

With the tender closing tomorrow, it would be difficult for our team to find the skilled resources to manage the evaluation process in a timely manner.

As discussed, I would be keen to engage the Program Director in the next two weeks if possible.

Thanks and regards

Brad

Brad Burch | Executive Branch Manager, Strategic Infrastructure

Strategic Infrastructure and Procurement

Corporate Services

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



ACT
Government

ACT Health

Lowes, Shannon (Health)

From: Massey, Isabel (Health)
Sent: Friday, 15 February 2019 3:57 PM
To: Evans, Kate (Health)
Subject: RE: Code H data [SEC=UNCLASSIFIED, DLM=Sensitive]

Dear Kate,

My understanding is that we only capacity of snap shot of codes for a 12 month period.

I have escalated this to Senior Management to see if there is anything else we can do.
 Talk to you next week.

Kind regards,
 Isabel

From: Evans, Kate (Health)
Sent: Friday, 1 February 2019 10:00 AM
To: Massey, Isabel (Health) <Isabel.Massey@act.gov.au>
Subject: Code H data

UNCLASSIFIED Sensitive

Good morning Isabel,

I am the Clinical Liaison for the Surgical Procedure, Interventional Radiology and Emergency Centre. As you would be aware we are currently progressing with the planning process for the building. As such, we are collating and reviewing all data associated with the build to help plan service delivery.

I have been in contact with Capital Region Retrieval Service regarding the helipad utility. Luke Powell has indicated that the switch collects data on Code H activation. This data will inform the planning related to the helipad. Can we please have access to the data regarding Code H activation. We are interested in understand the amount of helicopter activity, including a breakdown by day, time of day and a trend analysis. Are you able to provide this information please?

I am happy to arrange a meeting to discuss further if you would like.

Kind regards

Kathleen Evans

Kathleen Evans | Clinical Liaison SPIRE | Senior Project Officer

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

Strategic Infrastructure | Strategic Infrastructure & Procurement | ACT Health Directorate | ACT Government

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

Pond, Aleks (Health)

From: Tarbuck, Chris (Health)
Sent: Monday, 18 February 2019 8:13 AM
To: [REDACTED]
Cc: Burch, Brad (Health); [REDACTED] Culver, Jakob (Health)
Subject: RE: Canberra hospital

Hi [REDACTED]

Shepherd Electrical, by provision of this email, is authorised to provide evoenergy information relating to the TCH campus electrical infrastructure.

I request to be copied into all correspondence please.

Facilities Director | Infrastructure Management and Maintenance
T: (02) 512 43186 | **M:** [REDACTED] | **E:** chris.tarbuck@act.gov.au
 Building 1, Level 1, The Canberra Hospital Yamba Drive Garran ACT



ACT
Government

**Canberra Health
Services**

From: [REDACTED]
Sent: Friday, 15 February 2019 1:45 PM
To: Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>
Subject: FW: Canberra hospital

Chris

As per the attached email Arups have asked me to help with some information for the new Spire building can you confirm for Kedar that you are happy for me to work on this and have Canberra Health services permission to request this information from Evoenergy

A return email of approval I can give [REDACTED] would be appreciated

Thanks

Regards
 [REDACTED]

From: [REDACTED]
Sent: Friday, 15 February 2019 10:34 AM
To: [REDACTED]
Subject: RE: Canberra hospital

Hi [REDACTED]

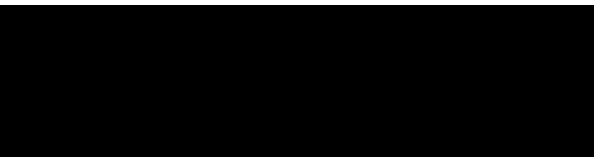
Good morning

Thank you for below email. I will try my best to provide below requested information sometime next week, however, prior providing this information to you, could you please seek approval/authorisation from Canberra Hospital Management on sharing below information to you please, thankyou

OR, I can provide below requested information to Canberra Hospital Representative on request.

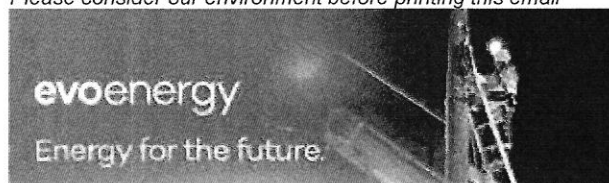
Thank you

Regards



Cnr. Of Anketell St. and Oakden St. Greenway ACT 2900
evoenergy.com.au

Please consider our environment before printing this email



From: [Redacted]
Sent: Friday, 15 February 2019 6:29 AM
To: [Redacted]
Subject: Canberra hospital

As you may be aware Shepherds are carry out a massive upgrade of the electrical infrastructure at Canberra hospital and we are now working through some master plan design and the Future new Spire building which will sit to the East side of Hospital road in which we are Working with Arup design engineers

As part of our master planning would you be able to send over the following documents of the hospital infrastructure

- ☐ Campus HV single line drawings
- ☐ SLD for Bulk switching station 5006
- ☐ SLD for substation 1917
- ☐ SLD for substation 1918
- ☐ Any other overall documentation for the hospital that may be of use
- ☐ Are there any know load issues as we are for casting a new LV load of around 4.5MVA

A PNA will be issued in the coming months

Cheers

Regards,



Shepherd Electrical

A Brighter Future

5 Huddart Court,
Mitchell ACT 2911



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Ivansson, Zoe (Health)

From: Burch, Brad (Health)
Sent: Monday, 18 February 2019 12:12 PM
To: Lopa, Liz (Health)
Subject: FW: 2016 CHWC & SPIRE Commitments [SEC=UNCLASSIFIED]
Attachments: 2016 CHWC and SPIRE Commitments and Status v2.xlsx

UNCLASSIFIED

FYI

Brad Burch | Executive Branch Manager, Strategic Infrastructure
 Strategic Infrastructure and Procurement
 Corporate Services

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

**ACT**
Government**ACT Health**

From: Attridge, Vanessa
Sent: Thursday, 7 February 2019 3:45 PM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Cc: Doran, Karen (Health) <Karen.Doran@act.gov.au>; Nock, Thomas <Thomas.Nock@act.gov.au>
Subject: 2016 CHWC & SPIRE Commitments [SEC=UNCLASSIFIED]

Hi Brad,

Many thanks for briefing us last week, it was very worthwhile. Please see attached as discussed.

Head of Business Cases going to Cabinet we would also like to request a separate briefing for Minister on CHWC in particular, so will be in touch to arrange.

Kind regards,

Nessa

Vanessa Attridge | Chief of Staff
Office of Meegan Fitzharris MLA
 Member for Yerrabi
 Minister for Health and Wellbeing
 Minister for Higher Education
 Minister for Medical and Health Research
 Minister for Transport
 Minister for Vocational Education and Skills

P. (02) 6205 3502 | E. vanessas.attridge@act.gov.au

CHWC**COMMITMENT**

- | | |
|---|--|
| 1 | \$70m of investment |
| 2 | New Elective Child and Adolescent Orthopedic Service |
| 3 | New Specialised Adolescent Gynaecology Service |
| 4 | 12 New Paediatric High Dependence Units |
| 5 | 4 Paediatric Intensive Care Unit Beds |

- | | |
|---|---|
| 6 | 12 Bed 'Child and Adolescent Mental Health Unit |
|---|---|

- | | |
|---|-----------|
| 7 | Sleep Lab |
|---|-----------|

SPIRE**COMMITMENT**

- | | |
|----|--|
| 1 | \$500m Investment in the TCH Campus |
| 2 | Expanded emergency department with two entrances - W&C and General |
| 3 | Enhanced state-of-the-art surgical, procedural, critical care and imaging facilities |
| 4 | Canberra Hospital Theatre capacity from 13 to 20 |
| 5 | Dedicated theatres for emergency surgery and elective surgery |
| 6 | 24 bed coronary bed unit |
| 7 | ICU with 48 bed bays including paediatric ICU beds (4) |
| 8 | Two inpatient wards with 64 beds for patients requiring overnight care |
| 9 | Day surgery centre with 7 procedure rooms (in/out in 24 hours) |
| 10 | Two family violence risk assessment suites |

ON TRACK

VARIATION ON ELECTION COMMITMENT/MORE DETAIL REQUIRED

NOT PLANNED

Source
10 Year Plan
10 Year Plan
10 Year Plan
10 Year Plan
10 Year Plan
10 Year Plan
Media Release - 1/6/2017

Source
10 Year Plan, \$500m TCH infrastructure plan
10 Year Plan, \$500m TCH infrastructure plan
10 Year Plan, \$500m TCH infrastructure plan
10 Year Plan, \$500m TCH infrastructure plan
10 Year Plan, Building a Better Hospital 17/18 Budget Doc
10 Year Plan
10 Year Plan
10 Year Plan
10 Year Plan
10 Year Plan

CURRENT STATUS
More information needed from ACTH/CHS to determine how this will be included in scope
(SPIRE with interim solution at CHWC)
(SPIRE with interim solution at CHWC)
Partially Implementing Election Commitment - 2017/18 Budget Papers outline funding for an 'Adolescent' MHU - Budget fact sheet says 'Child and Adolescent'. Minister stated in answer to a question on 21 March 2018 "the expansion will include a new adolescent mental health unit". Verbal advice from CHS CEO is that child and adolescent mental health units involve two different models of care, therefore a joint unit would not be clinically ideal.
Strategic Business Case mentions refurb of the 'paediatric sleep unit' (\$2.79m) but no sleep lab? (Advice from meeting 31/1 is that sleep lab is a service, not an infrastructure project). ACTH/CHS to advise how this will be included in scope.

