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**From** [REDACTED]  
**Sent:** Tuesday, 2 June 2020 9:08 AM  
**To:** 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)>; [REDACTED]  
**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 29/05/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- Issue of the Draft Condition Assessment Report and Register (Refer Stage 1 below)

**General**

- Key items we worked on this week
- Monthly Report issued on 25/05/2020
- Monthly Control Group Meeting on 28/05/2020, minutes issued on 29/05/2020
- Ongoing key items that we are working on
- Invoice for May to be raised this week. Attached is the proposed invoice % and value for your review and approval.
- Review and reconciliation of actions from previous meetings to confirm outstanding items.

<< File: 60628807-NHDOA-Invoicing-202005.pdf >>

**Planned Leave**

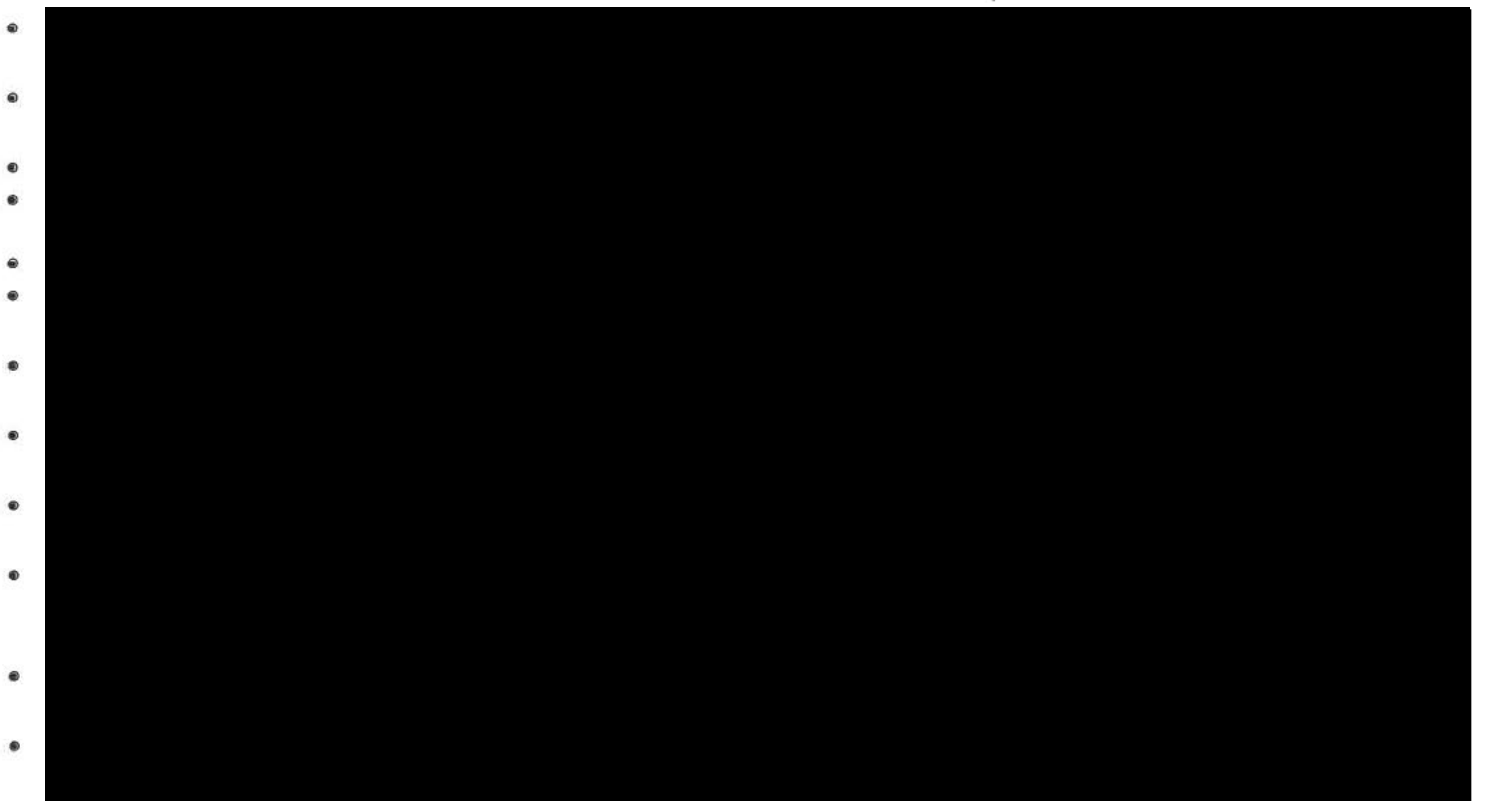
- None known

**Stage 1 Condition Assessment:**

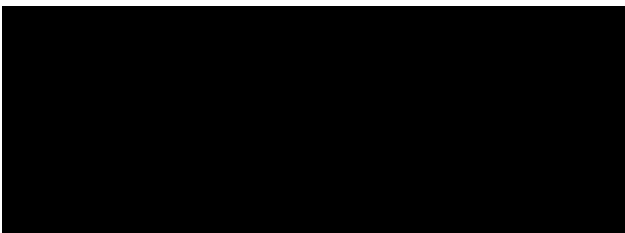
- Key items we worked on this week
- Presentation of the Condition Assessment Data at the Monthly Control Group Meeting
- Ongoing key items that we are working on
- The issue of the draft Condition Assessment Report & Register is scheduled for 02/06/2020.
- Calvary proposed to undertake the review of the Draft Report and Register in two half days:
- The first an internal half day review with [REDACTED] on call to answer any high level questions, and
- The second with the assessors dialling in as required to go through the register line by line.

**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week

**Stage 3/4 Options Analysis**

Regards



**AECOM**

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From: [REDACTED]

Sent: Monday, 25 May 2020 11:40 AM

To: Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: Bladin, Caitlin (Health) <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> [REDACTED]

Subject: AECOM Project Update - Northside Hospital Development Options Analysis w/e 22/05/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- Receipt of documents from CPHB (refer Stage 2 below)
- Receipt of CPHB comments on Condition Assessment Spreadsheet (refer Stage 1 below)

**General**

- Key items we worked on this week
- Attached is an updated schedule for the project.
- Ongoing key items that we are working on
- Monthly Report to be issued on 25/05/2020
- Monthly Control Group Meeting on 28/05/2020

<< File: 60628807-NHDOA-Project Program-D-20200522.pdf >>

**Planned Leave**

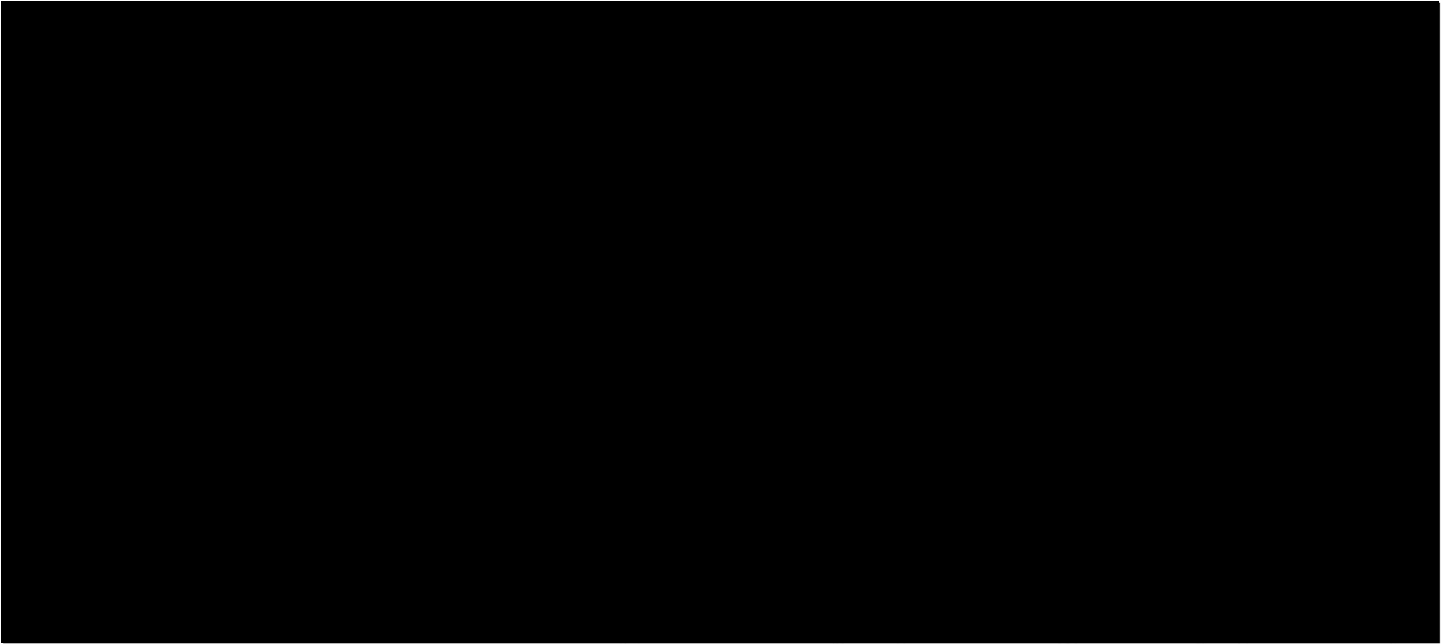
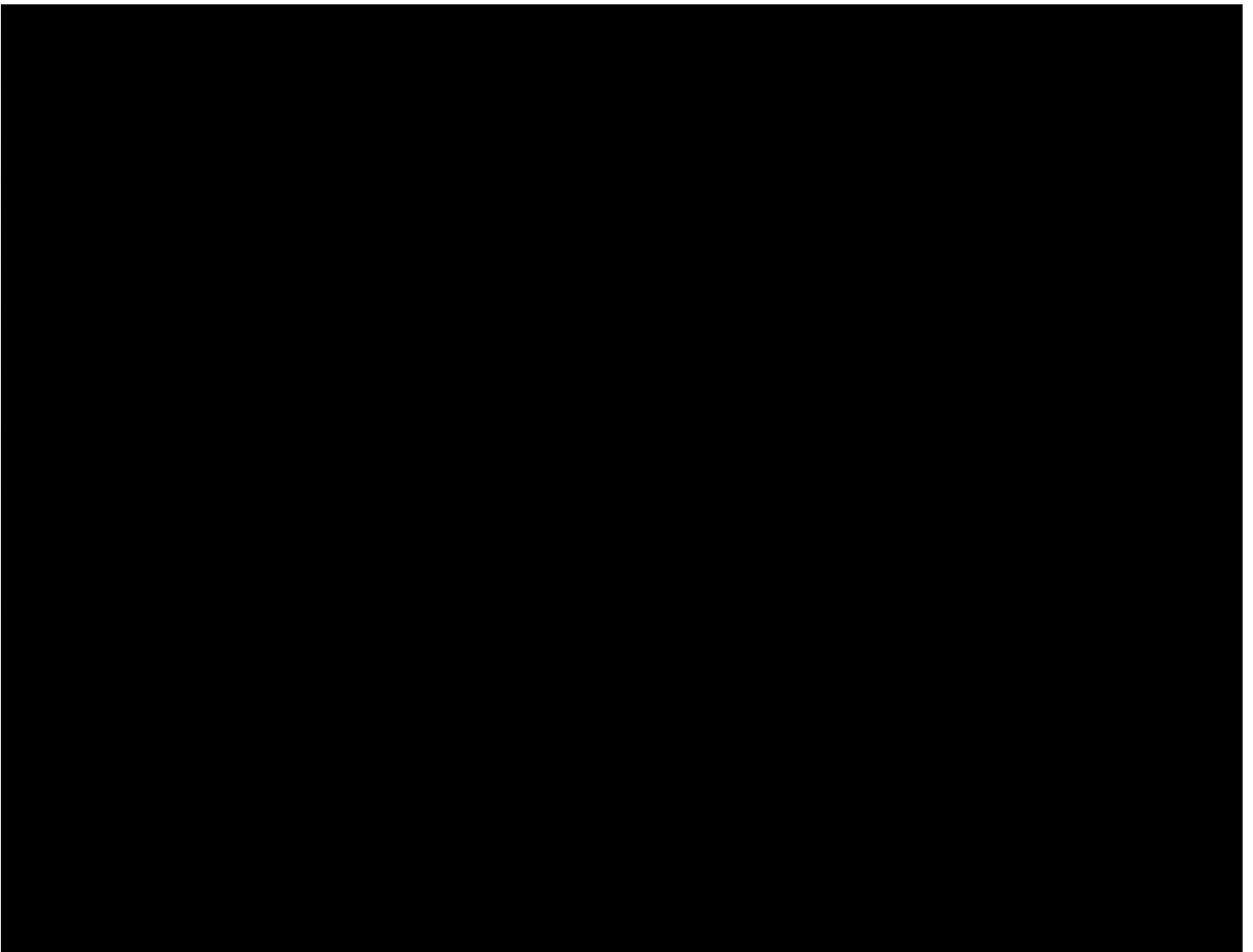
- [REDACTED]

**Stage 1 Condition Assessment:**

- Key items we worked on this week
- Issue of the Condition Assessment Spreadsheet to Calvary for review on 20/05/2020. The proposed presentation of the data scheduled for 21/05/2020 was cancelled due to availability.
- Ongoing key items that we are working on
- The issue of the draft Condition Assessment Report will follow on 27/05/2020.

**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week

**Stage 3/4 Options Analysis**

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**From** [REDACTED]  
**Sent:** Monday, 18 May 2020 9:30 AM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED] Bladin, Caitlin <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)>  
**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 15/05/2020

Hi Brad and Daniel,

I forgot last weeks' update [REDACTED] as such the below provides a summary of activities for the past fortnight.

Welcome back Daniel.

Please find below Project Update for **Northside Hospital Development Options Analysis**. The format has changed a little this week in an attempt to be a little clearer.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- Receipt of documents from CPHB (refer Stage 2 below)

**General**

- Key items we worked on this week
- Approval of Variation 001 received on 07/05/2020
- Fortnightly Meeting (refer item in Stage 2) held on 14/05/2020
- Invoice #1 issued on 12/05/2020
- AECOM internal Health Start review held on 06/05/2020
- Ongoing key items that we are working on
- Attached is an updated schedule for the project.
- Monthly Report to be issued on 25/05/2020

<< File: 60628807-NHDOA-Project Program-D-20200518.pdf >>

#### Planned Leave

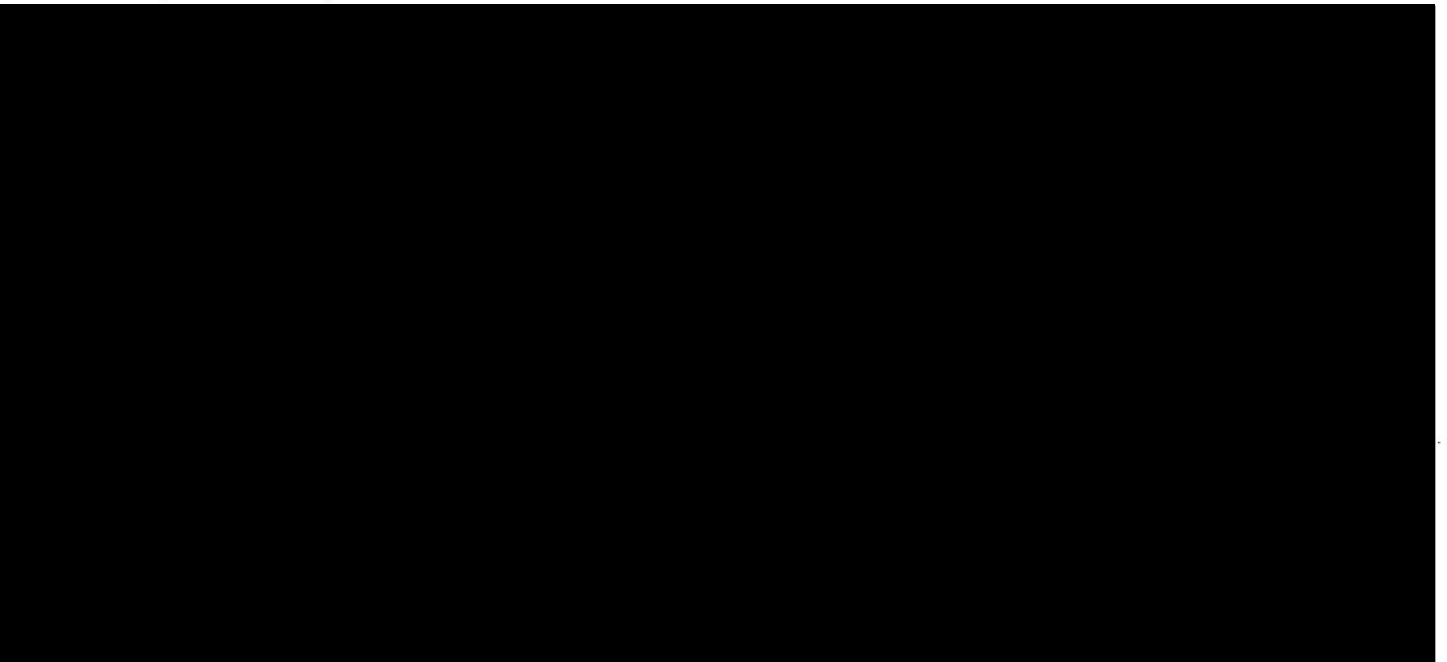


#### Stage 1 Condition Assessment:

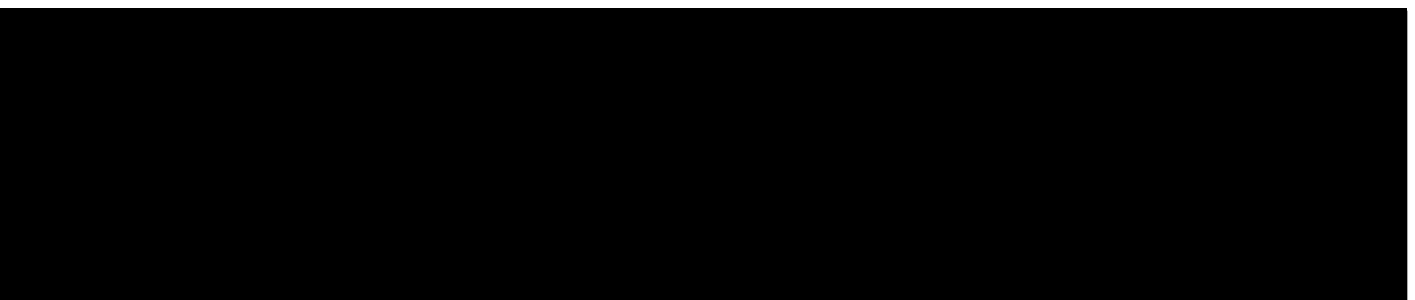
- Key items we worked on this week
- A Site Team Briefing was held on 04/05/2020 which included a review of the SWMS and safety discussion.
- Site Inspections of CPHB will commenced on 05/05/2020 and were completed on 12/05/2020.
- The Condition Assessment Spreadsheet was populated and is in the process of being reviewed.
- The development of the Condition Assessment Report has commenced.
- The Site Inspection on 12/05/2020 identified one item of potential life safety concern which was reported to Calvary on 13/05/2020
- Ongoing key items that we are working on
- Issue of the Condition Assessment Spreadsheet to Calvary for review on 20/05/2020. Concurrent with the issue of the data a presentation (21/05/2020) will be scheduled to review and seek agreement to the Spreadsheet.
- The issue of the draft Condition Assessment Report will follow on 27/05/2020.

#### Stage 2 Strategic Asset Management Plan

- Key items we worked on this week



#### Stage 3/4 Options Analysis



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**From** [REDACTED]

**Sent:** Monday, 4 May 2020 10:49 AM

**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health)

<[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

**Cc:** [REDACTED]

**Subject:** AECOM Project Update - 01/05/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

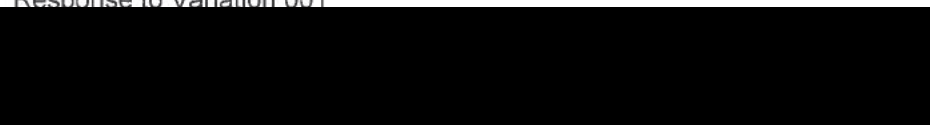

**Key items we worked on this week**

- Desktop Condition Assessment has predominantly been completed by all disciplines, a work in progress snapshot of the data was provided on 01/05/2020 (with the NOA for the Site Visits).
- At the Monthly/Fortnightly Meeting (30/04/2020) a presentation on the work in progress outcomes of the Desktop Condition Assessment was provided. The outcome of this presentation was a discussion around the options for completing the Condition Assessment. It was agreed that Site Inspections would occur in order to close out the large gaps in the Condition Assessment content.
- Issue of the NOA containing the plan for conducting Site Inspections of CPHB on 01/05/2020.

  
**Ongoing key items that we are working on**

- Site Inspections of CPHB will commence on 05/05/2020 following the receipt of confirmation from CPHB regarding the availability of their escort on 04/05/2020.
- Site Inspection Team Briefing and Safety Discussion scheduled for 04/05/2020.
- Desktop Condition Assessment Report preparation.
- Issue of meeting minutes from Monthly/Fortnightly Meeting held on 30/04/2020.
- A meeting with ACT Health to discuss the Demand Scenarios is scheduled for 07/05/2020.
- Review of Desktop Condition Assessment data by the Stage 2 SAMP team.
- Identification of Siting Options for the New Build Options – Notice of Advice to be produced.

**Outstanding items/issues**

- Response to Variation 001
- 
- 
- 

Regards

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**From:** **Sent:** Tuesday, 28 April 2020 1:09 PM**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>**Cc:** **Subject:** RE: AECOM Project Update - 24/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Key items we worked on this week**

- Desktop Condition Assessment has predominantly been completed by all disciplines.
- Document Register and Gap Analysis populated
- Issue of the Notice of Advice with the Multi-Criteria Analysis Criteria for review and comment by ACT Health.
- Issue of the Monthly Report for April.
- Issue of meeting minutes from 16/04/2020 Fortnight Meeting

**Ongoing key items that we are working on**

- Desktop Condition Assessment Report preparation. A presentation of findings will be provided at the Monthly/Fortnightly meeting scheduled for 30/04/2020.
- [REDACTED]
- [REDACTED]
- Monthly Control Group Meeting/Fortnightly Meeting – 30/04/2020
- Review of Desktop Condition Assessment data by the Stage 2 SAMP team.

