Excellence Collaboration Integrity

From: JasonSmith, Rhona (Health)
Sent: Thursday, 18 April 2019 12:16 PM
To: Folger-Pleuger, Anne (Health) <Anne.Folger-Pleuger@act.gov.au>
Subject: Action items

UNCLASSIFIED

Hi Anne,

Further to our Tues meeting, I have the following action items recorded.

TRANSCRIPTION

ID if Transcription reports to Cathy O'Neill	RJS
Mark Moerman to check Village Creek Office 1 & 2 re data	AFP
Check Transcription staffing numbers	AFP
Id who needs electric sit-to-stand	AFP
Id if Amy Zammit is still Transcription lead	RJS
Id when COWs will be removed from Gym	RJS
Response from Workplace Safety for Plan Proposal	AFP
Lead time for FFE	AFP

Cheers
Rhona
Rhona JasonSmith
P: 02 5124 9667
E: rhona.jasonsmith@act.gov.au

Senior Project Officer
Facility and Health Planning Unit | ACT Health Directorate | ACT Government
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Pond, Aleks (Health)

From: Burch, Brad (Health)
Sent: Thursday, 20 June 2019 4:32 PM
To: [REDACTED]
Subject: Information Request - Functional Brief/ Model of Care Tender Docs

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Hi [REDACTED]

Hope you are well.

I am hoping you may be able to help me with some information or some potential contacts.

We are about to go out for a consultancy engagement to finalise a functional brief for the new SPIRE Centre (\$500 million acute services building), including a final review of Models of Care for each of the functional areas – I was wondering if you would have any examples of a Statement of Requirements/ Tender documents for a functional brief engagement or a model of care review process? Alternatively, do you know who I could talk to at NSW Health or other jurisdictions? I have a few examples internally, but most of them are a little aged now so I am looking for contemporary examples.

Please give me a call if you need to discuss and apologies if this is a question from left field!

Thanks and regards

Brad Burch | Executive Branch Manager**Strategic Infrastructure****Corporate Services**☎ (02) 5124 9719 or [REDACTED] | ✉ brad.burch@act.gov.au**ACT**
Government**ACT Health**

Attwood, Courtney (Health)

From: Edghill, Duncan
Sent: Thursday, 20 June 2019 9:46 PM
To: Burch, Brad (Health)
Cc: Lopa, Liz (Health); Piani, Adrian
Subject: RE: SPIRE Decanting and IFCW Office Accommodation

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Brad,

Thanks for the note. I discussed this with Sophie Gray yesterday – we're working on the basis that the IFCW team embedded on campus would remain on-campus (rather than move into Callam). There was a strong sense within the team that they add most value to CHS by sitting with them.

I hope this helps.

Thanks
 Duncan

From: Burch, Brad (Health)
Sent: Thursday, 20 June 2019 3:40 PM
To: Edghill, Duncan <Duncan.Edghill@act.gov.au>
Cc: Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Subject: SPIRE Decanting and IFCW Office Accommodation

UNCLASSIFIED For-Official-Use-Only

Good afternoon Duncan

I just wanted to follow-up on a discussion from the SPIRE Team meeting on Tuesday in relation to the SPIRE Decant and the IFCW staff located at the campus.

As part of the decant process, we are moving the Child at Risk Health Unit from Building 5 to Level 1 of Building 3, where the IFCW and Colm's Project Delivery Team are currently located – which will mean a relocation of approximately 44 infrastructure staff to other areas in Building 3. I understand that approximately 22 of these staff are IFCW team members, including executive, JACSD project officers and support staff.

Before I confirm the space requirements for the relocation of the infrastructure staff, I wanted to double check your expectations and timing with regard to Callum Offices (noting today's email) – will IFCW staff who don't have a direct project role on campus likely be moving to Callum? For some additional context, I currently only have space for up to 15 IFCW staff and 22 of Colm's team and if we need to find space for all 22 IFCW staff I am sure we can, however it will take some more shuffling.

An alternative would be to create a hot-desk arrangement for project officers with campus based projects (given that a lot of the time these officers are on-site).

More than happy to discuss – and please let me know if you would like to me to liaise with someone in your team about this matter.

Thanks and regards

Brad Burch | Executive Branch Manager

Strategic Infrastructure

Corporate Services

☎ (02) 5124 9719 o [REDACTED] | ✉ brad.burch@act.gov.au



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Attwood, Courtney (Health)

From: Lopa, Liz (Health)
Sent: Friday, 21 June 2019 9:18 AM
To: Burch, Brad (Health)
Cc: Hayne, Casey (Health)
Subject: FW: Important: ICT in SPIRE [SEC=UNCLASSIFIED, DLM=For-Official-Use-Only]

Sorry forgot to include you in this, but you will need to be part of this conversation.

From: Lopa, Liz (Health)
Sent: Friday, 21 June 2019 9:16 AM
To: Esau, Lloyd <Lloyd.Esau@act.gov.au>; Edghill, Duncan <Duncan.Edghill@act.gov.au>; O'Halloran, Peter (Health) <Peter.O'Halloran@act.gov.au>
Cc: Hayne, Casey (Health) <Casey.Hayne@act.gov.au>
Subject: Important: ICT in SPIRE [SEC=UNCLASSIFIED, DLM=For-Official-Use-Only]

Hi Duncan and Lloyd

I am providing an electronic introduction for you and Peter O'Halloran our CIO (also for CHS). Peter would like to urgently meet to discuss ICT issues in SPIRE and the position in the project team for an ICT specialist and what is needed in the role. Peter has extensive experience in ICT for the hospital and also in new build projects for health including UCPH and can run you through what ICT projects and programmes will be rolled out at the hospital ahead of SPIRE. We also need to start having someone from health ICT in the design conversations. Can I get Casey from my office to organise a time that suits us all next week?

Thanks

Liz

Liz Lopa
 Executive Group Manager, Strategic Infrastructure
 ACT Health
 Ph: 5124 9805
 [REDACTED]
liz.lope@act.gov.au

Attwood, Courtney (Health)

From: Culver, Jakob (Health)
Sent: Friday, 21 June 2019 10:39 AM
To: Catanzariti, John
Cc: Burch, Brad (Health); Esau, Lloyd
Subject: RE: SPIRE - RFT for PSP Design [SEC=UNCLASSIFIED]
Attachments: 190418 SPIRE SOA for [REDACTED] (for STH and DCWC) - 18 April 2019.xlsx; 190418 SPIRE SOA for [REDACTED] (for STH and DCWC) - 18 April 2019.pdf

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John

(e. point one, please find attached the SoAs for [REDACTED]

These are the same docs as provided to the current Principal Consultant for concept design phase.

Thanks
Jake

From: Catanzariti, John
Sent: Friday, 21 June 2019 9:22 AM
To: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Cc: Burch, Brad (Health) <Brad.Burch@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>
Subject: SPIRE - RFT for PSP Design [SEC=UNCLASSIFIED]

Jakob,

Following our RFT review on Monday, can you please provide the following:

1. Schedules of Accommodation [REDACTED]
2. An updated Project Overview for inclusion in the Brief.

Thanks,
John

Attwood, Courtney (Health)

From: Sawczuk, Joel
Sent: Friday, 21 June 2019 1:48 PM
To: Catanzariti, John; Esau, Lloyd; Burch, Brad (Health); Culver, Jakob (Health)
Cc: Lopa, Liz (Health); Edghill, Duncan
Subject: RE: SPIRE Programming Workshop [SEC=UNCLASSIFIED, DLM=Sensitive]
Attachments: Visio-Staging and Decant 190618.pdf; SPIRE Master Program WIP DRAFT 190621.pdf

All,

Please find attached the output from this week's SPIRE program workshop.

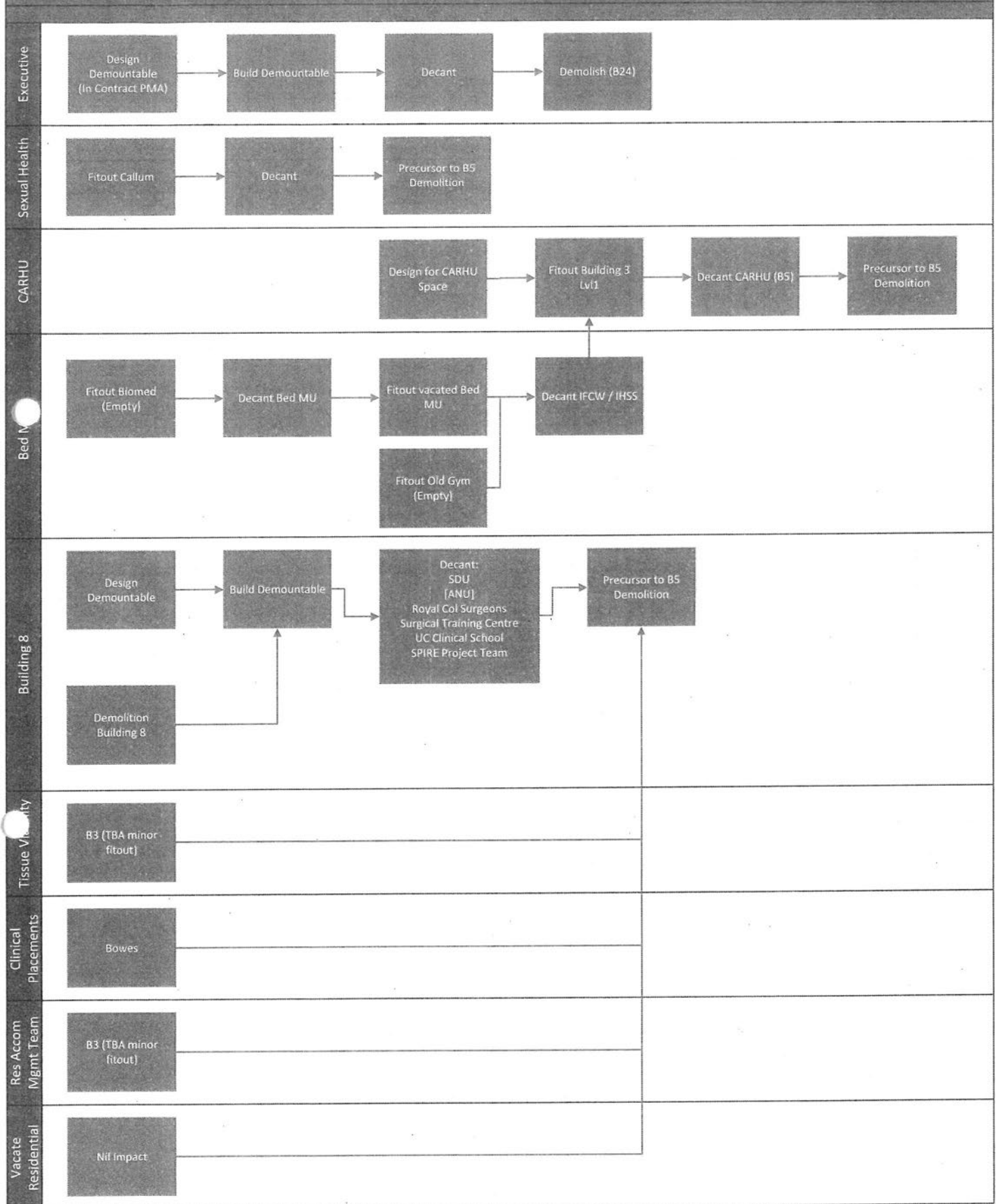
- Updated Draft Program
- Staging and Decant Logic Network