CURRENT STATUS
SPIRE ED Contains 108 Beds - Detail needed separate Eds - 'Separate ED paediatric ward' mentioned in 17/18 Budget media release.
Unclear in initial scope. Mentioned in 17/18 Budget Docs
Unclear in initial scope. 17/18 states there will be 'concurrent management of emergency and elective surgeries' however commitment talks about dedicated emergency/elective theatres.
4 procedure rooms currently in scope - Day surgical beds TBC
Not proposed in scope - more info from ACTH/CHS needed.

Ivansson, Zoe (Health)

From: Burch, Brad (Health)
Sent: Monday, 18 February 2019 4:25 PM
To: Lopa, Liz (Health)
Cc: Culver, Jakob (Health)
Subject: FW: SPIRE decant options
Attachments: TCH 15 L01 _SPIRE options_Feb19.pdf; TCH B3 L1 FEB 2019_SPIRE options.pdf; VACANT SPACE BLD 15 Lv1 - SA 2016 Jan.pdf

UNCLASSIFIED

Hi Liz – FYI

The area in Building [REDACTED] seems very small to accommodate [REDACTED]

heers

Brad

Brad Burch | Executive Branch Manager, Strategic Infrastructure
 Strategic Infrastructure and Procurement
 Corporate Services

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



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ACT Health

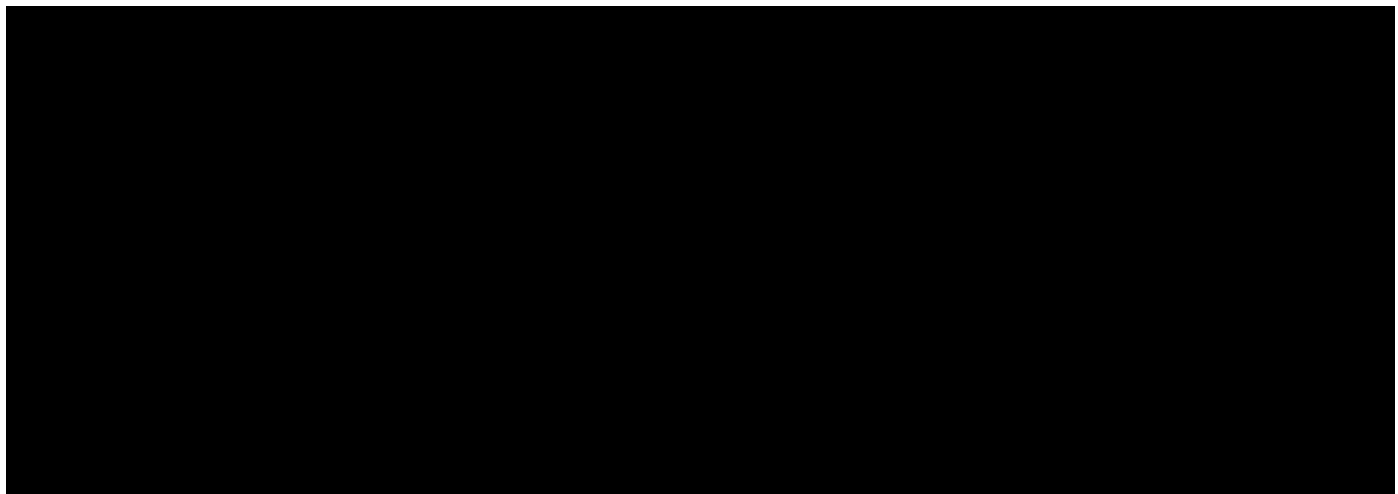
From: Jensen, Robyn (Health)
Sent: Monday, 18 February 2019 4:08 PM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Cc: Mooney, Colm (Health) <Colm.Mooney@act.gov.au>; Gilbert, Dave (Health) <Dave.Gilbert@act.gov.au>
Subject: SPIRE decant options

UNCLASSIFIED

Hi Brad,


I believe you had a conversation with Colm today about staging and decanting options for SPIRE. Colm asked me to send through to you some information about additional options that might assist, specifically [REDACTED]

[REDACTED]



Please let me know if you need anything further or have any questions.

Regards,
Robyn

Robyn Jensen | Senior Manager Accommodation and Leasing | p: 5124-9774 | m: 
Care Excellence Collaboration Integrity

Attwood, Courtney (Health)

From: Mooney, Colm (Health)
Sent: Tuesday, 19 February 2019 4:46 PM
To: Warylo, Michael (Health); Burch, Brad (Health)
Cc: Ludvigson, John (Health); Mooney, Chris (Health)
Subject: RE: CIT WODEN Car Parking

UNCLASSIFIED For-Official-Use-Only

Noted with thanks
 Best Regards

Colm

From: Warylo, Michael (Health)
Sent: Tuesday, 19 February 2019 4:43 PM
To: Mooney, Colm (Health) <Colm.Mooney@act.gov.au>; Burch, Brad (Health) <Brad.Burch@act.gov.au>
Cc: Ludvigson, John (Health) <John.Ludvigson@act.gov.au>; Mooney, Chris (Health) <Chris.Mooney@act.gov.au>
Subject: RE: CIT WODEN Car Parking

UNCLASSIFIED For-Official-Use-Only

Colm

I have raised this matter with TCCS. Just awaiting a response for the best point of contact in TCCS to have formal discussion regarding possible future use of the area in Gaunt place.

Michael Warylo | Fire Safety & Transport Manager

Client Support Services | Infrastructure and Health Support Services | Canberra Health Services | ACT Government

.: 02 512 49797 | **M:** [REDACTED] | **E:** Michael.Warylo@act.gov.au

Canberra Hospital Building 3, Level 1, Yamba Drive Garran ACT 2605

From: Mooney, Colm (Health)
Sent: Wednesday, 6 February 2019 2:47 PM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>; Warylo, Michael (Health) <Michael.Warylo@act.gov.au>
Cc: Ludvigson, John (Health) <John.Ludvigson@act.gov.au>
Subject: FW: CIT WODEN Car Parking

UNCLASSIFIED For-Official-Use-Only

Brad/Michael

Latest information available on CIT Woden car park availability for CHS use.

Brad ... please factor into consideration for SPIRE planning.

Michael ... can you also reach out to your contacts in TCCS regarding Gaunt Place site car parking... this may need to be factored into SPIRE S&D planning currently being developed by AHD.

Thanks

Colm

From: Fitzgerald, Bruce
Sent: Wednesday, 6 February 2019 2:25 PM
To: Mooney, Colm (Health) <Colm.Mooney@act.gov.au>
Cc: Whale, Andrew <Andrew.Whale@cit.edu.au>
Subject: Re: CIT WODEN Car Parking

Hi Colm,

Access to the site for car parking should be available during the demolition process, but as discussed will be dependent on the end outcome of the development application process. I'll keep you up to date as we progress.

Regards
 Bruce

From: Mooney, Colm (Health) <colm.mooney@act.gov.au>
Sent: Tuesday, February 5, 2019 1:14 pm
To: Fitzgerald, Bruce
Cc: Whale, Andrew
Subject: CIT WODEN Car Parking

UNCLASSIFIED Sensitive

Bruce

Further to our discussion last week please find below a summary of our conversation.

1. Demolition of CIT Woden building is the responsibility of EPSDD to deliver.
2. Ownership of site will be retained by CIT post demolition unless decided otherwise by ACT Government e.g. TCCS custodianship?
3. EPSDD to maintain existing car parking provision of ~400 spaces such that continued use by Canberra Health Services (CHS) can be maintained during demo works.
4. CHS keen to explore options to develop additional parking spaces on CIT site post demolition to maximise parking available to CHS during planned extensive developments at the Canberra Hospital.
5. MOU to be developed for use of the CIT car park using a similar format to MOU in place with TCCS for use of Garran oval as additional parking facility for the Canberra Hospital. (see attached document for reference). Ownership party to be confirmed based on point 2 above

Once timeline for demolition of CIT Woden is confirmed please forward on a copy for CHS' noting.

If I have missed anything please advise.

I have copied Andrew W on this email to keep him in the loop.

