

Attwood, Courtney (Health)

From: Basic, Babita
Sent: Monday, 1 April 2019 8:36 AM
To: Culver, Jakob (Health); Burch, Brad (Health)
Cc: Catanzariti, John
Subject: FOR YOUR REVIEW FW: SPIRE - PPT05 Meeting Minutes
Attachments: TCH_SPIRE - PPT05 Meeting Minutes_20190325.pdf

Jakob/Brad

Apologies for not sending these out earlier for your review.

Can you please review and confirm you are happy with the minutes from last week's PPT. I will distribute to the PPT upon receipt of your confirmation.

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

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From: [REDACTED]
Sent: Wednesday, 27 March 2019 6:51 PM
To: Catanzariti, John <John.Catanzariti@act.gov.au>
Cc: Basic, Babita <Babita.Basic@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>; Gray, Sophie <Sophie.Gray@act.gov.au>; [REDACTED]
Subject: SPIRE - PPT05 Meeting Minutes

John,
 Further to PPT05, please find attached meeting minutes for records and distribution.

[REDACTED] Associate



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

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The Canberra Hospital
SPIRE – Proof of Concept Phase

MINUTES OF MEETING

Meeting Held at: Building 3, Level 1,
Conference Room

PROJECT: SPIRE Project

Consultant: STH

Meeting: Project Planning Team

Confirmation of previous minutes: N/A

Job/File No:

10421/3.2

Date: 25.3.19

Time: 3.00 - 4.30pm

Meeting No: PPT05

PRESENT

Name:	Organisation/Department:
Jakob Culver	ACTHD
Liz Lopa	ACTHD
Monica Lindemann	ACTHD
Colm Mooney	CHS
Chris Bone	CHS
Sally-Anne Kinghorne	HFPU
Kate Evans	SI
Lloyd Esau	IFCW
Sophie Gray	IFCW
	STH
	EY

APOLOGIES

Bernadette McDonald	CHS
Brad Burch	ACTHD
Karen Doran	ACTHD
Rhona Jason Smith	ACTHD
John Catanzariti	IFCW
Babita Busic	IFCW
	STH
	STH
	EY
	EY
	EY

DISTRIBUTION:

All present and absent, includes Client/Representatives

Pond, Aleks (Health)

From: Burch, Brad (Health)
Sent: Tuesday, 2 April 2019 11:09 AM
To: [REDACTED]
Subject: RE: Agenda for Monday resource discussion

UNCLASSIFIED

Hi [REDACTED]

Thanks again for arranging yesterday's workshop.

I know you are working on the write-up, but is there any chance I could get a copy of the presentation in the meantime?

Thanks and regards

Brad

Brad Burch | Executive Branch Manager

Strategic Infrastructure

Corporate Services

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



ACT
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ACT Health

From: [REDACTED]
Sent: Friday, 29 March 2019 11:51 AM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>
Cc: [REDACTED]
Subject: Agenda for Monday resource discussion

Hi Brad

Please find attached the proposed agenda. To achieve an outcome where the room has a sufficient understanding of the task ahead and some more developed options on resourcing, we propose the following format:

- An initial discussion on the process from the end of Business Case to procurement and into delivery and how it applies to SPIRE (based on timelines and key scope items to be developed) and perhaps Health more widely as we assume this will be equally applicable to Centenary
- Discuss the indicative resources levels for key areas and service lines
- Discuss the structural set up (as per the advice we previously provided)

During each of these agenda items we can cover a range of precedents including Light Rail and others

Let me know if you would like us to refine further

Thanks



[REDACTED] Director | Infrastructure Advisory

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Ivansson, Zoe (Health)

Subject: SPIRE Planning with Medical Imaging
Location: Meeting room 4, Level 2, Building 24 TCH

Start: Tue 02/04/2019 3:30 PM
End: Tue 02/04/2019 4:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: McDonald, Bernadette (Health)
Required Attendees: Dugdale, Paul (Health); Ngu, Charles (Health); Saunder, Kate (Health); Lopa, Liz (Health); Evans, Kate (Health); Mooney, Colm (Health)

Good afternoon,

As discussed, this meeting has been scheduled to discuss your feedback on the SPIRE project.

This meeting will be held in meeting room 4, Level 2, Building 24 TCH. If you have issues accessing level 2 please call me and I will direct you to the meeting room.

Kind regards

Olivia Tzavalas

Executive Assistant to the Chief Executive Officer

Phone: 5124 4700 | **Email:** olivia.tzavalas@act.gov.au

Building 24, Level 2, Canberra Hospital, Yamba Drive, Garran ACT 2605

Attwood, Courtney (Health)

From: [REDACTED]
Sent: Thursday, 4 April 2019 10:00 AM
To: Catanzariti, John; Burch, Brad (Health); Culver, Jakob (Health); Lopa, Liz (Health)
Cc: Basic, Babita; [REDACTED] Gray, Sophie; Esau, Lloyd
Subject: SPIRE - PPT06 Agenda
Attachments: TCH_SPIRE - PPT06 Agenda.pdf; TCH_SPIRE - PPT05 Meeting Minutes_20190325.pdf; 10421_SPIRE Stakeholder Feedback Register_V1.pdf

Good morning team,
Please find attached proposed agenda for Monday's PPT06. If you have comments pertaining to agenda, please let me know and we update. If agreeable, please distribute with previous meeting minutes and stakeholder matrix as attached.

Many thanks

([REDACTED] Associate



SILVER THOMAS HANLEY
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Meeting: PPT06
Meeting Date: 8th April 2019
Time: 3.00pm to 4.00pm

AGENDA

Item		By
1.0	Introduction	ACTHD
2.0	Review of Previous Meeting Minutes	STH
2.0	Business Case Finalisation	ACTHD/ EY
3.0	Program Update	STH
4.0	Recap of Design Outcomes Since PPT05	STH
4.1	Helipad Investigations	STH
4.2	Services Investigations	STH
4.3	Food Service Delivery Investigations	STH
5.0	Facility Scope Review	
5.1	Updated Model of Care inc Working Assumptions	ACTHD
5.2	Schedule of Accommodation	ACTHD
5.0	Draft Feasibility Design	
5.1		
6.0	Stakeholder Consultation Matrix	
6.1	Summary Outcomes	
7.0	Decanting Strategy	
8.0	New Business	
9.0	Next Meeting	
9.1	EPT03 – Thursday 11 April 2019 PPT07 – Tuesday 23 April 2019	

The Canberra Hospital
SPIRE – Proof of Concept Phase

MINUTES OF MEETING

Meeting Held at: Building 3, Level 1,
Conference Room

PROJECT: SPIRE Project

Consultant: STH

Meeting: Project Planning Team

Confirmation of previous minutes: N/A

Job/File No:

10421/3.2

Date: 25.3.19

Time: 3.00 - 4.30pm

Meeting No: PPT05

PRESENT

Name:	Organisation/Department:
Jakob Culver	ACTHD
Liz Lopa	ACTHD
Monica Lindemann	ACTHD
Colm Mooney	CHS
Chris Bone	CHS
Sally-Anne Kinghorne	HFPD
Kate Evans	SI
Lloyd Esau	IFCW
Sophie Gray	IFCW
[REDACTED]	STH
[REDACTED]	EY

APOLOGIES

Bernadette McDonald	CHS
Brad Burch	ACTHD
Karen Doran	ACTHD
Rhona Jason Smith	ACTHD
John Catanzariti	IFCW
Babita Busic	IFCW
[REDACTED]	STH
[REDACTED]	STH
[REDACTED]	EY
[REDACTED]	EY
[REDACTED]	EY

DISTRIBUTION:

All present and absent, includes Client/Representatives

Ivansson, Zoe (Health)

From: Ryan, JohnW
Sent: Thursday, 4 April 2019 12:04 PM
To: Crichton, Andrew; Lopa, Liz (Health); Lindemann, Monica (Health); Priest, Jenny (ACTEDU)
Subject: SPIRE Project Discussion

UNCLASSIFIED

Hi everyone,

I would like to organise a meeting between the school, SPIRE team and TCCS to discuss the project, its current status and the schools concerns over traffic management.