**Outstanding items/issues**

- Response to Variation 001
- Receipt of background information from Calvary/ACT Health
- [REDACTED]
- [REDACTED]

Regards

[REDACTED]

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From [REDACTED]

Sent: Monday, 20 April 2020 11:32 AM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: [REDACTED]

Subject: RE: AECOM Project Update - 17/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

### Key items we worked on this week

- Desktop Condition Assessment
- Document Register and Gap Analysis populated
- Briefing of review team for the Condition Assessment – Tuesday 14/04/2020
- Fortnightly Meeting held Thursday 16/04/2020
- Issue of the update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Issue of the Document Register and Condition Assessment Register template for review and comment.
- Issue of an initial work in progress Desktop Condition Assessment for information, high level review and comment.
- [REDACTED]

### Ongoing key items that we are working on

- Receipt of more background information – critical documents include Calvary Asset Register – we are missing a number of key inputs, such as drawings and asset registers. We are proceeding with the Desktop Condition Assessment without this information.
- Desktop Condition Assessment
- Potential - Meeting with ACT Health/Calvary to discuss the work in progress Desktop Condition Assessment provided on 17/04/2020
- [REDACTED]
- [REDACTED]
- [REDACTED]
- Meeting minutes from 16/04/2020 Fortnight Meeting
- Monthly Report preparation and issue – 20/04/2020
- Monthly Control Group Meeting – potentially 23/04/2020

### Outstanding items/issues

- Receipt of background information from Calvary/ACT Health
- [REDACTED]
- [REDACTED]
- [REDACTED]
- Response to Variation 001

Regards

[REDACTED]

### AECOM

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From [REDACTED]  
 Sent: Tuesday, 14 April 2020 10:53 AM  
 To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
 Co [REDACTED]  
 Subject: AECOM Project Update - 09/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### **Key items we worked on this week**

- Document Register and Gap Analysis populated
- Update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Receipt of more background information

#### **Ongoing key items that we are working on**

- Receipt of more background information – critical documents include Calvary Asset Register – we are missing a number of key inputs, such as drawings and asset registers. A separate email will be issued today outlining the information which has not been able to be sourced and the approach to the condition assessment due to these omissions.
- Populating document register and completing gap analysis
- Briefing of review team for the Condition Assessment – Tuesday 14/04/2020
- Return Brief issue
- Fortnightly Meeting to be scheduled for Thursday 16/04/2020

#### **Outstanding items/issues**

- Receipt of background information from Calvary/ACT Health
- Return Brief updated draft issue
- Response to Variation 001

Regards

[REDACTED]

[REDACTED]

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From: [REDACTED]  
 Sent: Monday, 6 April 2020 10:35 AM  
 To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
 Cc: [REDACTED]  
 Subject: AECOM Project Update - 03/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### **Key items we worked on this week**

- Meeting with Calvary Facilities Manager (31/03/2020) and Senior Financial Accountant (01/04/2020) to discuss available information – primarily building floor plans and an asset register.
- Fortnightly Project Co-ordination Meeting held on 02/04/2020, notes issued on 03/04/2020
- Background information received from Calvary on 03/04/2020.
- Document Register and Gap Analysis populated
- Update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Issue of Variation 001
- Receipt of executed contract and finalisation of project set up activities.

#### **Ongoing key items that we are working on**

- Receipt of more background information – critical documents include Calvary Asset Register
- Populating document register and completing gap analysis
- Commencing Condition Assessment
- Return Brief updates/development confirming delivery approach, assumptions, schedule, budget.

#### **Outstanding items/issues**

- Receipt of background information from Calvary/ACT Health
- Return Brief updated draft issue

Regards

[REDACTED]

#### **AECOM**

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From: [REDACTED]  
 Sent: Monday, 30 March 2020 11:55 AM  
 To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
 Cc: [REDACTED]  
 Subject: AECOM Project Update - 27/03/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### **Key items we worked on this week**

- Quasi-Monthly Project Control Meeting held on 26/03/2020, notes issued on 27/03/2020
- Monthly Report issued to ACT Health 26/03/2020
- Background information received from Calvary on 26-27/03/2020. Attached is a register of all information received to date.
- Update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Receipt of executed contract and finalisation of project set up activities.

#### **Ongoing key items that we are working on**

- Return Brief updates/development confirming delivery approach, assumptions, schedule, budget.
- Receipt of more background information – critical documents include Calvary Asset Register
- Populating document register and completing gap analysis
- Visit to Calvary plan room to source additional building and asset information based on gap analysis
- Commencing Condition Assessment
- Undertaking initial Asset Priority Level (criticality) assessment
- Internal project set up
- Variation request to extend the contract end date

#### **Outstanding items/issues**

- Receipt of background information from Calvary/ACT Health
- Project set up

Regards

[REDACTED]

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Monday, 23 March 2020 10:00 AM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** AECOM Project Update - 20/03/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### **Key items we worked on this week**

- Development and issue of draft Return Brief to ACT Health on 18/03/2020
- Fortnightly Project Co-ordination Meeting held on 19/03/2020, notes issued on 20/03/2020
- Notes from project inception meeting with Calvary were issued
- Document Register including Gap Analysis spreadsheet developed and circulated to the project team
- Risk and Issue register population (initial assessment included in draft Return Brief)
- Email regarding invoicing moving forward sent on 18/03/2020
- Email regarding the approach to conducting the site inspections sent on 20/03/2020

#### **Ongoing key items that we are working on**

- Return Brief updates/development confirming delivery approach, assumptions, schedule, budget.
- Receipt of background information
- Populating document register and completing gap analysis
- Undertaking initial Asset Priority Level (criticality) assessment
- Monthly Report Dashboard template development
- Internal project set up

#### **Outstanding items/issues**

- Confirmation that the first Monthly Project Control Group can be postponed until the week commencing 20/04/2020
- Receipt of background information from Calvary/ACT Health
- Project set up

Regards

[REDACTED]

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**From** [REDACTED]  
**Sent:** Monday, 16 March 2020 4:42 PM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** AECOM Project Update - 13/03/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,  
 Please find below Project Update for **Northside Hospital Development Options Analysis**  
**Key items we worked on this week**

- Project Inception and set up planning.
- Project inception meeting with Calvary held on 12/03/2020.
- Request for information issued to ACT Health and Calvary.
- Development of Return Brief.
- Project inception meeting with AECOM Team held on 13/03/2020.
- Receipt of project contract and execution of same.

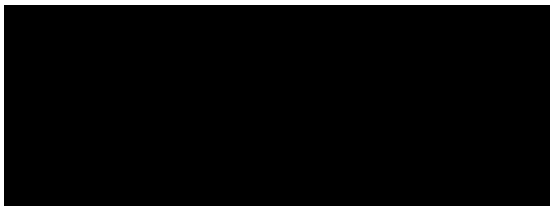
**Ongoing key items that we are working on**

- Notes from project inception meeting with Calvary to be prepared and issued
- Return Brief confirming delivery approach, assumptions, schedule, budget.
- First Project Coordination Meeting scheduled for 19/03/2020. Agenda to be prepared and circulated.
- Document Register including Gap Analysis spreadsheet development
- Risk and Issue register population
- Monthly Report Dashboard template development
- Internal project set up

**Outstanding items/issues**

- Project set up
- Return Brief issue to ACT Health
- Receipt of background information

Regards



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**From:** [REDACTED]  
**Sent:** Tuesday, 10 March 2020 12:14 PM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** AECOM Project Update - 06/03/2020 Northside Hospital Development Options Analysis

**Northside Hospital Development Options Analysis  
 06/03/2020**

**Key items we worked on this week**

- Project Inception and set up planning.
- Project inception meeting with ACT Health held on 06/03/2020.

**Ongoing key items that we are working on**

- Notes from project inception meeting with ACT Health to be prepared and issued
- Return Brief confirming delivery approach, assumptions, schedule, budget. This will include initial request for information, proposed governance meeting schedule and report templates.
- Inception meeting with Calvary schedule for 12/03/2020.
- Inception meeting with AECOM/BLP scheduled for 13/03/2020

**Outstanding items/issues**

- Receipt of Work Order (Contract) for the engagement

Kind regards,

[REDACTED]

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**Lowes, Shannon (Health)**

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**From:** Landon, Daniel (Health)  
**Sent:** Wednesday, 1 July 2020 9:46 PM  
**To:** Lopa, Liz (Health)  
**Cc:** Oliver, Stephanie (Health)  
**Subject:** Agenda for Northside meeting tomorrow  
**Attachments:** Northside hospital options analysis - steering committee - agenda - 020720.docx

UNCLASSIFIED

Hi Liz

I've done a rough agenda for tomorrow. I think this will cover most issues but pls let me know if there's anything you want me to add.

I'll add this to the meeting invite before the meeting.

Dan

**Daniel Landon**

Phone [REDACTED] Email: [daniel.landon@act.gov.au](mailto:daniel.landon@act.gov.au)

Senior Director, Business Analysis, Strategic Infrastructure Division | ACT Health Directorate  
[health.act.gov.au](http://health.act.gov.au)



# Northside hospital options analysis

## Steering Committee – monthly meeting



**ACT**  
Government

**ACT Health**

## Agenda

**Date:** 02 July 2020

**Time:** 15:30 – 16:00

**Location:** Webex

**Members:**

Liz Lopa (chair)

Jacinta George

Margaret Stewart

	Speaker	Time
<b>Item 1 Welcome and apologies</b>	Chair	15:30
<b>Item 2 Options analysis</b>	All	
2a: Condition assessment (Stage 1 of options analysis)		
2b: SAMP (Stage 2)		
2c: Schedule of accommodation and demand analysis (Stage 3)		
2d: [REDACTED] (Stage 3)		
<b>Item 3 Issues</b>	All	
Fire safety		
<b>Next Scheduled Meeting: 6 August, 3.30pm</b>		

**Lowes, Shannon (Health)**

---

**From:** Landon, Daniel (Health)  
**Sent:** Friday, 3 July 2020 12:43 PM  
**To:** Lopa, Liz (Health)  
**Subject:** For discussion - Costing Assumptions northside hospital  
**Attachments:** 60628807-NHDOA-NOA-Costing Assumptions\_A.pdf

UNCLASSIFIED

Hi Liz

Pls see attached. This document seems ok to me, but I wanted to a) check it's ok with you and b) see if we should get another set of eyes to check over – maybe someone like Vanessa Brady?

Cheers

Dan

**From:** [REDACTED]  
**Sent:** Wednesday, 1 July 2020 11:14 AM  
**To:** Landon, Daniel (Health) <Daniel.Landon@act.gov.au>  
**Cc:** [REDACTED]  
**Subject:** NHDOA - Costing Assumptions NOA

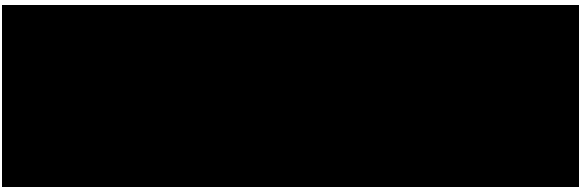
**CAUTION:** This email originated from outside of the ACT Government. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Daniel,

Please find attached an NOA which outlines a range of assumptions which will inform the SAMP and Options Analysis costings.

This is provided for your review, comment and acceptance/approval. One of the agenda items for tomorrow's meeting is to run through this document with you and discuss ACT Health's approach to review/accepting the assumptions. If you have any queries on the attached prior to tomorrow's meeting please let me know.

Regards



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**Lowes, Shannon (Health)**

---

**From:** Landon, Daniel (Health)  
**Sent:** Friday, 3 July 2020 1:33 PM  
**To:** Lopa, Liz (Health)  
**Subject:** RE: For discussion - Costing Assumptions northside hospital

UNCLASSIFIED

No worries at all!

**From:** Lopa, Liz (Health) <[Liz.Lopa@act.gov.au](mailto:Liz.Lopa@act.gov.au)>  
**Sent:** Friday, 3 July 2020 1:25 PM  
**To:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Subject:** RE: For discussion - Costing Assumptions northside hospital

UNCLASSIFIED

My Justeen catch up is running over time so wont be ready AT 1:30PM

**From:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Sent:** Friday, 3 July 2020 12:52 PM  
**To:** Lopa, Liz (Health) <[Liz.Lopa@act.gov.au](mailto:Liz.Lopa@act.gov.au)>  
**Subject:** RE: For discussion - Costing Assumptions northside hospital

UNCLASSIFIED

Hi Liz

It's not super urgent.

I was going to call at 1.30pm to discuss Northside site selection (Steph said you had some time free) – can we also discuss this one quickly?

**From:** Lopa, Liz (Health) <[Liz.Lopa@act.gov.au](mailto:Liz.Lopa@act.gov.au)>  
**Sent:** Friday, 3 July 2020 12:46 PM  
**To:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Subject:** RE: For discussion - Costing Assumptions northside hospital

UNCLASSIFIED

Hi Dan

I will have a look – when do I need to get back to you?

Vanessa Brady works for CHJS so it would not be appropriate for us to send this to her. I wonder if Margaret Stewart might be useful in this space?

**From:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Sent:** Friday, 3 July 2020 12:43 PM  
**To:** Lopa, Liz (Health) <[Liz.Lopa@act.gov.au](mailto:Liz.Lopa@act.gov.au)>  
**Subject:** For discussion - Costing Assumptions northside hospital

UNCLASSIFIED

Hi Liz

Pls see attached. This document seems ok to me, but I wanted to a) check it's ok with you and b) see if we should get another set of eyes to check over – maybe someone like Vanessa Brady?

Cheers

Dan

From [REDACTED]  
Sent: Wednesday, 1 July 2020 11:14 AM  
To: Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
Cc [REDACTED]  
Subject: NHDOA - Costing Assumptions NOA

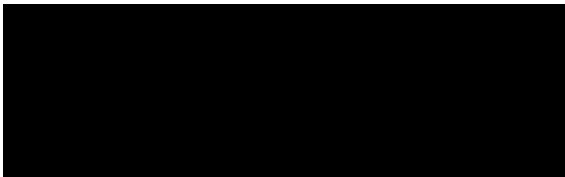
**CAUTION:** This email originated from outside of the ACT Government. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Daniel,

Please find attached an NOA which outlines a range of assumptions which will inform the SAMP and Options Analysis costings.

This is provided for your review, comment and acceptance/approval. One of the agenda items for tomorrow's meeting is to run through this document with you and discuss ACT Health's approach to review/accepting the assumptions. If you have any queries on the attached prior to tomorrow's meeting please let me know.

Regards



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**Lowes, Shannon (Health)**

---

**From:** Lopa, Liz (Health)  
**Sent:** Friday, 3 July 2020 2:08 PM  
**To:** Landon, Daniel (Health)  
**Cc:** Oliver, Stephanie (Health)  
**Subject:** RE: AECOM Project Update - Northside Hospital Development Options Analysis w/e 26/06/2020

UNCLASSIFIED

Hi Dan

Looks fine to me if you are satisfied

Liz

**From:** Landon, Daniel (Health) <Daniel.Landon@act.gov.au>  
**Sent:** Tuesday, 30 June 2020 7:56 PM  
**To:** Lopa, Liz (Health) <Liz.Lopa@act.gov.au>  
**Cc:** Oliver, Stephanie (Health) <Stephanie.Oliver@act.gov.au>  
**Subject:** FW: AECOM Project Update - Northside Hospital Development Options Analysis w/e 26/06/2020

UNCLASSIFIED

Hi Liz

Pls see attached for your approval the June invoice for Aecom. I'm comfortable that the payment should be made. Information on tasks completed so far are below. I'm happy to provide further info if needed.

Could you pls confirm via return email if you are ok for the June invoice to be paid.

Dan

**From:** [REDACTED]  
**Sent:** Monday, 29 June 2020 8:58 AM  
**To:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** Bladin, Caitlin (Health) <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> [REDACTED]  
**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 26/06/2020

**CAUTION:** This email originated from outside of the ACT Government. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

[REDACTED]

- [REDACTED]
- CPHB updated review comments on the Draft Condition Assessment

### General

- Key items we worked on this week
- Minutes from Monthly Meeting held on 25/06/2020 issued on 26/06/2020
- Issue of Monthly Report on 24/06/2020
- Ongoing key items that we are working on
- Issue of Invoice for June

### Planned Leave

- [REDACTED]

### Stage 1 Condition Assessment:

- Key items we worked on this week
- Review of assessment outcomes following Calvary advice. Meetings with Technical Team
- Issue of updated condition assessment register on 24/06/2020
- Ongoing key items that we are working on
- Scheduling of meetings with Calvary and Engineers to discuss select review comments.
- Receipt of additional review comments from Calvary – based on advice from Calvary on 19/06/2020, this will be provided following the completion of the review of the Register.
- Review of additional comments from Calvary when received including on the Fabric Assessment.
- Response/advice to Calvary of the updates to the Condition Assessment following their review comments and additional information.

### Stage 2 Strategic Asset Management Plan

- Key items we worked on this week
- Issue of a NOA on 25/06/2020 outlining additional information needed to inform the SAMP to ACT Health.
- Importing the initial costings into the asset management model
- Ongoing key items that we are working on
- Confirmation from ACT Health that the SAMP Information NOA can be provided to Calvary.
- Scheduling of discussions with Calvary based on their provision of any additional information.
- Finalisation and issue of the Costing Assumptions NOA along with the initial costings of the Condition Assessment items for information. Depending on the outcomes of the review of the draft Condition Assessment Report & Register the initial costing may require updates.

### Stage 3/4 Options Analysis

- [REDACTED]
- [REDACTED]

Regards

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**From**

**Sent:** Monday, 22 June 2020 9:26 AM

**To:** 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

**Cc:** 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)>

**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 19/06/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- CPHB updated review comments on the Draft Condition Assessment

**General**

- Key items we worked on this week
- Minutes from Fortnightly Meeting held on 12/06/2020 issued on 16/06/2020

- Fortnightly Meeting held on 18/06/2020, minutes issued 19/06/2020 and included current Program.
- Ongoing key items that we are working on
- Monthly Report for June
- Invoice for June

#### **Planned Leave**

- 

#### **Stage 1 Condition Assessment:**

- Key items we worked on this week
- Review of assessment outcomes following Calvary advice. Meetings with Technical Team
- Receipt of additional information from Calvary to support their review.
- Ongoing key items that we are working on
- Receipt of additional review comments from Calvary – based on advice from Calvary on 19/06/2020, this will be provided following the completion of the review of the Register.
- Review of additional comments received from Calvary including on the Fabric Assessment.
- Response/advice to Calvary of the updates to the Condition Assessment following their review comments and additional information.
- Scheduling of meetings with Calvary and Engineers to discuss select review comments.

#### **Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week
- Discussions with the SAMP team on the way forward and consultation/additional information requirements.
- Review of informal feedback on the draft Risk Register/Risk Framework
- Development of a NOA outlining additional information needed to inform the SAMP.
- Ongoing key items that we are working on
- The initial costing will be provided for information. Depending on the outcomes of the Calvary review of the draft Condition Assessment Report & Register this assessment may require updates.
- Issue of NOA for request for additional information and scheduling of consultation sessions with Calvary.

#### **Stage 3/4 Options Analysis**

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Regards

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**From:**

**Sent:** Monday, 15 June 2020 11:56 AM

**To:** 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

**Cc:** 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)>

**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 12/06/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- No items of note.

**General**

- Key items we worked on this week
- Invoice for May to be issued to PMARS 09/06/2020
- Fortnightly Meeting on 12/06/2020 (refer below Stage 1 actions)
- Ongoing key items that we are working on
- Minutes from Fortnightly Meeting held on 12/06/2020.
- Fortnightly Meeting scheduled for 18/06/2020 – topic TBC.

**Planned Leave**

  
**Stage 1 Condition Assessment:**

- Key items we worked on this week
- Receipt of Calvary comments on the draft Condition Assessment Report and Register on XX/06/2020 and issue of initial review and response to comments XX/06/2020.
- Discussion with Calvary and ACT Health regarding the review and the way forward on 12/06/2020
- Ongoing key items that we are working on
- Confirmation with Calvary on the review comments requiring clarification and/or provision of additional information to confirm review outcomes.
- Review of assessment outcomes following Calvary advice.
- Scheduling of meetings with Calvary and Engineers to discuss select review comments.

**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week
- Discussions with the SAMP team on the way forward and consultation/additional information requirements.
- Ongoing key items that we are working on
- The initial costing will be provided for information. Depending on the outcomes of the Calvary review of the draft Condition Assessment Report & Register this assessment may require updates.
- Issue of NOA for request for additional information and scheduling of consultation sessions with Calvary.

**Stage 3/4 Options Analysis**  

Regards



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---

**From** [REDACTED]  
**Sent:** Tuesday, 9 June 2020 10:58 AM  
**To:** 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> [REDACTED]  
**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 05/06/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- No items of note.

**General**

- Key items we worked on this week
- Invoice for May approved for issue.
- Meeting invites for Fortnightly Meetings for next couple of months sent
- Review and reconciliation of actions from previous meetings completed and sent 05/06/2020.
- Ongoing key items that we are working on
- Invoice for May to be issued.

