

- Planning & Design Outcomes: We will provide a summary of the outcomes of the site analysis, indicating opportunities for access, linkages to existing assets, largest floor plate, public zones and helipad.
- Evaluation Criteria: discussion around criteria against which future options to be evaluated.
- Decanting

Please let us know your thoughts in order that we may finalise the Agenda

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](http://sth.com.au)

---

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

**Ivansson, Zoe (Health)**

---

**From:** Mooney, Colm (Health)  
**Sent:** Thursday, 21 February 2019 9:07 AM  
**To:** Lopa, Liz (Health); Burch, Brad (Health)  
**Cc:** Boyd, Narelle (Health); O'Neill, Cathie (Health); Wood, Daniel (Health); Dugdale, Paul (Health); Boyd, Kerry (Health); Jeffrey, Hamish (Health); Tarbuck, Chris (Health); Taulaukar, Girish (Health); Bone, Chris (Health); McDonald, Bernadette (Health); Stevenson, Nicole (Health); Hollis, Gregory (Health); Avar, Bronwyn (Health); Grove, Kelvin (Health); Piscione, Frank (Health); Brussel, Thomas (Health); Hyam, Dylan (Health); Smith, Paul (Health); Ngu, Charles (Health); Dahlstrom, Jane (Health); Swaminathan, Ashwin (Health); Briggs, Sheridan (Health); Laloo, Shivendra (Health); Swaminathan, Ashwin (Health); Wakefield, Katherine (Health); Beaumont, Cassandra (Health); O'Connell, Lynette (Health); Javaid, Ahmad (Health); Tan, Ren (Health)  
**Subject:** SPIRE POC Assumptions document Feedback  
**Attachments:** additional comments 10421\_MoC Analysis\_Rev 1 - with comments . Final 21.2.19.xlsx

**Importance:**

High

UNCLASSIFIED Sensitive

Liz/Brad

Please see attached feedback on SPIRE POC assumptions document for your input into the SPIRE POC development and in advance of today's Executive Planning Team Workshop and Departmental Planning team Workshop.

Please call me if you have any questions

Best Regards

Colm

Colm Mooney AIPM CPPE

Executive Director | Infrastructure Management and Maintenance

T 02 512 49711 E [colm.mooney@act.gov.au](mailto:colm.mooney@act.gov.au)

Level 1, Building 3, Canberra Hospital | GPO Box 825 Canberra ACT 2601 | [act.gov.au](http://act.gov.au)



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**Canberra Health  
Services**







































**Attwood, Courtney (Health)**

---

**From:** Culver, Jakob (Health)  
**Sent:** Monday, 25 February 2019 9:31 AM  
**To:** Burch, Brad (Health); Lopa, Liz (Health)  
**Cc:** Lindemann, Monica (Health); Hayne, Casey (Health); Dal Molin, Vanessa (Health); Elfving, Regan (Health)  
**Subject:** SPIRE Exec Steering Committee - Draft Agenda and Papers (For Strategic Infrastructure Review) [SEC=UNCLASSIFIED]  
**Attachments:** Agenda - SPIRE Executive Steering Committee DRAFT 27 Feb 2019.docx  
**Importance:** High

Brad / Liz

An agenda and papers have been put together for the SPIRE Executive Steering committee on Wednesday (27/02/2019) at 1:00pm.

I have attached the agenda and the papers are contained at the following link:

[Q:\CS\Central\Health Services Program\01. Building Health Services Program - Capital\02. Projects\02. Acute Infrastructure\03. SPIRE\07. Committees\03. ES Committee\01. 27 Feb](#)

Papers thus far include those related to the Governance Structure, ToRs for the ESC and PCG, and a paper from DSD in relation to ICT early works.

Pending papers include the following:

- Project Scope and Schedules – Strategic Infrastructure to complete midday tomorrow (for circulation later tomorrow)
- Decanting Strategy and Demolition – Strategic Infrastructure to complete midday tomorrow (for circulation later tomorrow)
- Accommodation Strategy (e.g. building 5) – Request from Colm Mooney today for verbal discussion and tabling at the meeting on Wednesday.

All other Agenda items will be for verbal discussion (see attached).

Given meeting is on Wednesday, recommend that we settle the agenda and papers thus far amongst us this morning, then escalate up to Karen later this morning and then to the DG. Note there is a HSSI meeting this arvo that Karen and I believe Michael will be at. Will be good to clear before then so we can circulate later this arvo.

Vanessa / Regan – FYI will keep you both in the loop on how we are progressing with finalising the agenda and papers today. Will be similar approach to agenda and papers that we took for previous steering groups etc.

Thanks  
 Jake

**Jakob J Culver**

Commercial Advisor | Strategic Infrastructure, Corporate Services | ACT Health Directorate  
 P: +61 2 5124 9707 | M: [REDACTED] E: [Jakob.J.Culver@act.gov.au](mailto:Jakob.J.Culver@act.gov.au) | A: 2-6 Bowes Street PHILLIP ACT 2606





ACT Health



## AGENDA

### Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre – Executive Steering Committee

MEETING NO. 1

DATE / TIME: 1:00pm to 2:30pm, 27 January 2019

VENUE: Executive Conference Room, Level 5, 2-6 Bowes Street Phillip

Name	Position
<b>Committee Members</b>	
Michael De'Ath [Chair]	Director-General, ACT Health Directorate (ACTHD)
Karen Doran	Deputy Director-General, Corporate Services (ACTHD)
Liz Lopa	Executive Group Manager, Strategic Infrastructure (ACTHD)
Brad Burch	Executive Branch Manager, Strategic Infrastructure (ACTHD)
Bernadette McDonald	Chief Executive Officer, Canberra Health Services (CHS)
Chris Bone	Deputy Director-General, Clinical Services (CHS)
Colm Mooney	Executive Director, Infrastructure Management and Maintenance (CHS)
Lloyd Esau	Executive Director, Infrastructure Finance and Capital Works (IFCW) (CMTEDD)
Mark Whybrow	Executive Director, Finance and Budget Division (CMTEDD)
<b>Attendees / Other Invitees</b>	
TBC	<i>SPIRE Program Manager</i>
TBC	<i>SPIRE Clinical Director</i>
Monica Lindemann	Special Advisor, Strategic Infrastructure (ACTHD)
Jakob Culver	Commercial Advisor, Strategic Infrastructure (ACTHD)


**ACT Health**


No.	Item	Paper	Outcome	Lead
1	Welcome and Apologies			Chair
2	Project Status Update	Verbal	Discussion	ACTHD / IFCW
3	Submission Papers for Noting, Discussion and Decision			
3.1	Project Governance Structure	3.1	Decision	ACTHD
3.2	Terms of Reference (Business Case Development Phase) <ul style="list-style-type: none"> <li>Executive Steering Committee</li> <li>Project Control Group</li> </ul>	3.2	Decision	ACTHD
3.3	Project Scope and Schedules	Pending	Decision	ACTHD
3.4	Decanting Strategy and Demolition	Pending	Decision	ACTHD
3.5	Accommodation Strategy	Pending	Discussion	CHS
3.6	ICT Infrastructure – Early Works	3.6	Noting	ACTHD
3.7	Clinical Engagement and Early Design	Verbal	Discussion	ACTHD
3.8	Ministerial and Government Business	Verbal	Discussion	ACTHD
4	Other Business			Chair
5	Meeting Close Next meeting: 2:00pm to 3:30pm, 21 March 2019 – Executive Conference Room, Level 5, 2-6 Bowes Street Phillip			

**Commented [CJ(1)]:** Kate Evans to draft with Jake (due 12:00pm 26/02/2019)

**Commented [CJ(2)]:** Brad B to Draft (due 12:00pm 26/02/2019)

**Commented [CJ(3)]:** Colm Mooney to Draft (for submission at the meeting)

**Ivansson, Zoe (Health)**

**From:** Basic, Babita  
**Sent:** Tuesday, 26 February 2019 9:24 AM  
**To:** Gray, Sophie; Esau, Lloyd; Catanzariti, John; Doran, Karen (Health); Lopa, Liz (Health); Burch, Brad (Health); Culver, Jakob (Health); Evans, Kate (Health); JasonSmith, Rhona (Health); Kinghorne, Sally-Anne (Health); Mooney, Colm (Health); Bone, Chris (Health); McDonald, Bernadette (Health); [REDACTED]  
 Boyd, Narelle (Health); Wood, Daniel (Health); O'Neill, Cathie (Health); Dugdale, Paul (Health); Mclauchlan, Jeanne (Health); Boyd, Kerry (Health); Jeffrey, Hamish (Health); Tarbuck, Chris (Health); Talaulikar, Girish (Health); [REDACTED]  
**Subject:** RE: SPIRE Executive Planning Team Workshop 01 Minutes and Presentation [SEC=UNCLASSIFIED]  
**Attachments:** SPIRE\_SITE\_ANALYSIS-20190221-low.pdf

ologies, I forgot to attach the Presentation.

I have now attached.

Babita

Kind Regards

**Babita Basic**

Assistant Project Manager – Social Infrastructure Branch

Phone 02 512 49106 | Mobile [REDACTED]

**Infrastructure Finance & Capital Works** | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**

Level 1 Building 3, The Canberra Hospital, Yamba Drive, Garran, ACT 2605 | PO Box 158, Canberra City ACT 2601 | [www.act.gov.au](http://www.act.gov.au)

*Please consider the environment before printing this email. If printing is necessary, print double-sided and black and white.*

**From:** Basic, Babita

**Sent:** Tuesday, 26 February 2019 9:23 AM

**To:** Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>; Catanzariti, John <John.Catanzariti@act.gov.au>; Doran, Karen (Health) <Karen.Doran@act.gov.au>; 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>; 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>; Mooney, Colm (Health) <Colm.Mooney@act.gov.au>; Bone, Chris (Health) <Chris.Bone@act.gov.au>; McDonald, Bernadette (Health) <Bernadette.McDonald@act.gov.au>; [REDACTED]

[REDACTED] Boyd, Narelle (Health) <Narelle.Boyd@act.gov.au>; Wood, Daniel (Health) <Daniel.Wood@act.gov.au>; O'Neill, Cathie (Health) <Cathie.O'Neill@act.gov.au>; Dugdale, Paul (Health) <Paul.Dugdale@act.gov.au>; Mclauchlan, Jeanne (Health) <Jeanne.Mclauchlan@act.gov.au>; Boyd, Kerry (Health) <Kerry.Boyd@act.gov.au>; Jeffrey, Hamish (Health) <Hamish.Jeffrey@act.gov.au>; Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>; Talaulikar, Girish (Health) <Girish.Talaulikar@act.gov.au>; [REDACTED]

**Subject:** SPIRE Executive Planning Team Workshop 01 Minutes and Presentation [SEC=UNCLASSIFIED]

All

Please find attached the Minutes and Presentation from the Executive Planning Team Workshop 01 that took place on the 21<sup>st</sup> February.

A reminder that Workshop 02 – Preliminary Options is scheduled for 14 March, 10.00am-12.00pm. Invites have already been sent out.

Babita

Kind Regards

**Babita Basic**

Assistant Project Manager – Social Infrastructure Branch

Phone 02 512 49106 | Mobile [REDACTED]

**Infrastructure Finance & Capital Works | Chief Minister, Treasury and Economic Development Directorate | ACT Government**

Level 1 Building 3, The Canberra Hospital, Yamba Drive, Garran, ACT 2605 | PO Box 158, Canberra City ACT 2601 |

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**Lowes, Shannon (Health)**

---

**From:** Evans, Kate (Health)  
**Sent:** Tuesday, 26 February 2019 1:23 PM  
**To:** Kinghorne, Sally-Anne (Health)  
**Subject:** Scope and Schedule - SPIRE ESC Submission  
**Attachments:** Scope and Schedule - SPIRE ESC Submission.docx

UNCLASSIFIED Sensitive

Hi Sally-Anne,

Would you mind having a look over this document and letting me know what you think please?

