

## Capital Works Working Group Meeting Minutes



<b>Project</b>	Mental Health Capital Works Program (MHCWP)	<b>Project No</b>	Various
<b>Meeting</b>	Stage 1 Capital Works Working Group (CWWG)	<b>Date</b>	19 March 2012
<b>Held at</b>	Queensland Mental Health, 15 Butterfield Street HERSTON	<b>Time</b>	2.00pm – 3.00pm
<b>Secretariat</b>	Karissa Maxwell		
<b>Chair</b>	Leanne Geppert		

NAME	ROLE	COMPANY	TELEPHONE	MOBILE	EMAIL
<b>Present</b>					
Leanne Geppert (LG) (Chair)	A/Director, MHPIU	Queensland Health - MHAODD			
Marie Kelly (MK)	A/Assistant Director,	Queensland Health - MHPIU			
Karissa Maxwell (KM)	A/Principal Project	Queensland Health - MHPIU			
Terry Carter (TC)	Project Manager	Project Services			
Vaoita Turituri (VT)	Team Leader, Southern	Queensland Health			
Mark Wheelehen (MWh)	Team Leader, Central	Queensland Health			
Alan Mayer (AM)	Director MHP, CDPS	Queensland Health - HPID			
Michelle Walter (MW)	Manager, MHP	Queensland Health - HPID			
Kerryn Parrott (KP)	Principal Project Officer	Queensland Health - HPID			
<b>Apologies</b>					
Jason Flenley (JF)	Program Director, CDPS	Queensland Health - HPID			
Helen Doyle (HD)	A/Manager, MHPIT	Queensland Health - MHPIU			
Karyn Weller (KW)	Team Leader, Northern	Queensland Health			
Bill Kingswell (BK)	A/Executive Director,	Queensland Health - MHAODD			

NO. ITEM	ACTION
<b>1 PREVIOUS MINUTES</b>	
<ul style="list-style-type: none"> <li>Approved – Mark Wheelehen</li> </ul>	
<b>2 BUSINESS ARISING</b>	
<ul style="list-style-type: none"> <li>The Rockhampton Hospital redevelopment is progressing slowly. The Executive Director, Central Queensland Mental Health Services is continuing negotiations to finalise the model of service.</li> <li>The estimated completion date for the Mackay Adult Acute Unit is June 2012</li> <li>LG welcomed Natasha McEwan to the CWWG meeting as Manager, Mental Health Workforce Team within the Mental Health Plan Implementation Unit. This is an important link for the recruitment of staff for the new mental health capital works projects and their</li> </ul>	
<b>3 SOUTHERN PROJECTS</b>	
<b>3.1 Metro South</b>	
Bayside - New 20 Bed CCU	
<ul style="list-style-type: none"> <li>Construction is progressing. The indicative completion date for construction is 31 October 2012.</li> </ul>	
Logan – New 25 Acute Care Beds	
<ul style="list-style-type: none"> <li>The air conditioning contractor has gone into liquidation which has resulted in a 3 week delay.</li> <li>Construction is progressing, due for completion August 2012. This has been pushed out from July 2012 due to the recent extensions of time claims and the delay due to the air conditioning contractor.</li> </ul>	
Logan – New 16 Bed CCU	
<ul style="list-style-type: none"> <li>The tenders closed on 16 March 2012. Eight tenders were received and are currently being reviewed.</li> </ul>	
Redlands-New 15 Bed Adolescent ETU, Day Program & School	
<ul style="list-style-type: none"> <li>The FPTM was held 15 March 2012.</li> <li>The Town Planner, Project Services has been given direction to progress with the community infrastructure designation.</li> <li>The current Principal at Barrett Adolescent Centre expressed concerns with the current</li> </ul>	