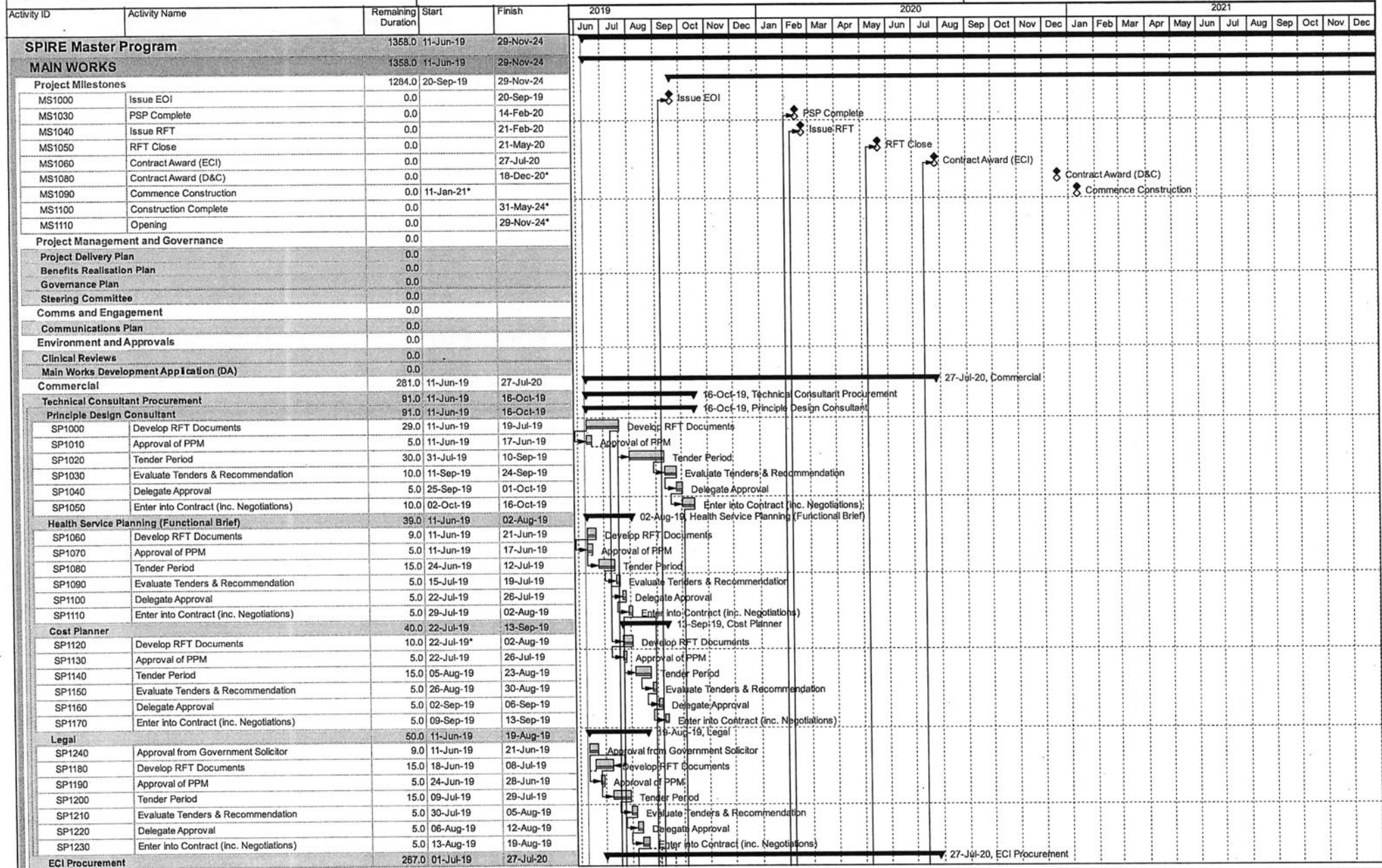
The activities in the Program built for staging and decant, and demolition need to be reviewed for duration and timing, I've nominally added 4 weeks on each activity to be able to visualise the logic.
Please feedback any comments or clarifications prior to the next planning session.

Cheers

Joel

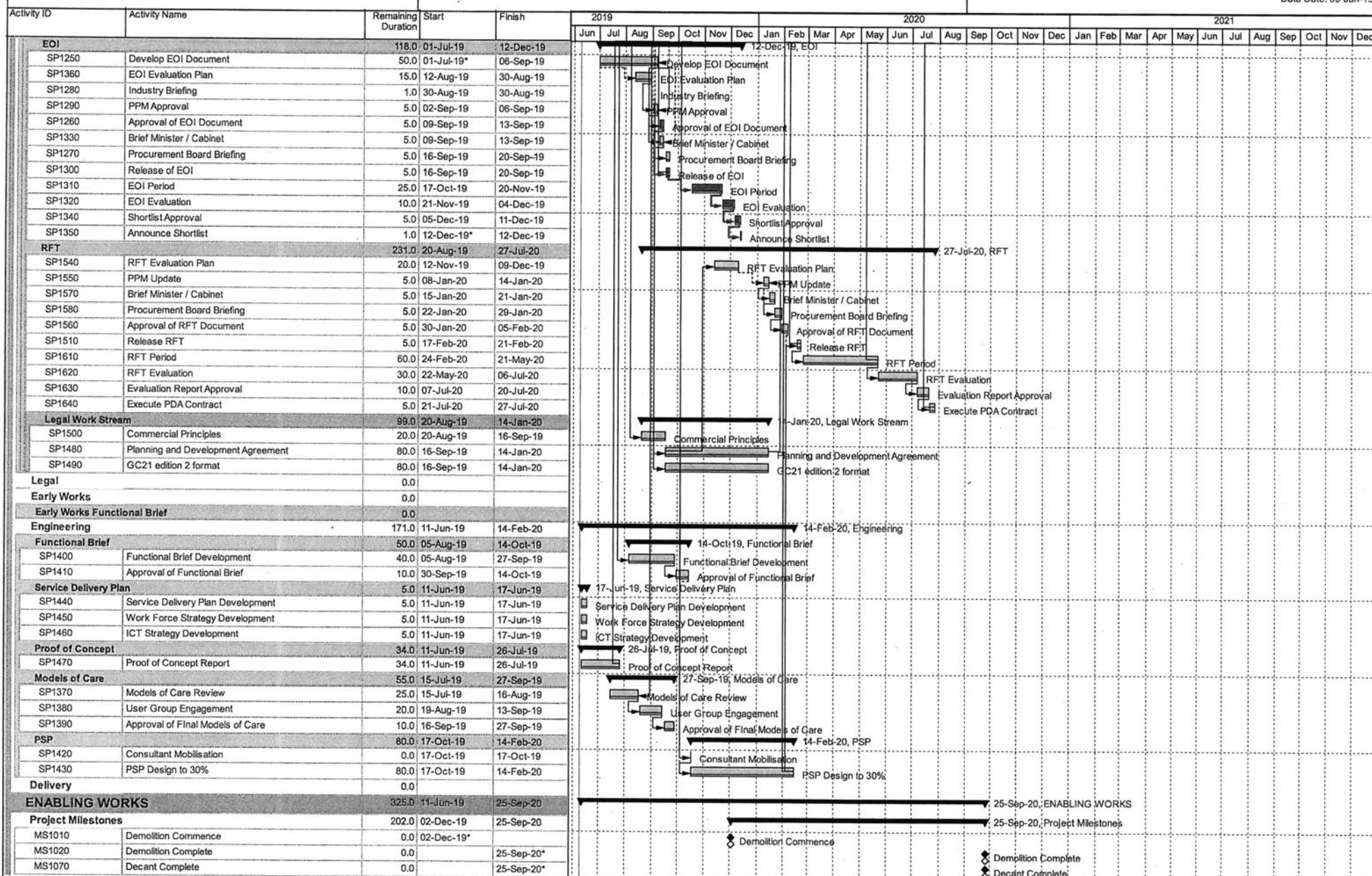
SPIRE Staging & Decant





Remaining Level of Effort Primary Baseline Remaining Work
 Actual Level of Effort Actual Work Critical Remaining Work

Date	Revision	Checked	Approved

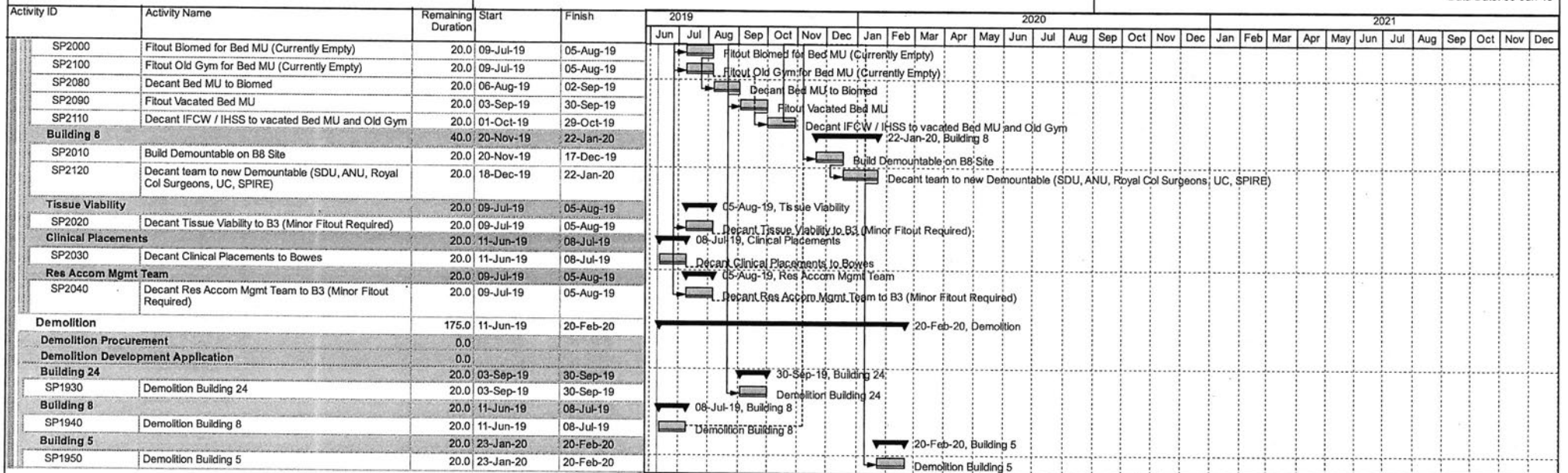


SPIRE

SPIRE Master Program

Print Date: 21-Jun-19 13:44

Data Date: 09-Jun-19



Remaining Level of Effort Primary Baseline Remaining Work
 Actual Level of Effort Actual Work Critical Remaining Work