**Planned Leave**

- None known

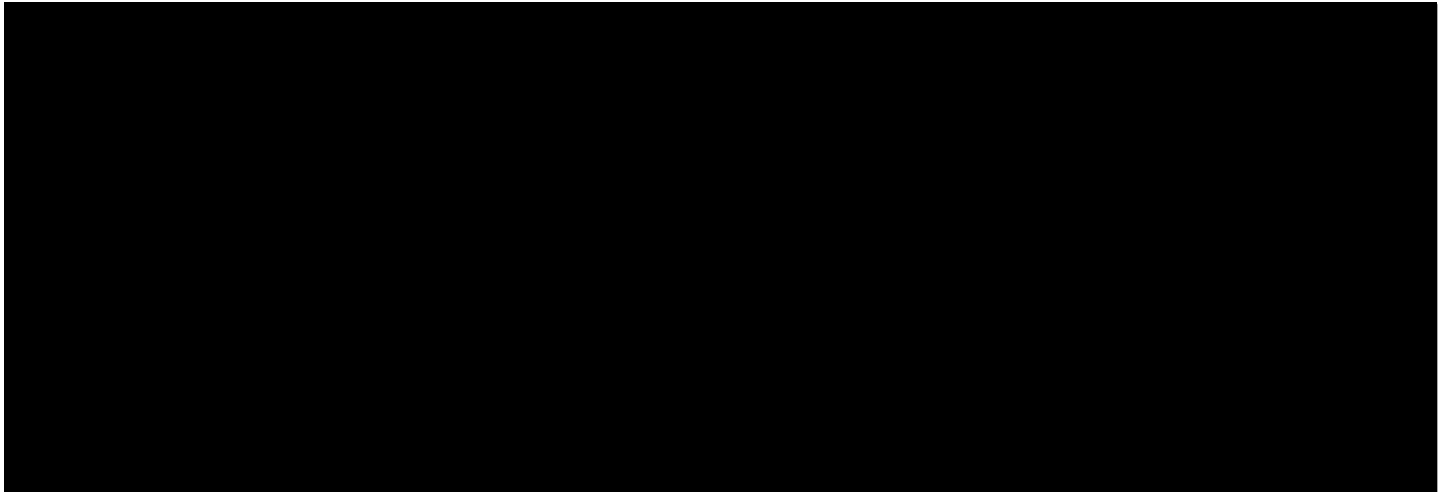
**Stage 1 Condition Assessment:**

- Key items we worked on this week
- The issue of the draft Condition Assessment Report & Register on 02/06/2020.
- Calvary internal review of the draft Condition Assessment Report & Register held on 05/06/2020.
- Ongoing key items that we are working on
- Confirmation with Calvary on the outcomes of the internal review and confirmation on the way forward with the review of the draft Condition Assessment Report & Register including the approach to the 'Safe to remain' items.

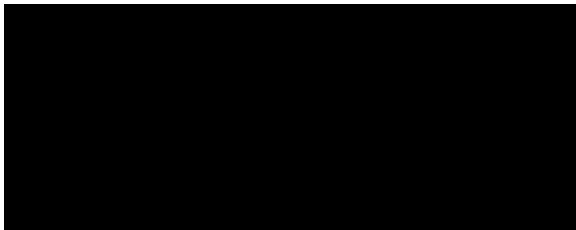
## Stage 2 Strategic Asset Management Plan

- Key items we worked on this week
- Issue of the draft Risk Register following the review of the Condition Assessment Spreadsheet on 05/06/2020.
- Ongoing key items that we are working on
- The initial costing will be provided for information. Depending on the outcomes of the Calvary review of the draft Condition Assessment Report & Register this assessment may require updates.

## Stage 3/4 Options Analysis



Regards



### AECOM

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---

**From:** King, Amaranth

**Sent:** Tuesday, 2 June 2020 9:08 AM

**To:** 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

**Cc:** 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)>; Rees, Emily <[emily.rees@aecom.com](mailto:emily.rees@aecom.com)>; Gillard, Jason <[Jason.Gillard@aecom.com](mailto:Jason.Gillard@aecom.com)>

**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 29/05/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- Issue of the Draft Condition Assessment Report and Register (Refer Stage 1 below)

**General**

- Key items we worked on this week
- Monthly Report issued on 25/05/2020
- Monthly Control Group Meeting on 28/05/2020, minutes issued on 29/05/2020
- Ongoing key items that we are working on
- Invoice for May to be raised this week. Attached is the proposed invoice % and value for your review and approval.
- Review and reconciliation of actions from previous meetings to confirm outstanding items.

<< File: 60628807-NHDOA-Invoicing-202005.pdf >>

**Planned Leave**

- None known

**Stage 1 Condition Assessment:**

- Key items we worked on this week
- Presentation of the Condition Assessment Data at the Monthly Control Group Meeting
- Ongoing key items that we are working on
- The issue of the draft Condition Assessment Report & Register is scheduled for 02/06/2020.
- Calvary proposed to undertake the review of the Draft Report and Register in two half days:
- The first an internal half day review with Ama King on call to answer any high level questions, and
- The second with the assessors dialling in as required to go through the register line by line.

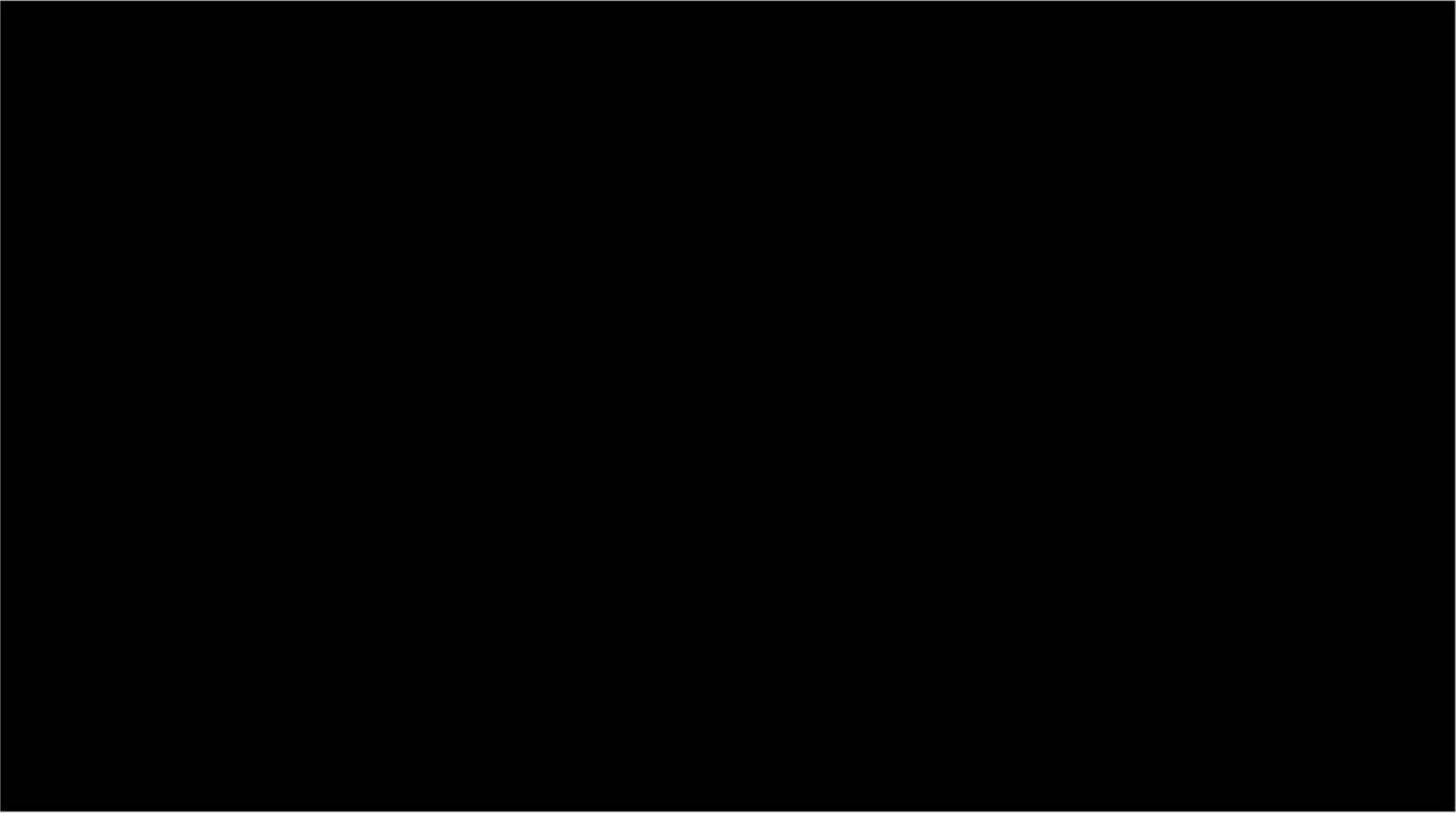
**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]



Stage 3/4 Options Analysis



Regards



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From: [REDACTED]

Sent: Monday, 25 May 2020 11:40 AM

To: Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: Bladin, Caitlin (Health) <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> [REDACTED]

Subject: AECOM Project Update - Northside Hospital Development Options Analysis w/e 22/05/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- Receipt of documents from CPHB (refer Stage 2 below)
- Receipt of CPHB comments on Condition Assessment Spreadsheet (refer Stage 1 below)

**General**

- Key items we worked on this week
- Attached is an updated schedule for the project.
- Ongoing key items that we are working on
- Monthly Report to be issued on 25/05/2020
- Monthly Control Group Meeting on 28/05/2020

<< File: 60628807-NHDOA-Project Program-D-20200522.pdf >>

**Planned Leave**

- [REDACTED]

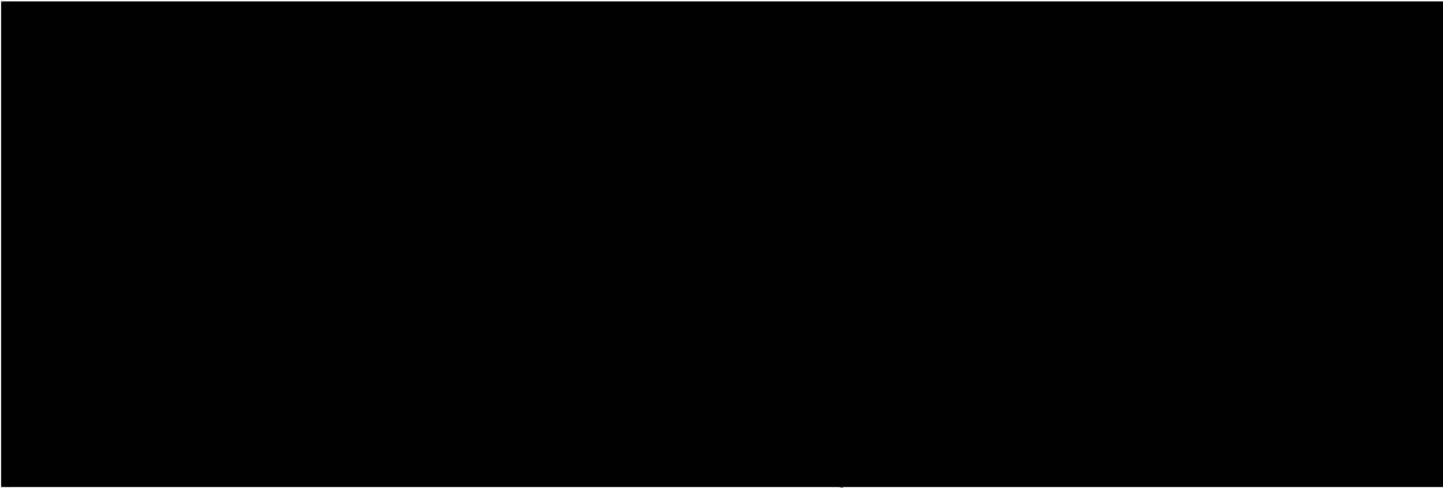
**Stage 1 Condition Assessment:**

- Key items we worked on this week
- Issue of the Condition Assessment Spreadsheet to Calvary for review on 20/05/2020. The proposed presentation of the data scheduled for 21/05/2020 was cancelled due to availability.
- Ongoing key items that we are working on
- The issue of the draft Condition Assessment Report will follow on 27/05/2020.

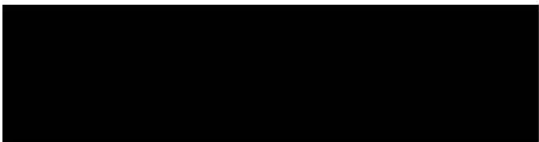
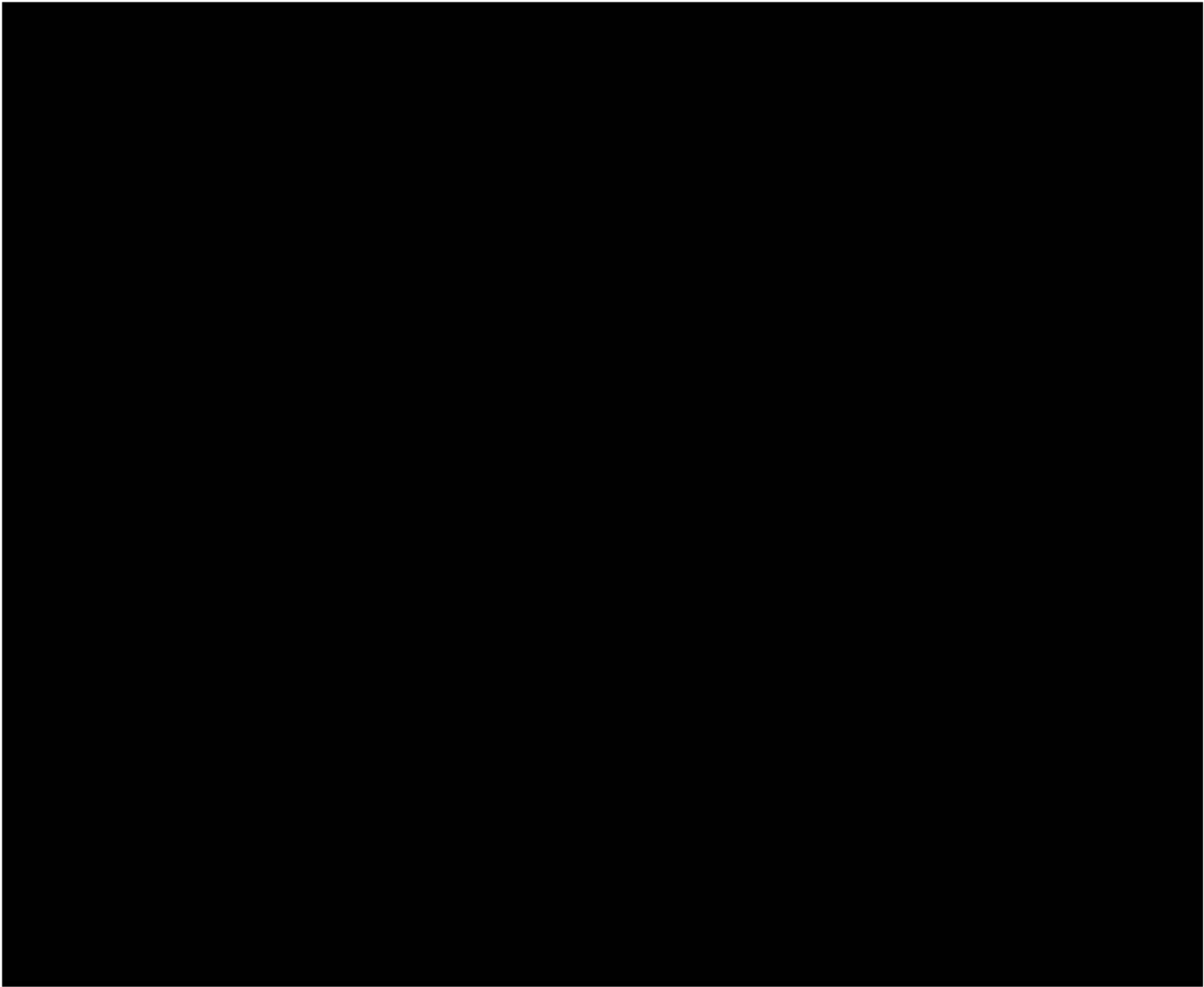
**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week

- [REDACTED]
- [REDACTED]
- [REDACTED]



### Stage 3/4 Options Analysis



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**From:** [REDACTED]  
**Sent:** Monday, 18 May 2020 9:30 AM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED] Bladin, Caitlin <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)>  
**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 15/05/2020

Hi Brad and Daniel,

I forgot last weeks' update [REDACTED] as such the below provides a summary of activities for the past fortnight.

Welcome back Daniel.

Please find below Project Update for **Northside Hospital Development Options Analysis**. The format has changed a little this week in an attempt to be a little clearer.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- Receipt of documents from CPHB (refer Stage 2 below)

**General**

- Key items we worked on this week
- Approval of Variation 001 received on 07/05/2020
- Fortnightly Meeting (refer item in Stage 2) held on 14/05/2020
- Invoice #1 issued on 12/05/2020
- AECOM internal Health Start review held on 06/05/2020
- Ongoing key items that we are working on
- Attached is an updated schedule for the project.
- Monthly Report to be issued on 25/05/2020

<< File: 60628807-NHDOA-Project Program-D-20200518.pdf >>

**Planned Leave**

- [REDACTED]

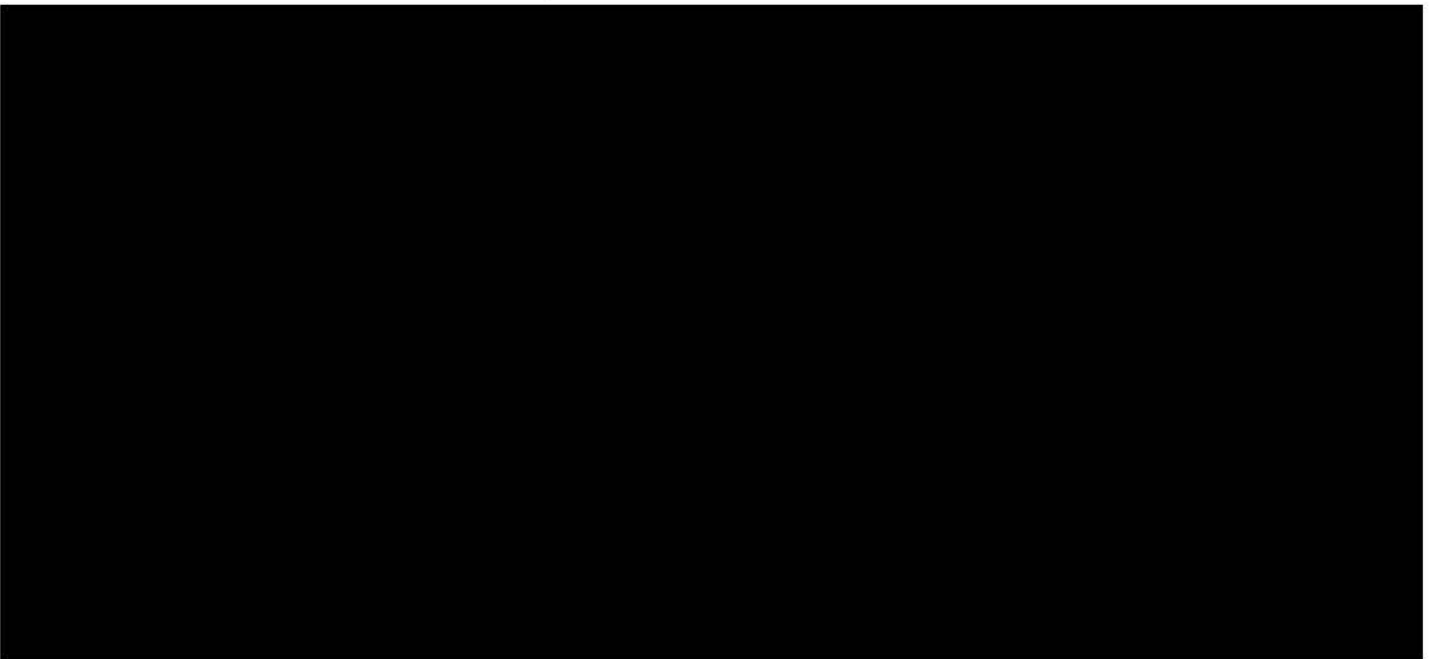
**Stage 1 Condition Assessment:**

- Key items we worked on this week

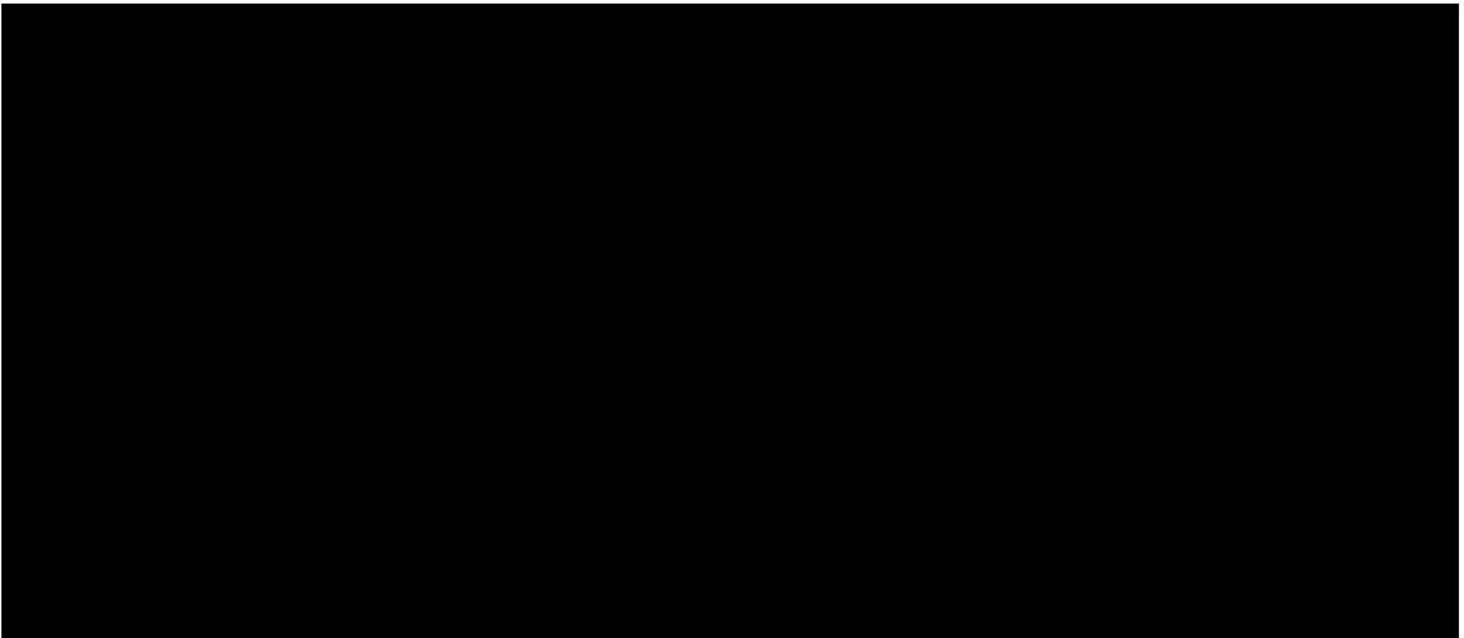
- A Site Team Briefing was held on 04/05/2020 which included a review of the SWMS and safety discussion.
- Site Inspections of CPHB will commenced on 05/05/2020 and were completed on 12/05/2020.
- The Condition Assessment Spreadsheet was populated and is in the process of being reviewed.
- The development of the Condition Assessment Report has commenced.
- The Site Inspection on 12/05/2020 identified one item of potential life safety concern which was reported to Calvary on 13/05/2020
- Ongoing key items that we are working on
- Issue of the Condition Assessment Spreadsheet to Calvary for review on 20/05/2020. Concurrent with the issue of the data a presentation (21/05/2020) will be scheduled to review and seek agreement to the Spreadsheet.
- The issue of the draft Condition Assessment Report will follow on 27/05/2020.

