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From [REDACTED]
Sent: Monday, 6 April 2020 10:35 AM
To: Brad Burch (brad.burch@act.gov.au) <brad.burch@act.gov.au>; Landon, Daniel (Health) <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

AECOM

L4, Civic Quarter, 68 Northbourne Ave, Canberra, ACT 2601
 P.O. Box PO Box 1942 Canberra City 2601
 T +61 2 6100 0551

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From [REDACTED]

Sent: Monday, 30 March 2020 11:55 AM

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

AECOM

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From: [REDACTED]
Sent: Monday, 16 March 2020 4:42 PM
To: Brad Burch (brad.burch@act.gov.au) <brad.burch@act.gov.au>; 'Landon, Daniel (Health)' <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

AECOM

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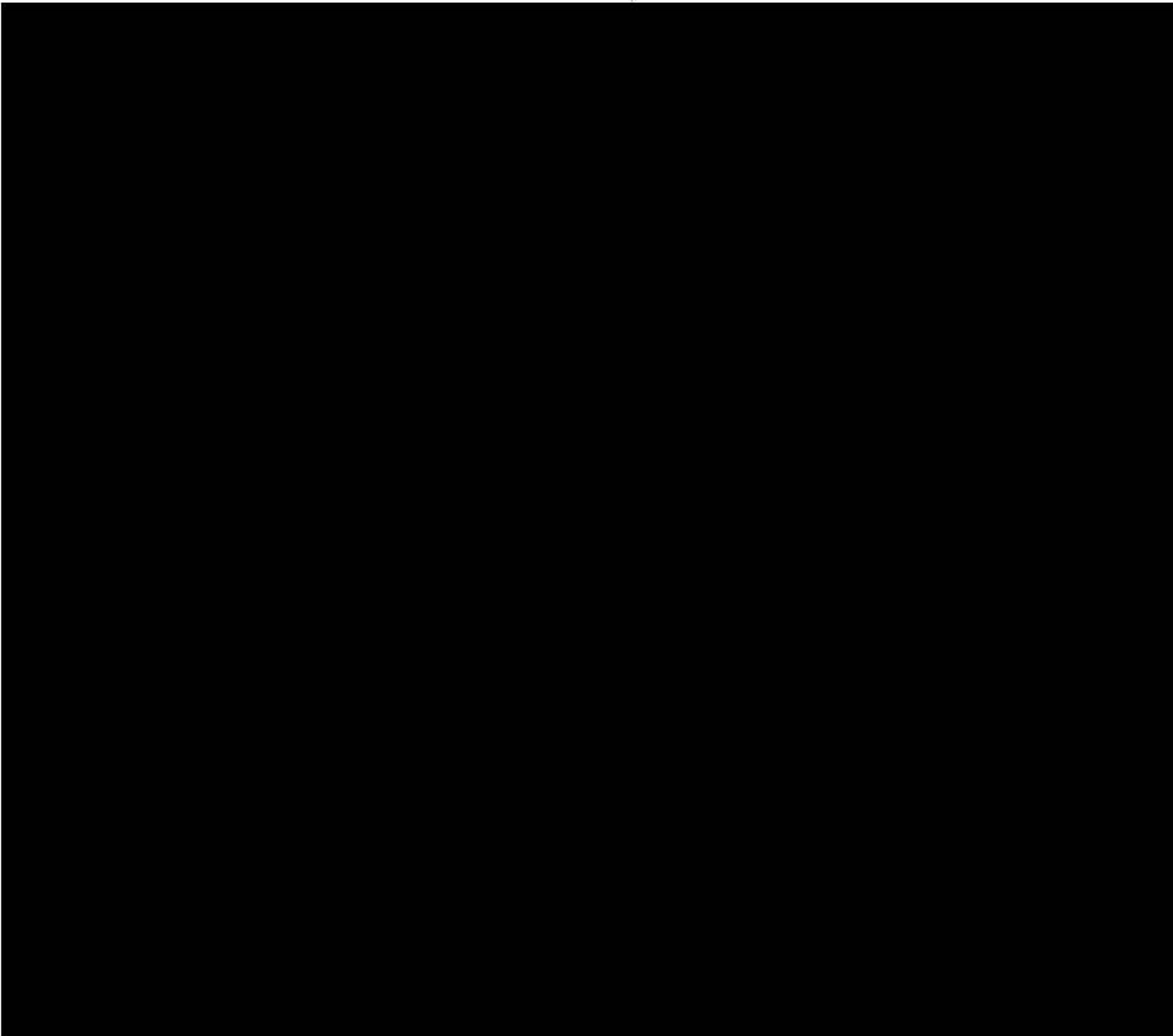
Lowes, Shannon (Health)