Date	Revision	Checked	Approved

Lowes, Shannon (Health)

From: Evans, Kate (Health)
Sent: Monday, 24 June 2019 10:29 AM
To: Dahlstrom, Jane (Health); Lopa, Liz (Health)
Cc: Farrar, Tracey (Health); Rajab, Hafsa (Health); Wood, Daniel (Health); Koina, Mark (Health); Andriolo, Kerrie (Health)
Subject: RE: frozen section room in SPIRE and urgent blood delivery to theatre [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Jane,

Thank you for your email.

Our senior health planner is on leave currently due to return on Wednesday. We will schedule a meeting with your team on her return.

Kind regards

Kate Evans M

Kathleen Evans | Clinical Liaison SPIRE

Phone: (02) 5124 9668 Email: kate.evans@act.gov.au

Strategic Infrastructure | ACT Health Directorate | ACT Government

2-6 Bowes Street, Phillip, ACT 2606 | GPO Box 825, Canberra, ACT 2601 | www.health.act.gov.au

From: Dahlstrom, Jane (Health)
Sent: Monday, 24 June 2019 9:56 AM
To: Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Cc: Farrar, Tracey (Health) <Tracey.Farrar@act.gov.au>; Rajab, Hafsa (Health) <Hafsa.Rajab@act.gov.au>; Wood, Daniel (Health) <Daniel.Wood@act.gov.au>; Koina, Mark (Health) <Mark.E.Koina@act.gov.au>; Andriolo, Kerrie (Health) <Kerrie.Andriolo@act.gov.au>; Evans, Kate (Health) <Kate.Evans@act.gov.au>
Subject: Re: frozen section room in SPIRE and urgent blood delivery to theatre [SEC=UNCLASSIFIED]

many thanks Liz . Thanks for your hard work to date. I look forward to hearing from you Kate.

Regards

Jane

Get [Outlook for iOS](#)

From: Lopa, Liz (Health)
Sent: Monday, June 24, 2019 9:52:37 AM
To: Dahlstrom, Jane (Health)
Cc: Farrar, Tracey (Health); Rajab, Hafsa (Health); Wood, Daniel (Health); Koina, Mark (Health); Andriolo, Kerrie (Health); Evans, Kate (Health)
Subject: RE: frozen section room in SPIRE and urgent blood delivery to theatre [SEC=UNCLASSIFIED]

Hi Jane

Thanks for your email and apologies for the delay. I have cc'd Kate Evans, clinical liaison for SPIRE, into this email and she will arrange a time to come and have a chat to you regarding pathology. As you may be aware, the SPIRE project is moving to Major Projects Canberra as of next week and I will no longer be working on the project. However, Kate will continue in her liaison role.

Attwood, Courtney (Health)

From: Esau, Lloyd
Sent: Monday, 24 June 2019 11:19 PM
To: Burch, Brad (Health); Lopa, Liz (Health); Culver, Jakob (Health)
Cc: Catanzariti, John
Subject: RE: Engagement of Ontoit [SEC=UNCLASSIFIED]

UNCLASSIFIED

Thanks Brad, I will pass this on to Rhys.

Lloyd Esau

Executive Director, Major Projects
 Infrastructure Finance and Capital Works, CMTEDD

GPO Box 158, Canberra, ACT 2601
 T: +61 (0)2 6205 3552 | M: [REDACTED]

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From: Burch, Brad (Health)
Sent: Monday, 24 June 2019 4:44 PM
To: Esau, Lloyd <Lloyd.Esau@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Cc: Catanzariti, John <John.Catanzariti@act.gov.au>
Subject: RE: Engagement of Ontoit [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Lloyd

See attached the deliverables for PMs engaged by HI NSW – Part 2, Section L outlines the Models of Care, Operational Policies, Health Facility Planning and Functional Brief requirements for their PM engagements.

I'll let you know if I have any other responses.

Thanks

Brad.

From: Esau, Lloyd
Sent: Monday, 24 June 2019 10:21 AM
To: Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Burch, Brad (Health) <Brad.Burch@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Cc: Catanzariti, John <John.Catanzariti@act.gov.au>
Subject: RE: Engagement of Ontoit [SEC=UNCLASSIFIED]

UNCLASSIFIED

Liz,

I have added some responses in red below. Regarding item 1, if Brad has (or is able to) reach out, it would be very useful to see these example SORs.

Lloyd Esau

Executive Director, Major Projects
Infrastructure Finance and Capital Works, CMTEDD

A: GPO Box 158, Canberra, ACT 2601

T: +61 (0)2 6205 3552 | M: [REDACTED]

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From: Lopa, Liz (Health)

Sent: Monday, 24 June 2019 9:47 AM

To: Esau, Lloyd <Lloyd.Esau@act.gov.au>; Burch, Brad (Health) <Brad.Burch@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>

Cc: Catanzariti, John <John.Catanzariti@act.gov.au>

Subject: RE: Engagement of Ontoit [SEC=UNCLASSIFIED]

Thanks Lloyd

Just for confirmation/clarification:

- 1) Brad was going to approach colleagues interstate re: MoC and Functional brief following our meeting last week – I assume he can not proceed with this? No reason why this should not still be done. If Brad is able to get example SORs from interstate this would still be very useful. We will feed them into Rhys to inform our SOR document.
- 2) Duncan had asked Brad to complete a project plan – I assume this now also does not need to be done? John tells me that we already have a generic project plan but I expect that this will need to be updated to a more comprehensive and bespoke format for SPIRE. Given our constrained resources, I am happy to relieve Brad of this task and get Rhys to take it forward. However, we/he will need your input in relation to the ongoing engagement with Health.
- 3) How are we engaging Rhys and paying for him? He will be engaged under the PASP panel. By the time this engagement is up an running it will be a cost to Major Projects Canberra rather than Health. WIP during this week will be dealt with
- 4) Are we still using Joel to help with this? Yes – I added this in case we want Rhys to do some work on it as an extra resource.
- 5) How does this fit in with the PMA we have just signed for SHAPE? Is this to manage SHAPE? Yes, even where it is a PMA, we still need to manage the process.

Thanks

Liz

From: Esau, Lloyd

Sent: Monday, 24 June 2019 9:13 AM

To: Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Burch, Brad (Health) <Brad.Burch@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>

Cc: Catanzariti, John <John.Catanzariti@act.gov.au>

Subject: Engagement of Ontoit

UNCLASSIFIED

Liz, Brad

To keep you in the loop, as of today we have engaged Ontoit (Rhys Davies) to provide some short-term assistance on a number of fronts. The primary areas of focus will be as follows:

1. Develop a consultant brief for the procurement of a model of care / functional brief consultant.

2. Draw up a Project Management Plan for SPIRE (noting that certain contents will remain under development for the next couple of months).
3. Provide additional procurement support as required (for several tenders that need to get issued soon).
4. Assistance in completing the comprehensive development-phase programme (i.e. from now to end-2020).
5. Project management support for delivery of Building 24 demountable.

On the first of these, Rhys is sourcing input from health colleagues in Victoria and will review a selection of MoC SORs from other jurisdictions. We aim to get a revised SOR circulated tomorrow for final review so should be able to push out the tender (or panel quote process) by the end of the week.

Regards

Lloyd Esau

Executive Director, Major Projects
Infrastructure Finance and Capital Works, CMTEDD

A: GPO Box 158, Canberra, ACT 2601

T: +61 (0)2 6205 3552 | M: [REDACTED]

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Attwood, Courtney (Health)

From: Catanzariti, John
Sent: Tuesday, 25 June 2019 9:08 AM
To: Burch, Brad (Health)
Cc: Lopa, Liz (Health); Esau, Lloyd
Subject: SPIRE - STH Variation [REDACTED] [SEC=UNCLASSIFIED]
Attachments: V005 - [REDACTED] signed by Lloyd.pdf

Hi Brad,

Please find attached [REDACTED]

Could you please arrange for it to be signed by ACTH and return it to me as soon as possible.

Regards,
John

Attwood, Courtney (Health)

From: Catanzariti, John
Sent: Tuesday, 25 June 2019 12:14 PM
To: Burch, Brad (Health)
Cc: Lopa, Liz (Health); Esau, Lloyd
Subject: FW: SPIRE - ICA Panel Procurement and Contract Authorisation Minute [SEC=UNCLASSIFIED]
Attachments: ICA Panel Comm Advisor Minute v1 - signed.pdf

Hi Brad,

Could you please arrange for the attached ICA Panel Procurement and Contract Authorisation Minute to be signed by ACTH.

Thanks,
 John

From: Kousvos, Natasha
Sent: Tuesday, 25 June 2019 12:02 PM
To: Catanzariti, John <John.Catanzariti@act.gov.au>
Cc: Power, Rebecca <Rebecca.Power@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>
Subject: RE: SPIRE - ICA Panel Procurement and Contract Authorisation Minute [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi John,

Please see attached. Can you please send through the work order once drafted for review.

Kind Regards,
 Natasha

Natasha Kousvos | Senior Project Manager
 Phone: 02 6207 2479 | Fax: 02 6207 5468
 Commercial Services & Infrastructure | Infrastructure, Finance & Capital Works | Commercial Infrastructure
 Chief Minister, Treasury & Economic Development Directorate | ACT Government
 Level 2, Nature Conservation House, 186 Emu Bank Belconnen 2617 | www.act.gov.au



ACT
 Government

Chief Minister, Treasury and
 Economic Development

From: Catanzariti, John
Sent: Tuesday, 25 June 2019 11:33 AM
To: Kousvos, Natasha <Natasha.Kousvos@act.gov.au>
Cc: Power, Rebecca <Rebecca.Power@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>
Subject: SPIRE - ICA Panel Procurement and Contract Authorisation Minute [SEC=UNCLASSIFIED]

Hi Natasha,

Could you please arrange for the attached ICA Panel Procurement and Contract Authorisation Minute to be signed and returned to me.