Jenny Priest, the school principal, has advised that she is available at the following times:

uesday 9:30 to 11:00, and 1:00 to 2:00; and
Thursday 9:30 to 11:00, and 1:00 to 2:00.

Can you please advise what time suits and I will send out a meeting invitation.

Cheers

John
John Ryan | Director
Transport and Asset Management
Phone: +61 2 62074081 | Email: johnw.ryan@act.gov.au
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Ivansson, Zoe (Health)

From: Busic, Babita
Sent: Thursday, 4 April 2019 3:51 PM
To: Catanzariti, John; Burch, Brad (Health); Culver, Jakob (Health); Lopa, Liz (Health)
Cc: Gray, Sophie; Esau, Lloyd
Subject: FW: SPIRE - PPT06 Agenda
Attachments: TCH_SPIRE - PPT06 Agenda.pdf; TCH_SPIRE - PPT05 Meeting Minutes_20190325.pdf; 10421_SPIRE Stakeholder Feedback Register_V1.pdf

Importance: High

All

Please provide any comments to me by 10.00am Friday.

Babita

Kind Regards

Babita Busic

Assistant Project Manager – Social Infrastructure Branch

Phone 02 512 49106 | Mobile [REDACTED]

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From: [REDACTED]

Sent: Thursday, 4 April 2019 10:00 AM

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

Cc: Busic, Babita <Babita.Busic@act.gov.au>; [REDACTED]

[REDACTED] Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>

Subject: SPIRE - PPT06 Agenda

Good morning team,

Please find attached proposed agenda for Monday's PPT06. If you have comments pertaining to agenda, please let me know and we update. If agreeable, please distribute with previous meeting minutes and stakeholder matrix as attached.

Many thanks

[REDACTED] Associate



SILVER THOMAS HANLEY
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SPIRE – Proof of Concept Phase



Meeting: PPT06
Meeting Date: 8th April 2019
Time: 3.00pm to 4.00pm

AGENDA

Item		By
1.0	Introduction	ACTHD
2.0	Review of Previous Meeting Minutes	STH
2.0	Business Case Finalisation	ACTHD/ EY
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5.1	Updated Model of Care inc Working Assumptions	ACTHD
5.2	Schedule of Accommodation	ACTHD
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6.0	Stakeholder Consultation Matrix	
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9.1	EPT03 – Thursday 11 April 2019 PPT07 – Tuesday 23 April 2019	



The Canberra Hospital
SPIRE – Proof of Concept Phase

MINUTES OF MEETING

Meeting Held at: Building 3, Level 1,
Conference Room

PROJECT: SPIRE Project

Consultant: STH

Meeting: Project Planning Team

Confirmation of previous minutes: N/A

Job/File No:

10421/3.2

Date: 25.3.19

Time: 3.00 - 4.30pm

Meeting No: PPT05

PRESENT

Name:	Organisation/Department:
Jakob Culver	ACTHD
Liz Lopa	ACTHD
Monica Lindemann	ACTHD
Colm Mooney	CHS
Chris Bone	CHS
Sally-Anne Kinghorne	HFPU
Kate Evans	SI
Lloyd Esau	IFCW
Sophie Gray	IFCW
	STH
	EY

APOLOGIES

Bernadette McDonald	CHS
Brad Burch	ACTHD
Karen Doran	ACTHD
Rhona Jason Smith	ACTHD
John Catanzariti	IFCW
Babita Busic	IFCW
	STH
	STH
	EY
	EY
	EY

DISTRIBUTION:

All present and absent, includes Client/Representatives

Lowes, Shannon (Health)

From: Culver, Jakob (Health)
Sent: Thursday, 4 April 2019 5:35 PM
To: [REDACTED]
Cc: [REDACTED] Lopa, Liz (Health); Burch, Brad (Health); Gray, Sophie
Subject: Presentation to SPIRE Governance Meeting - Monday 8 April 2019
[SEC=UNCLASSIFIED]

Hi [REDACTED]

As discussed, we have an internal SPIRE Governance meeting scheduled for next Monday 4:00pm to 5:00pm 8 April 2019, for the governance group to discuss and review the SPIRE business case.

[REDACTED]

[REDACTED]

For context the governance committee includes the following key executives across ACTHD and CHS:

- ACTHD Director-General
- CHS Chief Executive Office
- ACTHD Deputy Director General (DDG) Corporate
- CHS Chief Operating Officer (DDG Clinical Services)
- Executive Directors from CHS and ACTHD (e.g. Liz Lopa, Colm Mooney, and EDs of Surgery and Oral Health and Critical Care).

In addition group also contains executive representatives from ACT Treasury and IFCW.

Please let me know if you have any questions or concerns in relation to this matter. Happy to discuss and work through together if required (PS: Will also forward through a meeting invite).

Thanks and regards

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 | A: 2-6 Bowes Street PHILLIP ACT 2606

Attwood, Courtney (Health)

From: Culver, Jakob (Health)
Sent: Friday, 5 April 2019 9:49 AM
To: Burch, Brad (Health); Busic, Babita; Catanzariti, John; Lopa, Liz (Health)
Cc: Gray, Sophie; Esau, Lloyd
Subject: RE: SPIRE - PPT06 Agenda [SEC=UNCLASSIFIED]
Attachments: TCH_SPIRE - PPT05 Meeting Minutes_20190325 (002) - JC RCs.pdf

Babita – see attached minutes of the last PPT with mark-up of feedback, in enable finalisation of minutes prior to distribution.

Thanks
 Jake

From: Burch, Brad (Health)
Sent: Friday, 5 April 2019 9:15 AM
To: Busic, Babita <Babita.Busic@act.gov.au>; Catanzariti, John <John.Catanzariti@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Cc: Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>
Subject: RE: SPIRE - PPT06 Agenda

UNCLASSIFIED For-Official-Use-Only

Hi Babita

Can we please change 'Stakeholder Consultation Matrix' to just 'Stakeholder Consultation Update'? The existing document does not reflect the outcomes of Bernadette and Liz's work with clinical stakeholders, and hence I would not be comfortable with it being circulated as well.

Similarly, please remove the Model of Care Working Assumptions, as this will be provided as an update from ACTHD to IFCW/STH outside of the PPT in the first instance.

Can we please see STH's presentation for Monday as well? I would like to understand what they are presenting before agreeing to the final agenda.

Given I wasn't at the last meeting, I have asked Jake to provide feedback on the minutes.

Thanks and regards

Brad

Brad Burch | Executive Branch Manager

Strategic Infrastructure

Corporate Services

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



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ACT Health

From: Basic, Babita

Sent: Thursday, 4 April 2019 3:51 PM

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

Cc: Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>

Subject: FW: SPIRE - PPT06 Agenda

Importance: High

All

Please provide any comments to me by 10.00am Friday.

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

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From: [REDACTED]

Sent: Thursday, 4 April 2019 10:00 AM

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

Cc: Basic, Babita <Babita.Basic@act.gov.au>; [REDACTED]

[REDACTED] Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>

Subject: SPIRE - PPT06 Agenda

Good morning team,

Please find attached proposed agenda for Monday's PPT06. If you have comments pertaining to agenda, please let me know and we update. If agreeable, please distribute with previous meeting minutes and stakeholder matrix as attached.