If you have any questions please do not hesitate to call (0478 403 508)

Best Regards

Colm

Colm Mooney AIPM CPPE

Executive Director | Infrastructure Management and Maintenance

T 02 512 49711 E colm.mooney@act.gov.au

Level 1, Building 3, Canberra Hospital | GPO Box 825 Canberra ACT 2601 | act.gov.au



ACT
Government

**Canberra Health
Services**

Attwood, Courtney (Health)

From: Catanzariti, John
Sent: Tuesday, 19 February 2019 6:04 PM
To: Burch, Brad (Health)
Subject: FW: Executive workshop presentation [SEC=UNCLASSIFIED]
Attachments: SPIRE_SITE_ANALYSIS-20190221.pdf

Brad,

STH have requested a phone catch up tomorrow to discuss the attached presentation. Are you free for 30 min after our Program Director tender meeting?

Regards,
 John

From: [REDACTED]
Sent: Tuesday, 19 February 2019 5:04 PM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>; Catanzariti, John <John.Catanzariti@act.gov.au>
Cc: [REDACTED]
Subject: Executive workshop presentation

Brad and John,
 Please see attached the draft presentation for Thursday workshop for your review, please note we are still waiting for slides from our traffic and urban design consultants (indicated as place holders in the attached).
 Please let us know what you think.

Regards,
 [REDACTED]

[REDACTED] Associate



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

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

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<http://www.mailguard.com.au>

Attwood, Courtney (Health)

From: Catanzariti, John
Sent: Tuesday, 19 February 2019 6:31 PM
To: Burch, Brad (Health)
Cc: Esau, Lloyd; Gray, Sophie; Basic, Babita
Subject: FW: SPIRE - Decanting Options Updated [SEC=UNCLASSIFIED]
Attachments: DECANT Option 2_20190219.pdf; DECANT Option 1_20190219.pdf

Brad,

Please refer to the attached update for SPIRE standing and decanting options which now includes on grade car park options.

Please let me know if you have any comments/feedback.

Regards,
John

From: [REDACTED]
Sent: Tuesday, 19 February 2019 5:36 PM
To: Catanzariti, John <John.Catanzariti@act.gov.au>
Cc: [REDACTED]
Subject: SPIRE - Decanting Options Updated

John,

As discussed this afternoon, please find attached updated options 1 and 2 for decanting noting additional on grade parking to the east of B26. The compliment of on grade parking now shown on the options would now deliver the required spaces displaced behind B5/B24 plus those displaced at B8.

[REDACTED] Associate



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

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

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<http://www.mailguard.com.au>

Attwood, Courtney (Health)

From: Culver, Jakob (Health)
Sent: Wednesday, 20 February 2019 7:14 AM
To: Catanzariti, John; Gray, Sophie
Cc: Burch, Brad (Health)
Subject: FW: SPIRE and CHWC Program Development [SEC=UNCLASSIFIED]

John / Sophie

See below. Approval to proceed has been provided by Liz.

Please proceed. Also happy to have a workshop late this week re. CHWC program to bring to closure.

Thanks
 Jake

From: Lopa, Liz (Health)
Sent: Monday, 18 February 2019 3:40 PM
To: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>
Cc: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: RE: SPIRE and CHWC Program Development [SEC=UNCLASSIFIED]

Hi Jake

Thanks. I am support this. The work needs to be done,.

Liz

From: Culver, Jakob (Health)
Sent: Monday, 18 February 2019 12:47 PM
To: Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Cc: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: FW: SPIRE and CHWC Program Development [SEC=UNCLASSIFIED]

Hi Liz – See below for detail.

The below quote from SSDA is for a total of [REDACTED] and is in relation to programming services to develop programmes for the CHWC and SPIRE projects (for inclusion in the business cases).

We already have a work-in-progress program for CHWC, but will require additions and updating to finalise as part of Proof of Concept.

Quote is for your consideration and approval. Note will need to provide direction back to IFCW sometime tomorrow at the latest.

Thanks
 Jake

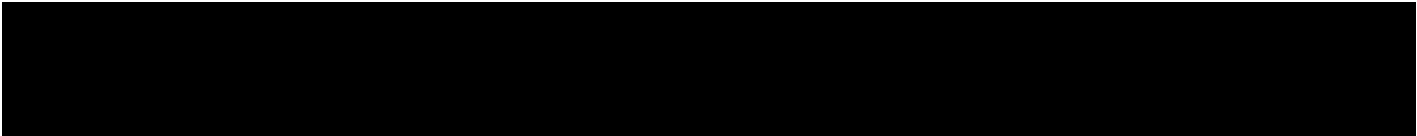
From: Catanzariti, John
Sent: Thursday, 14 February 2019 7:41 AM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Cc: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>; Gray, Sophie

<Sophie.Gray@act.gov.au>; Busic, Babita <Babita.Busic@act.gov.au>

Subject: SPIRE and CHWC Program Development [SEC=UNCLASSIFIED]

Brad,

Below is a quotation from Solid Support Delay Analysis (SSDA) to provide programming services for the SPIRE and CHWC Programs.



In relation to SPIRE, we intend to ask SSDA to come to Canberra next week and workshop programming options to ensure all opportunities are explored.

In relation to SPIRE, I anticipate only one update on the program I sent you on Tuesday incorporating my comments (and yours if you have any).

Could you please confirm your approval to proceed with the engagement of Solid Support Delay Analysis.

Regards,
John

Pond, Aleks (Health)

From: Mooney, Colm (Health)
Sent: Wednesday, 20 February 2019 7:34 AM
To: Martin, Sarah (Health)
Cc: Brown, Cat (Health); Naumovski, Rachael (Health); Burch, Brad (Health); Gilbert, Dave (Health); Bone, Chris (Health); Tarbuck, Chris (Health)
Subject: RE: Callam Offices
Attachments: [REDACTED] blank floor plate.jpg

UNCLASSIFIED Sensitive

Sarah

Best Regards

Colm

From: Martin, Sarah (Health)
Sent: Wednesday, 20 February 2019 7:10 AM
To: Mooney, Colm (Health) <Colm.Mooney@act.gov.au>
Cc: Brown, Cat (Health) <Cat.Brown@act.gov.au>; Naumovski, Rachael (Health) <Rachael.Naumovski@act.gov.au>
Subject: Callam Offices

Dear Colm

Thanks for your call last night to discuss Callam Offices as a possible decanting site for CSHC.

In terms of visiting, it would be good to have nursing (Cat - our CNC) and admin (Rachael - our office manager) representation.

Could we visit as quickly as 2pm afternoon (ie Weds afternoon)? Rachael needs to finish by 3.15pm. I have patients to see all day tomorrow and will be in Sydney on Friday.

Otherwise, first thing Monday morning?

With kind regards

Sarah

PS Rach and Cat - some Canberra Times photos and background

<https://www.canberratimes.com.au/national/act/wodens-callam-offices-20121115-29du3.html>

<https://www.canberratimes.com.au/national/act/a-vision-unrealised-what-woden-could-have-looked-like-20121115-29dsf.html>

Lowes, Shannon (Health)

From: Evans, Kate (Health)
Sent: Wednesday, 20 February 2019 3:09 PM
To: Culver, Jakob (Health); JasonSmith, Rhona (Health); Kinghorne, Sally-Anne (Health)
Cc: Burch, Brad (Health)
Subject: RE: SPIRE - Review Current Status of Schedules of Accommodation with STH [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Jake,

Please find attached the most recent SoA.



20190220 Master
 SPIRE SOA HPU ...

Happy to meet to discuss.

A: 10:15:13 AM

Kathleen Evans | Clinical Liaison SPIRE | Senior Project Officer

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

Strategic Infrastructure | Strategic Infrastructure & Procurement | ACT Health Directorate | ACT Government
 2-6 Bowes Street, Phillip, ACT 2606 | GPO Box 825, Canberra, ACT 2601 | www.health.act.gov.au

From: Culver, Jakob (Health)
Sent: Wednesday, 20 February 2019 7:24 AM
To: Evans, Kate (Health) <Kate.Evans@act.gov.au>; JasonSmith, Rhona (Health) <Rhona.JasonSmith@act.gov.au>; Kinghorne, Sally-Anne (Health) <Sally-Anne.Kinghorne@act.gov.au>
Cc: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: RE: SPIRE - Review Current Status of Schedules of Accommodation with STH [SEC=UNCLASSIFIED]

Hi All

Can we chat this afternoon in terms of where we are at from our perspective – I assume we have an established position now.

We need to understand this, so we can output from this meeting a shared position with WTH on SoA.

I expect that STH will have a master SoA and our work will inform discussions with them.

Feel free to come see me this morning if you want to chat / discuss.

Thanks
 Jake

-----Original Appointment-----

From: Catanzariti, John
Sent: Tuesday, 19 February 2019 7:52 PM

To: Catanzariti, John; Kinghorne, Sally-Anne (Health); JasonSmith, Rhona (Health); Evans, Kate (Health); David Collins; Basic, Babita; Culver, Jakob (Health)

Cc: Burch, Brad (Health)

Subject: SPIRE - Review Current Status of Schedules of Accommodation with STH

When: Thursday, 21 February 2019 12:00 PM-1:30 PM (UTC+10:00) Canberra, Melbourne, Sydney.