## Stage 2 Strategic Asset Management Plan

- Key items we worked on this week



## Stage 3/4 Options Analysis



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From [REDACTED]

Sent: Monday, 4 May 2020 10:49 AM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: [REDACTED]

Subject: AECOM Project Update - 01/05/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### Key items we worked on this week

- Desktop Condition Assessment has predominantly been completed by all disciplines, a work in progress snapshot of the data was provided on 01/05/2020 (with the NOA for the Site Visits).
- At the Monthly/Fortnightly Meeting (30/04/2020) a presentation on the work in progress outcomes of the Desktop Condition Assessment was provided. The outcome of this presentation was a discussion around the options for completing the Condition Assessment. It was agreed that Site Inspections would occur in order to close out the large gaps in the Condition Assessment content.
- Issue of the NOA containing the plan for conducting Site Inspections of CPHB on 01/05/2020.

#### Ongoing key items that we are working on

- Site Inspections of CPHB will commence on 05/05/2020 following the receipt of confirmation from CPHB regarding the availability of their escort on 04/05/2020.
- Site Inspection Team Briefing and Safety Discussion scheduled for 04/05/2020.
- Desktop Condition Assessment Report preparation.
- Issue of meeting minutes from Monthly/Fortnightly Meeting held on 30/04/2020.
- A meeting with ACT Health to discuss the Demand Scenarios is scheduled for 07/05/2020.

- Review of Desktop Condition Assessment data by the Stage 2 SAMP team.
- Identification of Siting Options for the New Build Options – Notice of Advice to be produced.

#### Outstanding items/issues

- Response to Variation 001

Regards

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From [REDACTED]

Sent: Tuesday, 28 April 2020 1:09 PM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc [REDACTED]

Subject: RE: AECOM Project Update - 24/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### Key items we worked on this week

- Desktop Condition Assessment has predominantly been completed by all disciplines.
- Document Register and Gap Analysis populated
- Issue of the Notice of Advice with the Multi-Criteria Analysis Criteria for review and comment by ACT Health.
- Issue of the Monthly Report for April.
- Issue of meeting minutes from 16/04/2020 Fortnight Meeting

#### Ongoing key items that we are working on

- Desktop Condition Assessment Report preparation. A presentation of findings will be provided at the Monthly/Fortnightly meeting scheduled for 30/04/2020.
- [REDACTED]
- Monthly Control Group Meeting/Fortnightly Meeting – 30/04/2020
- Review of Desktop Condition Assessment data by the Stage 2 SAMP team.

#### Outstanding items/issues

- Response to Variation 001
- Receipt of background information from Calvary/ACT Health
- [REDACTED]
- [REDACTED]

Regards

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From: [REDACTED]

Sent: Monday, 20 April 2020 11:32 AM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: [REDACTED]

Subject: RE: AECOM Project Update - 17/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### Key items we worked on this week

- Desktop Condition Assessment
- Document Register and Gap Analysis populated
- Briefing of review team for the Condition Assessment – Tuesday 14/04/2020
- Fortnightly Meeting held Thursday 16/04/2020
- Issue of the update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Issue of the Document Register and Condition Assessment Register template for review and comment.
- Issue of an initial work in progress Desktop Condition Assessment for information, high level review and comment.
- [REDACTED]

### Ongoing key items that we are working on

- Receipt of more background information – critical documents include Calvary Asset Register – we are missing a number of key inputs, such as drawings and asset registers. We are proceeding with the Desktop Condition Assessment without this information.
- Desktop Condition Assessment
- Potential - Meeting with ACT Health/Calvary to discuss the work in progress Desktop Condition Assessment provided on 17/04/2020
- [REDACTED]
- [REDACTED]
- [REDACTED]
- Meeting minutes from 16/04/2020 Fortnight Meeting
- Monthly Report preparation and issue – 20/04/2020
- Monthly Control Group Meeting – potentially 23/04/2020

### Outstanding items/issues

- Receipt of background information from Calvary/ACT Health
- [REDACTED]
- [REDACTED]
- Response to Variation 001

Regards

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**From:** [REDACTED]  
**Sent:** Tuesday, 14 April 2020 10:53 AM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** AECOM Project Update - 09/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Key items we worked on this week**

- Document Register and Gap Analysis populated
- Update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Receipt of more background information

**Ongoing key items that we are working on**

- Receipt of more background information – critical documents include Calvary Asset Register – we are missing a number of key inputs, such as drawings and asset registers. A separate email will be issued today outlining the information which has not been able to be sourced and the approach to the condition assessment due to these omissions.
- Populating document register and completing gap analysis
- Briefing of review team for the Condition Assessment – Tuesday 14/04/2020
- Return Brief issue
- Fortnightly Meeting to be scheduled for Thursday 16/04/2020

**Outstanding items/issues**

- Receipt of background information from Calvary/ACT Health
- Return Brief updated draft issue
- Response to Variation 001

Regards

[REDACTED]

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Monday, 6 April 2020 10:35 AM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** AECOM Project Update - 03/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### **Key items we worked on this week**

- Meeting with Calvary Facilities Manager (31/03/2020) and Senior Financial Accountant (01/04/2020) to discuss available information – primarily building floor plans and an asset register.
- Fortnightly Project Co-ordination Meeting held on 02/04/2020, notes issued on 03/04/2020
- Background information received from Calvary on 03/04/2020.
- Document Register and Gap Analysis populated
- Update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Issue of Variation 001
- Receipt of executed contract and finalisation of project set up activities.

#### **Ongoing key items that we are working on**

- Receipt of more background information – critical documents include Calvary Asset Register
- Populating document register and completing gap analysis
- Commencing Condition Assessment
- Return Brief updates/development confirming delivery approach, assumptions, schedule, budget.

#### **Outstanding items/issues**

- Receipt of background information from Calvary/ACT Health
- Return Brief updated draft issue

Regards

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**From:** [REDACTED]  
**Sent:** Monday, 30 March 2020 11:55 AM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** AECOM Project Update - 27/03/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### **Key items we worked on this week**

- Quasi-Monthly Project Control Meeting held on 26/03/2020, notes issued on 27/03/2020
- Monthly Report issued to ACT Health 26/03/2020
- Background information received from Calvary on 26-27/03/2020. Attached is a register of all information received to date.
- Update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Receipt of executed contract and finalisation of project set up activities.

#### **Ongoing key items that we are working on**

- Return Brief updates/development confirming delivery approach, assumptions, schedule, budget.
- Receipt of more background information – critical documents include Calvary Asset Register
- Populating document register and completing gap analysis
- Visit to Calvary plan room to source additional building and asset information based on gap analysis
- Commencing Condition Assessment
- Undertaking initial Asset Priority Level (criticality) assessment
- Internal project set up
- Variation request to extend the contract end date

#### **Outstanding items/issues**

- Receipt of background information from Calvary/ACT Health
- Project set up

Regards

[Redacted]

[Redacted]

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From:

Sent: Monday, 23 March 2020 10:00 AM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc:

Subject: AECOM Project Update - 20/03/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Key items we worked on this week**

- Development and issue of draft Return Brief to ACT Health on 18/03/2020
- Fortnightly Project Co-ordination Meeting held on 19/03/2020, notes issued on 20/03/2020
- Notes from project inception meeting with Calvary were issued
- Document Register including Gap Analysis spreadsheet developed and circulated to the project team
- Risk and Issue register population (initial assessment included in draft Return Brief)
- Email regarding invoicing moving forward sent on 18/03/2020
- Email regarding the approach to conducting the site inspections sent on 20/03/2020

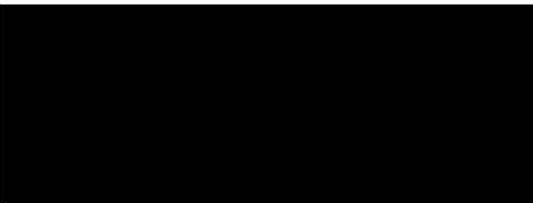
**Ongoing key items that we are working on**

- Return Brief updates/development confirming delivery approach, assumptions, schedule, budget.
- Receipt of background information
- Populating document register and completing gap analysis
- Undertaking initial Asset Priority Level (criticality) assessment
- Monthly Report Dashboard template development
- Internal project set up

**Outstanding items/issues**

- Confirmation that the first Monthly Project Control Group can be postponed until the week commencing 20/04/2020
- Receipt of background information from Calvary/ACT Health
- Project set up

Regards



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From:

Sent: Monday, 16 March 2020 4:42 PM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc [REDACTED]

**Subject:** AECOM Project Update - 13/03/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis****Key items we worked on this week**

- Project Inception and set up planning.
- Project inception meeting with Calvary held on 12/03/2020.
- Request for information issued to ACT Health and Calvary.
- Development of Return Brief.
- Project inception meeting with AECOM Team held on 13/03/2020.
- Receipt of project contract and execution of same.

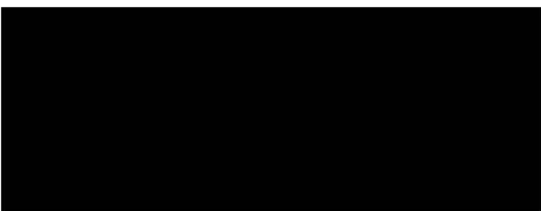
**Ongoing key items that we are working on**

- Notes from project inception meeting with Calvary to be prepared and issued
- Return Brief confirming delivery approach, assumptions, schedule, budget.
- First Project Coordination Meeting scheduled for 19/03/2020. Agenda to be prepared and circulated.
- Document Register including Gap Analysis spreadsheet development
- Risk and Issue register population
- Monthly Report Dashboard template development
- Internal project set up

**Outstanding items/issues**

- Project set up
- Return Brief issue to ACT Health
- Receipt of background information

Regards

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**From** [REDACTED]**Sent:** Tuesday, 10 March 2020 12:14 PM**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landón, Daniel (Health)<[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: [REDACTED]

**Subject:** AECOM Project Update - 06/03/2020 Northside Hospital Development Options Analysis**Northside Hospital Development Options Analysis****06/03/2020****Key items we worked on this week**

- Project Inception and set up planning.
- Project inception meeting with ACT Health held on 06/03/2020.

**Ongoing key items that we are working on**

- Notes from project inception meeting with ACT Health to be prepared and issued
- Return Brief confirming delivery approach, assumptions, schedule, budget. This will include initial request for information, proposed governance meeting schedule and report templates.
- Inception meeting with Calvary schedule for 12/03/2020.
- Inception meeting with AECOM/BLP scheduled for 13/03/2020

**Outstanding items/issues**

- Receipt of Work Order (Contract) for the engagement

**Kind regards,****AECOM**

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**Lowes, Shannon (Health)**

**From:** [REDACTED]  
**Sent:** Monday, 6 July 2020 8:44 AM  
**To:** Landon, Daniel (Health); [REDACTED]  
**Cc:** Bladin, Caitlin (Health); [REDACTED]  
**Subject:** RE: AECOM Project Update - Northside Hospital Development Options Analysis w/e 26/06/2020

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**Categories:** Northside

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Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

**General**

- Key items we worked on this week
- Minutes from Fortnightly Meeting held on 2/07/2020 issued on 26/06/2020
- Issue of invoice for June
- Ongoing key items that we are working on
- Update of the condition assessment based on review comments received 03/07/2020

**Planned Leave**

- [REDACTED]
- [REDACTED]

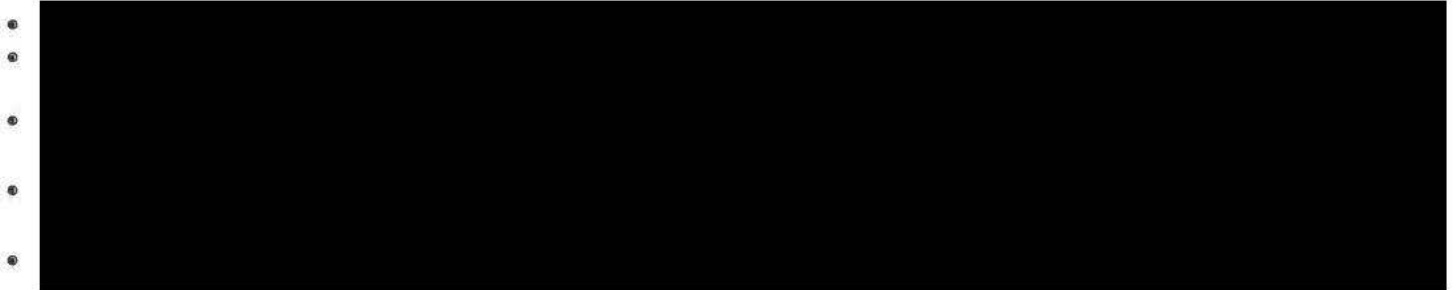
**Stage 1 Condition Assessment:**

- Key items we worked on this week
- Review of assessment outcomes following Calvary advice. Meetings with Technical Team
- Receipt of additional review comments from Calvary received 03/07/2020.
- Ongoing key items that we are working on

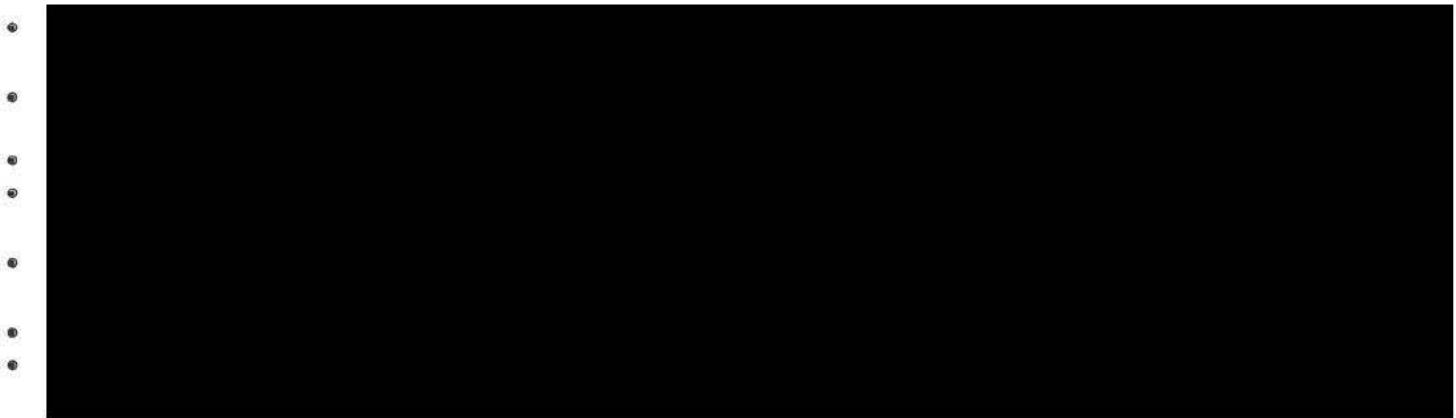
- Scheduling of meetings with Calvary and Engineers to discuss select review comments.
- Review of additional comments from Calvary including on the Fabric Assessment.
- Response/advice to Calvary of the updates to the Condition Assessment following their review comments and additional information.

## Stage 2 Strategic Asset Management Plan

- Key items we worked on this week



## Stage 3/4 Options Analysis



Regards,



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From:



Sent: Monday, 29 June 2020 8:58 AM

To: Landon, Daniel (Health) <Daniel.Landon@act.gov.au>

Cc: Bladin, Caitlin (Health) <Caitlin.Bladin@act.gov.au> [REDACTED]

Subject: AECOM Project Update - Northside Hospital Development Options Analysis w/e 26/06/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- [REDACTED]
- CPHB updated review comments on the Draft Condition Assessment

**General**

- Key items we worked on this week
- Minutes from Monthly Meeting held on 25/06/2020 issued on 26/06/2020
- Issue of Monthly Report on 24/06/2020
- Ongoing key items that we are working on
- Issue of Invoice for June

**Planned Leave**

- [REDACTED]

**Stage 1 Condition Assessment:**

- Key items we worked on this week
- Review of assessment outcomes following Calvary advice. Meetings with Technical Team
- Issue of updated condition assessment register on 24/06/2020
- Ongoing key items that we are working on
- Scheduling of meetings with Calvary and Engineers to discuss select review comments.
- Receipt of additional review comments from Calvary – based on advice from Calvary on 19/06/2020, this will be provided following the completion of the review of the Register.
- Review of additional comments from Calvary when received including on the Fabric Assessment.
- Response/advice to Calvary of the updates to the Condition Assessment following their review comments and additional information.

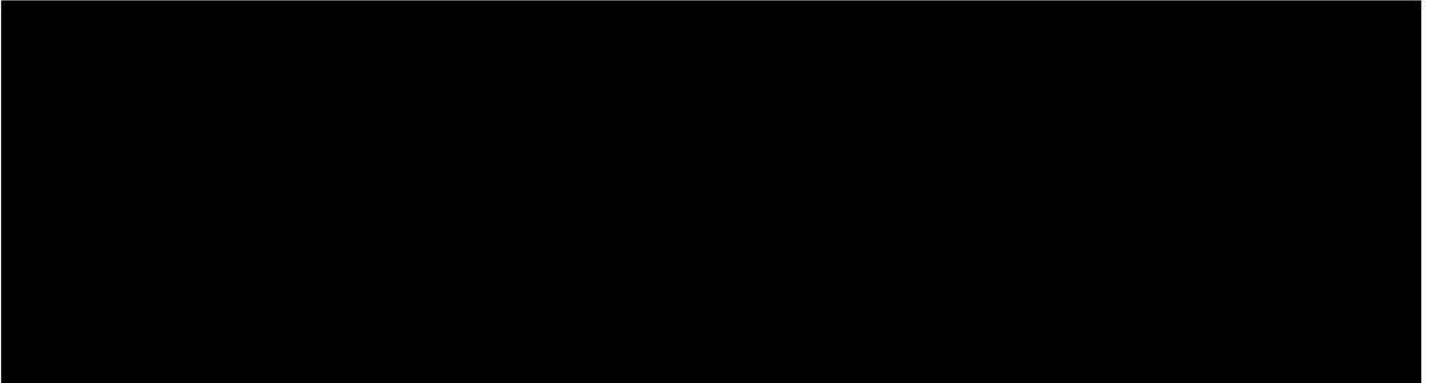
**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week
- [REDACTED]
- [REDACTED]

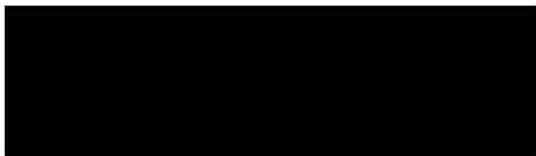
- Ongoing key items that we are working on
- Confirmation from ACT Health that the SAMP Information NOA can be provided to Calvary.
- Scheduling of discussions with Calvary based on their provision of any additional information.
- Finalisation and issue of the Costing Assumptions NOA along with the initial costings of the Condition Assessment items for information. Depending on the outcomes of the review of the draft Condition Assessment Report & Register the initial costing may require updates.

### Stage 3/4 Options Analysis

- Key items we worked on this week



Regards



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**From:** [Redacted]  
**Sent:** Monday, 22 June 2020 9:26 AM  
**To:** 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> [Redacted]  
 [Redacted]

**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 19/06/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- CPHB updated review comments on the Draft Condition Assessment

**General**

- Key items we worked on this week
- Minutes from Fortnightly Meeting held on 12/06/2020 issued on 16/06/2020
- Fortnightly Meeting held on 18/06/2020, minutes issued 19/06/2020 and included current Program.
- Ongoing key items that we are working on
- Monthly Report for June
- Invoice for June

**Planned Leave**

- [REDACTED]

**Stage 1 Condition Assessment:**

- Key items we worked on this week
- Review of assessment outcomes following Calvary advice. Meetings with Technical Team
- Receipt of additional information from Calvary to support their review.
- Ongoing key items that we are working on
- Receipt of additional review comments from Calvary – based on advice from Calvary on 19/06/2020, this will be provided following the completion of the review of the Register.
- Review of additional comments received from Calvary including on the Fabric Assessment.
- Response/advice to Calvary of the updates to the Condition Assessment following their review comments and additional information.
- Scheduling of meetings with Calvary and Engineers to discuss select review comments.

**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week
- Discussions with the SAMP team on the way forward and consultation/additional information requirements.
- Review of informal feedback on the draft Risk Register/Risk Framework
- Development of a NOA outlining additional information needed to inform the SAMP.
- Ongoing key items that we are working on

- [REDACTED]

**Stage 3/4 Options Analysis**



Regards


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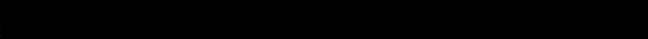
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From: 

Sent: Monday, 15 June 2020 11:56 AM

To: 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> 



**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 12/06/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- No items of note.

**General**

- Key items we worked on this week

- Invoice for May to be issued to PMARS 09/06/2020
- Fortnightly Meeting on 12/06/2020 (refer below Stage 1 actions)
- Ongoing key items that we are working on
- Minutes from Fortnightly Meeting held on 12/06/2020.
- Fortnightly Meeting scheduled for 18/06/2020 – topic TBC.