Kind regards

Kate











**Lowes, Shannon (Health)**

---

**From:** Kinghorne, Sally-Anne (Health)  
**Sent:** Tuesday, 26 February 2019 5:34 PM  
**To:** Evans, Kate (Health)  
**Subject:** Please can you review and send to Jake ASAP [SEC=UNCLASSIFIED]  
**Attachments:** Scope and Schedule - SPIRE ESC Submission sak.docx  
  
**Importance:** High

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](mailto:sally-anne.kinghorne@act.gov.au)  
P: 02 51249747











**Pond, Aleks (Health)**

---

**From:** Evans, Kate (Health)  
**Sent:** Wednesday, 27 February 2019 12:27 PM  
**To:** Culver, Jakob (Health)  
**Subject:** 20190227 Scope and Schedule - SPIRE ESC Submission Revised  
**Attachments:** 20190227 Scope and Schedule - SPIRE ESC Submission Revised.docx

UNCLASSIFIED Sensitive

Updated table on page 4.















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**ACT Health**



## AGENDA

### Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre – Executive Steering Committee

MEETING NO. 1

DATE / TIME: 1:00pm to 2:30pm, 27 February 2019

VENUE: Executive Conference Room, Level 5, 2-6 Bowes Street Phillip

Name	Position
<b>Committee Members</b>	
Michael De'Ath [Chair]	Director-General, ACT Health Directorate (ACTHD)
Karen Doran	Deputy Director-General, Corporate Services (ACTHD)
Liz Lopa	Executive Group Manager, Strategic Infrastructure (ACTHD)
Brad Burch	Executive Branch Manager, Strategic Infrastructure (ACTHD)
Bernadette McDonald	Chief Executive Officer, Canberra Health Services (CHS)
Chris Bone	Deputy Director-General, Clinical Services (CHS)
Colm Mooney	Executive Director, Infrastructure Management and Maintenance (CHS)
Lloyd Esau	Executive Director, Infrastructure Finance and Capital Works (IFCW) (CMTEDD)
Mark Whybrow	Executive Director, Finance and Budget Division (CMTEDD)
<b>Attendees / Other Invitees</b>	
TBC	<i>SPIRE Program Manager</i>
TBC	<i>SPIRE Clinical Director</i>
Monica Lindemann	Special Advisor, Strategic Infrastructure (ACTHD)
Jakob Culver	Commercial Advisor, Strategic Infrastructure (ACTHD)

No.	Item	Paper	Outcome	Lead
1	<b>Welcome and Apologies</b>			Chair
2	<b>Project Status Update</b>	Verbal	Discussion	ACTHD / IFCW
3	<b>Submission Papers for Noting, Discussion and Decision</b>			
3.1	Project Governance Structure	3.1	Decision	ACTHD
3.2	Terms of Reference (Business Case Development Phase) <ul style="list-style-type: none"> <li>Executive Steering Committee</li> <li>Project Control Group</li> </ul>	3.2	Decision	ACTHD
3.3	Project Scope and Schedules	Pending	Discussion	ACTHD
3.4	Decanting Strategy and Demolition	Pending	Discussion	ACTHD
3.5	Accommodation Strategy	Pending	Discussion	CHS
3.6	ICT Infrastructure – Early Works	3.6	Noting	ACTHD
3.7	Clinical Engagement and Early Design	Verbal	Discussion	ACTHD
3.8	Ministerial and Government Business	Verbal	Discussion	ACTHD
4	<b>Other Business</b>			Chair
5	<b>Meeting Close</b> Next meeting: 2:00pm to 3:30pm, 21 March 2019 – Executive Conference Room, Level 5, 2-6 Bowes Street Phillip			

**Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre –  
Executive Steering Committee (ESC)**

Wednesday, 27 February 2019  
Conference Room, Level 5, 2-6 Bowes Street Phillip

Name Position	
<b>Committee Members</b>	
Michael De'Ath [Chair] (MD)	Director-General, ACT Health Directorate (ACTHD)
Karen Doran (KD)	Deputy Director-General, Corporate Services (ACTHD)
Liz Lopa (LL)	Executive Group Manager, Strategic Infrastructure (ACTHD)
Brad Burch (BB)	Executive Branch Manager, Strategic Infrastructure (ACTHD)
Bernadette McDonald (BM)	Chief Executive Officer, Canberra Health Services (CHS)
Lisa Gilmore (LG)	Executive Director, Clinical Support Services (CHS) [proxy CB]
Colm Mooney (CM)	Executive Director, Infrastructure Management and Maintenance (CHS)
Lloyd Esau (LE)	Executive Director, Infrastructure Finance and Capital Works (IFCW) (CMTEDD)
Mark Whybrow (MW)	Executive Director, Finance and Budget Division (CMTEDD)
<b>Attendees</b>	
Monica Lindemann (ML)	Special Advisor, Strategic Infrastructure (ACTHD)
Jakob Culver (JC)	Commercial Advisor, Strategic Infrastructure (ACTHD)
Nikki Harding (NH)	Secretariat, Procurement ACT (CMTEDD)
<b>Apologies</b>	
Chris Bone (CB)	Deputy Director-General, Clinical Services (CHS)





























































































































































**Attwood, Courtney (Health)**

---

**From:** Busic, Babita  
**Sent:** Thursday, 28 February 2019 10:34 AM  
**To:** Burch, Brad (Health); Culver, Jakob (Health)  
**Cc:** Catanzariti, John  
**Subject:** FW: SPIRE - PPT04 Agenda [SEC=UNCLASSIFIED]  
**Attachments:** TCH\_SPIRE - PPT04 Agenda.pdf

Brad

For your endorsement prior to me emailing the membership.

Babita

Kind Regards

**Babita Busic**

Assistant Project Manager – Social Infrastructure Branch

Phone 02 512 49106 | Mobile [REDACTED]

**Infrastructure Finance & Capital Works** | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**

Level 1 Building 3, The Canberra Hospital, Yamba Drive, Garran, ACT 2605 | PO Box 158, Canberra City ACT 2601 |

[www.act.gov.au](http://www.act.gov.au)

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**From:** [REDACTED]  
**Sent:** Thursday, 28 February 2019 10:17 AM  
**To:** Catanzariti, John <John.Catanzariti@act.gov.au>; Busic, Babita <Babita.Busic@act.gov.au>  
**Cc:** [REDACTED]  
**Subject:** SPIRE - PPT04 Agenda

Good morning John and Babita,

Please find attached proposed agenda for the upcoming PPT04 workshop for distribution.

[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>

Meeting: PPT04  
Meeting Date: 5<sup>th</sup> March 2019  
Time: 1.00pm to 2.30pm

## AGENDA

Item	
<b>1.0</b>	<b>Introduction &amp; Developments Since PPT03</b>
<b>2.0</b>	<b>Program Update</b>
<b>3.0</b>	<b>Scope Review for SPIRE</b>
3.1	Response to Working Assumptions
3.2	Confirmation of Revised Schedule of Accommodation
3.2	Perioperative Floor Configuration
3.3	Budget
<b>4.0</b>	<b>Update to Site Analysis Arising from EPT01</b>
4.1	Traffic Flow Updates Including Ambulance Service Liaison
4.2	Planning: Carparking
4.3	Helicopter Flight Path
<b>5.0</b>	<b>Master Plan Options Analysis</b>
5.1	Masterplan Options Presentation
5.2	Master Plan Scope to be Developed for Business Case
<b>6.0</b>	<b>Business Case Development (BC by EY)</b>
6.1	Update on Accelerated Program Dates and Activities
6.2	Risk Workshop Update
<b>7.0</b>	<b>Update to Decant Strategy</b>
7.1	Confirmation of Accommodation to be Decanted - Sexual Health and Research TBC
<b>8.0</b>	<b>Next Meeting</b>
8.1	PPT05 – Tuesday 12 March 2019 (TBC) EPT02 – Thursday 14 March 2019


**ACT Health**
**DIRECTOR-GENERAL MINUTE**

TRIM Reference No. \_\_\_\_\_

<b>SUBJECT:</b>	Promoting the WVCC Public Meeting, 6 March 2019 Letterbox drop: Palmer, Kitchener, Gilmore streets.
<b>From:</b>	<i>Karen Doran</i>
<b>Through:</b>	<i>Liz Lopa</i>
<b>Critical Date:</b>	<i>1 March 2019</i>
<b>Reason:</b>	<i>Inform Garran residents of upcoming public event featuring a SPIRE presentation</i>

**Recommendations**

That you:

Note the content of this minute and draft flyer text.....	<i>NOTED PLEASE DISCUSS</i>
Agree to letterbox dropping Palmer, Kitchener and Gilmore Street properties (up to 50 residences and school) on 2 or 3 March 2019.	<i>AGREED NOT AGREED PLEASE DISCUSS</i>
Agree to content of the flyer (pending final design by ACTHD Communications Branch)	<i>AGREED NOT AGREED PLEASE DISCUSS</i>

.....  
*Michael De'Ath*  
**Interim Director-General**  
 ACT Health

*Month Year*



**Purpose**

To provide you with information and seek approval for a letterbox drop of Garran properties on Kitchener, Gilmore and Palmer Streets, Garran. The letterbox drop flyer will inform residents of the upcoming Woden Valley Community Council (WVCC) public meeting, 6 March 2019, at which ACT Health will give a presentation on BHSP and SPIRE.

**Background**

The ACT Health Infrastructure Branch has been liaising with the WVCC President in relation to presenting as guest speakers at their March public meeting since December 2018.

Our conversations had included exploring ways to promote the meeting. Initially WVCC had offered to promote the event through their email subscriber list, website, Facebook page and letterbox drop in Garran. ACT Health has provided WVCC content regarding the BHSP/SPIRE presentation for inclusion in these promotions.

Recently, WVCC, have indicated that they are unable to undertake the letterbox drop of Garran residents. There has also not been an update regarding the 6 March meeting to their Facebook page or website. As a volunteer organisations, it is understandable that these activities, whilst desirable, are difficult to resource from time-to-time.

ACT Health will promote the event through its social media channels.

**Issues**

For ACT Health, giving the Garran residents most likely to be impacted by the SPIRE development notification of the information session on 6 March, is a high priority.

There are no more than 50 properties to be included in the letterbox drop along Palmer, Kitchener and Gilmore Streets, including the Garran Primary School.

Garran Primary School has received an email from ACT Health inviting a meeting and advising of the 6 March meeting.

The Infrastructure Branch will undertake the letterbox drop activity.

**Benefits/Sensitivities**

A letterbox drop to the properties adjacent to the Canberra Hospital campus is the most efficient method of communicating the WVCC event information to these key community stakeholders.

Garran residents receive letterbox materials from CHS and ACTHD from time-to-time. The last drop was to Gaunt Place residents regarding an information session on the Step Up Step Down program, in November 2018. There are no drops currently planned by CHS or ACTHD for the area.


**ACT Health**
**DIRECTOR-GENERAL MINUTE**

The Minister for Health and Wellbeing's Office is aware of ACTHD's BHSP presentation at the WVCC public meeting 6 March.

**Media**

*Draft text for flyer attached*

☒ Yes    ☐ No    ☐ N/A

*The ACTHD Communications Branch has been consulted*

☒ Yes    ☐ No    ☐ N/A

Signed off by:		Phone:	
Title:	<i>Manager</i>		
Branch/Division			
Date:			

Action Officer:		Phone:	
Unit:			



ACT Health

## DIRECTOR-GENERAL MINUTE

### ATTACHMENT A

#### DRAFT FLYER TEXT

#### Find out more about SPIRE

ACT Health is developing plans for the new Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre on the Canberra Hospital campus.

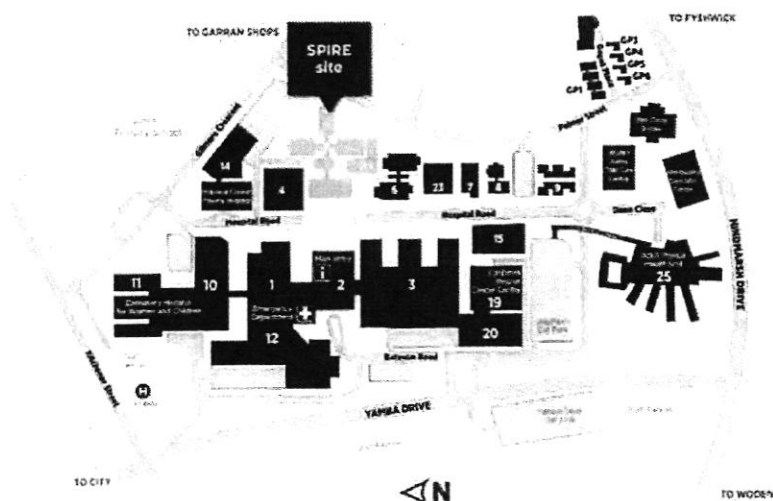
Site preparation on the north eastern end of the campus will commence late 2019, with the project scheduled for completion in 2023/24.