Where: TBA

Pond, Aleks (Health)

From: Fogarty, Eleanor (Health)
Sent: Wednesday, 20 February 2019 3:37 PM
To: Evans, Kate (Health)
Cc: Ludvigson, John (Health); Mooney, Chris (Health); Massey, Isabel (Health); Laundess, Danielle (Health)
Subject: FW: Code H data [SEC=UNCLASSIFIED, DLM=Sensitive]
Attachments: Code H Monthly Statistics Sep2015-Jan2019.docx

UNCLASSIFIED Sensitive

Hi Kate

Isabel has referred your query to myself.

Please find attached, monthly data from September 2015 until January 2019.

Unfortunately, we are only able to provide monthly data from our reports.

Danielle has contacted Digital Solutions to seek their assistance with more detailed analysis, from the back-end system.

We'll keep you updated as this progresses.

Regards, Eleanor

Eleanor Fogarty

Assistant Director Client Services | Infrastructure Management and Maintenance

T: (02) 5124 8763 | M: [REDACTED] | E: eleanor.fogarty@act.gov.au

Building 5, Level 1, Canberra Hospital, Yamba Drive ACT

**ACT**
Government**Canberra Health
Services**

From: Massey, Isabel (Health)
Sent: Friday, 15 February 2019 3:57 PM
To: Fogarty, Eleanor (Health) <Eleanor.A.Fogarty@act.gov.au>
Subject: FW: Code H data [SEC=UNCLASSIFIED, DLM=Sensitive]

Dear Eleanor,

Can we please discuss?

Kind regards

Isabel

From: Evans, Kate (Health)
Sent: Friday, 1 February 2019 10:00 AM
To: Massey, Isabel (Health) <Isabel.Massey@act.gov.au>
Subject: Code H data

UNCLASSIFIED Sensitive

Good morning Isabel,

I am the Clinical Liaison for the Surgical Procedure, Interventional Radiology and Emergency Centre. As you would be aware we are currently progressing with the planning process for the building. As such, we are collating and reviewing all data associated with the build to help plan service delivery.

I have been in contact with Capital Region Retrieval Service regarding the helipad utility. Luke Powell has indicated that the switch collects data on Code H activation. This data will inform the planning related to the helipad. Can we please have access to the data regarding Code H activation. We are interested in understand the amount of helicopter activity, including a breakdown by day, time of day and a trend analysis. Are you able to provide this information please?

I am happy to arrange a meeting to discuss further if you would like.

Kind regards

Kathleen Evans

Kathleen Evans | Clinical Liaison SPIRE | Senior Project Officer

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

Strategic Infrastructure | Strategic Infrastructure & Procurement | ACT Health Directorate | ACT Government

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



Canberra Health Services

Code 'H' Helicopter

Monthly Statistics

September 2015 until January 2019

Sep-15	38
Oct-15	43
Nov-15	31
Dec-15	57

Jan-16	41
Feb-16	29
Mar-16	52
Apr-16	43
May-16	25
Jun-16	27
Jul-16	26
Aug-16	32
Sep-16	24
Oct-16	30
Nov-16	49
Dec-16	44

Jan-17	36
Feb-17	40
Mar-17	49
Apr-17	47
May-17	45
Jun-17	38
Jul-17	42
Aug-17	47
Sep-17	58
Oct-17	43
Nov-17	34
Dec-17	38

Jan-18	46
Feb-18	47
Mar-18	51
Apr-18	46
May-18	34
Jun-18	32
Jul-18	40
Aug-18	39
Sep-18	38
Oct-18	42
Nov-18	41
Dec-18	54

Jan-19	53
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Pond, Aleks (Health)

From: [REDACTED]
Sent: Wednesday, 20 February 2019 5:36 PM
To: Burch, Brad (Health); Catanzariti, John; Esau, Lloyd
Cc: [REDACTED]
Subject: SPIRE Business Case - market sounding materials
Attachments: SPIRE Project_Draft MS_materials_200219.pdf

Hi Brad, John, Lloyd

Please find attached a pack with draft market sounding materials for the market engagement component of the SPIRE business case for your consideration.

The pack includes:

- Overview of the proposed Market Sounding strategy (internal purposes only –not for market distribution)
- Introduction to the Market Sounding (section 2)
- SPIRE Project Background and Objectives (section 3)
- Market Sounding Questions (section 4)
- Appendices (sections 5)

Additionally, we are keen to discuss / confirm the following before directly approaching the market and arranging session times:

- ACT Government availability and attendance at the sessions across the 13th and 14th of March – as noted in the pack, we propose to hold sessions in our Sydney office and have facilities booked as a placeholder across these dates. While our preference is to facilitate over 1 day, 2 days may be more palatable if all proposed participants express an interest in participating
- Any probity requirements including at the sessions
- Any contacts you may have within these organisations noting that we are compiling a contact list through our internal networks
- Branding preferences for the pack that is provided to participants and any involvement from the ACT Government comms team prior to sending out materials

In preparation for the sessions to be held in mid-March, we would like to start contacting participants over the next week to gauge their interest in participating. With that in mind, it will be key to materially land on scope information to be provided to participants as context within the pack as well as a view on the themes within the pack (i.e. packaging, delivery model and procurement). If possible, it would be good to discuss following the workshop on Friday.

Any questions, please don't hesitate to ask.

Thanks



[REDACTED] Manager | Infrastructure Advisory

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Website: <http://www.ey.com>

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Attwood, Courtney (Health)

From: Burch, Brad (Health)
Sent: Thursday, 21 February 2019 8:55 AM
To: Lindemann, Monica (Health)
Cc: Lopa, Liz (Health)
Subject: FW: 2016 CHWC & SPIRE Committements [SEC=UNCLASSIFIED]
Attachments: 2016 CHWC and SPIRE Committements and Status v2.xlsx

UNCLASSIFIED

Hi Monica and Liz

As discussed yesterday.

Monica – if you have some capacity, could I ask you to work with Kate and Yvonne to identify where we are:

- Fully meeting the commitment;
- Partially meeting or delayed implementation of the commitment – and why;
- Meeting the spirit of the commitment, potentially through an operational change or alternative site (i.e. Northside etc.); or
- Not meeting the commitment (hopefully we have none of these!)

We should also cross-reference against Sally-Anne's tracking sheet, however I think her tracker covers off on more than just election commitments.

Thanks and regards

Brad Burch | Executive Branch Manager, Strategic Infrastructure

Strategic Infrastructure and Procurement

Corporate Services

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



ACT
Government

ACT Health

Attwood, Courtney (Health)

From: Burch, Brad (Health)
Sent: Thursday, 21 February 2019 1:16 PM
To: Doran, Karen (Health)
Subject: Fwd: Executive workshop presentation
Attachments: SPIRE_SITE_ANALYSIS-20190221.pdf; ATT00001.htm

Hi Karen - as discussed.

Thanks

BB

Sent from my iPad

Begin forwarded message:

From: [REDACTED]
To: "Burch, Brad (Health)" <Brad.Burch@act.gov.au>, "Catanzariti, John" <John.Catanzariti@act.gov.au>
Cc: [REDACTED]
Subject: Executive workshop presentation

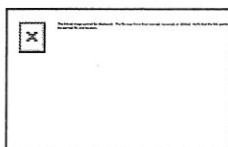
Brad and John,

Please see attached the draft presentation for Thursday workshop for your review, please note we are still waiting for slides from our traffic and urban design consultants (indicated as place holders in the attached).

Please let us know what you think.

Regards,

[REDACTED] Associate



SILVER THOMAS HANLEY
 PELACO COMPLEX
 BUILDING 3, LEVEL 2
 21-31 GOODWOOD ST
 (PO BOX 550)
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 E: [REDACTED]
 W:sth.com.au

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<http://www.mailguard.com.au>

Attwood, Courtney (Health)

From: [REDACTED]
Sent: Thursday, 21 February 2019 3:11 PM
To: Burch, Brad (Health); Gray, Sophie; Mooney, Colm (Health); Catanzariti, John; Lopa, Liz (Health); Busic, Babita; [REDACTED]
Cc: [REDACTED]
Subject: SPIRE Business Case - Draft Risk Register
Attachments: SPIRE Business Case_Risk Register_Draft_210219.pdf

Hi all

Thanks for your attendance at the risk identification workshop on Monday.

Please find attached a draft version of the risk register for consideration prior to the risk quantification workshop on Monday 25th February.

Details – Monday 25th February from 10am – 12pm at Building 23 (Conference Room 1.03).

Thanks
 [REDACTED]



[REDACTED] Manager | Infrastructure Advisory

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Website: <http://www.ey.com>

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Allen, Jonas (Health)

From: Evans, Kate (Health)
Sent: Friday, 22 February 2019 2:31 PM
To: Lindemann, Monica (Health)
Subject: 2016 CHWC and SPIRE Committements and Status v2 (KE comments).xlsx
Attachments: 2016 CHWC and SPIRE Committements and Status v2 (KE comments).xlsx

UNCLASSIFIED Sensitive

Hi Monica,

As per our discussion today. Please find attached my comments for the SPIRE commitments document.