NO. ITEM	ACTION
<p>design in regards to class room sizes, the number of classrooms and part of the unit being two storey. The Principal has provided these concerns in writing to HPID. HPID has advised there will be no changes to the current footprint at this stage as it is already currently \$1.5m over budget.</p> <ul style="list-style-type: none"> <li>Staffing issues were raised at the FPTM. There has been no formal communication with staff regarding the transfer of staffing with the consumers. This has led to a reduction in permanent staff and an increase in agency staff. Sharon Stannard from The Park Redevelopment Team will be following up this issue.</li> </ul>	
<p><b>3.2 Darling Downs</b></p>	
<p>Toowoomba - 8 Bed Adolescent Unit &amp; Day Program</p> <ul style="list-style-type: none"> <li>Darling Downs Mental Health Service are planning opening in April 2012.</li> </ul>	
<p><b>3.3 West Moreton</b></p>	
<p>West Moreton - New 18 Bed CCU at Gailles</p> <ul style="list-style-type: none"> <li>The design drawings have been lodged and are progressing through the SPA / Town Planning process.</li> <li>BEMS have raised an issue with the fencing (timber or colour bond), this can be discussed during the next stage.</li> </ul>	
<p>West Moreton - New 9 Bed HS Incomp 5 Bed HDU</p> <ul style="list-style-type: none"> <li>The defects are being finalised through Glenseal. The Park are doing some work outside the contract including the Sally Port.</li> </ul>	
<p>West Moreton - Upgrade CCU to 20 Beds Forensic ETU</p> <ul style="list-style-type: none"> <li>Construction is progressing. Forecast completion July 2012.</li> <li>When the builder commenced on site they identified damage to the walls that was not included on the tender documentation.</li> </ul>	
<p>The Park Centre for Mental Health</p> <ul style="list-style-type: none"> <li>LG and BK met with The Park executive team recently in regards to a number of issues relating to the move of the Department of Communities consumers and the impacts on the delays of the stage 1 capital works projects and moving current consumers to new CCUs.</li> <li>Mark Kearin is the Executive Director, Nursing, Midwifery and Mental health.</li> </ul>	
<p><b>4 CENTRAL PROJECTS</b></p>	
<p><b>4.1 Metro North</b></p>	
<p>Redcliffe/Caboolture -20 Bed Acute Care</p> <ul style="list-style-type: none"> <li>Construction continuing, forecast completion date is 18 May 2012.</li> <li>After the construction of the units, it is important to refer to the adult acute unit and secure mental health rehabilitation unit as two separate units, in regards to occupancy and purchasing beds as they function differently.</li> <li>The main hospital is on a high user agreement with the power supply resulting in less expensive services. The new units are not able to use the main hospital contract and are currently sourcing a power supplier.</li> <li>The screens and gates for the secure courtyards are waiting to be approved.</li> <li>The project is currently \$1.3m over budget.</li> </ul>	
<p>Redcliffe/Caboolture-New 23 Bed SMHRU on Caboolture Hospital Campus</p> <ul style="list-style-type: none"> <li>As above – Redcliffe/Caboolture – 20 bed acute care.</li> </ul>	
<p><b>4.2 Central Queensland</b></p>	
<p>Rockhampton – 4 Psycho-Geriatric Acute Beds in new development</p> <ul style="list-style-type: none"> <li>It has been identified that there is not enough accommodation for staffing for the main hospital in general.</li> </ul>	
<p><b>5 NORTHERN PROJECTS</b></p>	
<p><b>5.1 Mackay</b></p>	
<p>Mackay – New 30 Bed Acute Care Unit</p> <ul style="list-style-type: none"> <li>Scheduled to be finished June 2012.</li> </ul>	

NO. ITEM	ACTION
<b>5.2 Townsville Health Service District</b>	
Townsville Redevelop 30 Secure Bed Unit TTH <ul style="list-style-type: none"> <li>• Progressing with the contract documentation.</li> <li>• The Risk Management workshop is being held Wednesday 27 March.</li> </ul>	
Townsville New 6 Bed Adolescent Unit with Day Program <ul style="list-style-type: none"> <li>• Construction is progressing.</li> <li>• The contractual completion date is January 2013.</li> </ul>	
<b>6 Budget &amp; Funding</b>	
6.1 MHCWP Capital Budget <ul style="list-style-type: none"> <li>• TC and AMayer to discuss budget outside of the meeting due to complications.</li> </ul>	
<b>7 Expenditure</b>	
7.1 <b>Actual and Forecast Expenditure for MHCWP</b> <ul style="list-style-type: none"> <li>• Approximately \$400,000 that has been unable to be reconciled. Highlighted in red in the report, may be the results of delays in signing off on invoices by Directors. TC and AMayer to discuss the best way to reconcile the budget outside of the meeting.</li> </ul>	
<b>8 Other Business</b>	
<ul style="list-style-type: none"> <li>• The Mental Health Workforce Team Manager included on the CWWG has been approved.</li> </ul>	
<b>9 Next meeting</b>	
9.1 <ul style="list-style-type: none"> <li>• 16 April 2012, 2pm, Conference Room 2.2, 15 Butterfield Street, Herston</li> </ul>	