Many thanks

[REDACTED] Associate



SILVER THOMAS HANLEY
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MINUTES OF MEETING**Meeting Held at: Building 3, Level 1,
Conference Room****PROJECT: SPIRE Project****Consultant: STH****Meeting: Project Planning Team****Confirmation of previous minutes: N/A****Job/File No:**

10421/3.2

Date: 25.3.19**Time: 3.00 - 4.30pm****Meeting No: PPT05****PRESENT**

Name:	Organisation/Department:
Jakob Culver	ACTHD
Liz Lopa	ACTHD
Monica Lindemann	ACTHD
Colm Mooney	CHS
Chris Bone	CHS
Sally-Anne Kinghorne	HFPU
Kate Evans	SI
Lloyd Esau	IFCW
Sophie Gray	IFCW
	STH
	EY

APOLOGIES

Bernadette McDonald	CHS
Brad Burch	ACTHD
Karen Doran	ACTHD
Rhona Jason Smith	ACTHD
John Catanzariti	IFCW
Babita Busic	IFCW
	STH
	STH
	EY
	EY
	EY

DISTRIBUTION:**All present and absent, includes Client/Representatives**

MINUTES OF MEETINGMeeting Held at: Building 3, Level 1,
Conference Room**PROJECT: SPIRE Project****Consultant: STH****Meeting: Project Planning Team****Confirmation of previous minutes: N/A****Job/File No:**

10421/3.2

Date: 25.3.19**Time:** 3.00 - 4.30pm**Meeting No:** PPT05**PRESENT**

Name:	Organisation/Department:
Jakob Culver	ACTHD
Liz Lopa	ACTHD
Monica Lindemann	ACTHD
Colm Mooney	CHS
Chris Bone	CHS
Sally-Anne Kinghorne	HFPU
Kate Evans	SI
Lloyd Esau	IFCW
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	EY
APOLOGIES	
Bernadette McDonald	CHS
Brad Burch	ACTHD
Karen Doran	ACTHD
Rhona Jason Smith	ACTHD
John Catanzariti	IFCW
Babita Busic	IFCW
	STH
	STH
	EY
	EY
	EY

APOLOGIES**DISTRIBUTION:**

All present and absent, includes Client/Representatives

Attwood, Courtney (Health)

From: Basic, Babita
Sent: Friday, 5 April 2019 11:25 AM
To: Burch, Brad (Health)
Cc: Catanzariti, John
Subject: RE: SPIRE - PPT06 Agenda

Hey Brad

Just got off the phone from David. He informs me that they are still working on the presentation and will have it over to us today.

Once we receive it I will get it out to you.

Kind Regards

Babita Basic

Assistant Project Manager – Social Infrastructure Branch

Phone 02 512 49106 | Mobile [REDACTED]

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

From: Burch, Brad (Health)
Sent: Friday, 5 April 2019 11:06 AM
To: Basic, Babita <Babita.Basic@act.gov.au>
Subject: RE: SPIRE - PPT06 Agenda

UNCLASSIFIED For-Official-Use-Only

Thanks Babita, looks good – do we have the presentation from STH yet? I am still keen to see it before we release the final agenda.

Brad Burch | Executive Branch Manager

Strategic Infrastructure

Corporate Services

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



ACT
Government

ACT Health

From: Basic, Babita
Sent: Friday, 5 April 2019 10:41 AM
To: Burch, Brad (Health) <Brad.Burch@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>

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

Subject: FW: SPIRE - PPT06 Agenda

Brad

Please find attached the updated Agenda for your final approval.

Jakob – I have emailed David your edits to the minutes. Once I received the updated version I will email this for your review and approval.

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**

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

From: [REDACTED]

Sent: Friday, 5 April 2019 9:42 AM

To: Busic, Babita <Babita.Busic@act.gov.au>; [REDACTED]

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

Subject: RE: SPIRE - PPT06 Agenda

Hi Babita,

Attached is updated Agenda. I have removed the sub notes altogether under Facility Scope Review and added ACTHD to provide update on this. The item pertains primarily to the work under taken by Bernadette and Liz with the clinicians and if there is a direction to undertake to the next EPT. Likewise with the Stakeholder Consultation Update. We have added both STH and ACTHD to discuss as there are items assigned to both teams.

We will await any comments on meeting minutes

[REDACTED] Associate



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

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

From: Busic, Babita [<mailto:Babita.Busic@act.gov.au>]

Sent: Friday, 5 April 2019 9:28 AM

To: [REDACTED]

Cc: Catanzariti, John

Subject: FW: SPIRE - PPT06 Agenda

Hello [REDACTED]

We have had a request from ACT Health to make a couple of edits to the documents that you emailed yesterday. Please see below Brad's email.

Edits to the Minutes will be sent once received from Jakob.

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**

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

From: Burch, Brad (Health)

Sent: Friday, 5 April 2019 9:15 AM

To: Basic, Babita <Babita.Basic@act.gov.au>; Catanzariti, John <John.Catanzariti@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>

Cc: Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>

Subject: RE: SPIRE - PPT06 Agenda

UNCLASSIFIED For-Official-Use-Only

Hi Babita

Can we please change 'Stakeholder Consultation Matrix' to just 'Stakeholder Consultation Update'? The existing document does not reflect the outcomes of Bernadette and Liz's work with clinical stakeholders, and hence I would not be comfortable with it being circulated as well.

Similarly, please remove the Model of Care Working Assumptions, as this will be provided as an update from ACTHD to IFCW/STH outside of the PPT in the first instance.

Given I wasn't at the last meeting, I have asked Jake to provide feedback on the minutes.

Thanks and regards

Brad

Brad Burch | Executive Branch Manager

Strategic Infrastructure

Corporate Services

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



ACT
Government

ACT Health

From: Basic, Babita
Sent: Thursday, 4 April 2019 3:51 PM
To: Catanzariti, John <John.Catanzariti@act.gov.au>; Burch, Brad (Health) <Brad.Burch@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Cc: Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>
Subject: FW: SPIRE - PPT06 Agenda
Importance: High

All

Please provide any comments to me by 10.00am Friday.

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

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From: [REDACTED]
Sent: Thursday, 4 April 2019 10:00 AM
To: Catanzariti, John <John.Catanzariti@act.gov.au>; Burch, Brad (Health) <Brad.Burch@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Cc: Basic, Babita <Babita.Basic@act.gov.au>; [REDACTED]
 [REDACTED] Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>
Subject: SPIRE - PPT06 Agenda

Good morning team,

Please find attached proposed agenda for Monday's PPT06. If you have comments pertaining to agenda, please let me know and we update. If agreeable, please distribute with previous meeting minutes and stakeholder matrix as attached.

Many thanks

[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: Busic, Babita
Sent: Friday, 5 April 2019 1:28 PM
To: Culver, Jakob (Health); Burch, Brad (Health)
Cc: Catanzariti, John
Subject: FW: SPIRE - PPT06 Agenda [SEC=UNCLASSIFIED]
Attachments: TCH_SPIRE - PPT05 Meeting Minutes_20190325.pdf

Jakob

STH have updated the minutes as per your mark-up.

Please review the changes and confirm that this is the version to be emailed to the attendees.

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 |

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

From: [REDACTED]
Sent: Friday, 5 April 2019 1:25 PM
To: Busic, Babita <Babita.Busic@act.gov.au>; [REDACTED]
Cc: Catanzariti, John <John.Catanzariti@act.gov.au>
Subject: RE: SPIRE - PPT06 Agenda [SEC=UNCLASSIFIED]

Hi Babita,

As discussed, please find attached updated meeting minutes including Jakes comments. In order to expedite the updates to the minutes for future meetings, it would be appreciated if comments to the meeting minutes could be issued within 3-4 days of STH issuing them.

Thanks for your assistance

[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

From: Busic, Babita [<mailto:Babita.Busic@act.gov.au>]
Sent: Friday, 5 April 2019 10:27 AM
To: [REDACTED]

Cc: Catanzariti, John
Subject: FW: SPIRE - PPT06 Agenda [SEC=UNCLASSIFIED]

Hello again [REDACTED]

Please find attached Jacob's edits to the Minutes of PPT05.

Please make the changes and re issue to me ASAP and I will distribute prior to Monday's PPT meeting.