Kind regards

Kate Evans

Lowes, Shannon (Health)

From: Kinghorne, Sally-Anne (Health)
Sent: Tuesday, 26 February 2019 9:30 AM
To: Evans, Kate (Health)
Subject: SPIRE: Revised and last cut CSSD SoA for your MASTER SoA. [SEC=UNCLASSIFIED]
Attachments: SoA cssd SAK final review.xlsx

Sally-anne Kinghorne
Senior Health Facility Planner
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PO Box 11 Woden 2606
E: sally-anne.kinghorne@act.gov.au
P: 02 51249747

Lowes, Shannon (Health)

From: Kinghorne, Sally-Anne (Health)
Sent: Tuesday, 26 February 2019 10:48 AM
To: Evans, Kate (Health)
Subject: SPIRE final review against AHFG 360 [SEC=UNCLASSIFIED]
Attachments: Final review ICU SoA TO CURRENT ahfg.xlsx

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02 51249747

Pond, Aleks (Health)

From: JasonSmith, Rhona (Health)
Sent: Tuesday, 26 February 2019 12:58 PM
To: Burch, Brad (Health)
Subject: Sexual Health documents
Attachments: 20181010 Canberra Sexual Health Centre HPU V0.1.pdf; 20190226 SoA Sexual Health(3).xlsx

UNCLASSIFIED

Hi Brad,

Attached is the updated SoA following a site visit and a reconciliation against the AusHFG.

Note: the original SoA in the Sexual Health HPU Brief was developed without consultation, with no site visit, and without reconciliation of current office accommodation occupation.

previous Accommodation Variation Request has been lodged to expand the service from 7 consult rooms to 9 consult rooms.

I have updated the SoA to reflect 9 consult rooms

Rhona JasonSmith

P: 02 5124 9667

E: rhona.jasonsmith@act.gov.au

Senior Project Officer

Territory-wide Health Service Planning | ACT Health Directorate | ACT Government

Level 5, 2-6 Bowes Street

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ACT
Government

ACT Health



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Government

ACT Health

HEALTH PLANNING UNIT BRIEF

CANBERRA SEXUAL HEALTH CENTRE

ACT HEALTH DIRECTORATE

DATE: OCTOBER 2018

HEALTH PLANNING UNIT BRIEF – CANBERRA SEXUAL HEALTH CENTRE_V0.1

Approvals

Name	Position	Signature	Date

Outstanding Issues

Subject	Issue
Baseline unit brief	Prepared based on current floor plan with limited consultation for new models of care or innovation, for proof of concept only.

Document Version History

Rev No	Issue Date	Issued By	Issued To	Reason for Issue
Draft v0.1	08/10/2018	HSPU	BHSP	Proof of concept
Draft v0.2				
Draft v0.3				
Draft v0.4				

HEALTH PLANNING UNIT BRIEF – CANBERRA SEXUAL HEALTH CENTRE_V0.1

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1. Introduction

The ACT Government committed to an expansion of the Canberra Hospital in the 2016 election with the development of a Surgical Procedures, Interventional Radiology, and Emergency (SPIRE) Centre. In September 2018, the Building Health Services Program Strategy Steering Committee agreed in-principle for the eastern corridor (North End) of the Canberra Hospital Campus, Garran be scoped as the future site of the SPIRE project.

This planning unit brief has been developed in response to the eastern corridor site proposal and will be used to inform early site planning, feasibility and proof of concept in the first instance. This planning unit brief has been developed with limited consultation and only approximates current space for an initial proof of concept and does not reflect what the service may need in the future.

2. Purpose

This Health Planning Unit (HPU) Brief defines the activities and functions undertaken in the Sexual Health Unit.

It is not the role of the HPU Brief to design the space, but rather to articulate the operational requirements, functionalities and relationships for which the architect can develop a suitable design response.

3. Description of the service

The role of the Canberra Sexual Health Centre (CSHC) is to provide broad sexual health care including, but not limited to screening, diagnosis and management of sexually transmitted infections and blood borne viruses, sexual function, contraception, menstrual problems, fertility concerns, menopause, genital dermatology, and transgender care.

4. Scope of service

The CSHC is located as a standalone unit in the north wing of Building 5, with access to Canberra Hospital support services.

The CSHC is a Role Delineation level 5 with a territory wide specialist support service role. The service is an outpatient based service with 'walk in' and booked appointments. There is prompt access to confidential services including health promotion and preventive health information, diagnostics and treatment at the point of care.

CSHC may be attended by any adult and adolescent person regardless of place of residence. Patients may self-refer or be referred from other health services, GPs or specialists.

Target population groups who may have particular needs include Aboriginal and Torres Strait Islander people, culturally and linguistically diverse people, young people (under 30 years), people living with HIV, people from high prevalence countries for Sexually Transmissible Infections (STI) and Human Immunodeficiency Virus (HIV) and their partners, travellers and mobile workers, sex workers, gay men and other men who have sex with men, people who inject drugs, people in custodial settings – or with a history of time in custody. Other clinic users may be those who need a service sensitive to their needs,

such as transgender people or those with a history of abuse. It is vital to maintain privacy and confidentiality for these patients.

Education and ongoing training of staff is supported by the CSHC to ensure a high quality service. Education occurs within the CSHC meeting rooms and clinic rooms, and is also provided off site.

Occasions of service at CSHC have been steadily increasing at approximately 8% per year over the past five years. Modelling of service demand and community trends in sexual health shows increases will continue in the near future.

5. Model of care summary

The focus of care provision within the Sexual Health Centre will be to provide confidential and high quality professional and non-judgemental care, with access to the latest information, advice and treatments.

Key features of the Model of Care (MoC) include:

- a population preventative health focus including preventive health and health promotion
- a focus on partnership with related disciplines, non-government service providers and other directorates
- targeted health priorities as articulated in the national action plans for STI and BBVs
- evidence based decision making
- quality population based health services, including offsite and outreach services to ensure easy access for vulnerable and at risk populations
- strong accountability and governance
- access to timely efficient and effective health care services
- pathology specimens collected by CSHC staff to maximise completion of requests
- option for results to be given face to face or by SMS
- timely access for pathology results
- Hospital avoidance strategies territory-wide include collaboration with GPs and Capital Health Network (CHN) for CSHC as a specialist service to support care in the community
- multidisciplinary teams, including allied health professionals will be accessible
- shared and/or collaborative care of patients with other specialties e.g. infectious diseases, respiratory, women's and children's, paediatric endocrinology, mental health, drug and alcohol unit, emergency department
- right skill mix in the right place at the right time
- maintaining privacy is paramount
- collaboration with ACT population health
- collaboration with external directorates (education and training, multicultural unit)
- specialist support to community based services providing sexual health care

6. Workforce

6.1. Canberra Sexual Health Centre workforce

Projected staff profiles have been developed to inform this stage of planning and will be subject to adjustment both in numbers and classification as better clarity is gained around MoC/service delivery models. This staffing profile is required to develop the schedule of accommodation only (e.g. offices, staff stations and receptions). Staff profiles are subject to review by Workforce Policy and Planning. Table 1 outlines the proposed sexual health workforce.

Table 1: Sexual Health Workforce

Position Levels	FTE		Headcount		Comments
	2018	2028	2018	2028	
Medical Staff					
Director	0.8		1		
Staff specialists	0.8		1		
Interns					
Residents					
Registrars	1.52		2		
Advanced trainee	0.52		1		
Fellows					
Nursing Staff					
Registered nurses			9		
Clinical nurse consultant	1		1		
Assistant /director of nursing shared within the division	1		1		
Clinical nurse specialists					
Nurse practitioners	1		1		
Administration					
Division of Medicine admin manager shared within the division	1		1		
Officer manager/PA	1		1		
ASO 3	1		1		
ASO 2	2		4		

7. Policies impacting on the built environment

The Sexual Health service will adhere to the relevant design and space standards outlined in the *Australasian Health Facility Guidelines (AushFG) Part B – Health Facility Briefing and Planning*.

Other policies impacting on the built environment include, but are not limited to:

- ACT Health (2012) – Work Health & Safety Act and Regulations and Management Systems Policy.
- ACT Health (2012) - Clinical Records Management Policy
- ACT Health - Electronic Medicines Management Policy
- ACT Health Office and Workstation Accommodation guidelines
- Infection Prevention Control Policy
- Disability Discrimination Act, 1992
- Centralised Equipment Services(CES)
- National Health and Medical Research Council (2010). Australian Guidelines for the Prevention and Control of Infection in Health Care.

8. Operational description and associated design requirements

The Sexual Health Centre provides planned and unplanned diagnosis and treatment services to people of all ages who present with a wide range of sexual health conditions of varying urgency and complexity. The Sexual Health Centre is an outpatient and outreach based service, with inpatient consultation provided as requested. The CSHC unit operates drop in and booked clinics during business hours 5 days per week. Outreach and offsite care is provided to specific target groups. Specific clinics operate after hours at CSHC as per a yearly schedule.

Patients are either self-referred or referred by other health professionals, specialists or non-government organisations.

The service is available to all adults and young people in the ACT and surrounding areas including those without a Medicare card.