Thanks,
John



ACT
Government

Chief Minister, Treasury and
Economic Development

Infrastructure Commercial Advisors Panel Procurement and Contract Authorisation Minute

PART A

PROCUREMENT OVERVIEW		
Name of Project	Surgical Procedures Interventional Radiology and Emergency (SPIRE) Project	
Project Number	30440	
Panel Category/s	Category 4	
Site	The Site is located at The Canberra Hospital, Yamba Drive, Garran ACT 2605.	
Timing/Critical Dates	The Services Commencement Date is early July 2018 2019 The estimated Date for Completion of the Services is December 2019	
Objective or scope of works or services to be provided	A Commercial Advisor is required to support for the preparation of Expression of Interest documentation for a Head Contractor for the Surgical Procedures Interventional Radiology and Emergency project.	
Panel Members	This procurement will seek quotations from the following panel members: 1. Ernst & Young; 2. KPMG; and 3. Price Waterhouse Coopers.	
TENDER EVALUATION CRITERIA (IF REQUIRED)		
Criterion 1 Task Appreciation	Tenderers are to demonstrate an appreciation and understanding of the project requirements and tasks including the following: a. Demonstrated understanding of ECI and/or PPP procurement for major hospital projects in Australia. b. Demonstrated experience in the preparation of EOI procurement documentation of projects similar in size and complexity of the SPIRE project. SPIRE	25%
Criterion 2 Program	Tenderers are to provide a program to deliver the project within the required time frame.	25%
Criterion 3 Nominated Personnel	Tenderers are to provide details of the nominated staff to complete the project including: a. Primary lead/contact for the project b. List of nominated staff and their roles on the project c. Updated CVs (indicating experience relevant to the proposed tasks)	20%

	<ul style="list-style-type: none">d. Any additional proposed resources that are NOT included on the nominated Panel list (this must include a demonstration of their past performance, referees and CVs)e. Availability of the nominated personnel to work on the project		
Criterion 4 Financial Offer	Tenderers are to provide the following: <ul style="list-style-type: none">a. A completed Tender Pricing Schedule.	20%	
Criterion 5 LIPP	Tenderers must complete and submit an Economic Contribution Test (ECT). The ECT requires Tenderers to provide information on how both their tender and business contribute to the economic benefit of the Canberra Region by providing the following information: <ul style="list-style-type: none">a. Current business presence in the Canberra Region, including relevant capital investment history and/or new commitments;b. How the Tenderer will identify and consider products and capabilities provided by local businesses;c. The estimated number of labour hours associated with the head contract and the labour hours of local subcontractors within the head contract;d. Additional undertakings by the Tenderer to benefit the Canberra Region economy; ande. Approach to workforce skilling and local skills (eg, through supply chain or local subcontractors).	10%	
TENDER EVALUATION TEAM			
Name	1. Lloyd Esau	2. Brad Burch	3. Rebecca Power
Position	Chair	Member	Member
Agency	CMTEDD	ACTH	CMTEDD
Statement on team composition	The Tender Evaluation Team (TET) have extensive experience in the delivery of health infrastructure, procurement and an understanding of Health Directorate business. Specialist advisors will be available to the TET as required.		
FINANCIAL SUMMARY			
Funding Source	SPIRE was provided with a \$13.0 Capital Injection in 2018-19. Which was for Proof of Concept, preparation of detailed business case, and is available for design, decanting, and other early works.		
Total Budget	\$13,000,000		
Infrastructure Finance and Capital Works Fee	4% of Total Budget.		
Project Budget	\$100,000		

INFRASTRUCTURE FINANCE AND CAPITAL WORKS RECOMMENDATION

This project meets the requirements of procurement policy, practices, principles and legislation for the Infrastructure Commercial Advisor Panel Deed to be used as the delivery mechanism, as endorsed in the approved Procurement Plan. This Procurement and Contract Authorisation Plan requires that all projects undertaken using this methodology are assessed, to ascertain the most appropriate Panel Member to deliver the project, taking into account;

- ☒ The capacity and availability of Panel Member's resources (including availability of any expertise or subconsultants required);
- ☒ The Panel Member's areas of speciality;
- ☒ The Panel Member's ability to respond and complete performance of the work within the required timeframe (including in light of its current workloads);
- ☒ The quoted price and value for money;
- ☒ LIPP or ECT submission; and
- ☒ A balance of workloads between the Panel members.

Based upon the above factors, I seek your approval to seek Client authorisation to seek quotations from the nominated Panel members above for these services.

Project Officer	John Catanzariti	Signature and Date	<i>John Catanzariti</i> 24.6.19
		Phone Number	5124 8156
ICA Panel Manager		Signature and Date	<i>Alamona</i> 25/6/19
Manager	N/A	Signature and Date	
Executive Group Manager – Major Projects	Lloyd Esau	Signature and Date	<i>RE</i> 25/6/19

DIRECTORATE CONTACT OFFICER / MANAGER ENDORSEMENT

Name		Phone Number	
Directorate, Branch and Section			
Signature		Date	



[Note to drafter: Once Infrastructure Finance & Capital Works and the Directorate Contact Officer have signed off PART A, issue the draft Work Order to the nominated Panel members. Once returned, continue with PART B of this Minute]

PART B

TENDER EVALUATION	
Recommended Panel Member	
Pricing Information:	<p>[Note to drafter: This is from the returned Work Order]. Show GST inclusive figures.</p> <p>[Note to drafter: check ORIGINAL submission to ensure tendered rates have not changed]</p>
Panel Deed Number	
Company Representative	<p>Name:</p> <p>Telephone:</p> <p>Email address:</p>
Quotations were sought from:	<p>Company 1</p> <p>Company 2</p> <p>Company 3</p>
Quotations were received from:	<p>Company 1</p> <p>Company 2</p> <p>Company 3</p>
Attachments	<p>Tender Evaluation Report for ICA Panel</p> <p>[Note to drafter: add further attachments here if required]</p>
Confidential Text	<p>[Note to drafter: as part of the tender process, all <i>personnel information and rates</i> have been previously approved as Confidential Text by the Under Treasurer. Only use this box if the Panel member has requested additional items in their returned Work Order].</p> <p>[Note to drafter: DELETE this box if not applicable]</p> <p>[Note to drafter: the Panel member may request Confidential Text as part of the returned Work Order. Section 35 of the Procurement Act prescribes the only grounds on which information may be considered confidential. The applicable grounds below will be specified below. As an example, the following information may be considered confidential under the Act: specified personnel; individual components of pricing, and trade secrets or other information with a commercial value. Please refer to the Act for the full list of grounds available to satisfy the requirements of confidential text].</p> <p><i>[To be completed by the respondent to the Work Order. Response is subject to Territory approval]</i></p> <ul style="list-style-type: none"> • Xx • Xx • Xx • Xx

INFRASTRUCTURE FINANCE AND CAPITAL WORKS RECOMMENDATION

The Tender Evaluation Team recommends the acceptance of the tender submitted by *[insert nominated Panel Member]* at a total cost of *(insert \$ value)* (GST is included) as this tender represents the best value for money. *(If the preferred tenderer is not the lowest price, please provide an explanation here)*

Chairperson

Member

Member

Signature & Date

Signature & Date

Signature & Date

DIRECTORATE DELEGATE AUTHORISATION TO IMPLEMENT THE PROJECT

I have the properly delegated authority from the Director General of the *[insert Funding Directorate]* with regard to the above approved procurement expenditure to authorise an officer of the Chief Minister, Treasury and Economic Development Directorate, Infrastructure Finance and Capital Works, to sign documents as may be required to effect the delivery of the Project.

[Note to drafter: DELETE the following if not applicable. Please refer to "Confidential Text" of this Minute]

As part of the procurement process, *[insert nominated Panel Member]* has requested under section 34(1) (a) & (b) (use as applicable) of the Government Procurement Act 2001 (GPA) that selected contents of their Work Order including *provide details of information to be kept confidential* be kept confidential.

In accordance with section 35(1) of the GPA, the responsible Territory entity must not agree to any part of the contract being confidential text, unless satisfied that –

(use as applicable)

(a) the disclosure of the text would –

- (i) be an unreasonable disclosure of personal information about a person; or
 - (ii) disclose a trade secret; or
 - (iii) disclose information (other than a trade secret) having a commercial value that would be, or could reasonably be expected to be, destroyed or diminished if the information were disclosed; or
 - (iv) be an unreasonable disclosure of information about the business affairs of a person;
 - (v) disclose information that may put public safety or the security of the Territory at risk; or
- disclose information prescribed by regulation for this section; or

(b) a requirement imposed under law requires a party to the contract to keep the text confidential

then the Confidentiality request may be granted.

Infrastructure Finance & Capital Works is satisfied that the exemption is allowable in accordance with the provisions of the legislation. Therefore, it is recommended that you agree to the request from *[insert nominated Panel Member]* to omit from the public text of the proposed Work Order the *(insert as appropriate)* as contained in their Work Order response, and treat this as confidential text in accordance with section 35 of the GPA.

Delegate Name		Phone Number	
Position and Directorate			

Statement	The Procurement and Contract Authorisation Minute and attachments are approved.		
Signature		Date	

Pond, Aleks (Health)

From: Catanzariti, John
Sent: Wednesday, 26 June 2019 11:53 AM
To: JasonSmith, Rhona (Health); Burch, Brad (Health); Kevin Hodson; Don Rocha
Cc: Mark Mikolajczak
Subject: SPIRE - CHS Executive Administration Demountable [SEC=UNCLASSIFIED]

All,

Below are the notes and actions from last Thursday's start up meeting for the CHS Executive Administration Demountable:

1. Shape advised that the DA approval duration is based on a 'code track' process of 4 weeks;
2. IHSS Consultation is to be combined with User Consultation activities in the program;
3. JC to advise if an Independent Commissioning Agent will be engaged on the project (action closed out on 24 June – ICA not required);
4. BB confirmed that the Crisis Centre is to be included in the new demountable building. The 55m2 meeting room included in the Schedule of Accommodation will accommodate this requirement. Extent of ICT, AV and comms services need to be determined;
5. RJS to distribute the Commissioning program;
6. KH asked if subcontractor and consultant tenders need to be administered through tendersACT (closed out 26 June – Tenders with an estimated value over \$200K are required to go through tendersACT)
7. Meeting to be arranged with IFCW, ACTH and Shape to be arranged to audit existing FF&E in Building 24 that could be re-used in the new building. (closed out – meeting arranged for 1 July);
8. Shape to provide an updated program to reflect items 2 and 3 above.