Find out more at the SPIRE project information session, presented by ACT Health, at the upcoming Woden Valley Community Council (WVCC) public meeting, **Wednesday 6 March, 7pm Canberra Southern Cross Club.**

For more information about SPIRE, visit [health.act.gov.au/infrastructure](http://health.act.gov.au/infrastructure)

Enquiries to [BuildingHealthServicesProgram@act.gov.au](mailto:BuildingHealthServicesProgram@act.gov.au)

For more information about WVCC, visit [wvcc.org.au](http://wvcc.org.au)



**Ivansson, Zoe (Health)**

---

**From:** Burch, Brad (Health)  
**Sent:** Friday, 1 March 2019 1:51 PM  
**To:** Lopa, Liz (Health)  
**Cc:** Lindemann, Monica (Health)  
**Subject:** FW: SPIRE

UNCLASSIFIED

Hi Liz - FYI

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

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



**ACT**  
Government

**ACT Health**

**From:** Burch, Brad (Health)  
**Sent:** Friday, 1 March 2019 1:51 PM  
**To:** Belle, Kyril (Health) <Kyril.Belle@act.gov.au>  
**Cc:** Gilmore, Lisa (Health) <Lisa.Gilmore@act.gov.au>  
**Subject:** RE: SPIRE

UNCLASSIFIED

Hi Kyril

Thanks for your email.

The Governance structure for SPIRE is available on the intranet, and includes a list of the nominated representatives from Canberra Health Services (CHS).

There are additional planning phase meeting groups occurring during the proof of concept phase – if you need to discuss representation at these planning phase meetings, I would encourage you or Lisa to talk to Colm Mooney in the first instance.

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](mailto:brad.burch@act.gov.au)

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

**From:** Belle, Kyril (Health)  
**Sent:** Friday, 1 March 2019 1:20 PM  
**To:** Burch, Brad (Health) <[Brad.Burch@act.gov.au](mailto:Brad.Burch@act.gov.au)>  
**Cc:** Gilmore, Lisa (Health) <[Lisa.Gilmore@act.gov.au](mailto:Lisa.Gilmore@act.gov.au)>  
**Subject:** SPIRE

Hi Brad,

Could you please advise of the nominated person representing the for Healthcare Technology interest on the SPIRE governance structure please. Thank you for your help.

Regards,  
Kyril

**Kyril Belle**

Director | Biomedical Engineering | Clinical Support Services

T: (02) 512 44496 | E: [kyril.belle@act.gov.au](mailto:kyril.belle@act.gov.au) | M: [REDACTED]

Building3, Level 1, Canberra Hospital

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

## AGENDA

### ACT Health: SPIRE Business Case – Progress Meeting

**Date** 1<sup>st</sup> March 2019

**Time** 2-3pm

**Attendees** ACT Health – Brad Burch & Jakob Culver  
EY - [REDACTED]

#### Agenda Items

##### Business case update

1.
  - Status of workshops
  - Document development
2. Project scope confirmation
3. Delivery model and packaging
4. Cost, risk and funding
5. Market sounding update
6. Other business and next steps

**Ivansson, Zoe (Health)**

---

**From:** Busic, Babita  
**Sent:** Monday, 4 March 2019 2:21 PM  
**To:** Culver, Jakob (Health)  
**Cc:** Catanzariti, John; Burch, Brad (Health); Lopa, Liz (Health)  
**Subject:** RE: SPIRE - PPT04 Agenda [SEC=UNCLASSIFIED]

Jakob

I have spoken to STH and they should be able to cover all items, however, if the need arises to go over time I have extended the room booking. Also to note, Chris and Bernadette can only stay til 2.30pm as they have another meeting to attend.

I have circulated the previous minutes, agenda and the presentation from the EPT workshop for information.

Kind Regards

**Babita Busic**

Assistant Project Manager – Social Infrastructure Branch

Phone 02 512 49106 | Mobile [REDACTED]

**Infrastructure Finance & Capital Works** | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**

Level 1 Building 3, The Canberra Hospital, Yamba Drive, Garran, ACT 2605 | PO Box 158, Canberra City ACT 2601 |

[www.act.gov.au](http://www.act.gov.au)

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**From:** Culver, Jakob (Health)  
**Sent:** Monday, 4 March 2019 12:02 PM  
**To:** Busic, Babita <Babita.Busic@act.gov.au>  
**Cc:** Catanzariti, John <John.Catanzariti@act.gov.au>; Burch, Brad (Health) <Brad.Burch@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>  
**Subject:** RE: SPIRE - PPT04 Agenda [SEC=UNCLASSIFIED]

Babita

Liz is fine with this agenda to go out.

Can we confirm that STH are good to get through the whole agenda in the allocated time, and can we also have presentation docs and information docs from STH that they will use at the meeting circulated this afternoon. I note previously there has been feedback from the group that docs should be circulated in advance of the meeting.

Thanks  
 Jake

**From:** Busic, Babita  
**Sent:** Thursday, 28 February 2019 10:34 AM  
**To:** 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:** FW: SPIRE - PPT04 Agenda [SEC=UNCLASSIFIED]

Brad

For your endorsement prior to me emailing the membership.

Babita

Kind Regards

**Babita Basic**

Assistant Project Manager – Social Infrastructure Branch

Phone 02 512 49106 | Mobile [REDACTED]

**Infrastructure Finance & Capital Works** | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**

Level 1 Building 3, The Canberra Hospital, Yamba Drive, Garran, ACT 2605 | PO Box 158, Canberra City ACT 2601 |

[www.act.gov.au](http://www.act.gov.au)

*Please consider the environment before printing this email. If printing is necessary, print double-sided and black and white.*

**From:** [REDACTED]

**Sent:** Thursday, 28 February 2019 10:17 AM

**To:** Catanzariti, John <John.Catanzariti@act.gov.au>; Basic, Babita <Babita.Basic@act.gov.au>

**Cc:** [REDACTED]

**Subject:** SPIRE - PPT04 Agenda

Good morning John and Babita,

Please find attached proposed agenda for the upcoming PPT04 workshop for distribution.

[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](http://sth.com.au)

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



**Ivansson, Zoe (Health)**

---

**From:** Basic, Babita  
**Sent:** Tuesday, 5 March 2019 9:34 AM  
**To:** Doran, Karen (Health); Burch, Brad (Health); Culver, Jakob (Health); McDonald, Bernadette (Health); Bone, Chris (Health); Mooney, Colm (Health); Gray, Sophie; Catanzariti, John; Esau, Lloyd; [REDACTED]  
 [REDACTED] Evans, Kate (Health); Lindemann, Monica (Health); JasonSmith, Rhona (Health); Harding, Nikki; Kinghorne, Sally-Anne (Health); Lopa, Liz (Health); ACTH-TCH-HIS-Conference Room (B3 L1 Rm 100 - S15); [REDACTED]  
 Lopa, Liz (Health)  
**Subject:** SPIRE - PPT04 Presentation Material [SEC=UNCLASSIFIED]  
**Attachments:** SPIRE PPT- 20190305-low.pdf

Hi All

This is the presentation that will be given by STH at today's PPT meeting.

Kind Regards

**Babita Basic**

Assistant Project Manager – Social Infrastructure Branch

Phone 02 512 49106 | Mobile [REDACTED]

**Infrastructure Finance & Capital Works** | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**

Level 1 Building 3, The Canberra Hospital, Yamba Drive, Garran, ACT 2605 | PO Box 158, Canberra City ACT 2601 |

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The Canberra Hospital  
SPIRE – Proof of Concept Phase



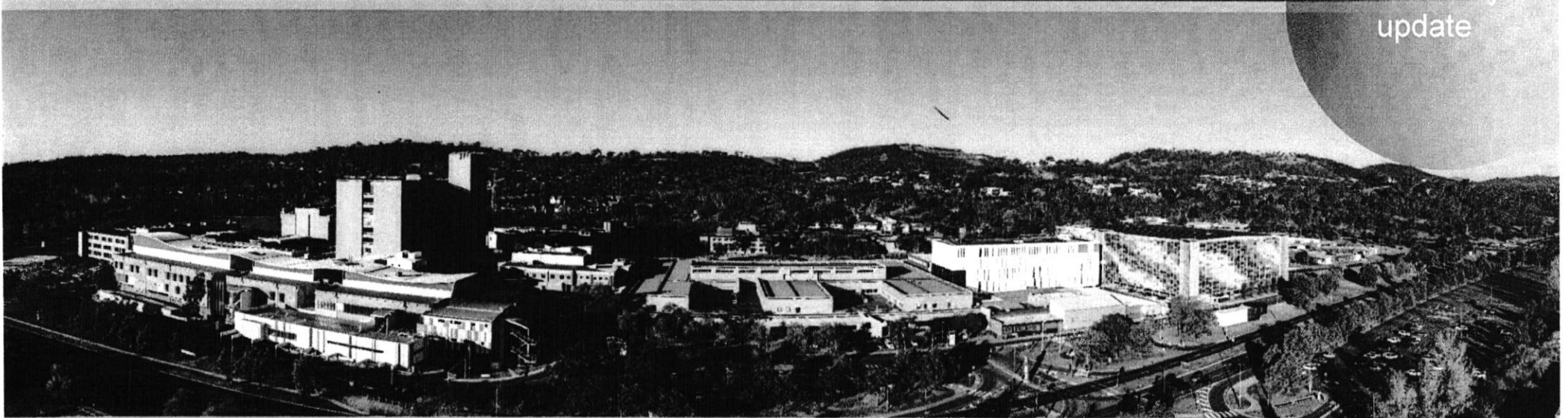
Meeting: PPT04  
Meeting Date: 5<sup>th</sup> March 2019  
Time: 1.00pm to 2.30pm

## AGENDA

Item	
<b>1.0</b>	<b>Introduction &amp; Developments Since PPT03</b>
<b>2.0</b>	<b>Program Update</b>
<b>3.0</b>	<b>Scope Review for SPIRE</b>
3.1	Response to Working Assumptions
3.2	Confirmation of Revised Schedule of Accommodation
3.2	Perioperative Floor Configuration
3.3	Budget
<b>4.0</b>	<b>Update to Site Analysis Arising from EPT01</b>
4.1	Traffic Flow Updates Including Ambulance Service Liaison
4.2	Planning: Carparking
4.3	Helicopter Flight Path
<b>5.0</b>	<b>Master Plan Options Analysis</b>
5.1	Masterplan Options Presentation
5.2	Master Plan Scope to be Developed for Business Case
<b>6.0</b>	<b>Business Case Development (BC by EY)</b>
6.1	Update on Accelerated Program Dates and Activities
6.2	Risk Workshop Update
<b>7.0</b>	<b>Update to Decant Strategy</b>
7.1	Confirmation of Accommodation to be Decanted - Sexual Health and Research TBC
<b>8.0</b>	<b>Next Meeting</b>
8.1	PPT05 – Tuesday 12 March 2019 (TBC) EPT02 – Thursday 14 March 2019