Sexual health services include:

- STI and BBV screening, treatment and management
- pregnancy testing, counselling and referral
- emergency contraception
- immunisation
- HIV care including testing, diagnosis and management for newly diagnosed and long term clients, pre exposure prophylaxis and post exposure prophylaxis
- testing and treatment following occupational and non-occupational exposure
- medical management of gender transition
- genital dermatology
- sexual dysfunction and relationship concerns
- sexual assault care
- school based education programs
- management of occupational exposures for non-ACT Health staff.

The Sexual Health Centre consists of the following:

- entry area
- offices
- clinical rooms
- support areas
- staff areas.

8.1. Entry area

The entry area consists of the reception entrance, the administration office, a waiting area and public amenities. Access points need to take into account provision for aged, bariatric, patients with a disability, carers and visitors.

8.1.1. Reception/clerical area.

Access to the CSHC is from a dedicated entrance. Patient entry is direct to the reception and administration area. Separate staff areas require proximity card access from the clinic areas and a separate external access door. Health information pamphlets and samples are available to clients.

8.1.2. Office/administration

Clerical services relating to patient presentation are located with reception and triage.

Clients present to a reception desk as the first point of contact. Administrative staff are located behind the reception desk in a shared office and are the focus of the initial presentation and associated clerical/administrative functions. Privacy and confidentiality are important at the reception desk. The administrative staff provide administrative tracking and recording of patient movement, patient data, reception duties, medical and nursing administrative support. Consideration in the proof of concept should be given to direct access to patient files from the administration area.

Patients are triaged as symptomatic or asymptomatic, directed to a nearby waiting area then seen by an appropriate clinician (nurse practitioner, doctor, nurse). Hand sanitizer is available in the entry areas.

8.1.3. Waiting area

During drop in clinics, wait times may be an hour or more. The waiting area has chairs and allows for privacy from the reception area and other traffic. Completion of initial screening questionnaires may occur in the waiting area. As per design requirements, consideration in the proof of concept should be given to pram parking, a play area and a sub waiting area for vulnerable clients.

8.1.4. Amenities

Shared public unisex toilets are located in the waiting area. As per design requirements, one toilet must be wheelchair accessible. Wi-Fi is available for clients.

8.2. Offices

CSHC includes a number of individual offices for medical and nursing staff allocated as per the ACT Health Accommodation Policy for all ACT Health Staff. These are located in a staff only area of the unit that requires proximity card access.

8.3. Clinical rooms

Clinic consult rooms in the CSHC contain an examination couch and light, and are multipurpose. Patients may have physical examination such as STI screening, specimen collection, blood collection, vaccinations and other treatment. Rooms are also used for patient interview, counselling and phone consultations. All consult rooms require a handwashing basin. Shared toilet facilities are located nearby. One consult room has an ensuite as some patients may require showering after examination.

8.4. Support rooms

8.4.1. Specimen collection bay

This room has a phlebotomy chair and used for taking blood samples. The room requires close access to staff handwashing facilities.

8.4.2. Pathology Bay

A pathology bay located adjacent to the clinic consult rooms is used as a laboratory room for processing in-house samples, storage of samples awaiting transfer and performing microscopy.

8. Operational description and associated design requirements

The Sexual Health Centre provides planned and unplanned diagnosis and treatment services to people of all ages who present with a wide range of sexual health conditions of varying urgency and complexity. The Sexual Health Centre is an outpatient and outreach based service, with inpatient consultation provided as requested. The CSHC unit operates drop in and booked clinics during business hours 5 days per week. Outreach and offsite care is provided to specific target groups. Specific clinics operate after hours at CSHC as per a yearly schedule.

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HEALTH PLANNING UNIT BRIEF – CANBERRA SEXUAL HEALTH CENTRE_V0.1**8.1.1. Reception/clerical area.**

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8.4. Support rooms**8.4.1. Specimen collection bay**

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8.4.2. Pathology Bay

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HEALTH PLANNING UNIT BRIEF – CANBERRA SEXUAL HEALTH CENTRE_V0.1

Alcohol based hand rub is available at the reception entrance and throughout the clinical areas for use by all staff and patients. Hand wash basins should be available throughout the unit as per design standards. Standard precautions will be used.

8.10. Information Communication Technology (ICT)

ICT services changes rapidly and the design process must acknowledge continuous development of policy and the impact it may have on implementation.

Specific ICT requirements include:

- Provision for computer assisted self-registration
- A patient record system that allows the right information to be available at the right time for the right person and supports clinical and administrative records. The unique patient registration and data management system used by Sexual Health staff is Specialised Health Information Program (SHIP). This program should support the transition from paper based to electronic records.
- Website accessible by the public for up to date service information and health information
- Wi-Fi
 - Provision for medically safe wireless networking throughout the clinical area.
 - Wi-Fi internet access will be provided throughout the unit (including lounge/wait areas) for use by staff and visitors
- Printer
 - Printers are required at the staff station and reception/administration.
- Hearing Loop
 - Hearing loop is to be available at reception/administration and one consult room
- Patient waiting room entertainment
 - TV in lounge/wait areas providing access to entertainment and health information.

8.11. Laboratory/biomedical

A small laboratory serves as a point of care testing station. Maintenance of point of care testing and examination equipment is required in the clinical areas.

9. Specific design requirements

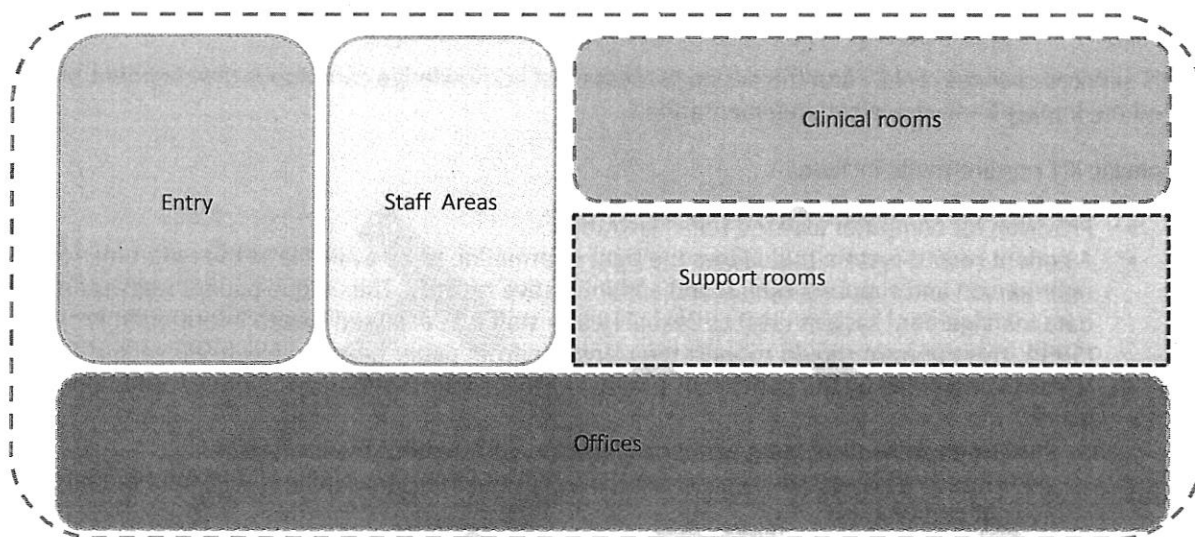
9.1. Overarching design requirements

The design must:

- incorporate safe design principles
- allow for privacy and confidentiality including space to provide confidential phone consults or results
- be pleasant and friendly to help clients feel at ease, have relaxed comfortable furnishings
- natural light and ventilation where possible
- provide expansion space for future growth of the unit
- ensure there is sufficient storage for equipment
- floor and wall coverings are to support acoustic attenuation

9.2. Functional Relationships

Figure 1: Functional Relationships Sexual Health



HEALTH PLANNING UNIT BRIEF – CANBERRA SEXUAL HEALTH CENTRE_V0.1

9.3. External Relationships

Key external functional relationships are prioritised in Table 4 as per the criteria in Table 5.

Table 2: External functional Relationships for Sexual Health

Service/Unit	Priority	Comments
Security	Direct	Movement of staff. e.g. black alert
Drop off/Pickup	Ready	Movement of staff & consumers
Pathology	Ready	Movement of patient samples. immediate POC testing
Emergency department	Easy	
FAMSAC	Easy	
Pharmacy	Easy	Movement of staff and medications; planned visits
General (Hotel) Services	Easy	Movement of staff, waste, supplies
Site Interfaces		
Car parking – Staff	Easy	Movement of staff; proximity card access control
Car parking – Visitors	Easy	Movement of visitors and consumers
Public Transport	Easy	Movement of visitors, consumers and staff

Table 3: Prioritisation of External Functional Relationships

Immediate (<1 minute)	Being the shortest direct, horizontal route. The route must be an unimpeded route. Door to door travel time between the two areas or services identified as having an "Immediate" functional relationship must not exceed one minute.
Direct (<2 minutes)	Being a direct horizontal or vertical route. The route must be an unimpeded route. Door to door travel time between the two areas or services identified as having a "Direct" functional relationship must not exceed two minutes and there must be minimal corner turns between the two areas or services.
Ready (<5 minutes)	Being a horizontal or vertical route. Door to door travel time between the two areas or services identified as having a "Ready" functional relationship must not exceed five minutes.
Easy (<10 minutes)	Being a horizontal or vertical route. Door to door travel time between the two areas or services identified as having an "Easy" functional relationship must not exceed ten minutes.