Regards,
John

Pond, Aleks (Health)

From: Burch, Brad (Health)
Sent: Thursday, 27 June 2019 11:19 AM
To: Dal Molin, Vanessa (Health)
Subject: SPIRE Advice to Government

UNCLASSIFIED For-Official-Use-Only

Good morning Vanessa

I have drafted a response to a recent Question Taken on Notice, in which the Chair of Estimates asked: '*...when did the Government first as ACT Health for advice on the SPIRE Project.*' My draft response is below:

In mid-2016, the Director-General of ACT Health provided advice to the Minister for Health proposing, among other things, a new acute services building at Canberra Hospital – the Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre.

Is there any way you or someone in the DG's office could track down the advice to Government at the time? I am concerned that I don't have a copy of the final advice to the Minister, and I don't want to progress the QTON without confirmation.

Happy to discuss.

Thanks and regards

Brad Burch | Executive Branch Manager

Strategic Infrastructure

Corporate Services

(02) 5124 9719 or [REDACTED] | brad.burch@act.gov.au



ACT
Government

ACT Health

Pond, Aleks (Health)

From: Esau, Lloyd
Sent: Friday, 28 June 2019 10:46 AM
To: Burch, Brad (Health)
Subject: YIFW: Car Parking for the new Building 24 Demountable
Attachments: 20190617_Building 9 Car Park Study.pdf

UNCLASSIFIED

FYI

Lloyd Esau

Executive Director, Major Projects
 Infrastructure Finance and Capital Works, CMTEDD

A: GPO Box 158, Canberra, ACT 2601

T: +61 (0)2 6205 3552 | M: [REDACTED]

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From: [REDACTED]
Sent: Monday, 17 June 2019 12:21 PM
To: Esau, Lloyd <Lloyd.Esau@act.gov.au>; [REDACTED]
Cc: Catanzariti, John <John.Catanzariti@act.gov.au> [REDACTED]

Subject: RE: Car Parking for the new Building 24 Demountable

Lloyd,

We have completed the car park study behind Building 9 as per attached. With reference to attached, we note the following:

- Existing parking has 15 spaces
- A simple extension of the parking lot will yield a further 6 spaces which will reach the desired 20 spaces referred at the last PPT
- The existing parking lot has a boom gate and lighting. We have shown existing versus possible new lighting, but this would need a detailed study to verify
- We have suggested a location for the duress point, with final location to be confirmed with CHS
- We have shown the kerb re-alignment (or hoarding line) at the cross over to Palmer Street that will form part of Building 8 demolition works
- Depending on timing of required parking, this could be rolled into the Building 8 demolition package

Please let me know if you have any comments and if you will require cost estimates for this scope of work.

Thanks Lloyd

[REDACTED] Associate



SILVER THOMAS HANLEY
 PELACO COMPLEX
 BUILDING 3, LEVEL 2
 21-31 GOODWOOD ST
 (PO BOX 550)
 RICHMOND 3121

T: [REDACTED]
 F: [REDACTED]
 E: [REDACTED]
 W: www.sth.com.au

VIC, AUSTRALIA

From: Esau, Lloyd <Lloyd.Esau@act.gov.au>
Sent: Monday, 3 June 2019 4:42 PM
To: [REDACTED]
Cc: Catanzariti, John <John.Catanzariti@act.gov.au>
Subject: FW: Car Parking for the new Building 24 Demountable

UNCLASSIFIED For-Official-Use-Only

As discussed at today's meeting.

Lloyd Esau

Executive Director, Major Projects
 Infrastructure Finance and Capital Works, CMTEDD

A: GPO Box 158, Canberra, ACT 2601

T: +61 (0)2 6205 3552 | M: [REDACTED]

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From: Burch, Brad (Health)
Sent: Friday, 31 May 2019 10:31 AM
To: Esau, Lloyd <Lloyd.Esau@act.gov.au>; Catanzariti, John <John.Catanzariti@act.gov.au>
Cc: Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Subject: Car Parking for the new Building 24 Demountable

UNCLASSIFIED For-Official-Use-Only

Hi Lloyd and John

Jake and I met with Colm and Michael Warylo on Wednesday to discuss parking implications for SPIRE, and one of the key issues raised was the executive parking requirements for those relocating to the new Building 24 demountable. Out of the meeting, we agreed to seek some advice from STH in relation to the car park adjacent Building 9 (outlined in red below).



Could you please ask STH to review the area and provide options to expand the number of spaces available in the Building 9 car park – the idea would be to allocate this car park to support the new Building 24 demountable.

Happy to discuss as required.

Thanks and regards

BB

Brad Burch | Executive Branch Manager

Strategic Infrastructure

Corporate Services

☎ (02) 5124 9719 or [REDACTED] ✉ brad.burch@act.gov.au



ACT
Government

ACT Health

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SPIRE 6562
DECANTING
BUILDING 9 CAR PARK
EXPANSION STUDY
SCALE 1:200 @ A3
17/6/2019

PALMER STREET

TITLE BOUNDARY

NEW LIGHT
POLE

EX LIGHT
POLE

RELOCATE
LIGHT POLE
NEW CAR PARKS
(6 SPACES)

EXISTING CAR PARK
(15 SPACES)

EX LIGHT
POLE

DURESS
POINT

EX DDA
CAR
PARK

EX LIGHT
POLE

NEW LIGHT
POLE

EXIST FENCE

EXIST BOOM
GATE

NEW LIGHT
POLE

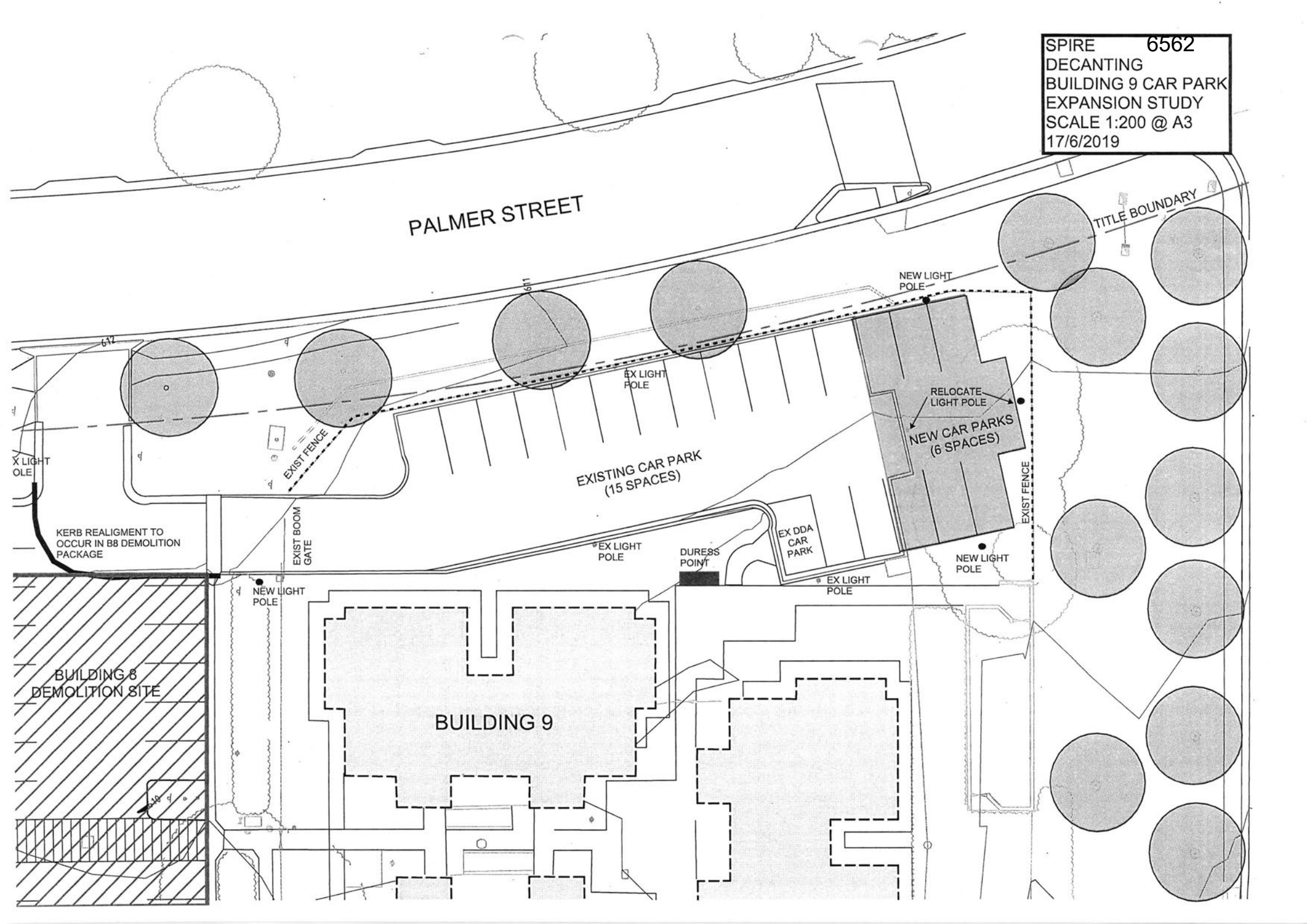
BUILDING 9

BUILDING 8
DEMOLITION SITE

KERB REALIGNMENT TO
OCCUR IN B8 DEMOLITION
PACKAGE

EXIST FENCE

EX LIGHT
POLE



Ivansson, Zoe (Health)

From: Burch, Brad (Health)
Sent: Monday, 22 July 2019 9:09 AM
To: Esau, Lloyd
Cc: Slater, Amanda (Health); Lopa, Liz (Health)
Subject: FW: SPIRE B24 Decant

UNCLASSIFIED

Hi Lloyd

Please see below the exchange of emails confirming Building 24 office requirements from 14 May 2019.

Thanks and regards

Brad.

From: Stevenson, Nicole (Health) <Nicole.Stevenson@act.gov.au>
Sent: Tuesday, 14 May 2019 9:30 AM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>; Tzavalas, Olivia (Health) <Olivia.Tzavalas@act.gov.au>
Cc: JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>; Mooney, Colm (Health) <Colm.Mooney@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Subject: RE: SPIRE B24 Decant

UNCLASSIFIED

Hi Brad

Apologies for the delay in responding.