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

Building Health Services Program

Community  
update

# Building Health Services Program

Woden Valley Community Council

6 March 2019

## BHSP video (1:21 mins)

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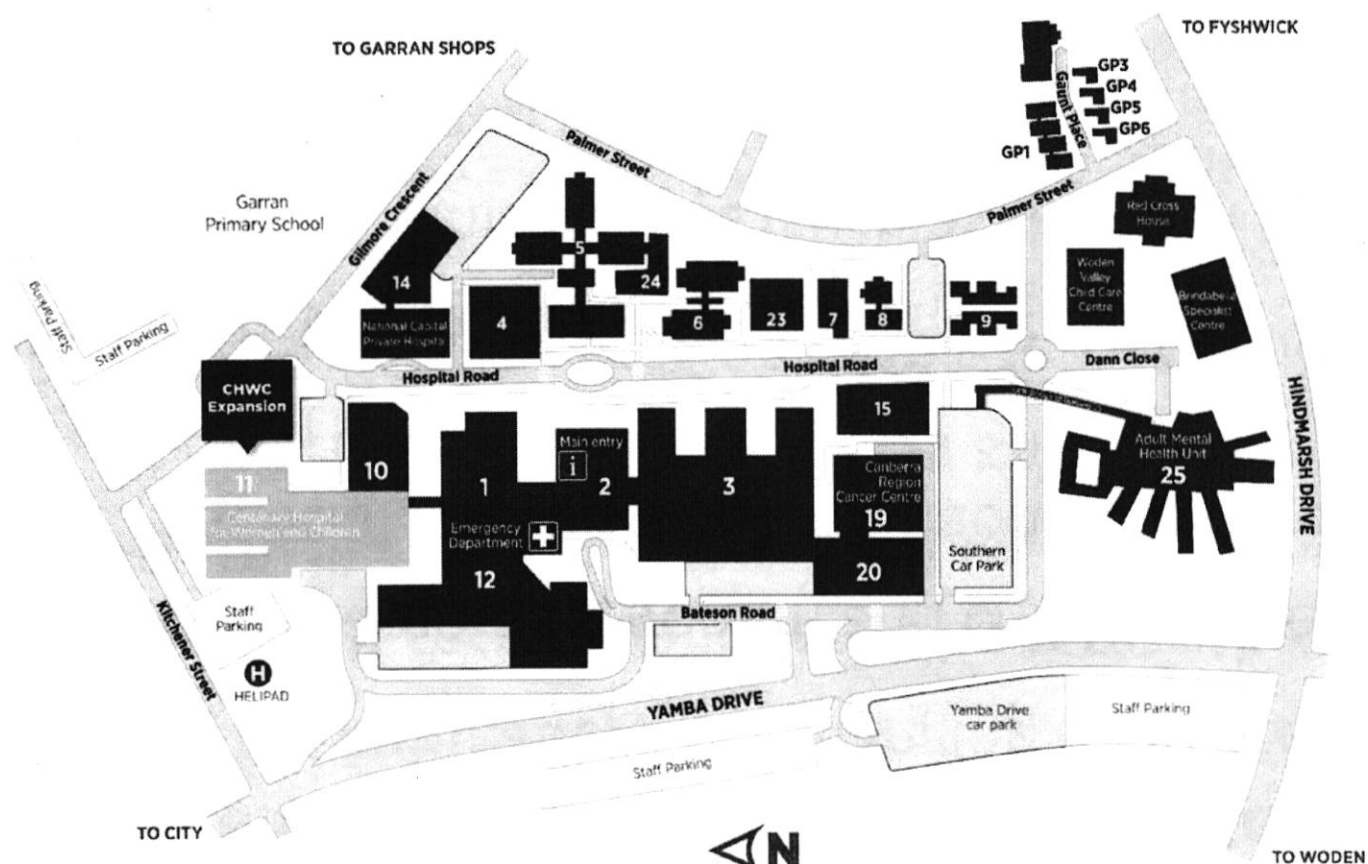


## Program drivers

---

- whole of territory health planning
- rapidly growing population and changing demographics
- maximising use of services and facilities across the whole health system
- community's health care needs, today and into the future
- sustainable development of Canberra's tertiary and general hospitals
- integration with operational hospital and health services

# Centenary Hospital for Women & Children expansion



## CHWC expansion

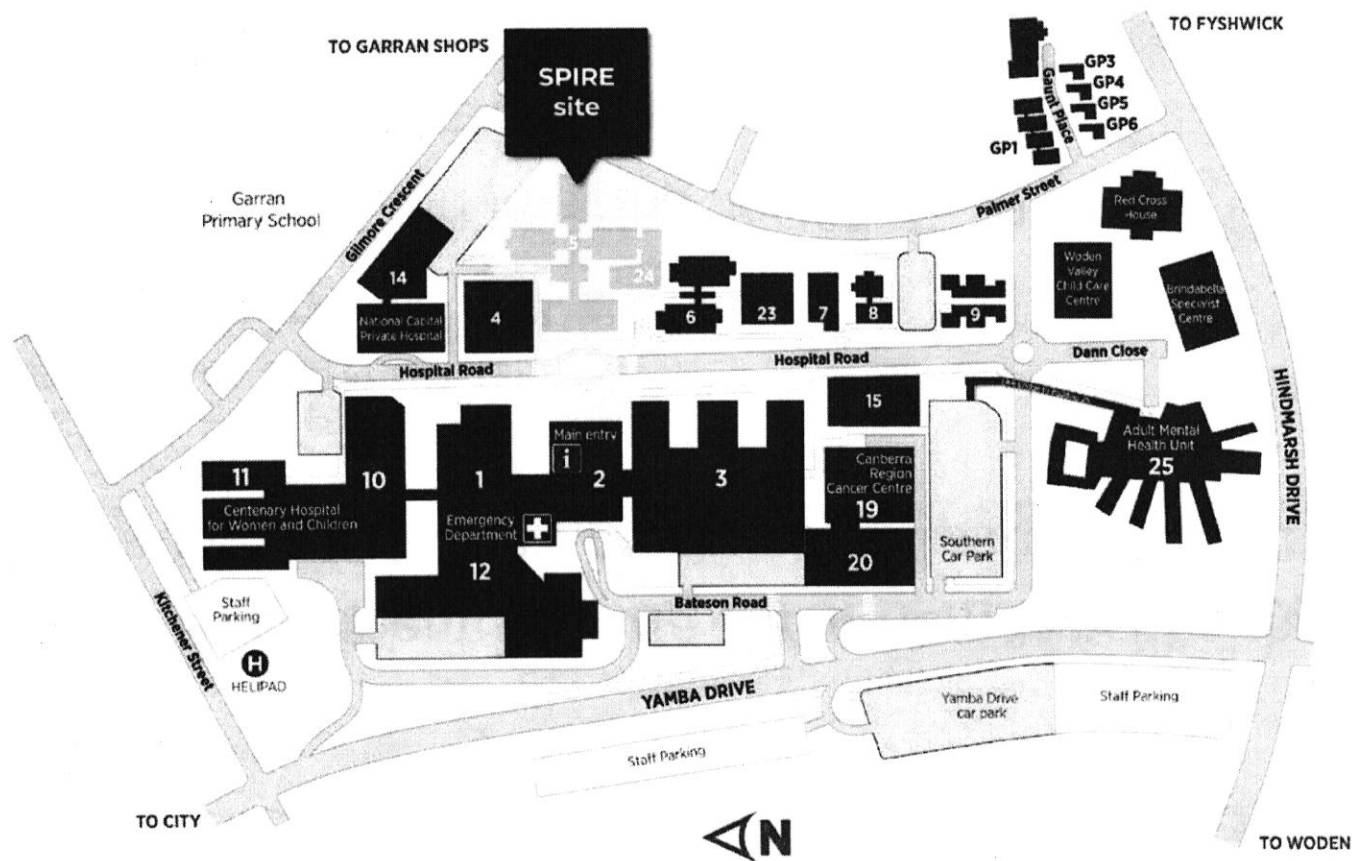
---

### Centenary Hospital for Women & Children

- \$70 million investment in women and children's health care
- increase in special care nursery and neonatology cots
- new adolescent gynaecology area
- increase in post-natal beds
- improvements to clinical areas (such as the High Care Ward)
- new adolescent mental health unit
- project completion 2021/22



# SPIRE location



# SPIRE

---

## Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre

- \$500 million investment in acute and emergency health care
- more operating theatres for elective and emergency surgery
- more inpatient beds
- larger intensive care unit
- coronary care unit
- surgical, procedural and imaging facilities
- larger emergency department
- Project completion 2023/24



## Next steps

---

- early design consultation process is underway
- preliminary plans to be endorsed by Government
- community and consumer engagement
- site preparation – including clearing the SPIRE site
- site planning and management – traffic, parking, safety, amenity
- construction

## Stay informed

---

- Register for Building Health Services Program email updates at **health.act.gov.au/infrastructure**
- Project updates published on **health.act.gov.au/infrastructure**
- Updates published in Our Canberra newsletter
- Send us an enquiry: **BuildingHealthServicesProgram@act.gov.au**

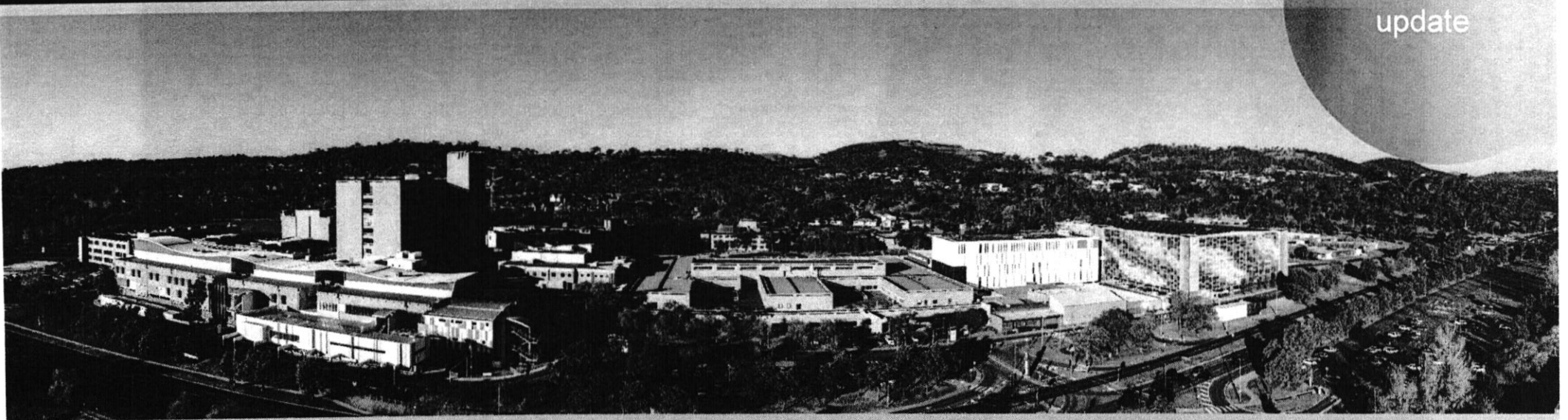


**ACT**  
Government

**ACT Health**

Building Health Services Program

Community  
update



# Building Health Services Program

Woden Valley Community Council  
6 March 2019



## Building Health Services Program

---

- The ACT Government invests \$1.7 billion each year to deliver public health care.
- Over the next few years we are progressing a significant program to build, expand and upgrade public health facilities.
- ACT Health's Building Health Services Program (BHSP) is a major program of related infrastructure building projects across the Territory that will meet the growing, and changing health care needs of the community.
- Recent achievements:
  - Opened the University of Canberra Hospital
  - Opened the Gungahlin Walk-in Centre
  - Upgraded Calvary's public maternity ward