Thanks

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**

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

From: Culver, Jakob (Health)

Sent: Friday, 5 April 2019 9:49 AM

To: Burch, Brad (Health) <Brad.Burch@act.gov.au>; Basic, Babita <Babita.Basic@act.gov.au>; Catanzariti, John <John.Catanzariti@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>

Cc: Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>

Subject: RE: SPIRE - PPT06 Agenda [SEC=UNCLASSIFIED]

Babita – see attached minutes of the last PPT with mark-up of feedback, in enable finalisation of minutes prior to distribution.

Thanks

Jake

From: Burch, Brad (Health)

Sent: Friday, 5 April 2019 9:15 AM

To: Basic, Babita <Babita.Basic@act.gov.au>; Catanzariti, John <John.Catanzariti@act.gov.au>; Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>

Cc: Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>

Subject: RE: SPIRE - PPT06 Agenda

UNCLASSIFIED For-Official-Use-Only

Hi Babita

Can we please change 'Stakeholder Consultation Matrix' to just 'Stakeholder Consultation Update'? The existing document does not reflect the outcomes of Bernadette and Liz's work with clinical stakeholders, and hence I would not be comfortable with it being circulated as well.

Similarly, please remove the Model of Care Working Assumptions, as this will be provided as an update from ACTHD to IFCW/STH outside of the PPT in the first instance.

Can we please see STH's presentation for Monday as well? I would like to understand what they are presenting before agreeing to the final agenda.

Given I wasn't at the last meeting, I have asked Jake to provide feedback on the minutes.

Thanks and regards

Brad

Brad Burch | Executive Branch Manager

Strategic Infrastructure

Corporate Services

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



ACT
Government

ACT Health

From: Basic, Babita
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Cc: Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>
Subject: FW: SPIRE - PPT06 Agenda
Importance: High

All

Please provide any comments to me by 10.00am Friday.

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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Cc: Basic, Babita <Babita.Basic@act.gov.au>; [REDACTED]
 [REDACTED]; Gray, Sophie <Sophie.Gray@act.gov.au>; Esau, Lloyd <Lloyd.Esau@act.gov.au>
Subject: SPIRE - PPT06 Agenda

Good morning team,

Please find attached proposed agenda for Monday's PPT06. If you have comments pertaining to agenda, please let me know and we update. If agreeable, please distribute with previous meeting minutes and stakeholder matrix as attached.

Many thanks

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>

The Canberra Hospital
SPIRE – Proof of Concept Phase

MINUTES OF MEETING

Meeting Held at: Building 3, Level 1,
Conference Room

PROJECT: SPIRE Project

Consultant: STH

Meeting: Project Planning Team

Confirmation of previous minutes: N/A

Job/File No:

10421/3.2

Date: 25.3.19

Time: 3.00 - 4.30pm

Meeting No: PPT05

PRESENT

Name:	Organisation/Department:
Jakob Culver	ACTHD
Liz Lopa	ACTHD
Monica Lindemann	ACTHD
Colm Mooney	CHS
Chris Bone	CHS
Sally-Anne Kinghorne	HFPU
Kate Evans	SI
Lloyd Esau	IFCW
Sophie Gray	IFCW
[REDACTED]	STH
[REDACTED]	EY
APOLOGIES	
Bernadette McDonald	CHS
Brad Burch	ACTHD
Karen Doran	ACTHD
Rhona Jason Smith	ACTHD
John Catanzariti	IFCW
Babita Busic	IFCW
[REDACTED]	STH
[REDACTED]	STH
[REDACTED]	EY
[REDACTED]	EY
[REDACTED]	EY

DISTRIBUTION:

All present and absent, includes Client/Representatives

Attwood, Courtney (Health)

From: Culver, Jakob (Health)
Sent: Monday, 8 April 2019 12:25 PM
To: Lopa, Liz (Health); De'Ath, Michael (Health); Doran, Karen (Health); McDonald, Bernadette (Health); Mooney, Colm (Health); Esau, Lloyd; Whybrow, Mark; Lindemann, Monica (Health); IFCW Governance; Jeffrey, Hamish (Health); Wood, Daniel (Health); Tarbuck, Chris (Health); Gray, Sophie; Morris, Ben; Evans, Kate (Health); Gilmore, Lisa (Health); Burch, Brad (Health); Catanzariti, John; [REDACTED] Chatham, Elizabeth (Health); Dugdale, Paul (Health); [REDACTED]
Cc: Harding, Nikki; Mclauchlan, Jeanne (Health)
Subject: RE: Presentation of the Final SPIRE Business Case [DLM=Sensitive: Cabinet]
Attachments: Agenda - SPIRE Executive Steering Committee DRAFT 8 Apr 2019.docx

Dear all

Please find attached an Agenda for this afternoon's meeting at 4:00pm.

Looking forward to seeing everyone at the meeting.

Thanks and regards
 Jake

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

From: Lopa, Liz (Health)
Sent: Wednesday, 20 February 2019 1:10 PM
To: Lopa, Liz (Health); De'Ath, Michael (Health); Doran, Karen (Health); McDonald, Bernadette (Health); Mooney, Colm (Health); Esau, Lloyd; Whybrow, Mark; Lindemann, Monica (Health); Culver, Jakob (Health); IFCW Governance; Jeffrey, Hamish (Health); Wood, Daniel (Health); Tarbuck, Chris (Health); Gray, Sophie; Morris, Ben; Evans, Kate (Health); Gilmore, Lisa (Health); Burch, Brad (Health); Catanzariti, John; [REDACTED] Chatham, Elizabeth (Health); Dugdale, Paul (Health)
Cc: Harding, Nikki; Mclauchlan, Jeanne (Health)
Subject: Presentation of the Final SPIRE Business Case
When: Monday, 8 April 2019 4:00 PM-5:00 PM (UTC+10:00) Canberra, Melbourne, Sydney.
Where: Building 24, Level 1 | Meeting Room 1

29/3 - Apologies, meeting date and time has been updated.

Good afternoon

Please accept this invitation.

Kind regards,

Casey Hayne

Executive Assistant to Liz Lopa

Strategic Infrastructure and Procurement | Corporate Services | ACT Health Directorate

P: 512 49879 | E: casey.hayne@act.gov.au | A: 2-6 Bowes Street PHILLIP ACT 2606

AGENDA

Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre – Executive Steering Committee and Project Control Group

MEETING NO. 3

DATE / TIME: 4:00pm to 5:00pm, 8 April 2019

VENUE: Building 24, Level 1 | Meeting Room 1 (Canberra Hospital)

Name	Position
Executive Steering Committee Members	
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)
Elizabeth Chatham	A/g Chief Operating Officer, 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)
Project Control Group Members	
Hamish Jeffrey	Executive Director, Nursing and Midwifery Services (CHS)
Paul Dugdale	Executive Director, Medical Services (CHS)
Danial Wood	Executive Director, Surgery and Oral Health (CHS)
Lisa Gilmore	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)
Attendees / Other Invitees	
Monica Lindemann	Special Advisor, Strategic Infrastructure (ACTHD)
Jakob Culver	Commercial Advisor, Strategic Infrastructure (ACTHD)
Kate Evans	Clinical Liaison Officer, Strategic Infrastructure (ACTHD)
John Catanzariti	Project Manager, Social Infrastructure Branch, Infrastructure Finance and Capital Works (CMTEDD)

No.	Item	Paper	Outcome	Lead
1	Welcome and Apologies			Chair
2	Concept Design 50 Per Cent – Presentation (STH) [10 mins]		Note	STH
3	Detailed Business Case – Presentation (EY) [20 mins]		Note	EY
4	Discussion, Questions and Feedback		Discussion	Chair
5	Other Business			Chair
6	Meeting Close Next meeting (Executive Steering Committee) 30 April 2019, 1:00pm to 2:30pm Bowes Street Level 5 Conference Room			

AGENDA

Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre – Executive Steering Committee and Project Control Group

MEETING NO. 3

DATE / TIME: 4:00pm to 5:00pm, 8 April 2019

VENUE: Building 24, Level 1 | Meeting Room 1 (Canberra Hospital)