We will need offices for the following executives:

CEO (4)

COO (4)

Executive Director Allied Health (2)

Executive Director Nursing & Midwifery and Patient Support Services (2)

Executive Director Medical Services (2)

Executive Director Critical Care (2)

Executive Director Surgery (2)

Executive Director Medicine (2)

Executive Director, MHJHADS (3)

Executive Group Manager, Quality, Safety Innovation and Improvement (3)

I have put the support staff numbers next to each executive as the planning will have to include sufficient workstations adjacent to the offices. Ideally in the planning, can you ensure that the CEO's office is not in a high traffic area as we would like a more private space than we currently have now (and not in a thoroughfare).

In discussing this with Bernadette she would like a large meeting room within this new build, ideally bigger than the current one. In addition, as we will be taking DON's and ADON's out of offices, there will need to be enough smaller meeting rooms.

Happy to discuss any of the above!

Nic

From: Burch, Brad (Health)
Sent: Friday, 3 May 2019 11:45 AM
To: Stevenson, Nicole (Health) <Nicole.Stevenson@act.gov.au>; Tzavalas, Olivia (Health) <Olivia.Tzavalas@act.gov.au>
Cc: JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>; Mooney, Colm (Health) <Colm.Mooney@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
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UNCLASSIFIED

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I have just updated Olivia on this one – it seems CHS got full exemption from the SOAC in relation to the ABW requirements! There were some conditions discussed, but I understand these relate to future accommodation not this build.

I'm now just after an indication of which staff members in the attached will require offices in the new building? I need to get a draft schedule of accommodation through to our contractors next week to commence early design processes (there will be, of course, a design consultation process with key stakeholders, with clearance through Bernadette and Governance).

Noting that the decanting strategy has Meeting Room 1 in Building 24 being replicated in Building 3, I am assuming we would be creating like for like replacement of the other meeting rooms; notwithstanding I will look at how we can include quiet rooms and breakout space into the design as well. If there are any functional spaces that you or Bernadette would like to see reflected in the new build, that don't currently exist, please let me know and we can include as a priority – assuming it doesn't drastically increase floor area or cost.

Happy to discuss.

Thanks and regards

Brad Burch | Executive Branch Manager

Strategic Infrastructure

Corporate Services

(02) 5124 9719 or  brad.burch@act.gov.au



ACT
Government

ACT Health

From: Stevenson, Nicole (Health)
Sent: Tuesday, 23 April 2019 2:01 PM
To: JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>
Cc: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: RE: SPIRE B24 Decant

UNCLASSIFIED

Hi Rhona/Brad

My apologies for the delay.

See attached spreadsheet which has been updated.

Thanks

Nic

From: JasonSmith, Rhona (Health)
Sent: Friday, 12 April 2019 8:53 AM
To: Stevenson, Nicole (Health) <Nicole.Stevenson@act.gov.au>
Cc: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: SPIRE B24 Decant
Importance: High

UNCLASSIFIED

Good Morning Nicole,

Activities are finally ramping up for the relocation of staff and services from Building 24.

As the CEO & Exec representative for the Staging & Decanting User Group I am seeking your help for some information that requires a fast turn-around please.

I undertook a mapping of the staff and furniture, fittings and equipment of Building 24 in January this year (attached).

To ensure that we provide the correct information on the requirements of the affected services, this list of staff in B24 needs to be rechecked.

Are you able to reach out to your network and have them verify/change/add/delete these positions (not the people) before COB today?

Your assistance would be greatly appreciated.

Many thanks

Rhona

Rhona JasonSmith
P: 02 5124 9667
E: rhona.jasonsmith@act.gov.au

Senior Project Officer
Facility and Health Planning Unit | ACT Health Directorate | ACT Government
Level 5, 2-6 Bowes Street
WODEN ACT 2606



ACT
Government

ACT Health

Ivansson, Zoe (Health)

From: Burch, Brad (Health)
Sent: Monday, 22 July 2019 9:23 AM
To: Esau, Lloyd
Cc: Catanzariti, John; Slater, Amanda (Health); Lopa, Liz (Health)
Subject: RE: B24 decant

UNCLASSIFIED

Hi Lloyd

I've forwarded through a couple of emails with the details – I also recall this was discussed at the Executive Steering Committee and while it was discussed that the specific people moving may change the SoA was now locked.

At the Strategic Office Accommodation Committee meeting, CHS was granted an exemption from ABW (Whole of Government policy), however I understand CHS gave an undertaking to reduce the number of offices compared to the existing Building 24 – hence offices were only for executives nominated by CHS.

It is important to note that the old ACT Health Accommodation Policy is in conflict with the Whole-of-Government policy when it comes to administrative buildings – however, it could be argued it still applies for clinical buildings.

Happy to discuss.

Thanks

Brad Burch | Executive Branch Manager

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(02) 5124 9719 or [REDACTED] | brad.burch@act.gov.au


ACT
 Government
ACT Health

From: Esau, Lloyd <Lloyd.Esau@act.gov.au>
Sent: Sunday, 21 July 2019 8:16 PM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Cc: Catanzariti, John <John.Catanzariti@act.gov.au>; Slater, Amanda (Health) <Amanda.Slater@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Subject: FW: B24 decant

Brad

CHS are now indicating that they need more offices in the demountable than previously advised in the SOA. Do you have any records of the agreement with CHS on the SOA provided to us earlier in the year?

Regards

Lloyd Esau | Project Director, SPIRE (a/g) & ACT Law Courts
 Major Projects Canberra | ACT Government

T: +61 (0)2 6205 3552 | M: [REDACTED]
GPO Box 158, Canberra, ACT 2601

This email, and any attachments, may be confidential and also privileged. If you are not the intended recipient please notify the sender and delete all copies of this transmission along with any attachments immediately. You should not copy or use it for any purpose, nor disclose its contents to any other person.

From: Stevenson, Nicole (Health) <Nicole.Stevenson@act.gov.au>
Sent: Sunday, July 21, 2019 2:09:55 PM
To: Slater, Amanda (Health) <Amanda.Slater@act.gov.au>
Subject: B24 decant

UNCLASSIFIED

Hi Amanda

Bad news unfortunately.... Bernadette asked to raise a few queries with Exec on Tuesday morning at our weekly meeting. It relates to the office allocation as according to the policy ADON's and DONs are eligible for an office however the numbers we have provided for offices previously only included Execs.

I will let you know the outcome of everything by lunch time on Tuesday. Sorry again to further delay things...

Nic

Nicole Stevenson
Business Manager to the Chief Executive Officer

Phone: 02 5124 4702 | **Mobile:** [REDACTED] | **Email:** nicole.stevenson@act.gov.au
Building 24, Level 2, Canberra Hospital, Yamba Drive, Garran ACT 2605

Care | Excellence | Collaboration | Integrity

Ivansson, Zoe (Health)

From: Esau, Lloyd
Sent: Monday, 22 July 2019 10:00 AM
To: Burch, Brad (Health)
Cc: Slater, Amanda (Health); Lopa, Liz (Health)
Subject: RE: SPIRE B24 Decant

Thanks Brad

Lloyd Esau | Project Director, SPIRE (a/g) & ACT Law Courts
 Major Projects Canberra | ACT Government

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From: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Sent: Monday, 22 July 2019 9:11 AM
To: Esau, Lloyd <Lloyd.Esau@act.gov.au>
Cc: Slater, Amanda (Health) <Amanda.Slater@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Subject: FW: SPIRE B24 Decant

UNCLASSIFIED

Hi Lloyd - see below my email confirmation to CHS of the SoA.

Thanks

Brad.

From: Burch, Brad (Health)
Sent: Friday, 17 May 2019 3:32 PM
To: Stevenson, Nicole (Health) <Nicole.Stevenson@act.gov.au>
Cc: Catanzariti, John <John.Catanzariti@act.gov.au>; JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>; Mooney, Colm (Health) <Colm.Mooney@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Subject: FW: SPIRE B24 Decant

UNCLASSIFIED

Hi Nic

As foreshadowed earlier today, please find attached the draft schedule of accommodation, which will go to IFCW to inform the next phase of the PMA procurement process.

Thanks and regards

Brad Burch | Executive Branch Manager

Strategic Infrastructure

Corporate Services

(02) 5124 9719 or [REDACTED] | brad.burch@act.gov.au



ACT
Government

ACT Health

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Sent: Friday, 17 May 2019 1:49 PM
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Subject: RE: SPIRE B24 Decant

UNCLASSIFIED

Hi Nic

Thanks again for your help on this one.

I note that the below list includes staff that weren't included on the original list for Building 24 Decant and there are a couple of other changes put forward. As discussed this afternoon, you confirmed that it is CHS's preference:

- That the ACT Health Research team should be swapped out for ED Quality, Safety, Innovation and Improvement, including three support staff (a one-for-one change). I understand the move might be happening soon and that Geraldine Grayland is working with you to facilitate;
- That the ED Mental Health, Justice Health and Alcohol and Drug Services and three support staff will be moving from 1 Moore Street to Canberra Hospital and will need to be included in the new demountable, slightly increasing the scope for the project; and
- That the largest meeting room, originally intended to be replicated in Building 3, should be within the demountable (at an increased size).

The second and third dot-points have some risk associated, in that the total net lettable area calculation including the changes is at least 810m² (up from 713m²), which does not include plant and engineering allowances, putting pressure on the developable area (estimated at 940m²). In addition, there is a potential project cost of \$560,000 for items two and three based on the existing cost plans (noting there will be some offset as the meeting room fit-out would have been required in Building 3 anyway).

As discussed, we will refine the schedule of accommodation to include the above, noting the risks, and manage the cost and scope impacts through the design phase. I will circulate a draft Schedule of Accommodation later this afternoon, which will also go to IFCW to inform the early statement of requirements for the PMA procurement process.

Happy to discuss further.