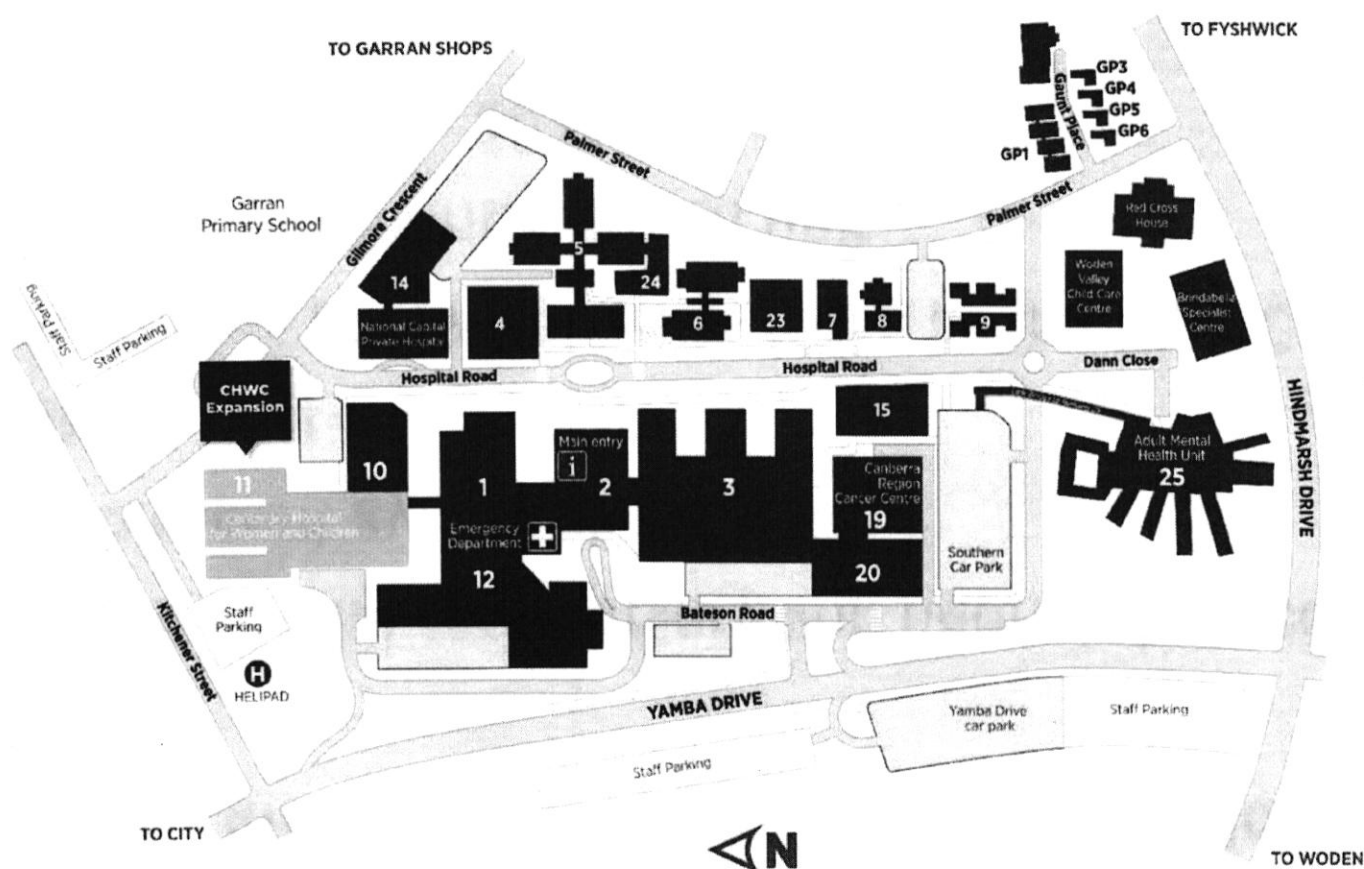


## Future proofing Canberra's public health system

---

- Current and future Plans include:
  - Build the SPIRE Centre at Canberra Hospital
  - Expand Centenary Hospital for Women and Children
  - Open new Walk in Centres in Weston Creek and the Inner North
  - Expand the Calvary Public Hospital Emergency Department
- Underpinned by increased investment in services.
- Territory-wide health planning for integrated patient care across the ACT.
- Future proofing and expanding Canberra's hospitals and health facilities for our growing city.

# Centenary Hospital for Women & Children expansion



## CHWC expansion

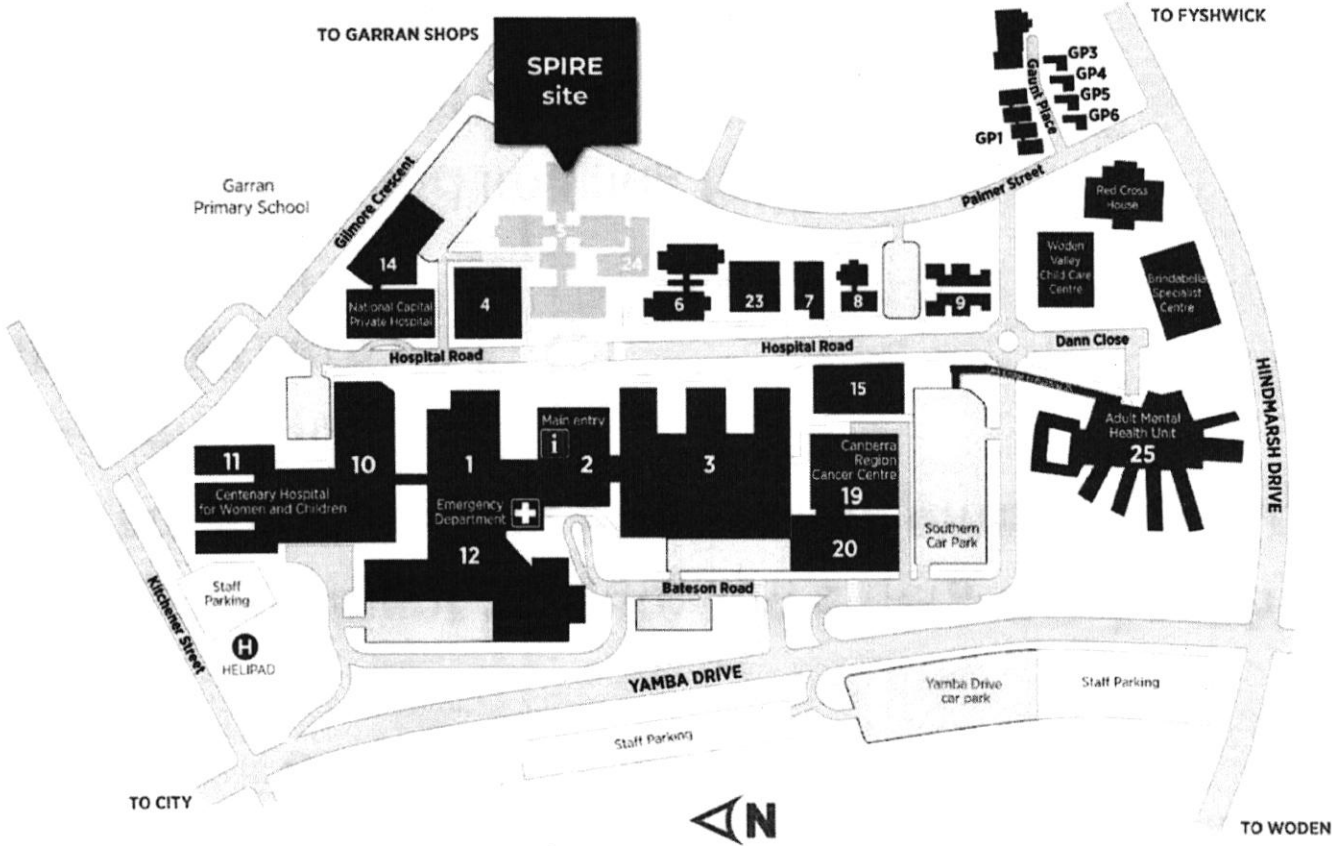
---

### Centenary Hospital for Women & Children

- Increase in special care nursery and neonatology cots
- New adolescent gynaecology area
- Increase in post-natal beds
- Improvements to clinical areas (such as the High Care Ward)
- New adolescent mental health unit
- Project completion - 2021/22



# SPIRE location



# SPIRE

---

## Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre

- \$500 million investment in acute and emergency health care
- More operating theatres for elective and emergency surgery
- More inpatient beds
- Larger intensive care unit
- Coronary care unit
- Surgical, procedural and imaging facilities
- Larger emergency department
- Project completion - 2023/24

## Next steps

---

- Early design consultation process is underway.
- Consultation is underway, including clinical, stakeholder, consumer and community consultation.
- Site preparation – including clearing the SPIRE site.
- Site planning and management to prepare for traffic, parking, safety, amenity needs.

## Stay informed

---

- Register for Building Health Services Program email updates at **health.act.gov.au/infrastructure**
- Project updates published on **health.act.gov.au/infrastructure**
- Updates published in Our Canberra newsletter
- Send us an enquiry: **BuildingHealthServicesProgram@act.gov.au**

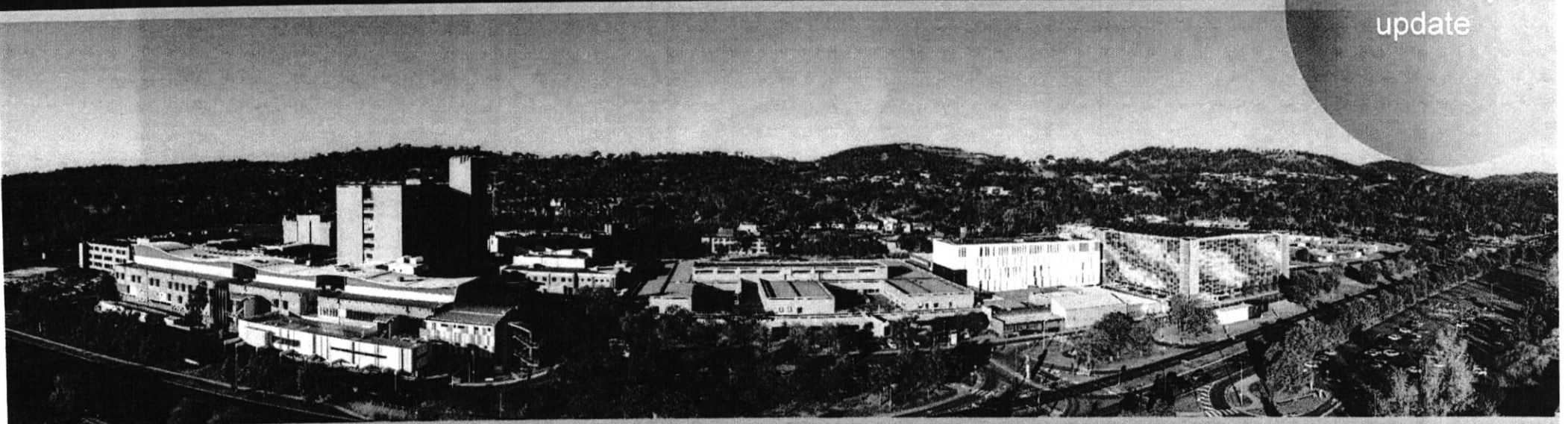


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Building Health Services Program

Community  
update



# Building Health Services Program

Woden Valley Community Council

6 March 2019





## Building Health Services Program

---

- The ACT Government invests \$1.7 billion each year to deliver public health care.
- ACT Health's Building Health Services Program (BHSP) is a major program of related infrastructure projects across the Territory that will meet the growing, and changing health care needs of the community.
- Recent achievements:
  - Opened the University of Canberra Hospital
  - Opened the Gungahlin Walk-in Centre
  - Upgraded Calvary's public maternity ward