#### **Planned Leave**

- [REDACTED]

#### **Stage 1 Condition Assessment:**

- Key items we worked on this week
- Receipt of Calvary comments on the draft Condition Assessment Report and Register on XX/06/2020 and issue of initial review and response to comments XX/06/2020.
- Discussion with Calvary and ACT Health regarding the review and the way forward on 12/06/2020
- Ongoing key items that we are working on
- Confirmation with Calvary on the review comments requiring clarification and/or provision of additional information to confirm review outcomes.
- Review of assessment outcomes following Calvary advice.
- Scheduling of meetings with Calvary and Engineers to discuss select review comments.

#### **Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week
- Discussions with the SAMP team on the way forward and consultation/additional information requirements.
- Ongoing key items that we are working on

- [REDACTED]

- [REDACTED]

#### **Stage 3/4 Options Analysis**

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

Regards

**AECOM**

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From: [REDACTED]

Sent: Tuesday, 9 June 2020 10:58 AM

To: 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)>; [REDACTED]

**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 05/06/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- No items of note.

**General**

- Key items we worked on this week
- Invoice for May approved for issue.
- Meeting invites for Fortnightly Meetings for next couple of months sent
- Review and reconciliation of actions from previous meetings completed and sent 05/06/2020.
- Ongoing key items that we are working on
- Invoice for May to be issued.

**Planned Leave**

- None known

**Stage 1 Condition Assessment:**

- Key items we worked on this week
- The issue of the draft Condition Assessment Report & Register on 02/06/2020.
- Calvary internal review of the draft Condition Assessment Report & Register held on 05/06/2020.
- Ongoing key items that we are working on

- 

## Stage 2 Strategic Asset Management Plan

- Key items we worked on this week
- Issue of the draft Risk Register following the review of the Condition Assessment Spreadsheet on 05/06/2020.
- Ongoing key items that we are working on

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## Stage 3/4 Options Analysis

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Regards



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From: [REDACTED]  
 Sent: Tuesday, 2 June 2020 9:08 AM  
 To: 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
 Cc: 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> [REDACTED]  
 [REDACTED]

**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 29/05/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- Receipt of the Demand Scenarios (Base Case + Expanded) from Planning Team (Refer Stage 3/4 below)
- Issue of the Draft Condition Assessment Report and Register (Refer Stage 1 below)

**General**

- Key items we worked on this week
- Monthly Report issued on 25/05/2020
- Monthly Control Group Meeting on 28/05/2020, minutes issued on 29/05/2020
- Ongoing key items that we are working on
- Invoice for May to be raised this week. Attached is the proposed invoice % and value for your review and approval.
- Review and reconciliation of actions from previous meetings to confirm outstanding items.

<< File: 60628807-NHDOA-Invoicing-202005.pdf >>

**Planned Leave**

- None known

**Stage 1 Condition Assessment:**

- Key items we worked on this week
- Presentation of the Condition Assessment Data at the Monthly Control Group Meeting
- Ongoing key items that we are working on
- The issue of the draft Condition Assessment Report & Register is scheduled for 02/06/2020.
- Calvary proposed to undertake the review of the Draft Report and Register in two half days:
  - The first an internal half day review with Ama King on call to answer any high level questions, and
  - The second with the assessors dialling in as required to go through the register line by line.

**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week

**Stage 3/4 Options Analysis**

Regards

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From [REDACTED]

Sent: Monday, 25 May 2020 11:40 AM

To: Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: Bladin, Caitlin (Health) <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> [REDACTED]

**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 22/05/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- Receipt of documents from CPHB (refer Stage 2 below)
- Receipt of CPHB comments on Condition Assessment Spreadsheet (refer Stage 1 below)

**General**

- Key items we worked on this week
- Attached is an updated schedule for the project.
- Ongoing key items that we are working on
- Monthly Report to be issued on 25/05/2020
- Monthly Control Group Meeting on 28/05/2020

<< File: 60628807-NHDOA-Project Program-D-20200522.pdf >>

**Planned Leave**

- [REDACTED]

**Stage 1 Condition Assessment:**

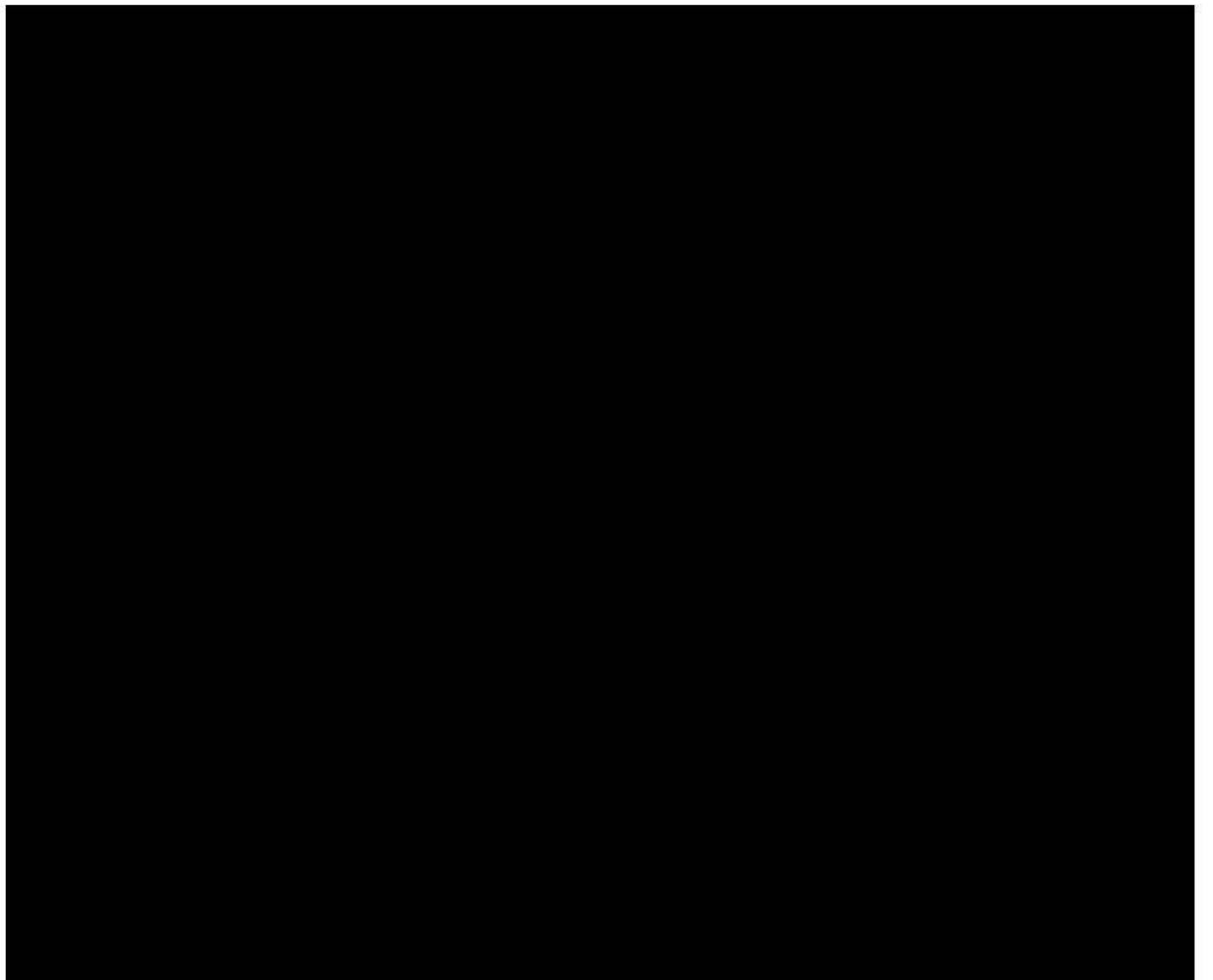
- Key items we worked on this week
- Issue of the Condition Assessment Spreadsheet to Calvary for review on 20/05/2020. The proposed presentation of the data scheduled for 21/05/2020 was cancelled due to availability.
- Ongoing key items that we are working on
- The issue of the draft Condition Assessment Report will follow on 27/05/2020.

**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week



#### Stage 3/4 Options Analysis



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From [REDACTED]

Sent: Monday, 18 May 2020 9:30 AM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health)

<[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc [REDACTED] Bladin, Caitlin

<[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)>

Subject: AECOM Project Update - Northside Hospital Development Options Analysis w/e 15/05/2020

Hi Brad and Daniel,

I forgot last weeks' update [REDACTED] as such the below provides a summary of activities for the past fortnight.

Welcome back Daniel.

Please find below Project Update for **Northside Hospital Development Options Analysis**. The format has changed a little this week in an attempt to be a little clearer.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- Receipt of documents from CPHB (refer Stage 2 below)

**General**

- Key items we worked on this week
- Approval of Variation 001 received on 07/05/2020
- Fortnightly Meeting (refer item in Stage 2) held on 14/05/2020
- Invoice #1 issued on 12/05/2020
- AECOM internal Health Start review held on 06/05/2020
- Ongoing key items that we are working on
- Attached is an updated schedule for the project.
- Monthly Report to be issued on 25/05/2020

<< File: 60628807-NHDOA-Project Program-D-20200518.pdf >>

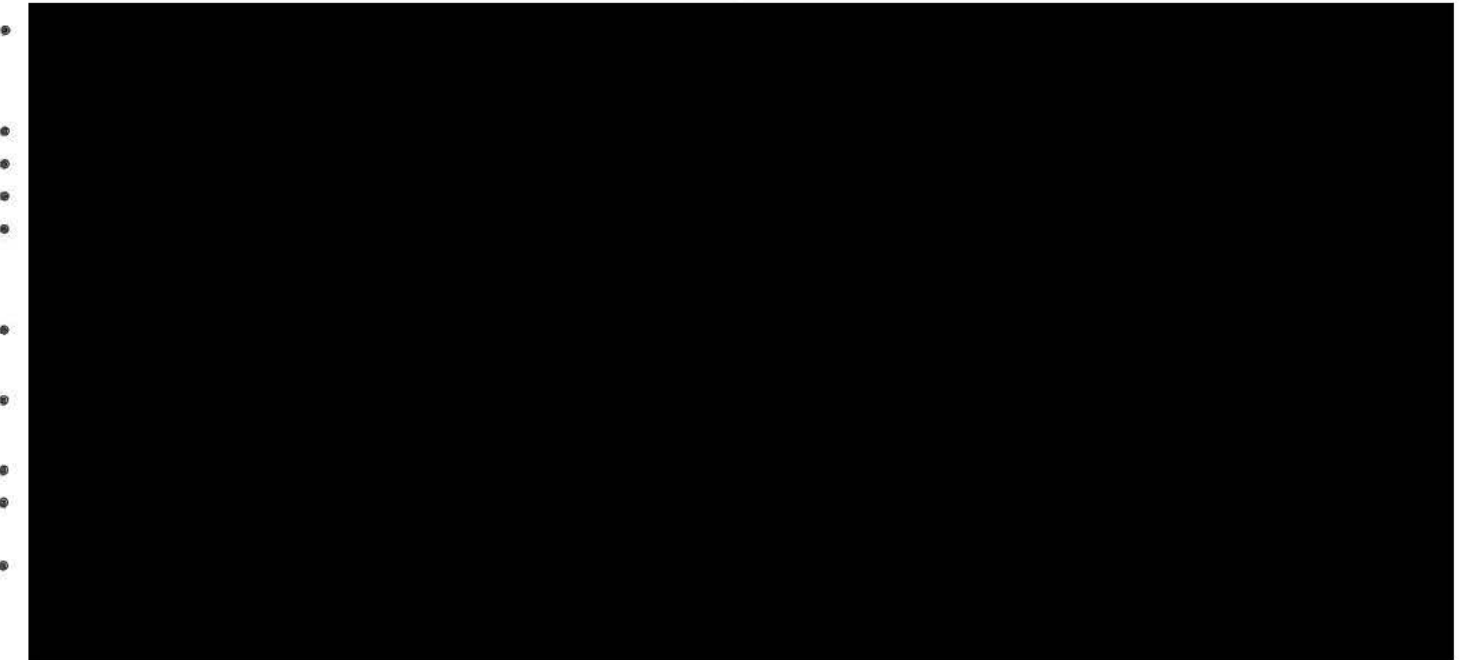
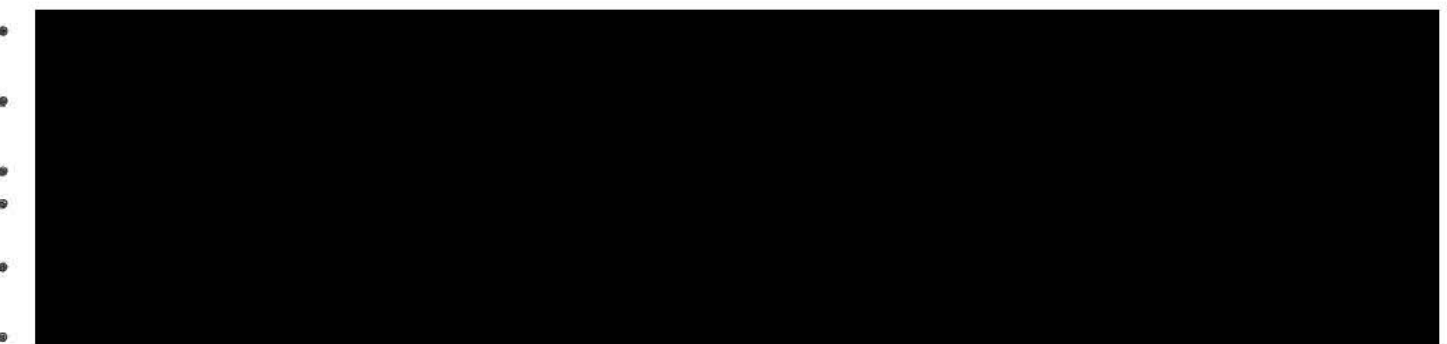
**Planned Leave**

**Stage 1 Condition Assessment:**

- Key items we worked on this week
  - A Site Team Briefing was held on 04/05/2020 which included a review of the SWMS and safety discussion.
  - Site Inspections of CPHB will commenced on 05/05/2020 and were completed on 12/05/2020.
  - The Condition Assessment Spreadsheet was populated and is in the process of being reviewed.
  - The development of the Condition Assessment Report has commenced.
  - The Site Inspection on 12/05/2020 identified one item of potential life safety concern which was reported to Calvary on 13/05/2020
- Ongoing key items that we are working on
  - Issue of the Condition Assessment Spreadsheet to Calvary for review on 20/05/2020. Concurrent with the issue of the data a presentation (21/05/2020) will be scheduled to review and seek agreement to the Spreadsheet.
  - The issue of the draft Condition Assessment Report will follow on 27/05/2020.

**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week

**Stage 3/4 Options Analysis**

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**From:** [REDACTED]  
**Sent:** Monday, 4 May 2020 10:49 AM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** AECOM Project Update - 01/05/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Key items we worked on this week**

- Desktop Condition Assessment has predominantly been completed by all disciplines, a work in progress snapshot of the data was provided on 01/05/2020 (with the NOA for the Site Visits).
- At the Monthly/Fortnightly Meeting (30/04/2020) a presentation on the work in progress outcomes of the Desktop Condition Assessment was provided. The outcome of this presentation was a discussion around the options for completing the Condition Assessment. It was agreed that Site Inspections would occur in order to close out the large gaps in the Condition Assessment content.
- Issue of the NOA containing the plan for conducting Site Inspections of CPHB on 01/05/2020.

### Ongoing key items that we are working on

- Site Inspections of CPHB will commence on 05/05/2020 following the receipt of confirmation from CPHB regarding the availability of their escort on 04/05/2020.
- Site Inspection Team Briefing and Safety Discussion scheduled for 04/05/2020.
- Desktop Condition Assessment Report preparation.
- Issue of meeting minutes from Monthly/Fortnightly Meeting held on 30/04/2020.
- A meeting with ACT Health to discuss the Demand Scenarios is scheduled for 07/05/2020.
- Review of Desktop Condition Assessment data by the Stage 2 SAMP team.
- [REDACTED]

### Outstanding items/issues

- Response to Variation 001
- [REDACTED]
- [REDACTED]
- [REDACTED]

Regards

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From [REDACTED]

Sent: Tuesday, 28 April 2020 1:09 PM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc [REDACTED]

Subject: RE: AECOM Project Update - 24/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

### Key items we worked on this week

- Desktop Condition Assessment has predominantly been completed by all disciplines.

- Document Register and Gap Analysis populated
- Issue of the Notice of Advice with the Multi-Criteria Analysis Criteria for review and comment by ACT Health.
- Issue of the Monthly Report for April.
- Issue of meeting minutes from 16/04/2020 Fortnight Meeting

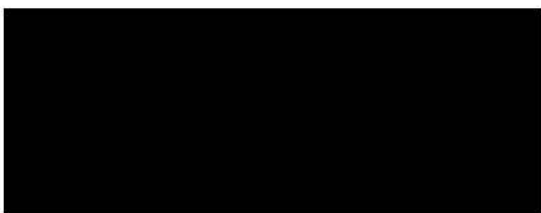
#### Ongoing key items that we are working on

- Desktop Condition Assessment Report preparation. A presentation of findings will be provided at the Monthly/Fortnightly meeting scheduled for 30/04/2020.
- [REDACTED]
- [REDACTED]
- Monthly Control Group Meeting/Fortnightly Meeting – 30/04/2020
- Review of Desktop Condition Assessment data by the Stage 2 SAMP team.

#### Outstanding items/issues

- Response to Variation 001
- Receipt of background information from Calvary/ACT Health
- [REDACTED]
- [REDACTED]

Regards



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From: [REDACTED]

Sent: Monday, 20 April 2020 11:32 AM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: [REDACTED]

Subject: RE: AECOM Project Update - 17/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### Key items we worked on this week

- Desktop Condition Assessment

- Document Register and Gap Analysis populated
- Briefing of review team for the Condition Assessment – Tuesday 14/04/2020
- Fortnightly Meeting held Thursday 16/04/2020
- Issue of the update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Issue of the Document Register and Condition Assessment Register template for review and comment.
- Issue of an initial work in progress Desktop Condition Assessment for information, high level review and comment.
- [REDACTED]

#### Ongoing key items that we are working on

- Receipt of more background information – critical documents include Calvary Asset Register – we are missing a number of key inputs, such as drawings and asset registers. We are proceeding with the Desktop Condition Assessment without this information.
- Desktop Condition Assessment
- Potential - Meeting with ACT Health/Calvary to discuss the work in progress Desktop Condition Assessment provided on 17/04/2020
- [REDACTED]
- [REDACTED]
- [REDACTED]
- Meeting minutes from 16/04/2020 Fortnight Meeting
- Monthly Report preparation and issue – 20/04/2020
- Monthly Control Group Meeting – potentially 23/04/2020

#### Outstanding items/issues

- Receipt of background information from Calvary/ACT Health
- [REDACTED]
- [REDACTED]
- [REDACTED]
- Response to Variation 001

Regards

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From: [REDACTED]

Sent: Tuesday, 14 April 2020 10:53 AM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)'

<[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: [REDACTED]

**Subject:** AECOM Project Update - 09/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### **Key items we worked on this week**

- Document Register and Gap Analysis populated
- Update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Receipt of more background information

#### **Ongoing key items that we are working on**

- Receipt of more background information – critical documents include Calvary Asset Register – we are missing a number of key inputs, such as drawings and asset registers. A separate email will be issued today outlining the information which has not been able to be sourced and the approach to the condition assessment due to these omissions.
- Populating document register and completing gap analysis
- Briefing of review team for the Condition Assessment – Tuesday 14/04/2020
- Return Brief issue
- Fortnightly Meeting to be scheduled for Thursday 16/04/2020

#### **Outstanding items/issues**

- Receipt of background information from Calvary/ACT Health
- Return Brief updated draft issue
- Response to Variation 001

Regards

[REDACTED]

[REDACTED]

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From: [REDACTED]

Sent: Monday, 6 April 2020 10:35 AM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: [REDACTED]

Subject: AECOM Project Update - 03/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### **Key items we worked on this week**

- Meeting with Calvary Facilities Manager (31/03/2020) and Senior Financial Accountant (01/04/2020) to discuss available information – primarily building floor plans and an asset register.
- Fortnightly Project Co-ordination Meeting held on 02/04/2020, notes issued on 03/04/2020
- Background information received from Calvary on 03/04/2020.
- Document Register and Gap Analysis populated
- Update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Issue of Variation 001
- Receipt of executed contract and finalisation of project set up activities.

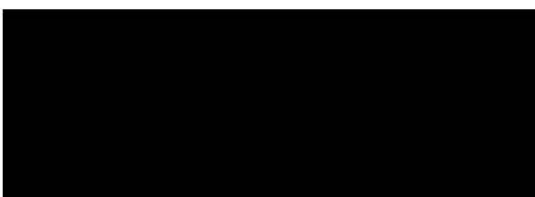
#### **Ongoing key items that we are working on**

- Receipt of more background information – critical documents include Calvary Asset Register
- Populating document register and completing gap analysis
- Commencing Condition Assessment
- Return Brief updates/development confirming delivery approach, assumptions, schedule, budget.

#### **Outstanding items/issues**

- Receipt of background information from Calvary/ACT Health
- Return Brief updated draft issue

Regards



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From: [REDACTED]

**Sent:** Monday, 30 March 2020 11:55 AM

**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

**Co:** [REDACTED]

**Subject:** AECOM Project Update - 27/03/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### **Key items we worked on this week**

- Quasi-Monthly Project Control Meeting held on 26/03/2020, notes issued on 27/03/2020
- Monthly Report issued to ACT Health 26/03/2020
- Background information received from Calvary on 26-27/03/2020. Attached is a register of all information received to date.
- Update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Receipt of executed contract and finalisation of project set up activities.