10. Future service developments and innovation

This brief has been prepared with very limited consultation. It reflects the current service but does not reflect the future needs of the CSHC. There will be identification of space for future expansion of the CSHC, such that should future requirements direct that extension of CSHC is necessary, this will be done in such a way that maximises functional outcome, and can be achieved without major effect on other structure.

HEALTH PLANNING UNIT BRIEF – CANBERRA SEXUAL HEALTH CENTRE_V0.1

11. Schedule of Accommodation

Table 4: Sexual Health Schedule of Accommodation

AusHFG Code	Deviation from HPU B### Y/N	Room / Space	Quantity	Room Area m2	Total Area m2	AHFG's Standard Component Size m2	Deviation from Standard Component m2	actual size	Actual Room number
Entry Area									
RECL-10		Reception/Clerical, 10m2	1	10	10	10	0	9	5.01.30
OFF- 3P		Office - 3 Person shared, 15m2	2	15	30	15	0	27	5.01.31
WAIT-20		Waiting, 20m2	1	20	20	20	0	20	5.01.50
WCPU-3		Toilet - public, 3m2	2	3	6	3	0	6	5.01.51
SUBTOTAL		Subtotal			66		0		
CIRC		Discounted Circulation		25%	17	25%	0		
		Total			83		0		
Offices									
OFF-S12		Office - Single person, 12m2	8	12	96	12	0	63	5.01.17-24
SUBTOTAL		Subtotal			96		0		
CIRC		Discounted Circulation		32%	31	32%	0		
		Total			127		0		
Clinical Rooms									
CONS		Consult Room, 12m2	7	12	84	12	0	54	5.01.35-37, 5.01.56, 57, 8
ENS-ST-C		Ensuite	1	5	5	5	0	9	5.01.13
SUBTOTAL		Subtotal			89		0		
CIRC		Discounted Circulation		32%	28	32%	0		
SUBTOTAL		Total			117		0		
Support Rooms									
SPECC		Specimen collection bay, 9m2	1	9	9	9	0	6	5.01.28
SPREC		Bay - Pathology, 20m2	1	20	20	20	0	9	5.01.52
BPTS		Bay - Pneumatic tube	1	1	1	1	0		
CLUR-14		Clean Utility/Medication Room, 14m2	1	14	14	14	0		
ECL-8		Equipment Clean-up, 8m2	1	8	8	8	0		
STPS-8		Store - photocopy/stationery, 8m2	1	8	8	8	0		
STFS-20		Store - Files, 20m2	1	20	20	20	0	18	5.01.53, 5.01.41
STGN-9		Store - General, 9m2	1	9	9	9	0	9	5.01.44
SUBTOTAL		Subtotal			89		0		
CIRC		Discounted Circulation		25%	22	25%	0		
		Total			111		0		
Staff Areas									
SRM-18		Staff room, 18m2	1	18	18	18	0	20	5.01.31, 5.01.39
SSTN-20		Staff station, 20m2	1	20	20	20	0	18	5.01.33-34
MEET-L-20		Meeting Room, 20m2	1	20	20	20	0	18	5.01.16
WCST		Toilet - Staff, 3m2	5	3	15	3	0	18	
SUBTOTAL		Subtotal			73		0		
CIRC		Discounted Circulation		25%	18	25%	0		
		Total			91		0		
Summary									
					Total Area m2		Deviation from Standard Component m2		
		Total Room Area			413		0		
		Total Discounted Circulation	Ave	28%	116		0		
		Total Department / Unit Area			529		0		

12. Abbreviations

Abbreviation	Description
BBV	Blood borne virus
CHN	Capital Health Network
CFMS	Clinical Forensic Medical Service
CSHC	Canberra Sexual Health Centre
ED	Emergency Department
FPU	Functional Planning Unit
FTE	Full Time Equivalent
GP	General Practitioner
HIV	Human Immunodeficiency Virus
HPU	Health Planning Unit
ICT	Information Communication Technology
MoC	Model of care
PICS	Purchasing Inventory Control System
SPIRE	Surgical Procedures, Interventional Radiology and Emergency
STI	Sexually transmitted infection

HPU brief development participants

Participants in the development of the HPU brief	
Position	Name
Proof of concept only	



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ACT HEALTH

DATE: OCTOBER 2018

Pond, Aleks (Health)

From: Kinghorne, Sally-Anne (Health)
Sent: Tuesday, 26 February 2019 6:17 PM
To: Evans, Kate (Health)
Cc: Culver, Jakob (Health); JasonSmith, Rhona (Health)
Subject: Moderated ICU SoA [SEC=UNCLASSIFIED]
Attachments: Moderated ICU SoA to AHFG 360 sak.xlsx

Importance: High

Hi Kate

I have just inserted a line for a moderated review of the ICU SoA. This has paired a number of areas back but accepted the need for some additions to the AHFG. It gives a clear picture of where the big overs are in GFA for all to see.

Sorry it is saved like this but I still have no access to BHSP files.

ak

Sally-anne Kinghorne
Senior Health Facility Planner
ACT Health : 2-6 Bowes Street : Woden
PO Box 11 Woden 2606
E: sally-anne.kinghorne@act.gov.au
P: 02 51249747

Ivansson, Zoe (Health)

From: Burch, Brad (Health)
Sent: Tuesday, 26 February 2019 7:28 PM
To: Lopa, Liz (Health); Doran, Karen (Health)
Cc: Culver, Jakob (Health); Building Health Services Program
Subject: Staging and Decanting Presentation
Attachments: Staging and Decanting Presentation 26 Feb.pptx

UNCLASSIFIED For-Official-Use-Only

Hi Liz and Karen

Please see attached a draft Staging and Decanting Presentation for tomorrow's steering committee meeting.

Could you please review and let me know if you would like any changes or to discuss.

It might be good to circulate first thing in case Colm and Bernadette would like to review before the meeting.

Thanks and regards

Brad

Brad Burch | Executive Branch Manager, Strategic Infrastructure

Strategic Infrastructure and Procurement

Corporate Services

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



ACT
Government

ACT Health

Pond, Aleks (Health)

From: Evans, Kate (Health)
Sent: Thursday, 28 February 2019 11:11 AM
To: Kinghorne, Sally-Anne (Health)
Subject: Brainstorm
Attachments: 20190228_110304.jpg; 20190228_110259.jpg; 20190228_110254.jpg

Hi Sally-Anne,

Please find attached the pictures from our meeting.

Kind regards

Kate

Attwood, Courtney (Health)

From: Burch, Brad (Health)
Sent: Thursday, 28 February 2019 12:14 PM
To: Lloyd.Esau@act.gov.au; Catanzariti, John
Cc: Culver, Jakob (Health); Lopa, Liz (Health)
Subject: SPIRE Context and Planning for Building 1 and 12

UNCLASSIFIED For-Official-Use-Only

Good morning Lloyd and John

As part of the SPIRE project, we need to explain options or a solution for what may occupy the spaces left vacant by the SPIRE build. Additionally, we also need to be able to determine the broad context of the SPIRE facility and how it integrates with the site into the future (early discussion of future development).

Could you please work with STH to establish a workshop/s to address these two issues? If I could get a plan to address the issues, I will then work with CHS to make sure we have the right attendees.

Thanks and regards

Brad Burch | Executive Branch Manager, Strategic Infrastructure

Strategic Infrastructure and Procurement

Corporate Services

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



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Ivansson, Zoe (Health)

From: Lindemann, Monica (Health)
Sent: Thursday, 28 February 2019 12:30 PM
To: Doran, Karen (Health)
Cc: Lopa, Liz (Health)
Subject: FW: Draft Clinical engagement plan - business case development phase [SEC=UNCLASSIFIED]
Attachments: Clinical engagement plan 2.docx

Hi Karen

[REDACTED]
 [REDACTED] I'd like to put forward a plan to address this (attached).

If we are to proceed with this plan, I will schedule meetings with EDs next week for Liz, Brad and relevant liaison officer/s. I've also proposed that you and Liz meet with Bernadette next week to take her through the project status and hear her concerns. I won't schedule this meeting, as you may already have a catch up planned.

I will prepare information packs to present at these meetings, and for EDs to then share with their teams, including specific questions we may be seeking clinical input on.

Please let me know if you would like for us to proceed with this plan

Regards
 Monica

From: Lopa, Liz (Health)
Sent: Thursday, 28 February 2019 12:13 PM
To: Lindemann, Monica (Health) <Monica.Lindemann@act.gov.au>; Burch, Brad (Health) <Brad.Burch@act.gov.au>
Subject: RE: Draft Clinical engagement plan - business case development phase [SEC=UNCLASSIFIED]

Hi Monica

This is great – can this also go through Karen please

Thanks

Liz

From: Lindemann, Monica (Health)
Sent: Wednesday, 27 February 2019 5:58 PM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Subject: Draft Clinical engagement plan - business case development phase [SEC=UNCLASSIFIED]

Hi Brad, Liz

[REDACTED]
 [REDACTED] I've drafted a brief plan, 1 -29 March, for your consideration.