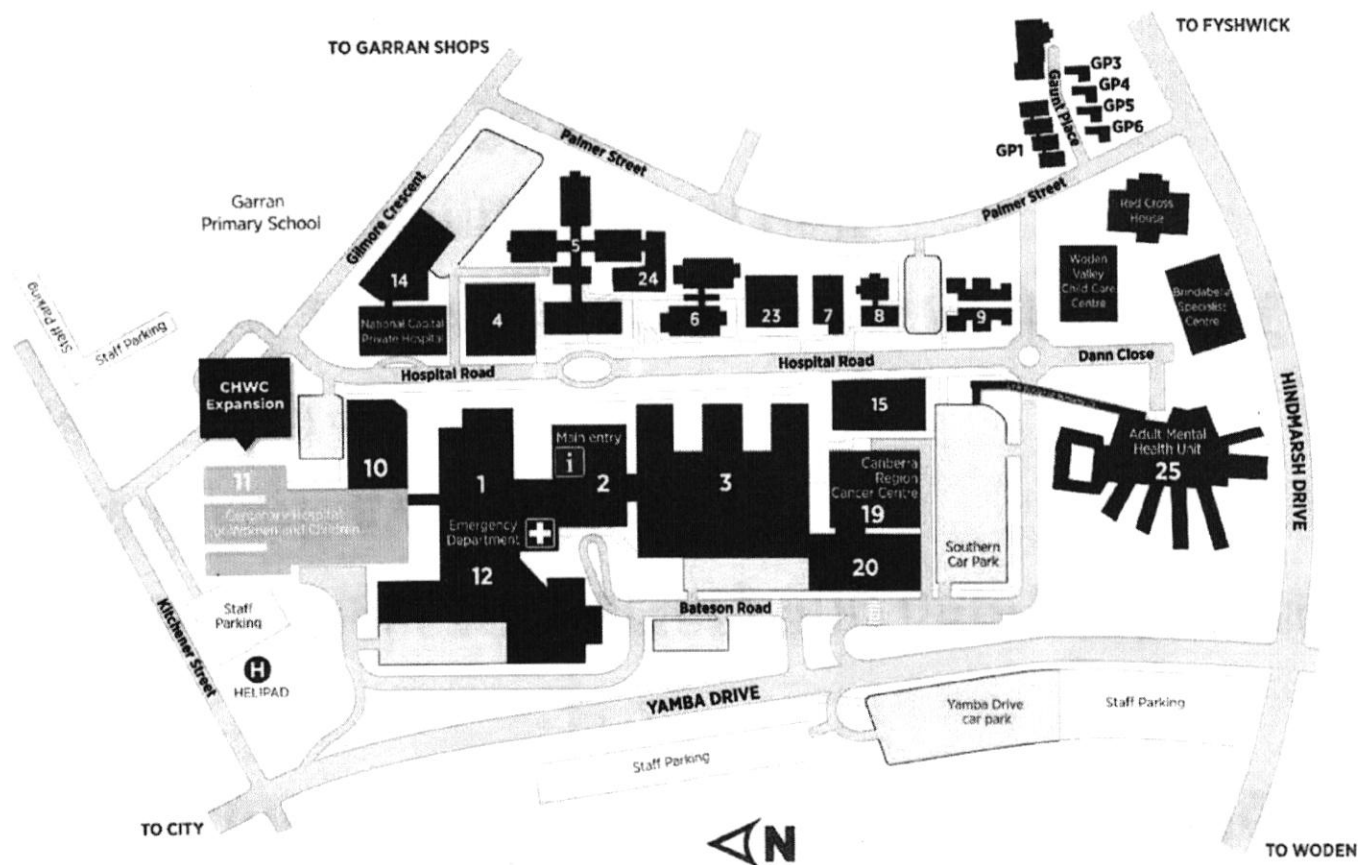
## Building Health Services Program

---

- Expanding Canberra's hospitals and health facilities for our growing city.
- Current BHSP projects include:
  - Build the SPIRE Centre at Canberra Hospital
  - Expand Centenary Hospital for Women and Children
  - Open new walk in centres in Weston Creek and the inner north
  - Expand Clare Holland House
  - Scoping study of north-side hospital services
- Underpinned by Territory-wide health planning for integrated patient care across the ACT.



# Centenary Hospital for Women & Children expansion



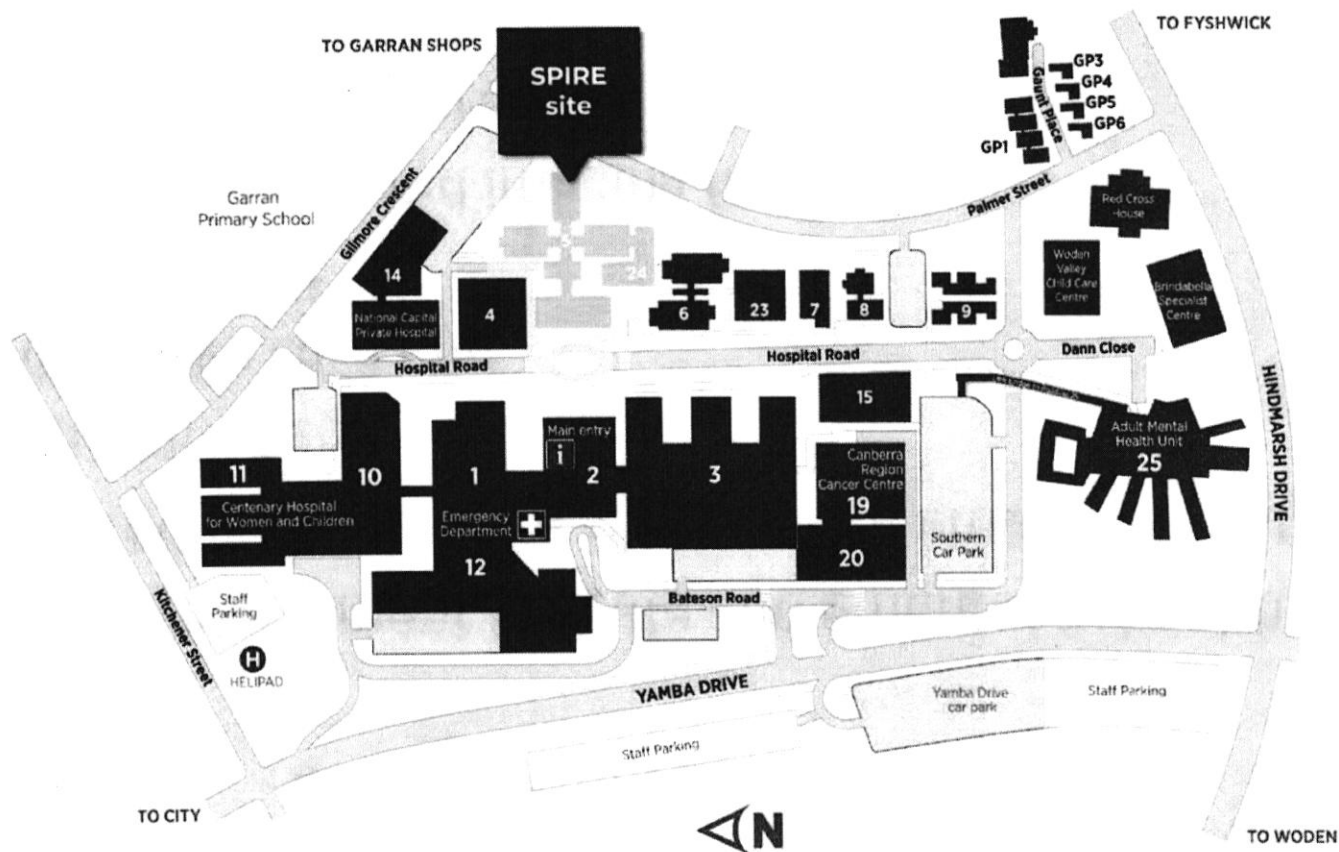
## CHWC expansion

---

### Centenary Hospital for Women & Children

- Increase in special care nursery and neonatology cots
- New adolescent gynaecology area
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- Improvements to clinical areas (such as the High Care Ward)
- New adolescent mental health unit
- Project completion - 2021/22

# SPIRE location



# SPIRE

---

## Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre

- \$500 million investment in acute and emergency health care
- More operating theatres for elective and emergency surgery
- More inpatient beds
- Larger intensive care unit
- Coronary care unit
- Surgical, procedural and imaging facilities
- Larger emergency department
- Project completion - 2023/24

## **SPIRE and CHWC next steps**

---

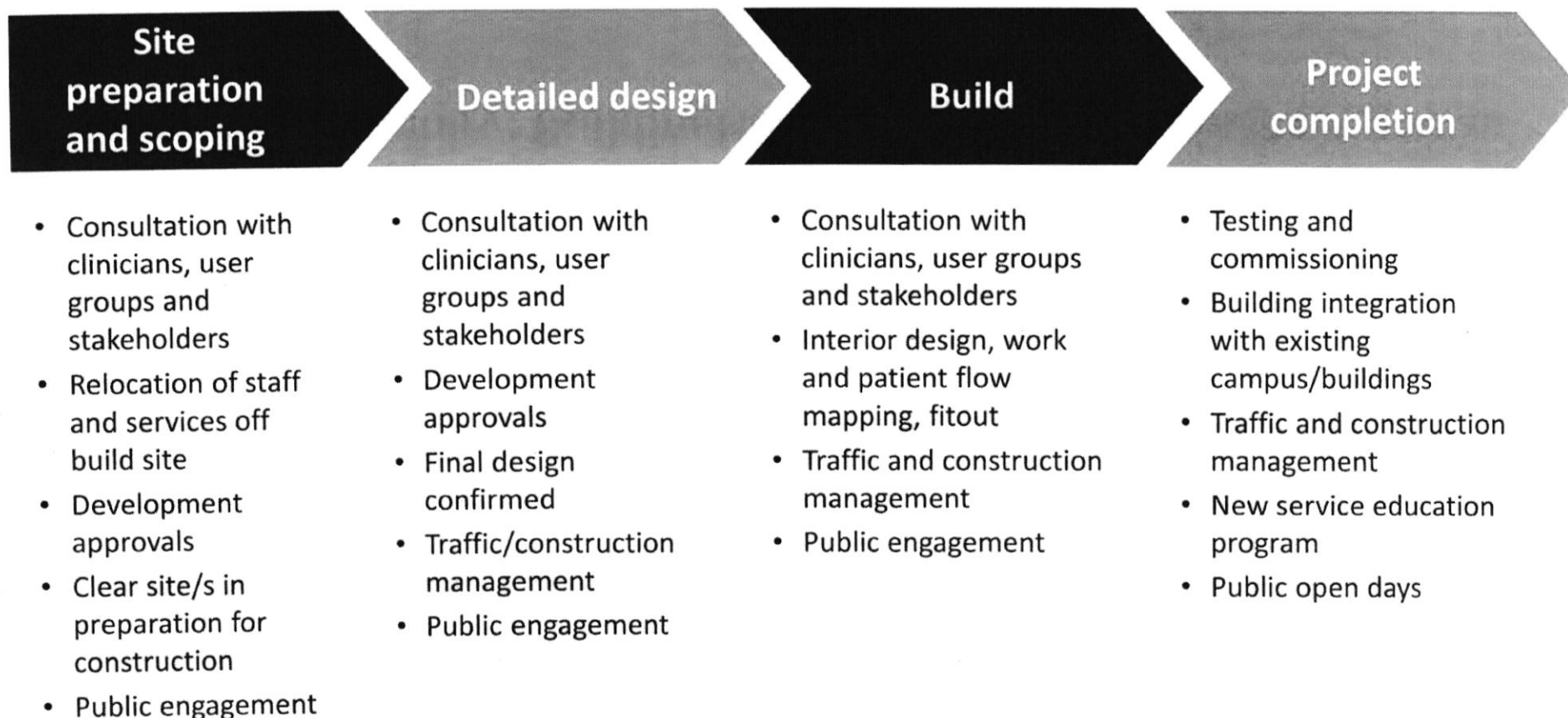
- Early design clinical consultation process is underway.
- Information sharing and stakeholder engagement program has commenced.
- Staff and service relocation in preparation of works
- Site preparation – including clearing the SPIRE site.
- Site planning and management to prepare for traffic, parking and safety requirements.

## Other BHSP projects

---

- Inner North Walk-in Centre
  - Business case with Cabinet – location and services to be confirmed
  - To be completed late 2020
- Clare Holland House expansion
  - Funded by the Commonwealth Government and Snow Foundation
  - Business case with Cabinet - inclusions in expansion to be confirmed
  - To be completed August 2020
- North side hospital scoping study
  - Review of demand, anticipated growth and capacity of hospital services in north Canberra
  - Scoping to be completed 2019

# Project development process



**ACT**  
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Building Health Services Program

## Stay informed

---

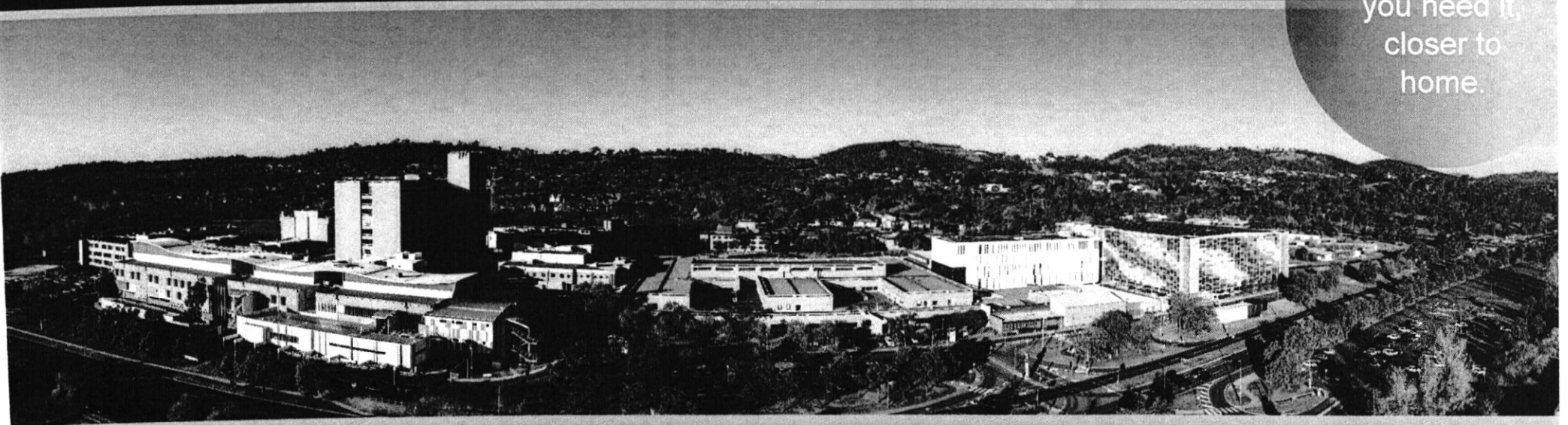
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- Project updates published on **health.act.gov.au/infrastructure**
- Updates published in Our Canberra newsletter
- Send us an enquiry: **BuildingHealthServicesProgram@act.gov.au**



**ACT**  
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Building Health Services Program

Better health  
care, when  
you need it,  
closer to  
home.