#### **Ongoing key items that we are working on**

- Return Brief updates/development confirming delivery approach, assumptions, schedule, budget.
- Receipt of more background information – critical documents include Calvary Asset Register
- Populating document register and completing gap analysis
- Visit to Calvary plan room to source additional building and asset information based on gap analysis
- Commencing Condition Assessment
- Undertaking initial Asset Priority Level (criticality) assessment
- Internal project set up
- Variation request to extend the contract end date

#### **Outstanding items/issues**

- Receipt of background information from Calvary/ACT Health
- Project set up

Regards

[REDACTED]

[REDACTED]

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From [REDACTED]  
 Sent: Monday, 23 March 2020 10:00 AM  
 To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
 Cc: [REDACTED]  
 Subject: AECOM Project Update - 20/03/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### **Key items we worked on this week**

- Development and issue of draft Return Brief to ACT Health on 18/03/2020
- Fortnightly Project Co-ordination Meeting held on 19/03/2020, notes issued on 20/03/2020
- Notes from project inception meeting with Calvary were issued
- Document Register including Gap Analysis spreadsheet developed and circulated to the project team
- Risk and Issue register population (initial assessment included in draft Return Brief)
- Email regarding invoicing moving forward sent on 18/03/2020
- Email regarding the approach to conducting the site inspections sent on 20/03/2020

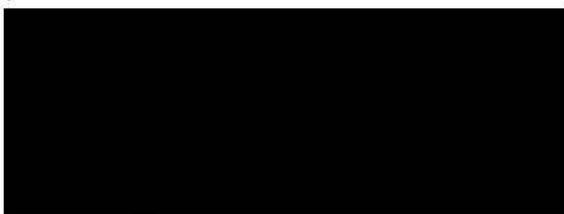
#### **Ongoing key items that we are working on**

- Return Brief updates/development confirming delivery approach, assumptions, schedule, budget.
- Receipt of background information
- Populating document register and completing gap analysis
- Undertaking initial Asset Priority Level (criticality) assessment
- Monthly Report Dashboard template development
- Internal project set up

#### **Outstanding items/issues**

- Confirmation that the first Monthly Project Control Group can be postponed until the week commencing 20/04/2020
- Receipt of background information from Calvary/ACT Health
- Project set up

Regards



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From: [REDACTED]  
 Sent: Monday, 16 March 2020 4:42 PM  
 To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
 Cc: [REDACTED]  
 Subject: AECOM Project Update - 13/03/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,  
 Please find below Project Update for **Northside Hospital Development Options Analysis**  
**Key items we worked on this week**

- Project Inception and set up planning.
- Project inception meeting with Calvary held on 12/03/2020.
- Request for information issued to ACT Health and Calvary.
- Development of Return Brief.
- Project inception meeting with AECOM Team held on 13/03/2020.
- Receipt of project contract and execution of same.

**Ongoing key items that we are working on**

- Notes from project inception meeting with Calvary to be prepared and issued
- Return Brief confirming delivery approach, assumptions, schedule, budget.
- First Project Coordination Meeting scheduled for 19/03/2020. Agenda to be prepared and circulated.
- Document Register including Gap Analysis spreadsheet development
- Risk and Issue register population
- Monthly Report Dashboard template development
- Internal project set up

**Outstanding items/issues**

- Project set up
- Return Brief issue to ACT Health
- Receipt of background information

Regards

[REDACTED]

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From: [REDACTED]

Sent: Tuesday, 10 March 2020 12:14 PM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: [REDACTED]

Subject: AECOM Project Update - 06/03/2020 Northside Hospital Development Options Analysis

**Northside Hospital Development Options Analysis  
06/03/2020**

**Key items we worked on this week**

- Project Inception and set up planning.
- Project inception meeting with ACT Health held on 06/03/2020.

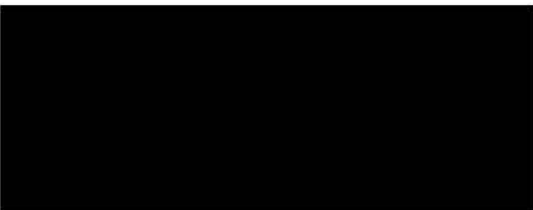
**Ongoing key items that we are working on**

- Notes from project inception meeting with ACT Health to be prepared and issued
- Return Brief confirming delivery approach, assumptions, schedule, budget. This will include initial request for information, proposed governance meeting schedule and report templates.
- Inception meeting with Calvary schedule for 12/03/2020.
- Inception meeting with AECOM/BLP scheduled for 13/03/2020

**Outstanding items/issues**

- Receipt of Work Order (Contract) for the engagement

Kind regards,



**AECOM**

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**Lowes, Shannon (Health)**

---

**From:** Landon, Daniel (Health)  
**Sent:** Monday, 6 July 2020 1:52 PM  
**To:** Lopa, Liz (Health)  
**Subject:** RE: Northside hospital - Demand Scenarios and Schedule of Accommodation Register

UNCLASSIFIED

Hi Liz

Did you get any feedback/concerns/approval about this?

Cheers

Dan

**From:** Lopa, Liz (Health) <Liz.Lopa@act.gov.au>  
**Sent:** Wednesday, 1 July 2020 4:36 PM  
**To:** Landon, Daniel (Health) <Daniel.Landon@act.gov.au>  
**Subject:** FW: Northside hospital - Demand Scenarios and Schedule of Accommodation Register

UNCLASSIFIED

Done – forgot to cc you

**From:** Lopa, Liz (Health)  
**Sent:** Wednesday, 1 July 2020 4:33 PM  
**To:** George, Jacinta (Health) <[Jacinta.George@act.gov.au](mailto:Jacinta.George@act.gov.au)>; Stewart, Margaret (Health) <[Margaret.Stewart@act.gov.au](mailto:Margaret.Stewart@act.gov.au)>; Galton, Sarah (Health) <[Sarah.Galton@act.gov.au](mailto:Sarah.Galton@act.gov.au)>; Pini, Sallyanne (Health) <[Sallyanne.Pini@act.gov.au](mailto:Sallyanne.Pini@act.gov.au)>  
**Subject:** FW: Northside hospital - Demand Scenarios and Schedule of Accommodation Register

UNCLASSIFIED

Hi all



Could you please let me or Dan Landon know if you have any issues or concerns with the attached by COB Friday 3 July. Apologies for the short turnaround time.

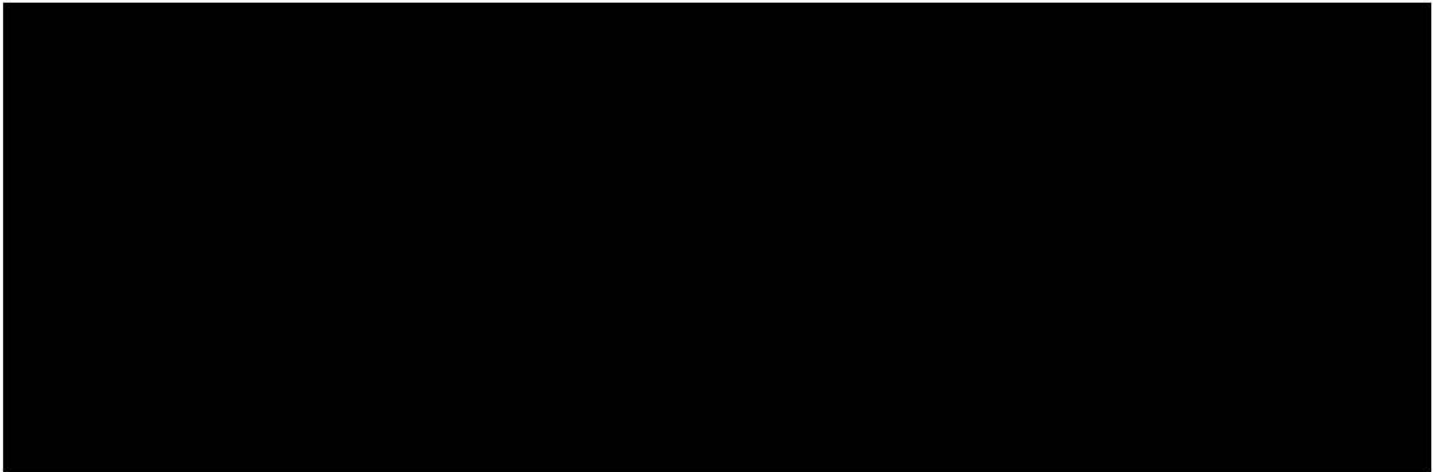
Thanks

Liz

**From:** [REDACTED]  
**Sent:** Wednesday, 1 July 2020 1:35 PM  
**To:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** NHDOA - Demand Scenarios and Schedule of Accommodation Register

**CAUTION:** This email originated from outside of the ACT Government. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Daniel,



Regards



**AECOM**  
L4, Civic Quarter, 68 Northbourne Ave, Canberra, ACT 2601  
PO Box 1942 Canberra City 2601  
T +61 2 6100 0551  
[www.aecom.com](http://www.aecom.com)

Please consider the environment before printing this email.

Read insights, share ideas on AECOM's [Connected Cities](#) blog.

**From:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Sent:** Wednesday, 24 June 2020 3:59 PM  
**To:** [REDACTED]  
**Subject:** [EXTERNAL] SOA input

UNCLASSIFIED

Hi [REDACTED]





I don't believe this changes things markedly, but could you pls review and let me know if you need further clarification. I'm not sure on the size of research areas – are you able to base the size of this on a recently constructed hospital?

Dan

**Daniel Landon**

Phone [REDACTED] Email: [daniel.landon@act.gov.au](mailto:daniel.landon@act.gov.au)

Senior Director, Business Analysis, Strategic Infrastructure Division | ACT Health Directorate  
[health.act.gov.au](http://health.act.gov.au)



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---

**Lowes, Shannon (Health)**

---

**From:** Hall, Damon  
**Sent:** Monday, 6 July 2020 3:14 PM  
**To:** Landon, Daniel (Health); Webber, Simon; Hart, Jeff  
**Cc:** Lopa, Liz (Health)  
**Subject:** FW: New northside hospital - expert input needed  
**Attachments:** 60628807-NHDOA-NOA-Costing Assumptions\_A.pdf  
  
**Follow Up Flag:** Follow up  
**Flag Status:** Completed  
  
**Categories:** Northside

UNCLASSIFIED

Hi Dan

Thanks for reaching out. Happy to help in whatever way possible with the options study.

I have copied in Jeff Hart who heads our Project Development group and Simon Webber who leads the Social Infrastructure branch.

We will review the document and come back to you. What is your timing on this?

Regards  
Damon

**Damon Hall**  
 Executive Group Manager | Project Development and Support  
**Major Projects Canberra** | ACT Government  
 T 02 6207 0058 | M [REDACTED] | E damon.hall@act.gov.au  
 Callam Offices, Level 3, 50 Easty Street, Phillip ACT  
 GPO Box 158, Canberra ACT 2601

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



**From:** Landon, Daniel (Health) <Daniel.Landon@act.gov.au>  
**Sent:** Monday, 6 July 2020 10:18 AM  
**To:** Hall, Damon <Damon.Hall@act.gov.au>  
**Cc:** Lopa, Liz (Health) <Liz.Lopa@act.gov.au>  
**Subject:** New northside hospital - expert input needed

UNCLASSIFIED

Hi Damon

[REDACTED]

Any help that you or someone on your team could provide would be greatly appreciated. Please give me a call if you'd like to discuss.

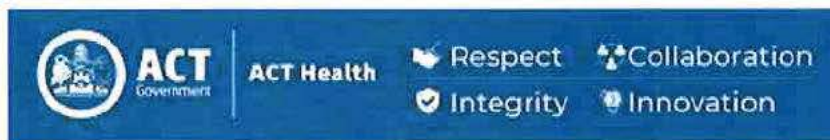
Kind regards

Dan

**Daniel Landon**

Phone: [REDACTED] | Email: [daniel.landon@act.gov.au](mailto:daniel.landon@act.gov.au)

Senior Director, Business Analysis, Strategic Infrastructure Division | ACT Health Directorate  
[health.act.gov.au](http://health.act.gov.au)



**From:** [REDACTED]  
**Sent:** Wednesday, 1 July 2020 11:14 AM  
**To:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** NHDOA - Costing Assumptions NOA

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Hi Daniel,

Please find attached an NOA which outlines a range of assumptions which will inform the SAMP and Options Analysis costings.

This is provided for your review, comment and acceptance/approval. One of the agenda items for tomorrow's meeting is to run through this document with you and discuss ACT Health's approach to review/accepting the assumptions. If you have any queries on the attached prior to tomorrow's meeting please let me know.

Regards

  
**AECOM**

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**Lowes, Shannon (Health)**

---

**From:** Stewart, Margaret (Health)  
**Sent:** Tuesday, 7 July 2020 8:42 AM  
**To:** Jarrad Nuss (Calvary); Landon, Daniel (Health); Pini, Sallyanne (Health)  
**Cc:** Roslyn Everingham (Calvary)  
**Subject:** RE: Capital Project List - 28 May 2020

**Categories:** Northside

UNCLASSIFIED

Noted, thanks Jarrad. We'll follow this up with Dan today.

**Margaret Stewart | Executive Branch Manager**

Ph: +61 2 5124 9420 | Mob [REDACTED] Email: [margaret.stewart@act.gov.au](mailto:margaret.stewart@act.gov.au)

LHN Commissioning Branch, Health Services Planning & Evaluation Division | ACT Health Directorate  
 Level 4, 6 Bowes Street Phillip ACT 2606

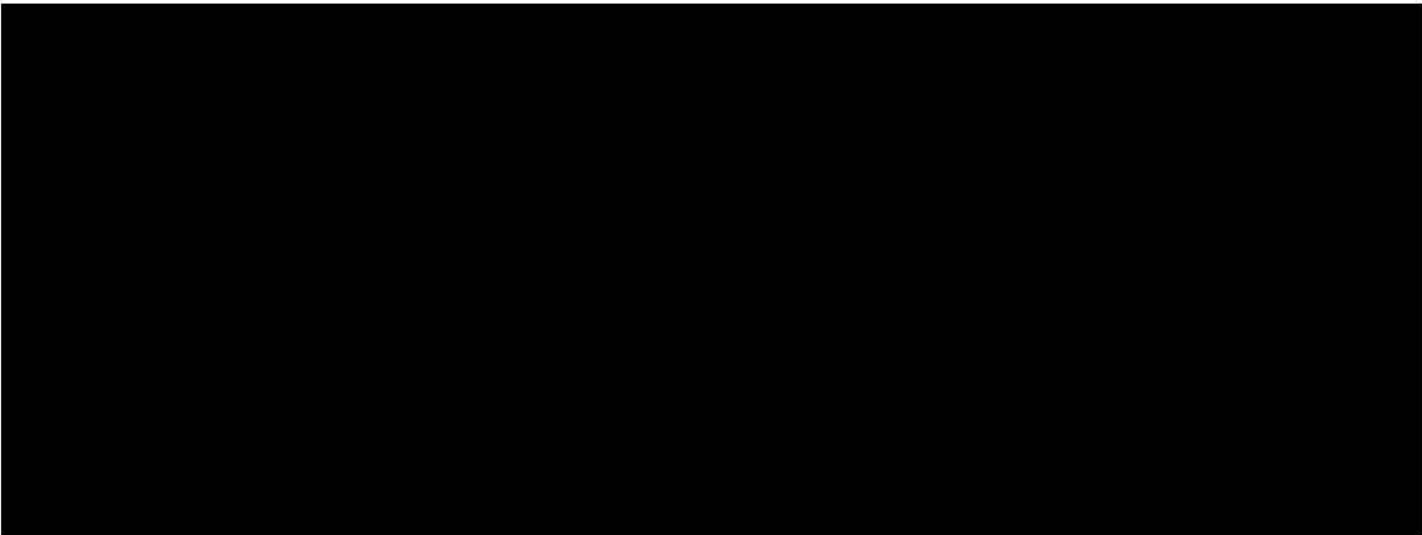
[health.act.gov.au](http://health.act.gov.au)



**From:** Jarrad Nuss [REDACTED]  
**Sent:** Monday, 6 July 2020 4:06 PM  
**To:** Stewart, Margaret (Health) <[Margaret.Stewart@act.gov.au](mailto:Margaret.Stewart@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** Roslyn Everingham (Calvary) [REDACTED]  
**Subject:** FW: Capital Project List - 28 May 2020

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Hi Margaret



Happy to discuss.

Regards

Jarrad Nuss

Director Business Infrastructure and Performance



Public Hospital Bruce

Cnr Belconnen Way & Haydon Drive Bruce ACT 2617

PO Box 254 Jamison Centre ACT 2614

P: 02 6201 6818

E [REDACTED]

[www.calvary-act.com.au](http://www.calvary-act.com.au)

**From:** Stewart, Margaret (Health) <[Margaret.Stewart@act.gov.au](mailto:Margaret.Stewart@act.gov.au)>

**Sent:** Monday, 6 July 2020 3:35 PM

**To:** Jarrad Nuss [REDACTED]

**Cc:** LHN Coord <[LHNCoord@act.gov.au](mailto:LHNCoord@act.gov.au)>; Roslyn Everingham [REDACTED]

**Subject:** RE: Capital Project List - 28 May 2020

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UNCLASSIFIED Sensitive

Hi Jarrad

A large black rectangular redaction box covers the majority of the email body, starting below the salutation and extending to the bottom of the page.

This is not confirmed as yet, but I'd be grateful if you could let us know if it would affect the need to approach government about the endoscopy proposal ahead of Budget or not.

Thanks Jarrad. Happy to answer any questions.

(BTW, don't forget to cc LHN and then they'll make sure I don't miss your emails, as it looks like I did with this one below – sorry 😞)

Margaret

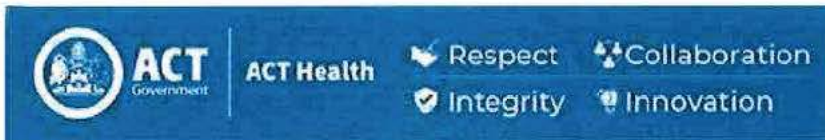
**Margaret Stewart | Executive Branch Manager**

Ph: +61 2 5124 9420 | Mob: [REDACTED] | Email: [margaret.stewart@act.gov.au](mailto:margaret.stewart@act.gov.au)

LHN Commissioning Branch, Health Services Planning & Evaluation Division | ACT Health Directorate

Level 4, 6 Bowes Street Phillip ACT 2606

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



**From:** Jarrad Nuss [REDACTED]  
**Sent:** Monday, 6 July 2020 11:13 AM  
**To:** Stewart, Margaret (Health) <[Margaret.Stewart@act.gov.au](mailto:Margaret.Stewart@act.gov.au)>  
**Subject:** FW: Capital Project List - 28 May 2020

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Hi Margaret

Can you let me know please?

**Jarrad Nuss**  
Director Business Infrastructure and Performance  
Finance and Business Information



Public Hospital Bruce  
 Business Support Facility  
 Dunlop Court Business Park 21 Thynne Street Bruce ACT 2617  
 PO Box 254 Jamison Centre ACT 2614  
 P: 02 6201 6818  
 E: [REDACTED]  
[www.calvary-act.com.au](http://www.calvary-act.com.au)

**From:** Jarrad Nuss  
**Sent:** Friday, 19 June 2020 2:18 PM  
**To:** Stewart, Margaret <[Margaret.Stewart@act.gov.au](mailto:Margaret.Stewart@act.gov.au)>  
**Subject:** FW: Capital Project List - 28 May 2020

Hi Margaret

Can you let me know if this has progressed? If not, likelihood?

**Jarrad Nuss**  
 Director Business Infrastructure and Performance  
 Finance and Business Information

Public Hospital Bruce  
 Business Support Facility  
 Dunlop Court Business Park 21 Thynne Street Bruce ACT 2617  
 PO Box 254 Jamison Centre ACT 2614  
 P: 02 6201 6818  
 E: [REDACTED]  
[www.calvary-act.com.au](http://www.calvary-act.com.au)

Calvary acknowledges the Traditional Custodians and Owners of the lands on which all our services operate, commits to Closing the Gap and to the ongoing journey of Reconciliation.

**From:** Jarrad Nuss  
**Sent:** Thursday, 28 May 2020 12:02 PM  
**To:** Pini, Sallyanne <[Sallyanne.Pini@act.gov.au](mailto:Sallyanne.Pini@act.gov.au)>  
**Cc:** Mark Dykgraaf [REDACTED]  
**Subject:** Capital Project List - 28 May 2020

Hi Sallyanne

[REDACTED]

Many thanks

Jarrad

Hospitality | Healing | Stewardship | Respect

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

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Hospitality | Healing | Stewardship | Respect

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**Lowes, Shannon (Health)**

---

**From:** Lopa, Liz (Health)  
**Sent:** Wednesday, 8 July 2020 9:06 AM  
**To:** Landon, Daniel (Health)  
**Subject:** FW: New northside hospital - expert input needed

**Categories:** Northside

UNCLASSIFIED

Hi Dan

FYI

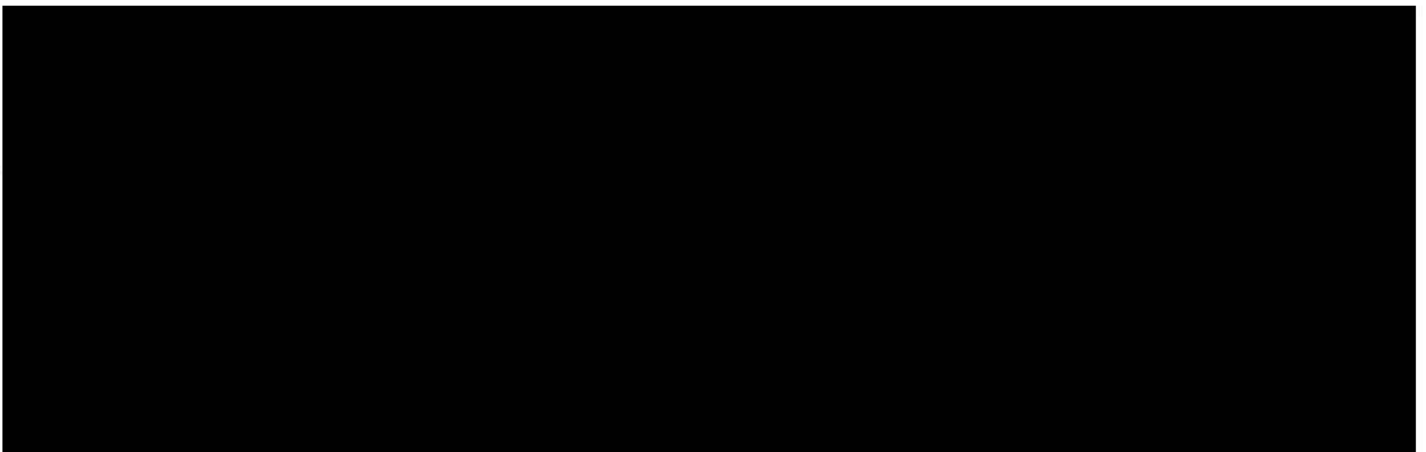
Let's talk about how to bring MPC further into the process.