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Executive Steering Committee Members	
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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)
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Colm Mooney	Executive Director, Infrastructure Management and Maintenance (CHS)
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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)
Attendees / Other Invitees	
Monica Lindemann	Special Advisor, Strategic Infrastructure (ACTHD)
Jakob Culver	Commercial Advisor, Strategic Infrastructure (ACTHD)



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Canberra Health
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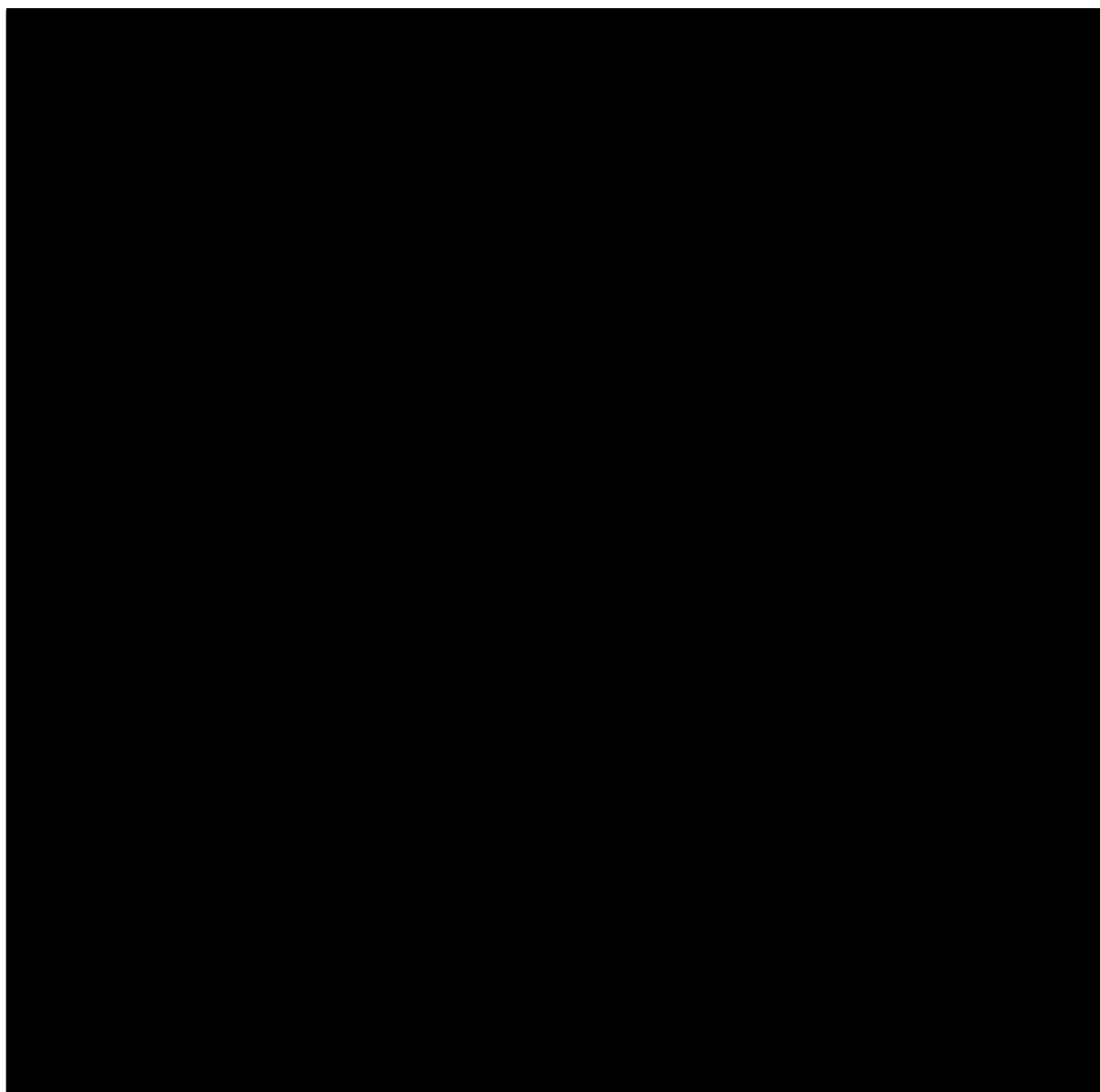
ACT Health



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Chief Minister, Treasury and
Economic Development

Kate Evans	Clinical Liaison Officer, Strategic Infrastructure (ACTHD)
John Catanzariti	Project Manager, Social Infrastructure Branch, Infrastructure Finance and Capital Works (CMTEDD)
Jeanne McLauchlan	Director of Business Support, Logistic Support Services (CHS)
Sally-Anne Kinghorne	Senior Project Officer, Access, Quality and Mental Health (ACTHD)
	<i>Representative from Silver Thomas Hanley</i>
	<i>Representatives from Ernst & Young</i>
Nikki Harding	Secretariat, Infrastructure Finance and Capital Works (CMTEDD)



Ivansson, Zoe (Health)

From: Burch, Brad (Health)
Sent: Monday, 8 April 2019 5:48 PM
To: Culver, Jakob (Health)
Subject: Fwd: Draft SPIRE Options capex and opex [DLM=Sensitive: Cabinet]

Hi Jake - could you get the preso from EY and circulate?

Cheers

Brad.

Get [Outlook for iOS](#)

From: Doran, Karen (Health) <karen.doran@act.gov.au>
Sent: Monday, April 8, 2019 5:38 pm
To: Burch, Brad (Health)
Cc: Culver, Jakob (Health); Lopa, Liz (Health)
Subject: RE: Draft SPIRE Options capex and opex [DLM=Sensitive: Cabinet]

UNCLASSIFIED

Brad

Happy to send the EY presentation to all members of the PCG, steering committee.

Thanks

Karen

From: Burch, Brad (Health)
Sent: Monday, 8 April 2019 5:22 PM
To: Doran, Karen (Health) <Karen.Doran@act.gov.au>
Cc: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Subject: Fwd: Draft SPIRE Options capex and opex [DLM=Sensitive: Cabinet]

Hi Karen - Ben Morris has asked if he could get these numbers sent through, are you happy for me to send on, noting they will be in the business case by Wednesday.

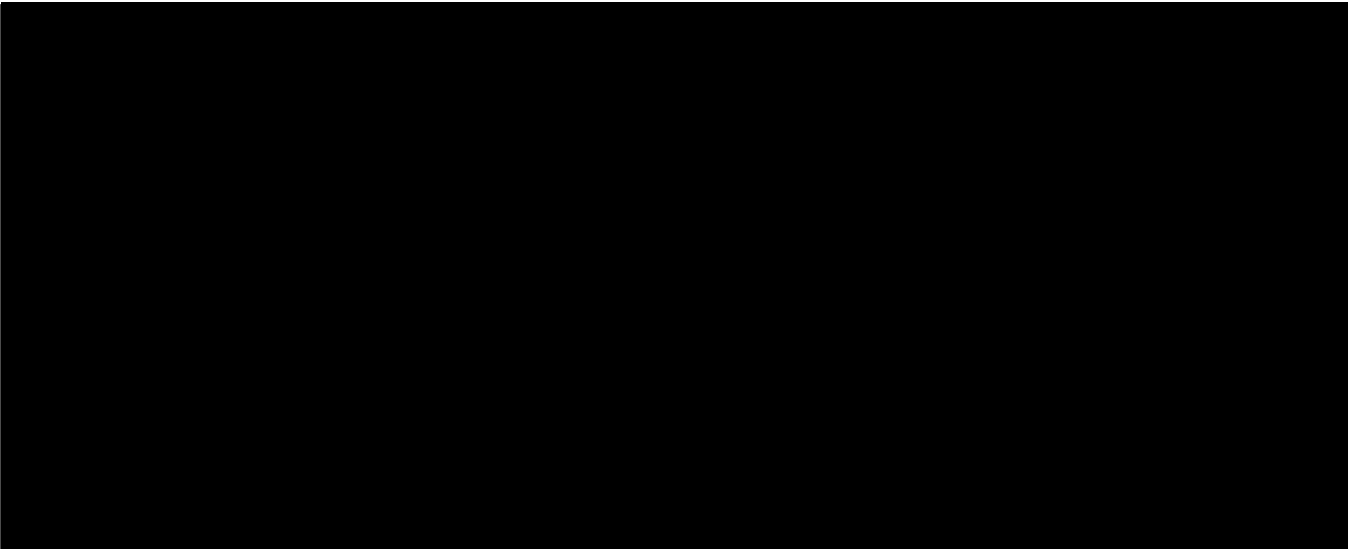
Thanks

Brad.