# Building Health Services Program

Woden Valley Community Council  
6 March 2019

## BHSP video

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- Place holder

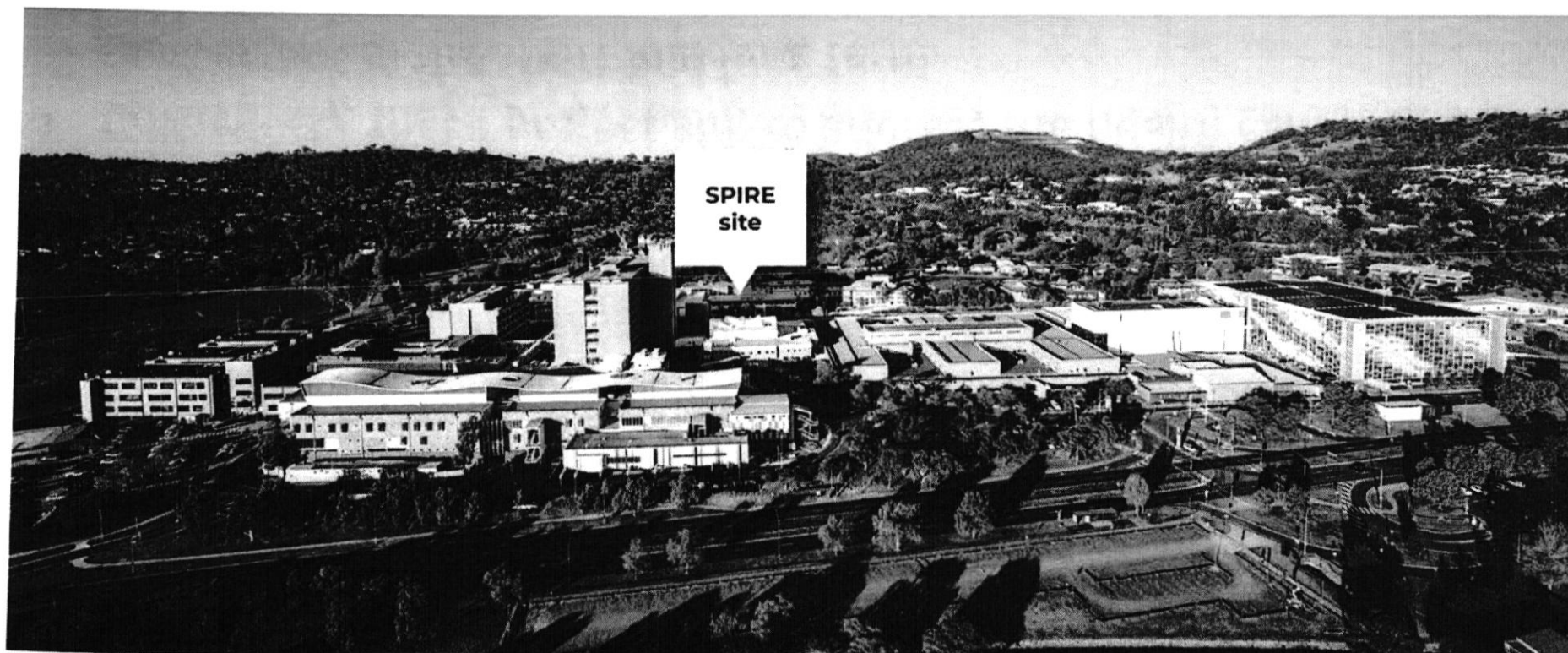


## What is the Building Health Service Program?

---

- Whole-of-Territory health planning
- Part of ACT Government's Ten Year Health Plan
- Currently made-up of five key, inter-related projects:
  - Surgical Procedures, Interventional Radiology & Emergency (SPIRE) Centre
  - Centenary Hospital for Women and Children Expansion
  - Clare Holland House Expansion
  - Walk-In Centres for Weston and the Inner North
  - Northside Hospital Scoping Study
- Collectively, these project aim to address the health care needs of Canberrans in the short and long term.

# The SPIRE Centre

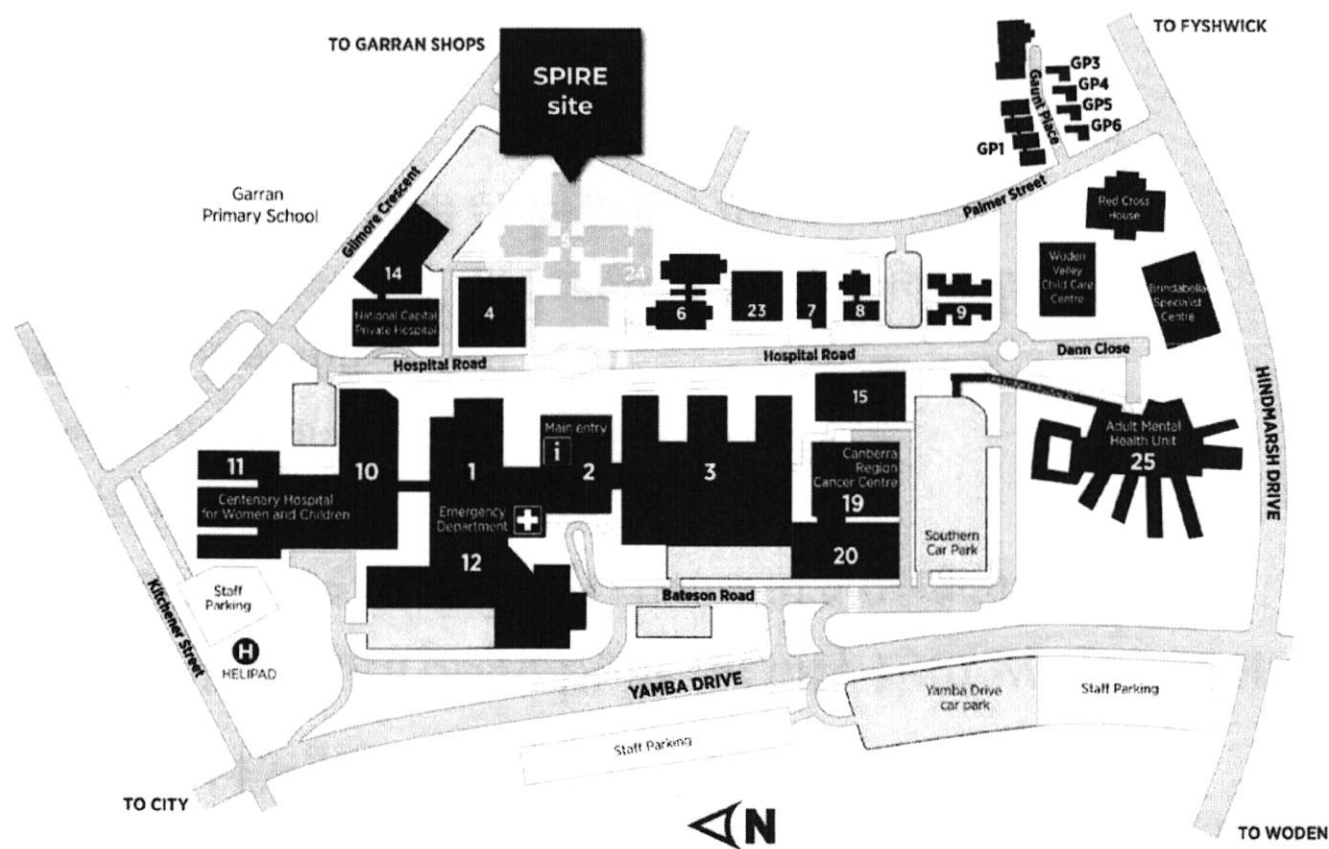


## What is SPIRE?

---

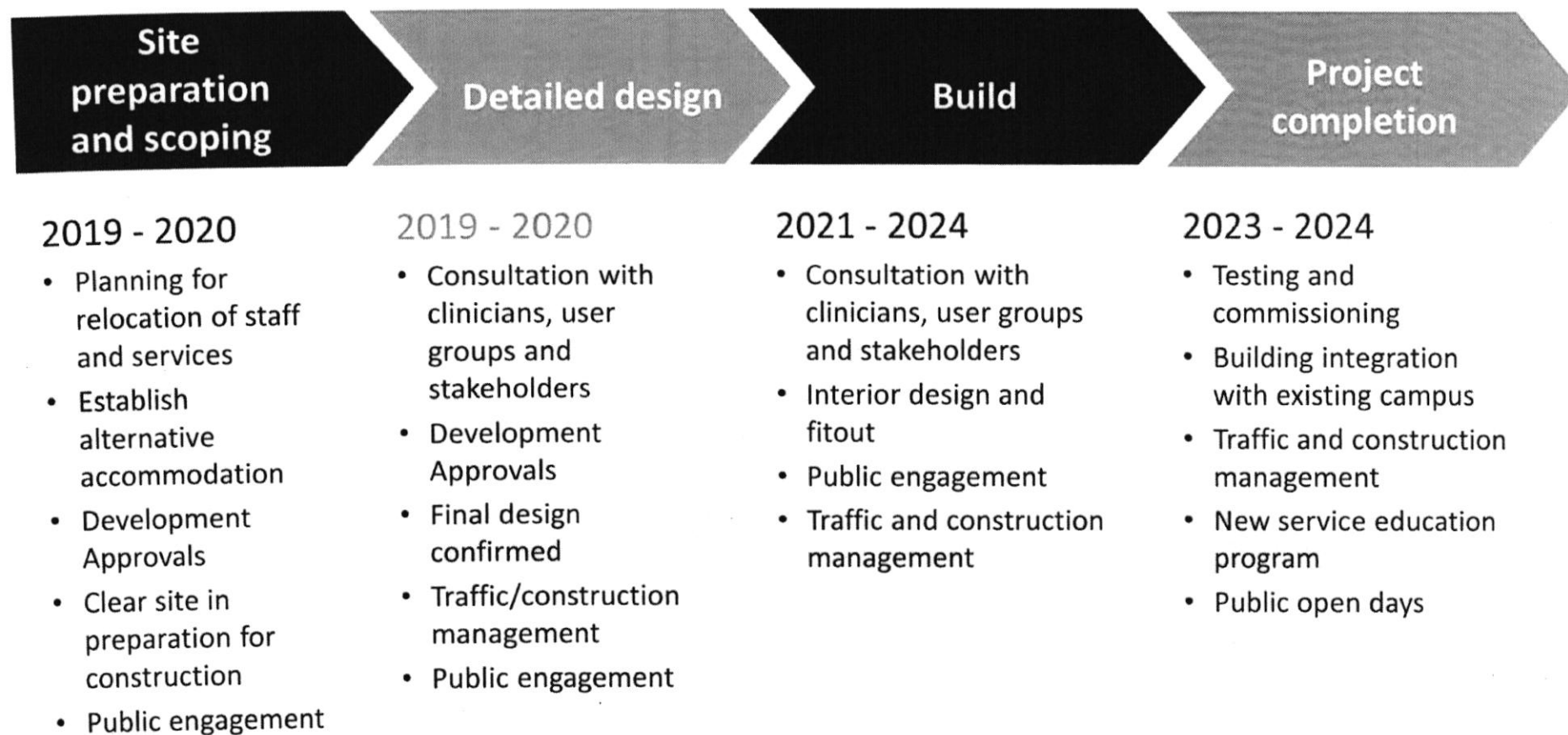
- The Centre will increase the Territory's capacity to deliver acute, hospital-based health care.
- It is a \$500 million purpose built facility that will deliver:
  - More operating theatres for elective and emergency surgery
  - More inpatient beds
  - Increase in intensive care unit capacity
  - A coronary care unit
  - State-of-the-art surgical, procedural and imaging facilities
  - A significantly expanded emergency department

# Location





## What's the plan?



**ACT**  
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ACT Health

Building Health Services Program

## Stay informed

---

- Updates on:

**[health.act.gov.au/infrastructure](http://health.act.gov.au/infrastructure)**

- Email enquiries to:

**[BuildingHealthServicesProgram@act.gov.au](mailto:BuildingHealthServicesProgram@act.gov.au)**



## Questions?

---







**Building Health Services Program****Community engagement activity report**

**Event:** Woden Valley Community Council Public meeting

**Date:** 6 March 2019

**Presenter:** Brad Burch

**Presentation:** Attachment A

**Summary**

Approximately 40 people attended the meeting to participate in an agenda that included:

- WVCC President's report
- MLAs update
- BHSP presentation
- Canberra Southern Cross Club building development at old Pitch n Putt site
- Woden centre master planning

The ACT Health presentation was well received and it was noted that this was the first time WVCC had received a presentation from ACT Health in "years".