Thanks and regards

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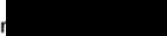
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ACT
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Senior Project Officer

Facility and Health Planning Unit | ACT Health Directorate | ACT Government

Level 5, 2-6 Bowes Street

WODEN ACT 2606



ACT
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ACT Health

Modality	Agreed Accommodation Position			1 st Clinical Request m ²			Total Variance from AHFG	STH SoA Area Review	Challenge Checkpoint m ²			Total Variance from AHFG	Final Agreed Position m ²			Total Variance from AHFG	Comments
	Qty	Room Area	Total AHFG Area	Qty Req'd	Room Area	Total Req'd Area			Qty	Room Area	Total Area		Qty	Room Area	Total Area		
Total Room Area			690			0	-690	0			0				0		
Total Discounted Circulation			125			0	-125	0			0				0		
Total Development Area			815			0	-815	0			0				0		
Target Gross Floor Area																	

Allocated workspaces per directive of Office of CEO CHS 14/05/19. ED's exempted from the ACT Gov't Activity Based Work Accommodation Guidelines. Other space allocation of 12m2 pp

OFFICES																	
Office Type A 18m2	1	18	18			0	-18				0				0		Chief Executive Officer
Office Type B 12m2	9	12	108			0	-108				0				0		COO ED's: Allied Health, N&M, Medical Services, Critical Care, Surgery, Medicine, MHIHADS Group Manager Quality & Safety
Sub-total			126			0	-126				0				0		
Discounted Circulation @ 25%			32			0	-32				0				0		
Total			158			0	-158				0				0		

WORKSTATIONS																	
Workstation 4.4	56	4.4	246.4			0	-246				0				0		Prof Allied Health Emergency Management Coordinator Business Continuity Manager Interprofessional Learning Coordinator Mental Health Support staff x 3 Quality Officers x 6 ACT Blood Counts Manager ACT Transfusion CNC Timely Care Project Officer EO's: Medicine, Medical Services, Surgery & Critical Care, COO, CEO, Gp Manager Quality & Safety Project Officer Collaborative Partnership Consumer Feedback x4 EA's: Dir Allied Health, N&M, COO, Medicine, Critical Care, Surgery, CEO, DON Critical Care, Gp Manager Quality & Safety Business Manager's: CEO, COO PA's: ED Medical Services, DON Medicine, DON N&M, DON Surgery, Gp Manager Quality & Safety DON's: Medical Services, Medicine, N&M, Surgery ADONs: Medicine x 3, Surgical Wards, Op Manager's: Medicine, Surgery
Sub-total			246			0	-246				0				0		
Discounted Circulation @ 25%			62			0	-62				0				0		
Total			308			0	-308				0				0		

SUPPORT AREAS																	
Meeting Room L-55	1	55	55			0	-55				0	0			0	0	With beverage bay
Meeting Room L-20	1	20	20			0	-20				0	0			0	0	Shared beverage bay
Meeting Room -9	1	9	9			0	-9				0	0			0	0	Shared beverage bay
Meeting Room -12	1	12	12			0	-12				0	0			0	0	Shared beverage bay

Modality	Agreed Accommodation Position			1 st Clinical Request m ²			Total Variance from AHFG	5TH SoA Area Review	Challenge Checkpoint m ²			Total Variance from AHFG	Final Agreed Position m ²			Total Variance from AHFG	Comments
	Qty	Room Area	Total AHFG Area	Qty Req'd	Room Area	Total Req'd Area			Qty	Room Area	Total Area		Qty	Room Area	Total Area		
Total Room Area			690			0	-690	0			0				0		
Total Discounted Circulation			125			0	-125	0			0				0		
Total Development Area			815			0	-815	0			0				0		
Breakout rooms	4	9	36			0	-36				0	0			0	0	Medicine, Critical Care, Surgery, N&M, Allied Health, Consumer Feedback, other x 4
Breakout rooms	6	7.5	45			0	-45				0	0			0	0	
Breakout spaces	6	9	54			0	-54				0	0			0	0	Medicine, Critical Care, Surgery, N&M, Allied Health, Consumer Feedback,
Beverage Bay	2	4	8			0	-8				0	0			0	0	
File Store	1	10	10			0	-10				0	0			0	0	
ception/Clerical	1	10	10			0	-10				0	0			0	0	
Staff toilet 3m2	8	3	24			0	-24				0	0			0	0	
Store Photocopy/Stationery 8m2	2	8	16			0	-16				0	0			0	0	
Toilet accessible 6m2	1	6	6			0	-6				0	0			0	0	
Toilet public 3m2	1	3	3			0	-3				0	0			0	0	
Waiting 10m2	1	10	10			0	-10				0	0			0	0	
Sub-total			318			0	-318				0				0		
Discounted Circulation @ 10%			32			0	-32				0				0		
Total			350			0	-350				0				0		

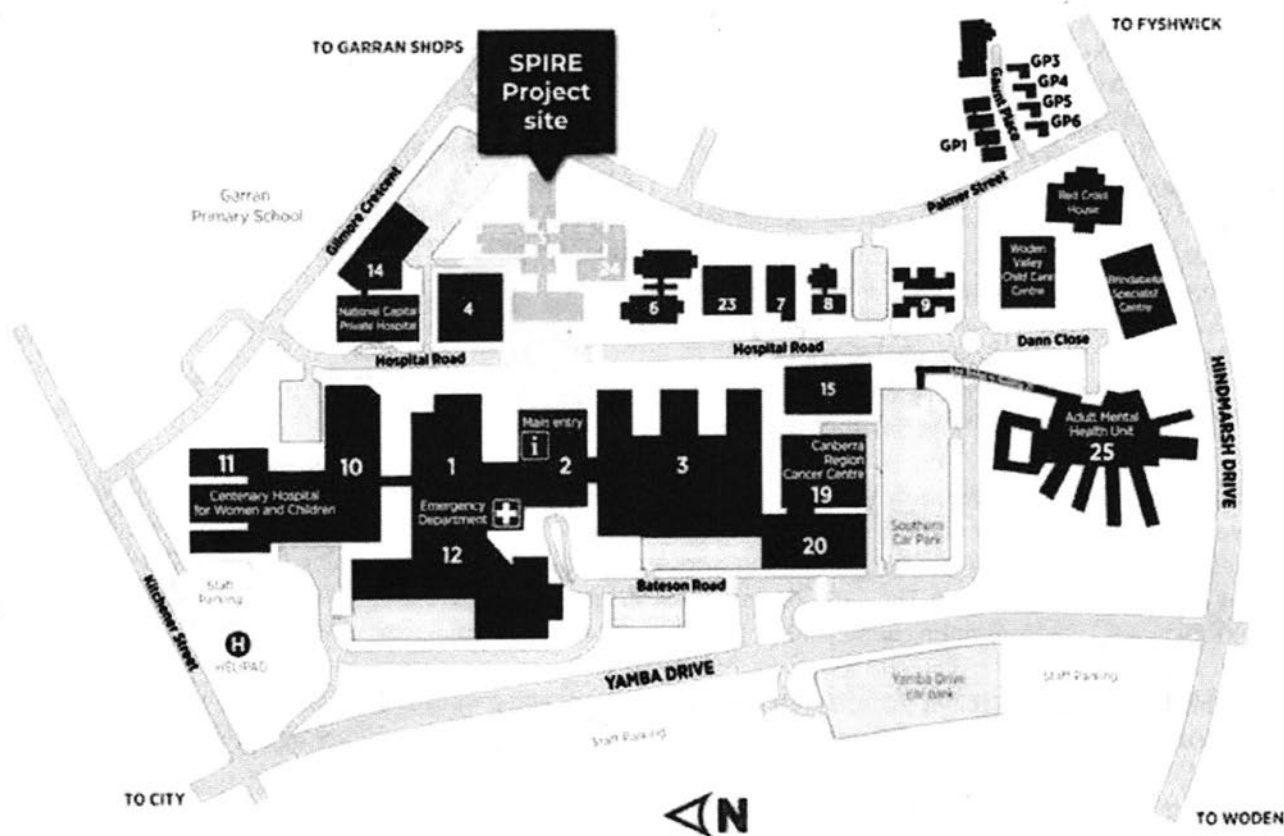
Ivansson, Zoe (Health)

From: Esau, Lloyd
Sent: Thursday, 12 September 2019 6:59 AM
To: Burch, Brad (Health)
Subject: Campus Map

UNCLASSIFIED

Brad

Do you have the native file for this map without the project site shading/annotation? If so, please can you send it over. Cheers.



Lloyd Esau | Project Director, SPIRE (a/g) & ACT Law Courts
 Major Projects Canberra | ACT Government

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SPIRE

- Where is the new SPIRE Centre to be located?
 - The SPIRE Centre will be located on the north-eastern side of the Canberra Hospital campus, encompassing land on which buildings 5 and 24 are currently located?
- What happens to the services and staff in these buildings?
 - All are being relocated to offices and venues either on the hospital campus or, if appropriate, at other locations off-campus.
- What's going in the SPIRE Centre?
 - SPIRE will expand the hospital's existing capacity in the following areas:
operating theatres for elective and emergency surgery
intensive care unit
emergency department
radiology and imaging services
cardiac care unit
inpatient beds for day and overnight care
 - At this early planning stage, ACT Health is working with designers and clinical staff to determine the type and quantity of 'rooms' and services that will fit within the SPIRE building footprint. More detailed plans will be developed as the project progresses.
- What's happening with the residential accommodation currently available to families of interstate patients in building 5?
 - The Building 5 Residences will continue to be accessible until the end of 2019 for interstate visitors and carers of patients who live more than 100km from Canberra Hospital. Work is currently underway to develop alternative arrangements to meet the accommodation support needs of the families of interstate patients from 2020.
 - The SPIRE Centre does not include provision for residential accommodation. Any new arrangements for patients and carers travelling long distances to receive treatment, will be in line with those of other large public hospitals around the country.
- How tall will the SPIRE Centre be?
 - The Centre will not exceed the height of the tallest building currently on the hospital campus.
- Where will the Emergency Department be located?
 - The Hospital's Emergency Department (ED) will be located in the new SPIRE Centre. Once SPIRE is operational, the ED will no longer be located in building 12. The heli-pad, currently adjacent to Building 12, will also be re-located to the top of the SPIRE building, to ensure rapid access to the ED.
- Will there be additional car parking for the SPIRE Centre?
 - Access to car parking at the Canberra Hospital is acknowledged as an ongoing issue. ACT Health, together with Canberra Health Services, is currently exploring options to support increased access to parking for patients, visitors and staff. Provision for additional parking is part of the SPIRE Centre and campus master planning processes. The Centre itself will include only a limited number of car parks related to priority access and patient drop off/pick up.