Liz

**From:** Edghill, Duncan <Duncan.Edghill@act.gov.au>  
**Sent:** Tuesday, 7 July 2020 3:30 PM  
**To:** Lopa, Liz (Health) <Liz.Lopa@act.gov.au>  
**Cc:** Hall, Damon <Damon.Hall@act.gov.au>  
**Subject:** RE: New northside hospital - expert input needed

UNCLASSIFIED

Liz,



Thanks  
Duncan

**From:** Lopa, Liz (Health) <[Liz.Lopa@act.gov.au](mailto:Liz.Lopa@act.gov.au)>  
**Sent:** Tuesday, 7 July 2020 2:30 PM  
**To:** Edghill, Duncan <[Duncan.Edghill@act.gov.au](mailto:Duncan.Edghill@act.gov.au)>  
**Subject:** FW: New northside hospital - expert input needed

UNCLASSIFIED

FYI as discussed

**From:** Hall, Damon <[Damon.Hall@act.gov.au](mailto:Damon.Hall@act.gov.au)>

**Sent:** Monday, 6 July 2020 3:14 PM

**To:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>; Webber, Simon <[Simon.Webber@act.gov.au](mailto:Simon.Webber@act.gov.au)>; Hart, Jeff <[Jeff.Hart@act.gov.au](mailto:Jeff.Hart@act.gov.au)>

**Cc:** Lopa, Liz (Health) <[Liz.Lopa@act.gov.au](mailto:Liz.Lopa@act.gov.au)>

**Subject:** FW: New northside hospital - expert input needed

UNCLASSIFIED

Hi Dan

Thanks for reaching out. Happy to help in whatever way possible with the options study.

I have copied in Jeff Hart who heads our Project Development group and Simon Webber who leads the Social Infrastructure branch.

We will review the document and come back to you. What is your timing on this?

Regards

Damon

**Damon Hall**

Executive Group Manager | Project Development and Support

**Major Projects Canberra** | ACT Government

T 02 6207 0058 | M [REDACTED] | E [damon.hall@act.gov.au](mailto:damon.hall@act.gov.au)

Callam Offices, Level 3, 50 Easty Street, Phillip ACT

GPO Box 158, Canberra ACT 2601

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



**From:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

**Sent:** Monday, 6 July 2020 10:18 AM

**To:** Hall, Damon <[Damon.Hall@act.gov.au](mailto:Damon.Hall@act.gov.au)>

**Cc:** Lopa, Liz (Health) <[Liz.Lopa@act.gov.au](mailto:Liz.Lopa@act.gov.au)>

**Subject:** New northside hospital - expert input needed

UNCLASSIFIED

Hi Damon

[REDACTED]

Kind regards

Dan

**Daniel Landon**

Phone [REDACTED] | Email: [daniel.landon@act.gov.au](mailto:daniel.landon@act.gov.au)

Senior Director, Business Analysis, Strategic Infrastructure Division | ACT Health Directorate  
[health.act.gov.au](http://health.act.gov.au)



From [REDACTED]  
Sent: Wednesday, 1 July 2020 11:14 AM  
To: Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
Cc [REDACTED]  
Subject: NHDOA - Costing Assumptions NOA

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Hi Daniel,

Please find attached an NOA which outlines a range of assumptions which will inform the SAMP and Options Analysis costings.

This is provided for your review, comment and acceptance/approval. One of the agenda items for tomorrow's meeting is to run through this document with you and discuss ACT Health's approach to review/accepting the assumptions. If you have any queries on the attached prior to tomorrow's meeting please let me know.

Regards

[REDACTED]

AECOM

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T +61 2 6100 0551  
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**Lowes, Shannon (Health)**

---

**From:** Landon, Daniel (Health)  
**Sent:** Wednesday, 8 July 2020 11:46 AM  
**To:** George, Jacinta (Health); Stewart, Margaret (Health); Galton, Sarah (Health); Pini, Sallyanne (Health)  
**Subject:** FW: Northside hospital - Demand Scenarios and Schedule of Accommodation Register  
**Attachments:** 60561514-NHDOA-SoA\_D.pdf

UNCLASSIFIED

Hi all

Could I please check if you have any feedback on the demand scenarios and schedule of accommodation for the new northside hospital. Background is below and attached.

If you could let me know asap please I'd be very grateful.

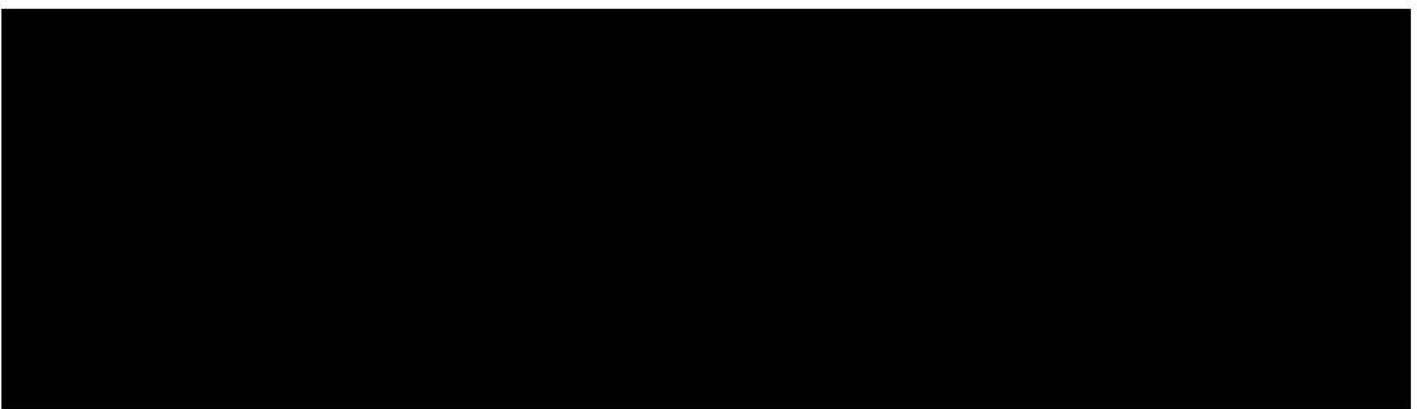
Kind regards

Dan

**From:** Lopa, Liz (Health)  
**Sent:** Wednesday, 1 July 2020 4:33 PM  
**To:** George, Jacinta (Health) <[Jacinta.George@act.gov.au](mailto:Jacinta.George@act.gov.au)>; Stewart, Margaret (Health) <[Margaret.Stewart@act.gov.au](mailto:Margaret.Stewart@act.gov.au)>; Galton, Sarah (Health) <[Sarah.Galton@act.gov.au](mailto:Sarah.Galton@act.gov.au)>; Pini, Sallyanne (Health) <[Sallyanne.Pini@act.gov.au](mailto:Sallyanne.Pini@act.gov.au)>  
**Subject:** FW: Northside hospital - Demand Scenarios and Schedule of Accommodation Register

UNCLASSIFIED

Hi all



Thanks

Liz

**From:** King, Amaranth <[Amaranth.King@aecom.com](mailto:Amaranth.King@aecom.com)>  
**Sent:** Wednesday, 1 July 2020 1:35 PM

To: Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: [REDACTED]

Subject: NHDOA - Demand Scenarios and Schedule of Accommodation Register

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Hi Daniel,

[REDACTED]

Regards

[REDACTED]

**AECOM**

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PO Box 1942 Canberra City 2601  
T +61 2 6100 0551

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From: Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Sent: Wednesday, 24 June 2020 3:59 PM

To: [REDACTED]

Subject: [EXTERNAL] SOA input

UNCLASSIFIED

Hi Ama

[REDACTED]

[REDACTED]

I don't believe this changes things markedly, but could you pls review and let me know if you need further clarification. I'm not sure on the size of research areas – are you able to base the size of this on a recently constructed hospital?

Dan

**Daniel Landon**

Phone [REDACTED] | Email: [daniel.landon@act.gov.au](mailto:daniel.landon@act.gov.au)

Senior Director, Business Analysis, Strategic Infrastructure Division | ACT Health Directorate  
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**Lowes, Shannon (Health)**

**From:** George, Jacinta (Health)  
**Sent:** Wednesday, 8 July 2020 11:52 AM  
**To:** Landon, Daniel (Health)  
**Cc:** Stewart, Margaret (Health); Galton, Sarah (Health); Pini, Sallyanne (Health)  
**Subject:** RE: Northside hospital - Demand Scenarios and Schedule of Accommodation Register

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

UNCLASSIFIED

I will look through now and have planning team check some data but Sarah is on leave this week and we will rely on her confirmation if significant changes.

Jacinta George  
 Executive Group Manager  
 Ph: (02) 5124 9983 (Executive Assistant)

Email: [jacinta.george@act.gov.au](mailto:jacinta.george@act.gov.au)

Health System Planning and Evaluation  
 Level 3, 2 Bowes Street Phillip ACT 2606  
[health.act.gov.au](http://health.act.gov.au)



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**Subject:** FW: Northside hospital - Demand Scenarios and Schedule of Accommodation Register

UNCLASSIFIED

Hi all

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Kind regards

Dan

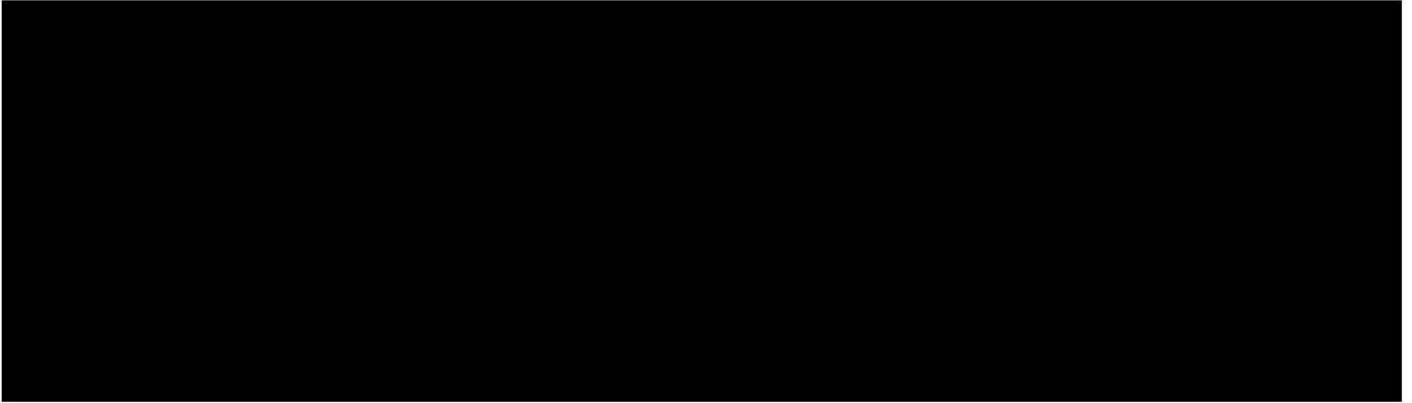
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<[Margaret.Stewart@act.gov.au](mailto:Margaret.Stewart@act.gov.au)>; Galton, Sarah (Health) <[Sarah.Galton@act.gov.au](mailto:Sarah.Galton@act.gov.au)>; Pini, Sallyanne (Health) <[Sallyanne.Pini@act.gov.au](mailto:Sallyanne.Pini@act.gov.au)>

**Subject:** FW: Northside hospital - Demand Scenarios and Schedule of Accommodation Register

UNCLASSIFIED

Hi all



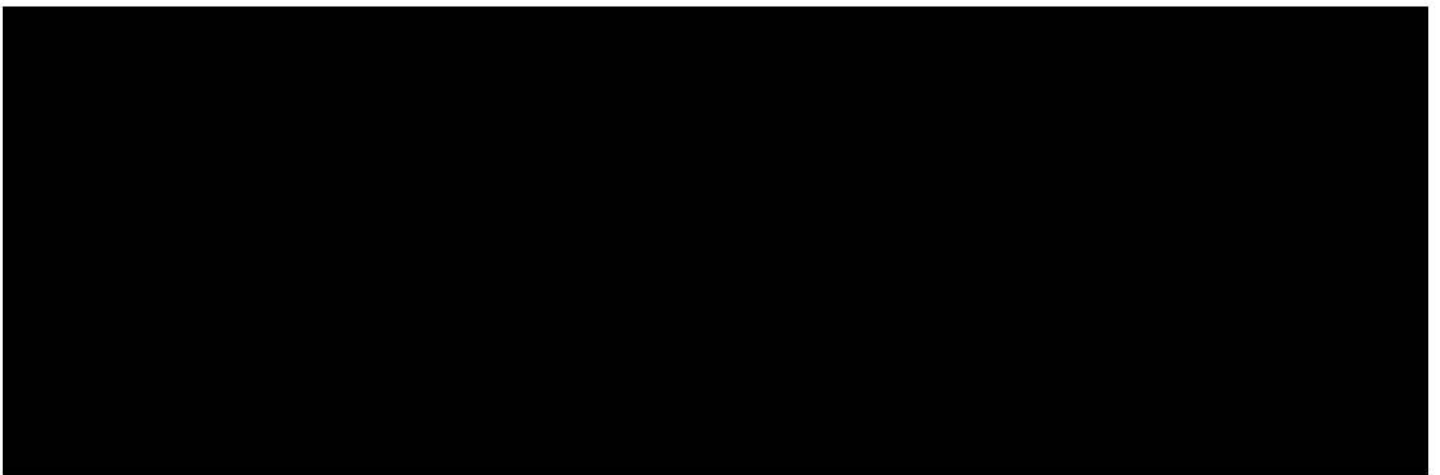
Thanks

Liz

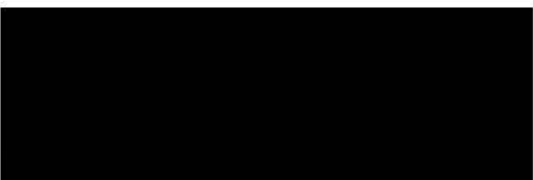
**From:** [REDACTED]  
**Sent:** Wednesday, 1 July 2020 1:35 PM  
**To:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** NHDOA - Demand Scenarios and Schedule of Accommodation Register

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Hi Daniel,



Regards



**AECOM**

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PO Box 1942 Canberra City 2601  
T +61 2 6100 0551  
[www.aecom.com](http://www.aecom.com)

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**From:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Sent:** Wednesday, 24 June 2020 3:59 PM  
**To:** [REDACTED]  
**Subject:** [EXTERNAL] SOA input

UNCLASSIFIED

Hi Ama

[REDACTED]

I don't believe this changes things markedly, but could you pls review and let me know if you need further clarification. I'm not sure on the size of research areas – are you able to base the size of this on a recently constructed hospital?

Dan

**Daniel Landon**

Phone [REDACTED] | Email: [daniel.landon@act.gov.au](mailto:daniel.landon@act.gov.au)

Senior Director, Business Analysis, Strategic Infrastructure Division | ACT Health Directorate  
[health.act.gov.au](http://health.act.gov.au)



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-----

**Lowes, Shannon (Health)**

---

**From:** Oliver, Stephanie (Health)  
**Sent:** Wednesday, 8 July 2020 11:58 AM  
**To:** Landon, Daniel (Health)  
**Subject:** Re: AECOM Project Update - Northside Hospital Development Options Analysis w/e 26/06/2020

Great thanks for confirming

Kind regards,

Stephanie Oliver  


(Sent from my iPhone)

---

**From:** Landon, Daniel (Health) <Daniel.Landon@act.gov.au>  
**Sent:** Wednesday, July 8, 2020 11:57:39 AM  
**To:** Oliver, Stephanie (Health) <Stephanie.Oliver@act.gov.au>  
**Subject:** RE: AECOM Project Update - Northside Hospital Development Options Analysis w/e 26/06/2020

UNCLASSIFIED

Hi

I think Aecom upload it directly to MPC once they have had approval from Liz and myself.  
 So given you've already emailed Yadana, I don't think SID needs to take any further action.

**From:** Oliver, Stephanie (Health) <Stephanie.Oliver@act.gov.au>  
**Sent:** Wednesday, 8 July 2020 10:24 AM  
**To:** Landon, Daniel (Health) <Daniel.Landon@act.gov.au>  
**Subject:** FW: AECOM Project Update - Northside Hospital Development Options Analysis w/e 26/06/2020

UNCLASSIFIED

Hey Dan – do you have the actual invoice for this one rather than the invoice summary? I assume it needs to be processed?

I did send it to Yadana to add to the accrual list, but not sure if it was added or not

Mel might be able to help out with processing the invoice

Thanks  
 Steph

**Stephanie Oliver (née McMullen) | Executive Officer**  
 Ph: 02 5124 9961 | Email: [Stephanie.Oliver@act.gov.au](mailto:Stephanie.Oliver@act.gov.au)  
**Strategic Infrastructure | ACT Health Directorate**  
 Level 4, 4 Bowes Street Phillip ACT 2606  
[health.act.gov.au](http://health.act.gov.au)



**From:** Oliver, Stephanie (Health)  
**Sent:** Wednesday, 1 July 2020 4:45 PM  
**To:** Kyu, Yadana (Health) <[Yadana.Kyu@act.gov.au](mailto:Yadana.Kyu@act.gov.au)>  
**Cc:** Wickramasinghe, Sasith (Health) <[Sasith.Wickramasinghe@act.gov.au](mailto:Sasith.Wickramasinghe@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Subject:** FW: AECOM Project Update - Northside Hospital Development Options Analysis w/e 26/06/2020

UNCLASSIFIED

Hi Yadana – see attached another invoice for accrual please

Let me know if you need an updated spreadsheet

Thanks  
 Steph

**Stephanie Oliver (née McMullen) | Executive Officer**  
 Ph: 02 5124 9961 | Email: [Stephanie.Oliver@act.gov.au](mailto:Stephanie.Oliver@act.gov.au)  
**Strategic Infrastructure | ACT Health Directorate**  
 Level 4, 4 Bowes Street Phillip ACT 2606  
[health.act.gov.au](http://health.act.gov.au)



**From:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Sent:** Tuesday, 30 June 2020 7:56 PM  
**To:** Lopa, Liz (Health) <[Liz.Lopa@act.gov.au](mailto:Liz.Lopa@act.gov.au)>  
**Cc:** Oliver, Stephanie (Health) <[Stephanie.Oliver@act.gov.au](mailto:Stephanie.Oliver@act.gov.au)>  
**Subject:** FW: AECOM Project Update - Northside Hospital Development Options Analysis w/e 26/06/2020

UNCLASSIFIED

Hi Liz

Pls see attached for your approval the June invoice for Aecom. I'm comfortable that the payment should be made. Information on tasks completed so far are below. I'm happy to provide further info if needed.

Could you pls confirm via return email if you are ok for the June invoice to be paid.

Dan

**From:** [REDACTED]  
**Sent:** Monday, 29 June 2020 8:58 AM

To: Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: Bladin, Caitlin (Health) <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> [REDACTED]

Subject: AECOM Project Update - Northside Hospital Development Options Analysis w/e 26/06/2020

**CAUTION:** This email originated from outside of the ACT Government. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- [REDACTED]
- CPHB updated review comments on the Draft Condition Assessment

**General**

- Key items we worked on this week
- Minutes from Monthly Meeting held on 25/06/2020 issued on 26/06/2020
- Issue of Monthly Report on 24/06/2020
- Ongoing key items that we are working on
- Issue of Invoice for June

**Planned Leave**

- [REDACTED]

**Stage 1 Condition Assessment:**

- Key items we worked on this week
- Review of assessment outcomes following Calvary advice. Meetings with Technical Team
- Issue of updated condition assessment register on 24/06/2020
- Ongoing key items that we are working on
- Scheduling of meetings with Calvary and Engineers to discuss select review comments.
- Receipt of additional review comments from Calvary – based on advice from Calvary on 19/06/2020, this will be provided following the completion of the review of the Register.
- Review of additional comments from Calvary when received including on the Fabric Assessment.
- Response/advice to Calvary of the updates to the Condition Assessment following their review comments and additional information.

**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week
- Issue of a NOA on 25/06/2020 outlining additional information needed to inform the SAMP to ACT Health.
- Importing the initial costings into the asset management model
- Ongoing key items that we are working on
- Confirmation from ACT Health that the SAMP Information NOA can be provided to Calvary.
- Scheduling of discussions with Calvary based on their provision of any additional information.
- Finalisation and issue of the Costing Assumptions NOA along with the initial costings of the Condition Assessment items for information. Depending on the outcomes of the review of the draft Condition Assessment Report & Register the initial costing may require updates.

**Stage 3/4 Options Analysis**

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Regards

**AECOM**

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T +61 2 6100 0551

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From [REDACTED]

Sent: Monday, 22 June 2020 9:26 AM

To: 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> [REDACTED]

**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 19/06/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- Direction/agreement/approval on the Site Options NOA and the Demand Scenarios/Schedule of Accommodation NOA
- CPHB updated review comments on the Draft Condition Assessment

**General**

- Key items we worked on this week
- Minutes from Fortnightly Meeting held on 12/06/2020 issued on 16/06/2020
- Fortnightly Meeting held on 18/06/2020, minutes issued 19/06/2020 and included current Program.
- Ongoing key items that we are working on
- Monthly Report for June
- Invoice for June

**Planned Leave**

• [REDACTED]

**Stage 1 Condition Assessment:**

- Key items we worked on this week
- Review of assessment outcomes following Calvary advice. Meetings with Technical Team
- Receipt of additional information from Calvary to support their review.
- Ongoing key items that we are working on
- Receipt of additional review comments from Calvary – based on advice from Calvary on 19/06/2020, this will be provided following the completion of the review of the Register.
- Review of additional comments received from Calvary including on the Fabric Assessment.

- Response/advice to Calvary of the updates to the Condition Assessment following their review comments and additional information.
- Scheduling of meetings with Calvary and Engineers to discuss select review comments.

#### Stage 2 Strategic Asset Management Plan

- Key items we worked on this week
- Discussions with the SAMP team on the way forward and consultation/additional information requirements.
- Review of informal feedback on the draft Risk Register/Risk Framework
- Development of a NOA outlining additional information needed to inform the SAMP.
- Ongoing key items that we are working on
- The initial costing will be provided for information. Depending on the outcomes of the Calvary review of the draft Condition Assessment Report & Register this assessment may require updates.
- Issue of NOA for request for additional information and scheduling of consultation sessions with Calvary.