Overall, the audience had a positive position on developments at the hospital. TCH is viewed as a community asset and major local employer.

Key concerns expressed by the audience were in relation to the SPIRE project and its impact on Palmer street residents and parking at the hospital.

The presentation concluded with an invitation to stay informed of BHSP projects by subscribing online, or adding contact details to a registration list. Twelve individuals registered their names/email accounts on the BHSP updates distribution list at the event.

The presenter received warm applause at the conclusion of the session.

**Summary of Q&A session**

- What is the height of SPIRE building?  
A: SPIRE will not exceed the height of the campus' tallest building.
- What are the noise implications for Palmer Street?  
A: ACTHD is working with TCCS and EPSSD to minimise noise impact on residents. Ambulances will be accessing the new emergency department in SPIRE via Palmer street
- What are you doing to attract enough doctors to staff the new buildings?  
A: Workforce planning is underway
- Once built, will it house all emergency, coronary care and surgery?  
A: Yes, acute and emergency services will be located in SPIRE

- What happens to the existing buildings where these services currently happen?  
A: Currently Building 12 and some of Building 1, options for their use, post-SPIRE, are being explored.
- Is there capacity for solar energy or sustainable building design for SPIRE?
- A: Yes, but perhaps not solar, due to heli-pad. Sustainability is a key feature in building design.
- Currently ambulances come off a major road, Yamba drive. Palmer Street seems less than ideal.  
A: Currently working on traffic flow options.
- Parking is very difficult to access, and its location is often very far from service. What are you doing about parking?
- A: Planning is underway
- Have you thought about underground parking, integrating parking with National Capital Hospital, parking under building 12
- A: All being explored.
- Adolescent Mental Health Unit – please consider renaming Adolescent Development Unit to avoid stigmatisation  
A: Noted. Talked about service integration to reduce stigma
- Walk-in Centre – where is the Inner North WiC going to be, why has the Woden WiC been taken out of the hospital?  
A: General discussion about role of WiCs in the community and taking pressure off emergency departments. Advised location of Inner North WiC not yet determined.
- Is there a TCH campus master plan? How are you integrating with the rest of the Woden area and connecting to the Woden town centre?  
A: Campus master plan coming in approx. 18 months. SPIRE becomes plan's anchor, 'un-locking' the northern side of the campus. Further town planning required.

**Ivansson, Zoe (Health)**

---

**From:** Culver, Jakob (Health)  
**Sent:** Thursday, 7 March 2019 1:04 PM  
**To:** Bone, Chris (Health)  
**Cc:** Lopa, Liz (Health); Doran, Karen (Health); Catanzariti, John  
**Subject:** FW: SPIRE - EPT02 Workshop Attendance [SEC=UNCLASSIFIED]  
**Attachments:** Copy of 190118 proof of Concept Nominations - SPIRE v2 - CB CM. mark up ....xlsx  
**Importance:** High

Chris

Please see below from STH.

As discussed at the PPT meeting on Tuesday this week, there will need to be further clinical stakeholder representation at the Executive Planning Team (EPT) workshop next Thursday (14/03/2019). The EPT substantively includes the EDs as advised by yourself and Colm, but will need to include other key clinical stakeholders (e.g. clinical directors) next week as discussed on Tuesday.

Can you advised as soon as practical which clinical directors you would like to be at the EPT2 session – Thursday 14 March 2019 10am to 12pm?

To assist the previous list of representatives across the EPT and Departmental Planning Team workshops is attached (note departmental planning team workshops not yet applicable at this stage – as advised by STH on Tuesday)

I will follow you up with a call this afternoon on this matter.

Cheers

Jake

**From:** Catanzariti, John  
**Sent:** Thursday, 7 March 2019 8:07 AM  
**To:** Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>  
**Subject:** FW: SPIRE - EPT02 Workshop Attendance [SEC=UNCLASSIFIED]

**From:** [REDACTED]  
**Sent:** Wednesday, 6 March 2019 4:18 PM  
**To:** Catanzariti, John <John.Catanzariti@act.gov.au>; Busic, Babita <Babita.Busic@act.gov.au>  
**Cc:** [REDACTED]  
**Subject:** SPIRE - EPT02 Workshop Attendance

John and Babita,

Further to yesterday's PPT meeting, would you mind following up with Canberra Hospital to ensure they have made appropriate availability for their key stakeholders (clinicians) to attend next weeks EPT2 workshop.

Many thanks

[REDACTED] Associate



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

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

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**Proof of Concept Design Group Nomination / Stakeholders**  
**Surgical Procedures, Interventional Radiology and Emergency Centre Project**

Organisation	Division	Service Area	Name
Canberra Health Services  (provided by Colm Mooney to IFCW - 17/12/18 and 02/01/19)	Critical Care	Emergency Department	Greg Hollis
		Intensive Care Unit	Bronwyn Avar
		Retrieval Service (Air Ambulance)	Kelvin Grove
	Surgery and Oral Health	Surgery	Frank Piscioneri
		Anaesthesia	Thomas Brussel
		Maxillofacial Surgery	Dylan Hyam
		Orthopaedic Surgery	Professor Paul Smith
	Medical Imaging	Medical Imaging	Charles Ngu
	Pathology	Pathology	Jane Dahlstrom
	Clinical Support Services	Clinical Support Services (Division)	Lisa Gilmore
		Pharmacy	Sheridan Briggs
	Medicine	Medicine (Division)	Girish Talaulikar
	Cancer and Community Health Services	Cancer Services	Paul Craft
		Outpatients	Cathie O'Neill
	Operations	Patient Flow	Lyn O'Connell
	Allied Health	Chief Allied Health Officer	Kerry Boyd
	Medical Services	Director of Medical Services	Paul Dugdale
	Nursing	Director of Nursing	Hamish Jeffrey
	Facilities Management	Facilities Director	Chris Tarbuck
ACT Health Directorate	Strategic Infrastructure	All areas of SPIRE	Brad Burch
	Strategic Infrastructure	All areas of SPIRE	Jakob Culver
	Strategic Infrastructure	All areas of SPIRE	Monica Lindemann
	Facilities Planning	All areas of SPIRE	Kate Evans
	Facilities Planning	All areas of SPIRE	Sally-Anne Kinghorn





**Attwood, Courtney (Health)**

---

**From:** Culver, Jakob (Health)  
**Sent:** Wednesday, 13 March 2019 12:01 PM  
**To:** Lopa, Liz (Health); Burch, Brad (Health)  
**Subject:** FOR REVIEW: Draft Agenda - SPIRE Project Control Group DRAFT 13 Mar 2019  
[SEC=UNCLASSIFIED]  
**Attachments:** Agenda - SPIRE Project Control Group DRAFT 13 Mar 2019.docx  
**Importance:** High

Liz / Brad

See attached a draft agenda for Friday's SPIRE PCG at 3:00pm – 15 March 2019.

Let me know what you think and comments/feedback?

I can then finalise and then I suggest that we send out and prepare any papers and materials over the next 24 hours.  
Happy to lead and coordinate this one based on your FB/comments etc.

Thanks

Jake



ACT Health



## AGENDA

### Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre – Project Control Group

MEETING NO. 1

DATE / TIME: 3:00pm to 4:30pm, 15 March 2019

VENUE: Meeting Room 4.04, Level 4, 2-6 Bowes Street Phillip

Name	Position
<b>Committee Members</b>	
Liz Lopa	Executive Group Manager, Strategic Infrastructure (ACTHD)
Brad Burch	Executive Branch Manager, Strategic Infrastructure (ACTHD)
Paul Dugdale	Executive Director, Medical Services (CHS)
Hamish Jeffery	Executive Director, Nursing and Midwifery Services (CHS)
Daniel Wood	Executive Director, Surgery and Oral Health (CHS)
Narelle Boyd	Executive Director, Critical Care (CHS)
Chris Tarbuck	Director, Facilities and Maintenance, Infrastructure Management and Maintenance (CHS)
Sophie Gray	Director, Social Infrastructure Branch, Infrastructure Finance and Capital Works (IFCW) (CMTEDD)
Ben Morris	Director, Social Policy Branch, Finance and Budgets Division (CMTEDD)
TBC	<i>SPIRE Program Manager</i>
TBC	<i>SPIRE Clinical Director</i>
<b>Attendees / Other Invitees</b>	
Jakob Culver	Commercial Advisor, Strategic Infrastructure (ACTHD)
Monica Lindemann	Special Advisor, Strategic Infrastructure (ACTHD)
Kate Evans	Clinical Liaison Officer, Strategic Infrastructure (ACTHD)
Rhona Jason-Smith	Facilities Planning Officer, Strategic Infrastructure (ACTHD)
Mark Moerman	ICT Services Lead, Digital Solutions Division (ACTHD)

No.	Item	Paper	Outcome	Lead
1	Welcome and Apologies			Chair
2	Term of Reference (including standing agenda for PCG)			Chair
3	Project Monitoring and Control <ul style="list-style-type: none"> <li>Project Status Report</li> <li>Financial</li> <li>Schedule</li> <li>Safety</li> <li>Risks and Issues Register</li> <li>Resources</li> <li>Change Requests</li> </ul>		Endorsement	IFCW
4	Data and Information Requests		Discussion	IFCW
5	Submission Papers for Noting / Discussion / Endorsement			
5.1	Project Governance Structure		Noting	ACTHD
5.2	Proof of Concept Update and Capital Solution Options <ul style="list-style-type: none"> <li>Clinical engagement and schedules</li> <li>Capital solution options and early design</li> </ul>		?	
5.3	Decanting strategy and demolition		?	
5.4	Detailed Business Case – Update and Next Steps <ul style="list-style-type: none"> <li>Current status of drafting</li> <li>Operational costings strategy</li> </ul>		Noting	ACTHD
5.5	Stakeholder Engagement and Communications Strategies (Internal and External)		Endorsement	ACTHD
5.7	Ministerial and Government Business	Verbal	Discussion	ACTHD
6	Other Business			Chair
7	Meeting Close Next meeting: 11:00am to 12:30pm, 23 April 2019 Location – TBC			

**Commented [CJ(1)]:** Do we want to talk about:  
•Update on where we are at following EPT  
•the schedules/SoAs and the clinical engagement that has occurred

**Commented [CJ(2)]:** Can we put a decant strategy on the table:

**Commented [CJ(3)]:** Provide status update on drafting of the BC and:

**Commented [CJ(4)]:** For Monica to present her strategies for external comms and also for internal comms (i.e. decanting focused at the moment)