Get [Outlook for iOS](#)

From: Culver, Jakob (Health) <jakob.j.culver@act.gov.au>
Sent: Monday, April 8, 2019 2:55 pm
To: Doran, Karen (Health); Lopa, Liz (Health); Burch, Brad (Health)
Subject: FW: Draft SPIRE Options capex and opex [DLM=Sensitive: Cabinet]

Karen / Liz / Brad



Please let me know if you have any questions or concerns.

Thanks

Jake

From: 

Sent: Monday, 8 April 2019 1:46 PM

To: Culver, Jakob (Health) <Jakob.J.Culver@act.gov.au>

Cc: 

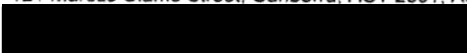
Subject: Draft SPIRE Options capex and opex

Hi Jake,

As discussed, attached is a draft slide with an extract with the capital and operating costs for each of the three options in it. We're still working through QA on the numbers but for your reference.

Thanks,



 Associate Director | Infrastructure Advisory
Ernst & Young
121 Marcus Clarke Street, Canberra, ACT 2601, Australia

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

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Attwood, Courtney (Health)

From: Busic, Babita
Sent: Thursday, 11 April 2019 8:45 AM
To: Burch, Brad (Health); Culver, Jakob (Health)
Cc: Catanzariti, John
Subject: FOR REVIEW AND ADVICE FW: SPIRE - Project Planning Team Meeting PPT06 Meeting Minutes
Attachments: TCH_SPIRE - PPT06 Meeting Minutes_20190408.pdf

Good morning

STH have emailed through draft Minutes from the PPT06 Meeting that occurred Monday.

Can you please review and email through any comment/edits by COB Friday.

The next scheduled PPT is Tuesday 23rd April. Can you please advise if this is still acceptable to go ahead or to reschedule as this falls in the Easter / Anzac period and attendance might be low.

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**

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The Canberra Hospital
SPIRE – Proof of Concept Phase

MINUTES OF MEETING

Meeting Held at: Building 24, Meeting Room 1

PROJECT: SPIRE Project

Consultant: STH

Meeting: Project Planning Team

Confirmation of previous minutes: N/A

Job/File No:

10421/3.2

Date: 08.04.19

Time: 3.00 - 4.30pm

Meeting No: PPT06

PRESENT

Name:	Organisation/Department:
Brad Burch	ACTHD
Karen Doran	ACTHD
Liz Lopa	ACTHD
Monica Lindemann	ACTHD
Colm Mooney	CHS
Sally-Anne Kinghorne	HSPU
Rhona Jason Smith	HSPU
Kate Evans	SI
Lloyd Esau	IFCW
Sophie Gray	IFCW
John Catanzariti	IFCW
[REDACTED]	STH
[REDACTED]	STH
[REDACTED]	EY
[REDACTED]	EY
APOLOGIES	
Bernadette McDonald	CHS
Chris Bone	CHS
Jakob Culver	ACTHD
Babita Busic	IFCW
[REDACTED]	STH
[REDACTED]	EY
[REDACTED]	EY

DISTRIBUTION:

All present and absent, includes Client/Representatives

Attwood, Courtney (Health)

From: Harding, Nikki
Sent: Thursday, 11 April 2019 1:23 PM
To: Culver, Jakob (Health); Burch, Brad (Health)
Subject: Draft minutes - SPIRE ESC & PCG joint meeting [SEC=UNCLASSIFIED]
Attachments: DRAFT Minutes - SPIRE BC presentation v3 8 Apr 2019.docx

Hi

Please find attached minutes from the SPIRE business case presentation for you comment and consideration. Once these are cleared, I will ensure they are place the upcoming SPIRE ESC and PCG agendas for endorsement.

Regards,

Nikki Harding | Governance Officer

Phone: (02) 6205 1757

Infrastrucutre Finance and Capital Works | Chief Minister, Treasury and Economic Development Directorate | ACT Government

GPO Box 158 Canberra ACT 2601 | www.act.gov.au

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AGENDA

Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre – Executive Steering Committee and Project Control Group

MEETING NO.	3
DATE / TIME:	4:00pm to 5:00pm, 8 April 2019
VENUE:	Building 24, Level 1 Meeting Room 1 (Canberra Hospital)

Name	Position
Executive Steering Committee Members	
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)
Elizabeth Chatham	A/g Chief Operating Officer, 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)
Project Control Group Members	
Hamish Jeffrey	Executive Director, Nursing and Midwifery Services (CHS)
Paul Dugdale	Executive Director, Medical Services (CHS)
Danial Wood	Executive Director, Surgery and Oral Health (CHS)
Lisa Gilmore	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)
Attendees / Other Invitees	
Monica Lindemann	Special Advisor, Strategic Infrastructure (ACTHD)
Jakob Culver	Commercial Advisor, Strategic Infrastructure (ACTHD)



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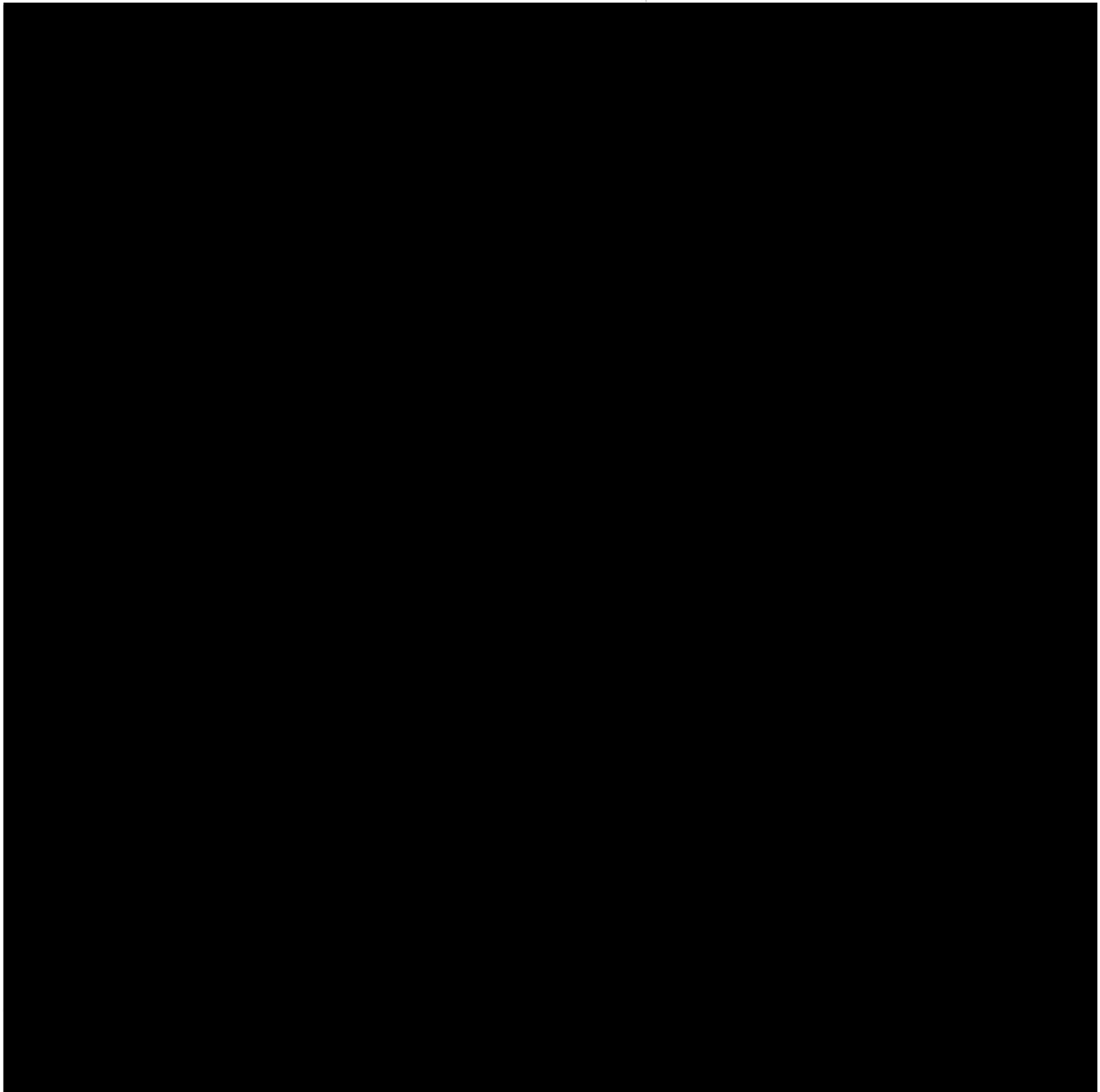