Centenary Expansion

-



SPIRE

No.	RISK DESCRIPTION	CURRENT CONTROLS	RISK OWNER	RISK ASSESSMENT LEVEL	TREATMENT STRATEGY
1	<p>Risk Statement: Increased support services demand will not be met due to increased activity generated by SPIRE</p> <p>Possible Causes: current facilities unable to support increased demand, support services expansion outside of scope of SPIRE, competing priorities.</p> <p>Possible Consequences: Unable to meet future capacity, unable to meet SPIRE service demands, major delays in service provision.</p>		Executive Sponsor / Strategic Infrastructure	<p>Likelihood: Almost certain</p> <p>Consequence: Major</p> <p>Rating: Extreme</p>	Escalate to the Executive Sponsor and Steering Committee.
2	<p>Risk Statement: Unable to meet AusHFG and RANZCOG guidelines on ready access to OT by Maternity and NICU due to physical location of OT</p> <p>Possible Causes: Physical location of SPIRE and CHWC</p> <p>Possible Consequences: delays to OT for time critical Procedures, failure to meet RACOG accreditation</p>	Direct Access link corridor	Strategic Infrastructure	<p>Likelihood: Likely</p> <p>Consequence: catastrophic</p> <p>Rating: Extreme</p>	Consideration of location of OT to facilitate ready access Dedicated Link corridor
3	<p>Risk Statement: Resultant increase in ambulatory services due to SPIRE capacity unable to be accommodated due to no plan for expansion of ambulatory services</p> <p>Possible Causes: SPIRE is a dedicated acute care facility, with no capacity for ambulatory services, nil plans to increase ambulatory services</p> <p>Possible Consequences: unable to meet demand in ambulatory services</p>		Strategic infrastructure	<p>Likelihood: almost certain</p> <p>Consequence: extreme</p> <p>Rating: extreme</p>	Escalation to Strategic Infrastructure
4	<p>Risk Statement: SPIRE planning does not meet planning milestones due to undefined governance</p> <p>Possible Causes: change in scope, change in leadership, competing priorities, inadequate project plan.</p> <p>Possible Consequences: project planning milestones not met, inconsistency in reporting, increased staff dissatisfaction, changes to scope not communicated, changes to milestone timeline.</p>	<p>Regular meetings with HSPE ED to update planning staff</p> <p>HSPE Project plan and schedule with HSPE milestone timeframes</p> <p>Ongoing monitoring and review of project status and direction to ensure alignment with scope</p>	Strategic Infrastructure	<p>Likelihood: Almost Certain</p> <p>Consequence: Major</p> <p>Rating: High</p>	<p>Formalised governance statement</p> <p>Communication of governance to stakeholders and planning team</p>

No.	RISK DESCRIPTION	CURRENT CONTROLS	RISK OWNER	RISK ASSESSMENT LEVEL	TREATMENT STRATEGY
5	<p>Risk Statement: Treatment spaces not adequate for demand due to varying data modelling methodology</p> <p>Possible Causes: varying data modelling methodology, growth rate not consistent with data modelling methodologies, market share increase growing at rate not consistent with modelling methodologies, smoothing algorithm not consistent with trending</p> <p>Possible Consequences:</p>	<p>Ongoing review of data and trends</p> <p>Ongoing modelling</p> <p>Exploring differing methodologies</p>	Strategic Infrastructure	<p>Likelihood: Likely</p> <p>Consequence: Major</p> <p>Rating: High</p>	Agreement on methodology to project treatment spaces
6	<p>Risk Statement: Reduction in ED treatment spaces due to the inclusion of MHSSU in ED treatment</p> <p>Possible Causes: MH SSU included within the scope of ED SSU SPIRE October 2018, but not included in scope of ED SSU SPIRE Apr 2017.</p> <p>Possible Consequences: Reduction in bed numbers by 10 beds</p>	<p>Clarification of modelling data to ensure MHSSU does not fit in scope of ED SSU</p>	Strategic Infrastructure	<p>Likelihood: Likely</p> <p>Consequence: Major</p> <p>Rating: High</p>	<p>Review of Modelling data</p> <p>Review of scope of SPIRE October 2017</p>
7	<p>Risk Statement: Incorrect allocation of treatment space areas (FT/acute/paed/EMU/BAR etc) due to differing calculations</p> <p>Possible Causes: assumptions used for modelling may be incorrect</p> <p>Possible Consequences: demand for treatment areas not matched by available treatment spaces</p>	<p>Further modelling being undertaken</p>	Strategic Infrastructure	<p>Likelihood: likely</p> <p>Consequence: major</p> <p>Rating: High</p>	Revisit modelling assumptions, including smoothing algorithm and market share
8	<p>Risk Statement: unable to effectively manage a disaster/mass casualty event due to insufficient facility planning</p> <p>Possible Causes: no disaster/mass casualty facility plan included in SPIRE - not documented as within scope</p> <p>Possible Consequences: delays in decontamination and unable to accommodate large volume of decontamination due to insufficient infrastructure support – ie plumbing and space allocation</p>	<p>Decontamination support provided by ACTAS/FB/AFP with temporary/mobile structures</p>	Strategic Infrastructure	<p>Likelihood: rare</p> <p>Consequence: catastrophic</p> <p>Rating: High</p>	Determine scope of SPIRE to accommodate infrastructure support for mass casualty
9	<p>Risk Statement: Unable to provide sufficient medical support and effective care to PHDU/PICU due to the units not being collocated</p> <p>Possible Causes: Current model of care in ICU does not accommodate PICU patients, physical location of CHWC away from acute care building</p> <p>Possible Consequences: unable to provide necessary medical support, unable to provide continuity of care, unable to staff both areas sufficiently</p>		Strategic Infrastructure	<p>Likelihood: Likely</p> <p>Consequence: moderate</p> <p>Rating: High</p>	Further guidance on location of PICU and PHDU


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10	<p>Risk Statement: validation and refinement of spatial requirements not completed resulting in inadequate space for future service provision</p> <p>Possible Causes: Eastern corridor buildings scoped to current size; no engagement clinicians; no review of data to inform service planning; scope taken from fire plan only</p> <p>Possible Consequences: unable to provide services in facility; not able to adapt to future needs; nil efficiencies / best practice adaptation.</p>	Data examination	Strategic infrastructure	<p>Likelihood: likely</p> <p>Consequence: Major</p> <p>Rating: high</p>	Validation and refinement of spatial requirement and benchmarking required
11	<p>Risk Statement: residence / spaces impacted by SPIRE not scoped in SPIRE proposal resulting in no inclusion in future development</p> <p>Possible Causes: change in scope / site; full staging and decanting study not completed;</p> <p>Possible Consequences: no ability to provide services/space; change in provision of service locations</p>		Strategic infrastructure	<p>Likelihood: likely</p> <p>Consequence: major</p> <p>Rating: high</p>	
12	<p>Risk Statement: inadequate impact study resulting in disruption to service provision in areas adjacent to SPIRE building site</p> <p>Possible Causes: limited timeframe for preparation of documents for business case; limited ACT Health Strategic Accommodation records for buildings within the Eastern Corridor.</p> <p>Possible Consequences: noise, dust and vibration impact resulting in disruption to service provision; building required to be vacated during demolish works</p>		Strategic infrastructure	<p>Likelihood: Almost certain</p> <p>Consequence: Moderate</p> <p>Rating: High</p>	
13	<p>Risk Statement: Reduction in ED multifunction treatment spaced due to Clinical Forensic Medical Service Beds</p> <p>Possible Causes: CFMS not mentioned in business case, unclear if it is included in ED treatment space numbers</p> <p>Possible Consequences: reduction in of multipurpose treatment spaces within ED, increase in overall treatment spaces above scope define in business case to accommodate CFMS beds</p>	CFMS included within ED HPU/SoA, with an increase in the overall treatment spaces	Strategic Infrastructure	<p>Likelihood: possible</p> <p>Consequence: minor</p> <p>Rating: medium</p>	Decision regarding inclusion in overall numbers or in addition to numbers
14	<p>Risk Statement: Reduction in ED Multifunction treatment spaces due to Women's Assessment Centre(WAC)</p> <p>Possible Causes: : WAC not mentioned in business case, unclear if it is included in ED treatment space numbers</p>	WAC included in the ED HPU/SoA, with an increase in the overall treatment spaces	Strategic infrastructure	<p>Likelihood: Possible</p> <p>Consequence: minor</p>	Decision regarding inclusion in overall numbers or in addition to numbers

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15	<p><u>Possible Consequences:</u> reduction in of multipurpose treatment spaces within ED, increase in overall treatment spaces above scope define in business case to accommodate WAC beds</p> <p><u>Risk Statement:</u> Insufficient beds in ICU impacting ability to accommodate patients within ICU due to uncaptured demand</p> <p><u>Possible Causes:</u> insufficient capture of data on unmet demand by clinical team</p>		ICU	<p>Rating: medium</p> <p>Likelihood: unlikely</p> <p>Consequence: moderate</p>	Request for ICU to provide data to support statement
16	<p><u>Possible Consequences:</u> data not truly reflective of demand, resulting in insufficient bed numbers</p> <p><u>Risk Statement:</u> In effective utility of undefined governance of intervention suite</p> <p><u>Possible Causes:</u> Undefined governance of suite</p>		Strategic infrastructure	<p>Rating: medium</p> <p>Likelihood: likely</p> <p>Consequence: minor</p>	Clearly defined governance
17	<p><u>Possible Consequences:</u> conflict within booking and utility space</p> <p><u>Risk Statement:</u> unable to accommodate inpatients due to insufficient multiday beds</p> <p><u>Possible Causes:</u> projection data for multiday beds to support 20 OT's not explored</p>		Strategic infrastructure	<p>Rating: medium</p> <p>Likelihood: unlikely</p> <p>Consequence: moderate</p>	Exploration of data
18	<p><u>Possible Consequences:</u> unable to accommodate multiday patients</p> <p><u>Risk Statement:</u> unable to accommodate retrieval services and donate life administration offices due to not being included in scope</p> <p><u>Possible Causes:</u> retrieval services and donate life collocated within ICU admin, but scope of SPIRE was for ICU admin only</p>		Strategic Infrastructure	<p>Rating: medium</p> <p>Likelihood: likely</p> <p>Consequence: minor</p>	Need to be included in critical admin area
19	<p><u>Possible Consequences:</u> unable to provide admin area for these services</p> <p><u>Risk Statement:</u> Unable to meet political promise of 6 dedicated W&C OT's due to operational capacity of OT requiring multifunction use</p> <p><u>Possible Causes:</u> Insufficient data to support 6 dedicated OT's</p> <p><u>Possible Consequences:</u> political fallout, media scrutiny</p>	Multifunction OT result in better utility OT and efficient processes	Strategic Infrastructure	<p>Likelihood: unlikely</p> <p>Consequence: minor</p> <p>Rating: low</p>	Further exploration of impact

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