The plan proposes individual engagement sessions with key clinical leaders (5), including Bernadette, to support the existing project planning and governance structures.

We can create custom information/presentation packs to support these sessions so that they are focused on the specific concerns of each specialist area. Adding these individual sessions to the larger group meetings will help address concerns or questions, that may not get raised in the larger group forums.

See you tomorrow

m

Monica Lindemann

Special Adviser | Strategic Infrastructure, Corporate Services | ACT Health Directorate

P: +61 2 5124 9191 | E: monica.lindemann@act.gov.au | A: lvl 4, 2 Bowes Street PHILLIP ACT 2606

Clinical engagement plan: SPIRE Business Case Development

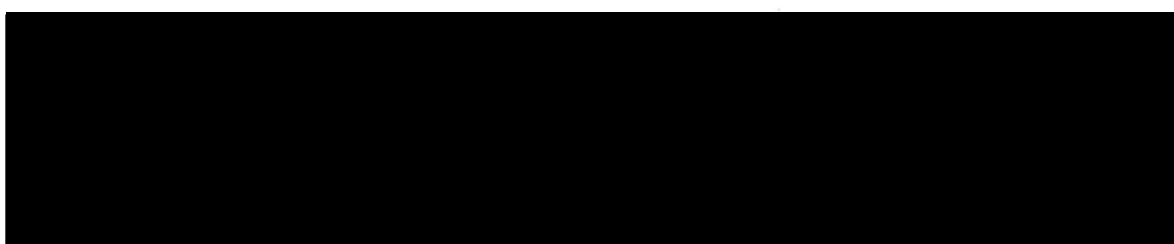
Purpose

To engage key clinical stakeholders in the development of the SPIRE Business Case [REDACTED]
[REDACTED] This engagement plan is for the period 1 March – 29 March 2019.

Engagement seeks to:

- Receive clinical input into the SPIRE business case
- Provide transparency in decision making processes for key stakeholders
- Cultivate a collaborative approach to project design and development
- Cultivate positive sentiment for the SPIRE project and its development process

Background



A number of stakeholder engagement, project planning and governance meetings have been established to facilitate the efficient progress of the SPIRE project.

To further support informed decision making, this plan proposes a series of individual engagements with identified clinical Executive Directors to provide them with richer information relevant to their area of responsibility and the facilities proposed within SPIRE.

Engagement activities detailed in this plan aim to supplement the existing planning and governance structures and communications.

Stakeholders

Key clinical stakeholders, relevant to the SPIRE project and the services it will deliver, include:

- Chief Executive Officer Canberra Health Services, *Bernadette MacDonald*
- Executive Director Medical Services, *Paul Dugdale*
- Executive Director Critical Care, *Narrelle Boyd*
- Executive Director of Surgery, *Danial Wood*
- Executive Director Medicine, *Girish Talaulikar*

Each of the Executive Directors listed above have leadership responsibilities for healthcare services delivered at Canberra Hospital and proposed to be delivered within SPIRE. It is important that these individuals, and their teams, have a broad understanding of the project development process and an opportunity to contribute to the development of the SPIRE business case.

Engagement activities 1 – 29 March

SPIRE engagement and governance activities	4-8 March	11-15 March	18-22 March	25-29 March
Project Planning Meeting	5 March	12 March		25 March
Executive Planning Team Workshop		14 March		
Executive Steering Committee			21 March	
Project Control Group		15 March		
Individual Clinical Executive Director meetings	TBC		TBC	

Individual Clinical leadership engagement

During the weeks 4-8 March, and 18-22 March, ACT Health Strategic Infrastructure staff members will meet with the listed clinical stakeholders

Ivansson, Zoe (Health)

From: Culver, Jakob (Health)
Sent: Thursday, 28 February 2019 10:25 PM
To: Dowling, David (Health); Papin, Serge (Health)
Cc: Lopa, Liz (Health); Burch, Brad (Health)
Subject: Data for Ernst & Young (for SPIRE BC)

Hi David and Serge

I hope you are both well and having a nice week.

As you may be aware, we currently have EY on board to complete the development of the business case for the SPIRE project. As part of this and normal practice, EY have provided me with an information request outline various inputs that they will require to complete the business case.

In regards to this I would very much appreciate your assistance in helping me pull together requested items that are data in nature. These are as follows:

Ref	Document requested	Rationale	Date requested

You may already have some of this data/information, but also understand that it may need to be sourced from other areas other business or the hospital. Either way, I know that you are both a lot more clued up on this stuff then I am, so I would really appreciate your help to pull together.

Can we catch-up in the morning to chat about and work through?

Many thanks
Jake

Sent from my iPad

Ivansson, Zoe (Health)

From: Culver, Jakob (Health)
Sent: Thursday, 28 February 2019 10:51 PM
To: Kilday, John (Health); Tarbuck, Chris (Health)
Cc: Mooney, Colm (Health); Burch, Brad (Health); Lopa, Liz (Health)
Subject: SPIRE BC - FM related Data / Info required by EY

Hi Chris and John


I hope you are both well and having a nice week.

As you may be aware, we currently have EY on board to complete the development of the business case for the SPIRE project. As part of this and normal practice, EY have provided me with an information request outline various inputs that they will require to complete the business case.

In regards to this, I have the following FM related information items outstanding:

Ref	Document requested	Rationale	Date requested

Would really appreciate if you can advise if data/info/docs in regards to the above can be provided, and then gather and provide as soon as possible. Alternatively if it needs to come from another area please let me know and I can redirect. Your assistance on this will be very much appreciated.



As always, any questions please let me know. Would appreciate a quick turnaround on the above items - early next week if possible or advice ASAP if the data/info is not available or resides with another area.

Many thanks
Jake

Sent from my iPad

Attwood, Courtney (Health)

From: Catanzariti, John
Sent: Friday, 1 March 2019 7:46 AM
To: Burch, Brad (Health)
Cc: Culver, Jakob (Health); Esau, Lloyd; Busic, Babita
Subject: FW: SPIRE - Food Delivery Model for SPIRE [SEC=UNOFFICIAL]

Brad,

Are you able to advise on the STH email below relating to food services?

Regards,
 John

From: [REDACTED]
Sent: Thursday, 28 February 2019 4:18 PM
To: Catanzariti, John <John.Catanzariti@act.gov.au>
Cc: Busic, Babita <Babita.Busic@act.gov.au>; [REDACTED]
Subject: SPIRE - Food Delivery Model for SPIRE

John,

Further to recent discussions regarding works that may be required to the kitchen to cater for the SPIRE project, could you please request the following for our food services consultant:

- Can you confirm the proposed method of food delivery to the wards. Eg will it be via a pantry (noting none is listed in the HPU are model at this stage) or via food retherm trolleys (there is a requirement for meal trolley bays in SoA). We have assumed retherm
- Would all dirty items (ie plates, cutlery etc) be returned to the kitchen for cleaning or would there be some local dishwashers on the wards for misc washing.
- Is there a contact at TCH that Martin Crist our food services designer can contact to obtain a better understanding of the current kitchen and what may need to be upgraded (confirming funding for this works is outside of SPIRE budget)

Thanks John

[REDACTED] Associate



SILVER THOMAS HANLEY
 PELACO COMPLEX
 BUILDING 3, LEVEL 2
 21-31 GOODWOOD ST
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 F: [REDACTED]
 E: [REDACTED]
 W: sth.com.au

Message protected by MailGuard: e-mail anti-virus, anti-spam and content filtering.
<http://www.mailguard.com.au>

Attwood, Courtney (Health)

From: Catanzariti, John
Sent: Friday, 1 March 2019 8:03 AM
To: Burch, Brad (Health)
Cc: Culver, Jakob (Health); Esau, Lloyd; Busic, Babita
Subject: FW: SPIRE - Facility Access Traffic Analysis [SEC=UNCLASSIFIED]
Attachments: 20190228_SPIRE Facility Access Assessment - Traffic Engineering.pdf

Brad,

Please find attached STH's consultant assessment paper relating to vehicular access considerations for SPIRE.

This will obviously assist in your discussions with ACT Ambulance Service, so please let me know the outcome once done.

Regards,
John

From: [REDACTED]
Sent: Thursday, 28 February 2019 3:03 PM
To: Catanzariti, John <John.Catanzariti@act.gov.au>
Cc: Busic, Babita <Babita.Busic@act.gov.au>; [REDACTED]
Subject: SPIRE - Facility Access Traffic Analysis

John,

Further to last week's meeting, please find attached summarised document that discusses each of the potential access points for SPIRE together with the pro's. This represents the detailed review that led to our recommended access points for SPIRE. This is the document we promised for Brad.

Thank you

[REDACTED] Associate



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<http://www.mailguard.com.au>