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Chief Minister, Treasury and
Economic Development

7925

Kate Evans	Clinical Liaison Officer, Strategic Infrastructure (ACTHD)
John Catanzariti	Project Manager, Social Infrastructure Branch, Infrastructure Finance and Capital Works (CMTEDD)
Jeanne McLauchlan	Director of Business Support, Logistic Support Services (CHS)
Sally-Anne Kinghorne	Senior Project Officer, Access, Quality and Mental Health (ACTHD)
	<i>Representative from Silver Thomas Hanley</i>
	<i>Representatives from Ernst & Young</i>
Nikki Harding	Secretariat, Infrastructure Finance and Capital Works (CMTEDD)



Garran Primary School meeting briefing
12:30pm Thursday, 11 April
Garran Primary School

Attendees

- Jenny Priest, Principal GPS
- Victor Pantano School Board Chair
- John Ryan, Director Transport and Asset Management, DET
- Andrew Crichton, Assistant Director, Schools Program, TCCS
- Liz Lopa, ACTHD
- Monica Lindemann, ACTHD

Purpose

Provide the school leadership with a briefing on SPIRE development plans and timeline. Hear concerns regarding traffic management and potential impact of the construction works and ongoing presence of SPIRE on the school community. Anticipate further meetings to explore options with planners and cross-Directorate representatives to maintain GPS student and community safety.

Background

GPS Board Chair, Dr Victor Pantano, is an entrepreneur/engineer, currently CEO of the Digital Health CRC. He has been the GPS board chair for 6 years and is also a recent member of the Marist College school board. His letter to the Ministers' of Education and Health, on behalf of the board, is attached.

In the attached letter, Dr Pantano refers to traffic studies undertaken by DET. These were in fact undertaken by TCCS, and the remediation works listed below have been completed over recent years:

- Signage and line marking improvements were made around the school in January 2016
- The children's crossing at the front of the school on Gilmore Crescent was converted to a pedestrian crossing in September 2016
- Traffic calming measures, including speed humps, were delivered in Kitchener Street in June 2017
- The bike storage was relocated to remove conflict near the pick-up and set down area in January 2018
- A new footpath was constructed to provide better access to the car park at the oval behind the school in January 2018
- A school crossing supervisor commenced at the Gilmore Crescent children's crossing in February 2018
- Speed humps and footpath improvements were provided at the children's crossing on Gilmore Crescent in January 2019

Existing construction works at the National Capital Private Hospital have had an impact on the school community. It is our understanding that these works are coming to a close in the coming months.

GPS is identified as a key stakeholder in the SPIRE project. Traffic management during, and post, construction is acknowledged as a significant area of project planning.

Resources for meeting

SPIRE fact sheet inclusive of locational map.

Attachment A: Letter to Ministers Fitzharris and Berry

24 March 2019 (via email)

Dear Ministers Berry and Fitzharris

I am writing to you as Chair of the Garran Primary School Board to request a meeting with you to discuss the planning that is currently underway in relation to the new SPIRE Centre to be located on the corner of Gilmore and Palmer Streets at the Canberra Hospital. The construction of the Centre will have a significantly detrimental impact on the operations of the school.

The school has had significant issues with traffic on Gilmore Crescent for a long time and we have suffered from several near misses with our children over the years. In more recent years, we have been impacted by the construction of the National Capital Private Hospital, including its current expansion. The addition of construction traffic has made it difficult to access the school, find parking and has resulted in an increase in traffic in the school area which means it has become dangerous for our children to cross the road. Further there is a lack of traffic access for parents to drop off and collect students within the school grounds. We suffer from traffic chaos on an almost daily basis.

The construction of SPIRE offers an opportunity for us to change this and make serious modifications to ensure the safety of our school students and wider community both during construction and then after when thousands of people will access the centre weekly. There will be a significant impact on our school environment as a result of SPIRE, not to mention Gilmore Crescent.

The Education Directorate has undertaken numerous studies of the traffic flows in the area but we have had no resolution. It is only a matter time before a serious incident occurs. As such I would appreciate a meeting with you both to discuss how we can work together to achieve major change either ahead of SPIRE or in concert with its construction.

I look forward to hearing from you.

Best regards

Victor

Garran Primary School (GPS) meeting briefing**12:30pm Thursday, 11 April****Garran Primary School****Attendees**

- Jenny Priest, Principal GPS
- Victor Pantano School Board Chair (via telephone)
- John Ryan, Director Transport and Asset Management, DET
- Andrew Crichton, Assistant Director, Schools Program, TCCS
- Liz Lopa, ACTHD
- Monica Lindemann, ACTHD

Discussion summary

- GPS school community, through the Board Chair, raised concerns about student and community safety due to the high volume of traffic, including heavy vehicles, down Gilmour Crescent.
- The school community have been subjected to the additional heavy vehicle traffic generated by building works at the hospital campus for many years. It was noted that the continued growth of the hospital, resulting in more traffic is inevitable.
- Given the school's proximity to the hospital, the Board would like the school considered as part of the hospital "precinct" and that it be included in campus master planning.
- The principal noted that over the years, traffic management and safety issues have been dealt with as they arise. However, this approach is believed to be insufficient to meet the long term needs of the Garran community.
- Suggestions from the Board to improve safety include:
 - Widening/modifying Gilmour Crescent
 - Making Gilmore Crescent a one-way street
 - More set-down and pick-up space
 - More parking space
- ACTHD agreed to continue conversations with the relevant Directorates to support improved traffic safety for children and school community members.
- ACTHD agreed to include Garran Primary School in hospital master planning as it relates to access, traffic management, parking and pedestrian safety.