#### Stage 3/4 Options Analysis

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Regards

[REDACTED]

[REDACTED]

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From: [REDACTED]

Sent: Monday, 15 June 2020 11:56 AM

To: 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> [REDACTED]

Subject: AECOM Project Update - Northside Hospital Development Options Analysis w/e 12/06/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- No items of note.

## General

- Key items we worked on this week
- Invoice for May to be issued to PMARS 09/06/2020
- Fortnightly Meeting on 12/06/2020 (refer below Stage 1 actions)
- Ongoing key items that we are working on
- Minutes from Fortnightly Meeting held on 12/06/2020.
- Fortnightly Meeting scheduled for 18/06/2020 – topic TBC.

### Planned Leave

- 1

### Stage 1 Condition Assessment:

- Key items we worked on this week
- Receipt of Calvary comments on the draft Condition Assessment Report and Register on XX/06/2020 and issue of initial review and response to comments XX/06/2020.
- Discussion with Calvary and ACT Health regarding the review and the way forward on 12/06/2020
- Ongoing key items that we are working on
- Confirmation with Calvary on the review comments requiring clarification and/or provision of additional information to confirm review outcomes.
- Review of assessment outcomes following Calvary advice.
- Scheduling of meetings with Calvary and Engineers to discuss select review comments.

## Stage 2 Strategic Asset Management Plan

- Key items we worked on this week
- Discussions with the SAMP team on the way forward and consultation/additional information requirements.
- Ongoing key items that we are working on
- The initial costing will be provided for information. Depending on the outcomes of the Calvary review of the draft Condition Assessment Report & Register this assessment may require updates.
- Issue of NOA for request for additional information and scheduling of consultation sessions with Calvary.

### Stage 3/4 Options Analysis

1. **Introduction:** The study aims to investigate the impact of the COVID-19 pandemic on the mental health of healthcare workers in the United States. The research is a cross-sectional study conducted between March and May 2020.

Regards

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From: [REDACTED]

Sent: Tuesday, 9 June 2020 10:58 AM

To: 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)>; [REDACTED]

Subject: AECOM Project Update - Northside Hospital Development Options Analysis w/e 05/06/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- No items of note.

**General**

- Key items we worked on this week
- Invoice for May approved for issue.
- Meeting invites for Fortnightly Meetings for next couple of months sent
- Review and reconciliation of actions from previous meetings completed and sent 05/06/2020.
- Ongoing key items that we are working on
- Invoice for May to be issued.

**Planned Leave**

- None known

**Stage 1 Condition Assessment:**

- Key items we worked on this week
- The issue of the draft Condition Assessment Report & Register on 02/06/2020.
- Calvary internal review of the draft Condition Assessment Report & Register held on 05/06/2020.
- Ongoing key items that we are working on
- Confirmation with Calvary on the outcomes of the internal review and confirmation on the way forward with the review of the draft Condition Assessment Report & Register including the approach to the 'Safe to remain' items.

**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week
- Issue of the draft Risk Register following the review of the Condition Assessment Spreadsheet on 05/06/2020.
- Ongoing key items that we are working on
- The initial costing will be provided for information. Depending on the outcomes of the Calvary review of the draft Condition Assessment Report & Register this assessment may require updates.

**Stage 3/4 Options Analysis**

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Regards

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---

**From:** [REDACTED]  
**Sent:** Tuesday, 2 June 2020 9:08 AM  
**To:** 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** 'Bladin, Caitlin (Health)' <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> [REDACTED]  
**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 29/05/2020

Hi Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- Issue of the Draft Condition Assessment Report and Register (Refer Stage 1 below)

**General**

- Key items we worked on this week
  - Monthly Report issued on 25/05/2020
  - Monthly Control Group Meeting on 28/05/2020, minutes issued on 29/05/2020
  - Ongoing key items that we are working on
  - Invoice for May to be raised this week. Attached is the proposed invoice % and value for your review and approval.
  - Review and reconciliation of actions from previous meetings to confirm outstanding items.
- << File: 60628807-NHDOA-Invoicing-202005.pdf >>

**Planned Leave**

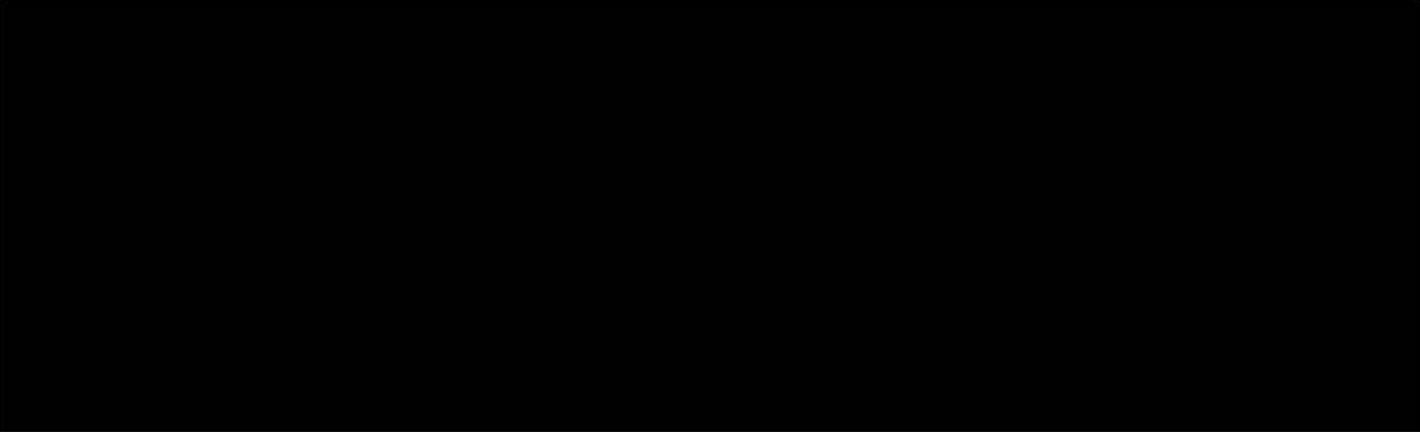
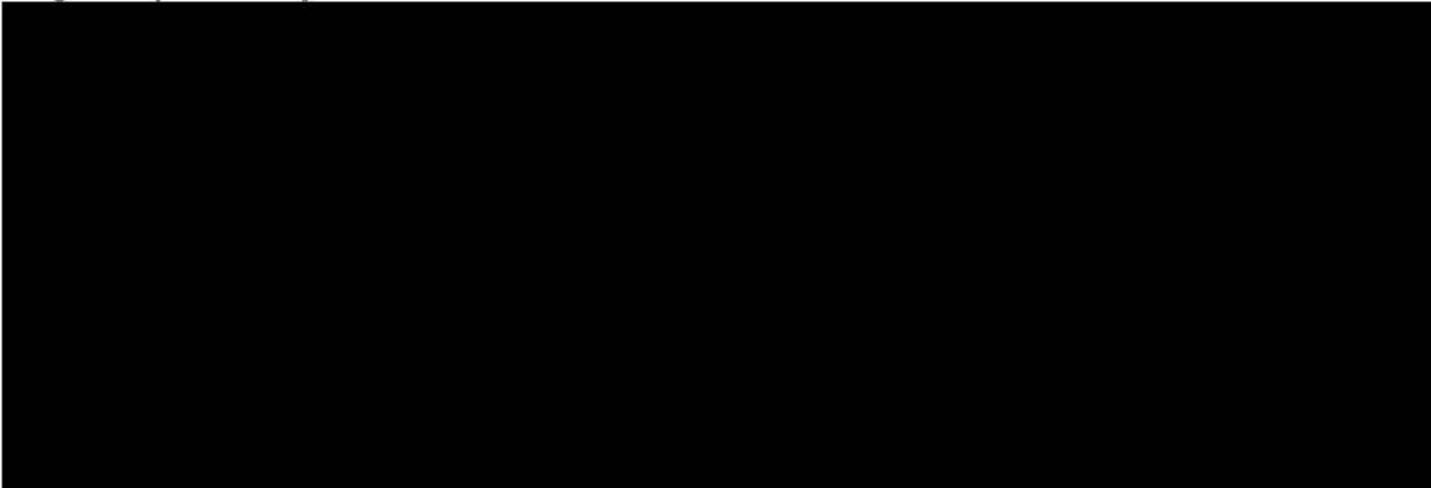
- None known

**Stage 1 Condition Assessment:**

- Key items we worked on this week
- Presentation of the Condition Assessment Data at the Monthly Control Group Meeting
- Ongoing key items that we are working on
- The issue of the draft Condition Assessment Report & Register is scheduled for 02/06/2020.
- Calvary proposed to undertake the review of the Draft Report and Register in two half days:
- The first an internal half day review with Ama King on call to answer any high level questions, and
- The second with the assessors dialling in as required to go through the register line by line.

**Stage 2 Strategic Asset Management Plan**

- Key items we worked on this week

  
**Stage 3/4 Options Analysis**  


Regards

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**From**   
**Sent:** Monday, 25 May 2020 11:40 AM  
**To:** Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** Bladin, Caitlin (Health) <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)> 



**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 22/05/2020



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**From:** [REDACTED]  
**Sent:** Monday, 18 May 2020 9:30 AM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED] Bladin, Caitlin <[Caitlin.Bladin@act.gov.au](mailto:Caitlin.Bladin@act.gov.au)>  
**Subject:** AECOM Project Update - Northside Hospital Development Options Analysis w/e 15/05/2020

Hi Brad and Daniel,

I forgot last weeks' update [REDACTED] as such the below provides a summary of activities for the past fortnight.

Welcome back Daniel.

Please find below Project Update for **Northside Hospital Development Options Analysis**. The format has changed a little this week in an attempt to be a little clearer.

**Outstanding items/issues** (*italicised below*)

- [REDACTED]
- Receipt of documents from CPHB (refer Stage 2 below)

**General**

- Key items we worked on this week
  - Approval of Variation 001 received on 07/05/2020
  - Fortnightly Meeting (refer item in Stage 2) held on 14/05/2020
  - Invoice #1 issued on 12/05/2020
  - AECOM internal Health Start review held on 06/05/2020
  - Ongoing key items that we are working on
  - Attached is an updated schedule for the project.
  - Monthly Report to be issued on 25/05/2020
- << File: 60628807-NHDOA-Project Program-D-20200518.pdf >>

**Planned Leave**

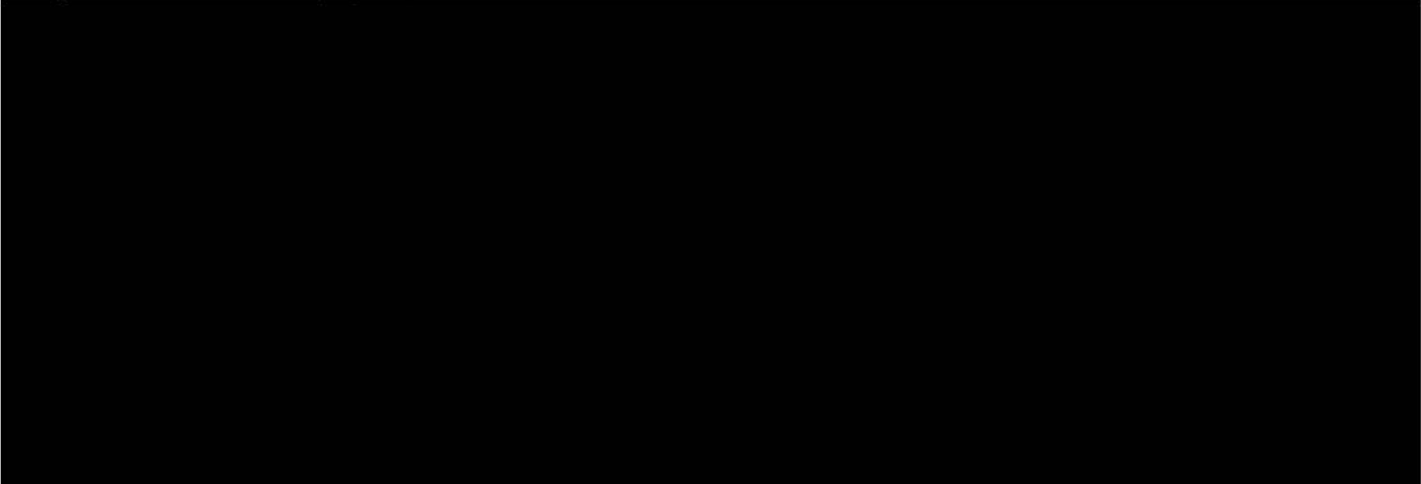
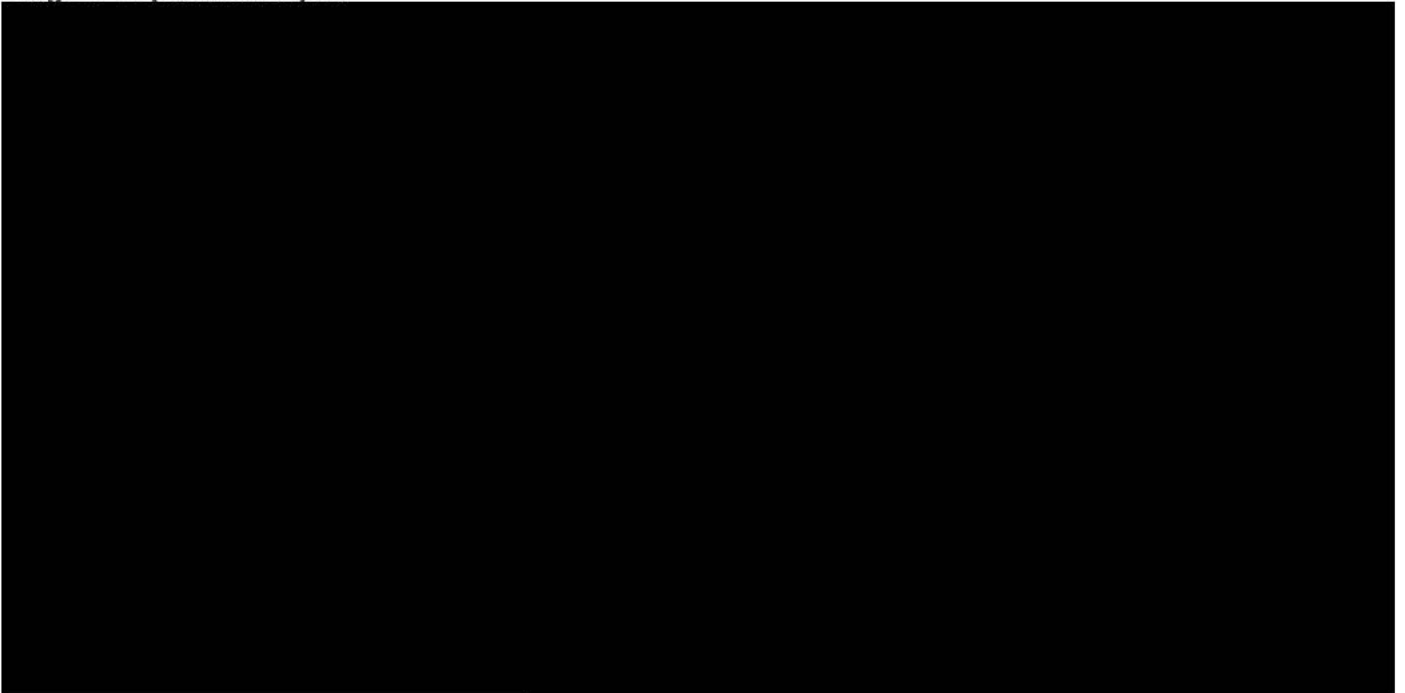
- [REDACTED]

**Stage 1 Condition Assessment:**

- Key items we worked on this week
- A Site Team Briefing was held on 04/05/2020 which included a review of the SWMS and safety discussion.
- Site Inspections of CPHB will commenced on 05/05/2020 and were completed on 12/05/2020.
- The Condition Assessment Spreadsheet was populated and is in the process of being reviewed.
- The development of the Condition Assessment Report has commenced.
- The Site Inspection on 12/05/2020 identified one item of potential life safety concern which was reported to Calvary on 13/05/2020
- Ongoing key items that we are working on
- Issue of the Condition Assessment Spreadsheet to Calvary for review on 20/05/2020. Concurrent with the issue of the data a presentation (21/05/2020) will be scheduled to review and seek agreement to the Spreadsheet.
- The issue of the draft Condition Assessment Report will follow on 27/05/2020.

**Stage 2 Strategic Asset Management Plan**

Key items we worked on this week


**Stage 3/4 Options Analysis**



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**From:** [REDACTED]  
**Sent:** Monday, 4 May 2020 10:49 AM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; Landon, Daniel (Health) <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** AECOM Project Update - 01/05/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### Key items we worked on this week

- Desktop Condition Assessment has predominantly been completed by all disciplines, a work in progress snapshot of the data was provided on 01/05/2020 (with the NOA for the Site Visits).
- At the Monthly/Fortnightly Meeting (30/04/2020) a presentation on the work in progress outcomes of the Desktop Condition Assessment was provided. The outcome of this presentation was a discussion around the options for completing the Condition Assessment. It was agreed that Site Inspections would occur in order to close out the large gaps in the Condition Assessment content.
- Issue of the NOA containing the plan for conducting Site Inspections of CPHB on 01/05/2020.
- [REDACTED]

#### Ongoing key items that we are working on

- Site Inspections of CPHB will commence on 05/05/2020 following the receipt of confirmation from CPHB regarding the availability of their escort on 04/05/2020.
- Site Inspection Team Briefing and Safety Discussion scheduled for 04/05/2020.
- Desktop Condition Assessment Report preparation.
- Issue of meeting minutes from Monthly/Fortnightly Meeting held on 30/04/2020.
- A meeting with ACT Health to discuss the Demand Scenarios is scheduled for 07/05/2020.
- Review of Desktop Condition Assessment data by the Stage 2 SAMP team.
- Identification of Siting Options for the New Build Options – Notice of Advice to be produced.

#### Outstanding items/issues

- Response to Variation 001
- [REDACTED]
- [REDACTED]
- [REDACTED]

Regards

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Tuesday, 28 April 2020 1:09 PM  
**To:** Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
**Cc:** [REDACTED]  
**Subject:** RE: AECOM Project Update - 24/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Key items we worked on this week**

- Desktop Condition Assessment has predominantly been completed by all disciplines.
- Document Register and Gap Analysis populated
- Issue of the Notice of Advice with the Multi-Criteria Analysis Criteria for review and comment by ACT Health.
- Issue of the Monthly Report for April.
- Issue of meeting minutes from 16/04/2020 Fortnight Meeting

**Ongoing key items that we are working on**

- Desktop Condition Assessment Report preparation. A presentation of findings will be provided at the Monthly/Fortnightly meeting scheduled for 30/04/2020.
- [REDACTED]
- [REDACTED]
- Monthly Control Group Meeting/Fortnightly Meeting – 30/04/2020
- Review of Desktop Condition Assessment data by the Stage 2 SAMP team.

**Outstanding items/issues**

- Response to Variation 001
- Receipt of background information from Calvary/ACT Health
- [REDACTED]
- [REDACTED]

Regards

[REDACTED]

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From [REDACTED]

Sent: Monday, 20 April 2020 11:32 AM

To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>

Cc: [REDACTED]

Subject: RE: AECOM Project Update - 17/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

#### Key items we worked on this week

- Desktop Condition Assessment
- Document Register and Gap Analysis populated
- Briefing of review team for the Condition Assessment – Tuesday 14/04/2020
- Fortnightly Meeting held Thursday 16/04/2020
- Issue of the update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Issue of the Document Register and Condition Assessment Register template for review and comment.
- Issue of an initial work in progress Desktop Condition Assessment for information, high level review and comment.
- [REDACTED]

#### Ongoing key items that we are working on

- Receipt of more background information – critical documents include Calvary Asset Register – we are missing a number of key inputs, such as drawings and asset registers. We are proceeding with the Desktop Condition Assessment without this information.
- Desktop Condition Assessment
- Potential - Meeting with ACT Health/Calvary to discuss the work in progress Desktop Condition Assessment provided on 17/04/2020
- [REDACTED]
- [REDACTED]
- [REDACTED]
- Meeting minutes from 16/04/2020 Fortnight Meeting
- Monthly Report preparation and issue – 20/04/2020
- Monthly Control Group Meeting – potentially 23/04/2020

#### Outstanding items/issues

- Receipt of background information from Calvary/ACT Health
- [REDACTED]
- [REDACTED]
- [REDACTED]
- Response to Variation 001

Regards

[REDACTED]

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From [REDACTED]  
 Sent: Tuesday, 14 April 2020 10:53 AM  
 To: Brad Burch ([brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)) <[brad.burch@act.gov.au](mailto:brad.burch@act.gov.au)>; 'Landon, Daniel (Health)' <[Daniel.Landon@act.gov.au](mailto:Daniel.Landon@act.gov.au)>  
 Cc: [REDACTED]  
 Subject: AECOM Project Update - 09/04/2020 Northside Hospital Development Options Analysis

Hi Brad and Daniel,

Please find below Project Update for **Northside Hospital Development Options Analysis**.

**Key items we worked on this week**

- Document Register and Gap Analysis populated
- Update of the Return Brief and Project Schedule to reflect proposed alternative delivery method delaying site inspections until after the COVID19 situation.
- Receipt of more background information

**Ongoing key items that we are working on**

- Receipt of more background information – critical documents include Calvary Asset Register – we are missing a number of key inputs, such as drawings and asset registers. A separate email will be issued today outlining the information which has not been able to be sourced and the approach to the condition assessment due to these omissions.
- Populating document register and completing gap analysis
- Briefing of review team for the Condition Assessment – Tuesday 14/04/2020
- Return Brief issue
- Fortnightly Meeting to be scheduled for Thursday 16/04/2020

**Outstanding items/issues**

- Receipt of background information from Calvary/ACT Health
- Return Brief updated draft issue
- Response to Variation 001

Regards

[REDACTED]

[REDACTED]

**AECOM**

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