From: [REDACTED]
Sent: Thursday, 9 July 2020 9:21 AM
To: Jarrad Nuss (Calvary); Denise Holm (Calvary)
Cc: [REDACTED] Landon, Daniel (Health); [REDACTED]
Subject: RE: NHDOA - Condition Assessment Issue close out
Attachments: 07072020 Fire photos.zip; NHDOA-Condition_Assessment_Workbook-AECOM_Updates-20200709.xlsx

Categories: Northside

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Hi Jarrad and Denise,

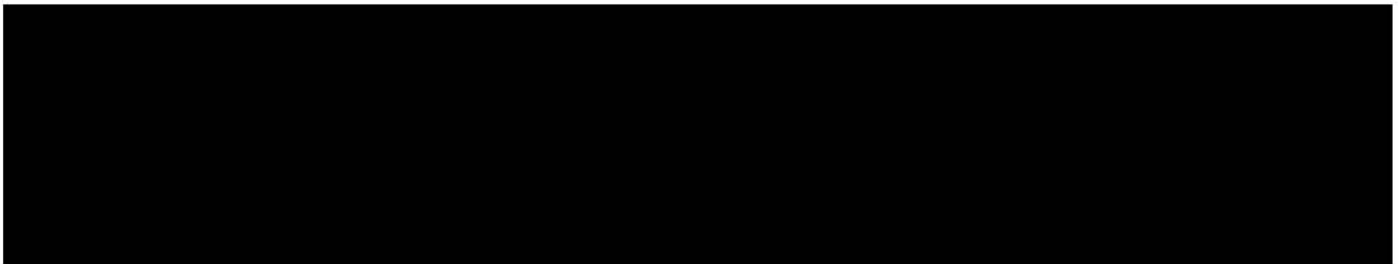


Lowes, Shannon (Health)

From: Landon, Daniel (Health)
Sent: Thursday, 9 July 2020 12:54 PM
To: Stewart, Margaret (Health); George, Jacinta (Health)
Cc: Pini, Sallyanne (Health); Lopa, Liz (Health)
Subject: RE: [REDACTED]

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Hi Margaret



Kind regards

Dan

From: Stewart, Margaret (Health) <Margaret.Stewart@act.gov.au>
Sent: Wednesday, 8 July 2020 6:26 PM
To: George, Jacinta (Health) <Jacinta.George@act.gov.au>; Landon, Daniel (Health) <Daniel.Landon@act.gov.au>
Cc: Pini, Sallyanne (Health) <Sallyanne.Pini@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Subject: [REDACTED]
Importance: High

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Hi Jacinta



Margaret

Margaret Stewart | Executive Branch Manager

Ph: +61 2 5124 9420 | Mob [REDACTED] Email: 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



Lowes, Shannon (Health)

From: Landon, Daniel (Health)
Sent: Thursday, 9 July 2020 1:48 PM
To: Cameron, Lesley; Richardson, Dave
Cc: Lopa, Liz (Health)
Subject: Northside hospital sites
Attachments: 60628807-NHDOA-NOA-Sites_C.pdf

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Hi

As discussed, pls see attached.

Dan

Daniel Landon

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

Senior Director, Business Analysis, Strategic Infrastructure Division | ACT Health Directorate
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