The Canberra Hospital
SPIRE – Proof of Concept Phase



Meeting: EPT03
Meeting Date: 12th April 2019
Time: 10.00am to 12.00pm

AGENDA

Item	Workshop 3 – Options Consolidation	By
1.0	Introduction	ACTHD
2.0	Review of Previous Meeting Minutes	STH
3.0	Program Update	STH
4.0	SPIRE Scope	ACTHD
4.1	Business Case Scope Options 1, 2 and 3	
5.0	Recap From EPT02	STH
5.1	Traffic Flow Updates Including Ambulance Service Liaison	
5.2	Helicopter Flight Path	
5.3	Clinical Linkages	
5.4	Preferred Masterplan Option	
6.0	Feasibility Study	STH
6.1	Preliminary Blocking Planning	
7.0	Next Steps	
8.0	New Business	
9.0	Future Meetings	
9.1	EPT04 – Thursday 9 May 2019 (Options Evaluation) EPT05 – Thursday 6 June 2019 (Options Endorsement)	



The Canberra Hospital
SPIRE – Proof of Concept Phase

MINUTES OF MEETING

Meeting Held at: Building 3, Level 1, Conference Room

PROJECT: SPIRE Project

Consultant: STH

Meeting: Executive Planning Team

Confirmation of previous minutes: N/A

Job/File No:

10421/3.2

Date: 14.3.19

Time: 11.00am - 12.00pm

Meeting No: 2

PRESENT

Name:	Organisation/Department:
Jakob Culver	ACTHD, SI
Liz Lopa	ACTHD, SI
Sally-Anne Kinghorne	ACTHD, SI
Kate Evans	ACTHD, SI
Rhona Jason Smith	ACTHD, SI
Monica Lindeman	ACTHD, SI
India Finlay	ACTHD, SI
Casey Hayne	ACTHD, SI
Karina Kennedy	CHS - Pathology
Bronwyn Avar	CHS - ICU
Kelvin Grove	CHS - Retrieval
Charles Ngu	CHS - Radiology
Kerry Boyd	CHS - DAM
Chris Tarbuck	CHS - I&HSS
Jeanne Mclauchlan	CHS - Director I&HSS
Daniel Wood	CHS - Surgery
Kerri Reeves	CHS - Surgery
Narelle Boyd	CHS - Critical Care
Cathie O'Neill	CHS - CAS
Girish Talaulikar	CHS - ED Med
Lisa Gilmore	CHS - ED CSS
Andrew Gay	CHS
Greg Hollis	CHS - ED
Lyn O'Connell	CHS - Patient Flow

	STH
	STH
	STH
John Catanzariti	IFCW
Sophie Gray	IFCW

APOLOGIES

Brad Burch	ACTHD
Bernadette McDonald	CHS
Colm Mooney	CHS
Kerry Boyd	CHS
Lloyd Esau	IFCW
Babita Busic	IFCW
	EY
	EY
	EY
	EY

DISTRIBUTION:

All present and absent, includes Client/Representatives

Pond, Aleks (Health)

From: Harding, Nikki
Sent: Monday, 15 April 2019 8:58 AM
To: Lopa, Liz (Health); De'Ath, Michael (Health); Doran, Karen (Health); McDonald, Bernadette (Health); Bone, Chris (Health); Mooney, Colm (Health); Burch, Brad (Health); Esau, Lloyd; Whybrow, Mark; Lindemann, Monica (Health); Culver, Jakob (Health)
Cc: Hayne, Casey (Health); Building Health Services Program; Finlay, India (Health); Chicco, Dee (Health); Douglas, Nerida (Health); Tzavalas, Olivia (Health); Gray, Sophie
Subject: SPIRE ESC - call for papers [SEC=UNCLASSIFIED]
Follow Up Flag: Follow up
Flag Status: Completed

Hi all

The SPIRE Executive Steering Committee is being held Tuesday 30 April, 2019.

Can you please ensure papers are submitted to me by **COB Tuesday 23 April** to ensure timely clearance and circulation.

Regards,

Nikki Harding | Governance Officer

Phone: (02) 6205 1757

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

GPO Box 158 Canberra ACT 2601 | www.act.gov.au

Please consider the environment before printing this email - or if printing is necessary, please print double-sided.

Attwood, Courtney (Health)

From: Busic, Babita
Sent: Thursday, 18 April 2019 9:33 AM
To: Burch, Brad (Health); Culver, Jakob (Health)
Cc: Catanzariti, John
Subject: FW: SPIRE - Executive Planning Team Meeting EPT03 Meeting Minutes
Attachments: TCH_SPIRE - EPT03 Meeting Minutes_20190411.pdf; SPIRE_EPT-20190411-low.pdf

Brad/Jake

Can you please review the meeting minutes and presentation from the Executive Planning Team meeting and inform me of any edits that need to be made.

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 |

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From: [REDACTED]
Sent: Wednesday, 17 April 2019 2:52 PM
To: Busic, Babita <Babita.Busic@act.gov.au>; Catanzariti, John <John.Catanzariti@act.gov.au>
Cc: Esau, Lloyd <Lloyd.Esau@act.gov.au>; Gray, Sophie <Sophie.Gray@act.gov.au>; [REDACTED]
Subject: SPIRE - Executive Planning Team Meeting EPT03 Meeting Minutes

Babita and John,
 please find attached meeting minutes for EPT03. Could you please forward these to the relevant team members for review and comment and advise of any updates as soon as it practical given the Easter and Anzac Day holidays such that we can update. I have also attached the updated presentation material as shown on the day.

Thanks

[REDACTED] Associate



SILVER THOMAS HANLEY
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 RICHMOND 3121
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The Canberra Hospital
SPIRE – Proof of Concept Phase

MINUTES OF MEETING

Meeting Held at: Building 3, Level 1,
Conference Room

PROJECT: SPIRE Project

Consultant: STH

Meeting: Executive Planning Team

Confirmation of previous minutes: N/A

Job/File No:

10421/3.2

Date: 11.04.19

Time: 10.00am - 12.00pm

Meeting No: EPT03

PRESENT

Name:	Organisation/Department:
Liz Lopa	ACTHD, SI
Sally-Anne Kinghorne	ACTHD, SI
Kate Evans	ACTHD, SI
Rhona Jason Smith	ACTHD, SI
Monica Lindeman	ACTHD, SI
India Finlay	ACTHD, SI
Casey Hayne	ACTHD, SI
Bronwyn Avar	CHS - ICU
Kelvin Grove	CHS - Retrieval
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Jeanne Mclauchlan	CHS - Director I&HSS
Kerri Reeves	CHS - Surgery
Narelle Boyd	CHS - Critical Care
Cathie O'Neill	CHS - CAS
Lisa Gilmore	CHS - ED CSS
Sam Scanlan	CHS - Dep Dir ED
Paul Dugdale	CHS - EDMS
Emma Liyanarachchi	CHS - EDMS (Grad)
Kellie Noffke	CHS - DON Med
Jane Dahlstrom	CHS - Pathology
Katherine Wakefeld	CHS - DON CAS
Ren Tan	CHS - DON CAS
[REDACTED]	STH
[REDACTED]	STH
Lloyd Esau	IFCW
John Catanzariti	IFCW

APOLOGIES

Brad Burch	ACTHD
Jakob Culver	ACTHD, SI
Bernadette McDonald	CHS
Colm Mooney	CHS
Kerry Boyd	CHS
Karina Kennedy	CHS - Pathology
Charles Ngu	CHS - Radiology
Chris Tarbuck	CHS - I&HSS
Daniel Wood	CHS - Surgery
Girish Talaulikar	CHS - ED Med
Andrew Gay	CHS
Greg Hollis	CHS - ED
Lyn O'Connell	CHS - Patient Flow
Sophie Gray	IFCW
Babita Busic	IFCW
[REDACTED]	STH

DISTRIBUTION:

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Pond, Aleks (Health)

From: Harding, Nikki
Sent: Tuesday, 23 April 2019 2:57 PM
To: Culver, Jakob (Health); Burch, Brad (Health)
Subject: SPIRE ESC - draft papers [SEC=UNCLASSIFIED]
Attachments: Agenda - SPIRE Executive Steering Committee 30 April 2019.docx; 2.1 SPIRE ESC Draft Minutes v3.docx; 3.1 Outstanding Actions Register SPIRE ESC.docx; 4.1 Decision Register SPIRE ESC.XLSX; 6.1 DRAFT Minutes - SPIRE BC presentation v3 8 Apr 2019.docx

Hello

Draft papers for next Tuesday's SPIRE ESC are attached. I don't anticipate getting any further papers.

I hope to have the attached papers distributed on Friday. Can you please have the cleared version returned to me as soon as possible?

Many thanks

Regards,

Nikki Harding | Governance Officer

Phone: (02) 6205 1757

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

GPO Box 158 Canberra ACT 2601 | www.act.gov.au

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