

## Capital Works Working Group Meeting Minutes



Queensland  
Government

<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>	25 July 2013
<b>Held at</b>	15 Butterfield St, Level 2 CR 2.2	<b>Time</b>	2.00pm – 3.00pm
<b>Secretariat</b>	Vaoita Turituri		
<b>Chair</b>	Marie Kelly		

NAME	ROLE	COMPANY	TELEPHONE	EMAIL
<b>Present</b>				
Naomi Brown (NB)	Proxy for Mark Wheelen	Central Mental Health Clinical Cluster		
Shona Warren	Proxy for Dr David Crompton	South QLD Mental Health Clinical Cluster		
Emma Foreman (EF)	Principal Project Officer	Planning & Systems Redesign Team, MHAODB		
Alan Mayer (AM)	Project Director, MHP	Queensland Health – HIO		
Colo-Louise Davies	Senior Project Manager	Project Services, Dept. Housing & Public Works		
Mark Fakes	A/Service Group Director	Mental Health Service Group, Townsville HHS		
Ben Norris	Manager	MHAODB		
Marie Kelly	A/Director, Planning & Partnerships Unit	MHAODB		
<b>Apologies</b>				
Bill Kingswell (BK)	Executive Director	MHAODB		
Kerryn Parrott (KP)	Principal Project Officer MHP	Queensland Health – HIO		

NO.	ITEM	ACTION
<b>1</b>	<b>PREVIOUS MINUTES</b>	
	Previous minutes were accepted and endorsed by Naomi Brown.	
<b>2</b>	<b>BUSINESS ARISING</b>	
2.1	West Moreton – Gales CCU <ul style="list-style-type: none"> <li>Refer to 3.31</li> </ul>	
<b>3</b>	<b>SOUTHERN PROJECTS</b>	
3.1	<b>Metro South</b>	
3.11	<b>Bayside - New 20 Bed CCU</b> <ul style="list-style-type: none"> <li>The range of quotes from contractors ranged from \$218K - \$658K. A preferred contractor has been identified however, Project Services will need to go back to tenderers to ensure that they have covered and priced the scope of work required.</li> <li>Expected completion date for unfinished works is estimated to be by 25 September 2013.</li> </ul>	
3.12	<b>Logan – New 25 Acute Care Beds</b> <ul style="list-style-type: none"> <li>Current issues are IT related specifically the WAP which will cost approximately \$17K.</li> <li>Current estimated date for completion is 19<sup>th</sup> August (as of 27 July). Variations and claims will be issued in the near future.</li> <li>A commissioning date has yet to be determined by Metro South.</li> <li>The project is approximately \$1.5m over budget.</li> </ul>	
3.13	<b>Logan – New 16 Bed CCU</b> <ul style="list-style-type: none"> <li>Handover occurred on Monday 22 July. The contractor will be available a further 2 weeks to</li> </ul>	

NO. ITEM	ACTION
fix any defects. <ul style="list-style-type: none"> <li>• Fire training for staff has occurred and a care taker is now on site</li> <li>• Current issues that need to be addressed include:               <ul style="list-style-type: none"> <li>• Instalment of an audible alarm – need to look at options to address this issue</li> <li>• Caging around the hot water system located on the balcony.</li> </ul> </li> <li>• Practical completion certificate should be issued by the end of July 2013.</li> </ul>	
<b>3.14 Metro South Change Management Process</b> No update.	
<b>3.2 Darling Downs</b> Toowoomba - 8 Bed Adolescent Unit & Day Program - <b>Completed</b>	
<b>3.3 West Moreton</b>	
<b>3.31 West Moreton - New 18 Bed CCU at Gailes</b> <ul style="list-style-type: none"> <li>• The stormwater report has responded to concerns from the Ipswich City Council and provided stormwater solutions as requested. The council has made a further condition that this report must be signed by a certified registered certifier. This has also been actioned. Furthermore, the council has also stated that a road will go through the middle of the site.</li> <li>• Noted that none of these conditions should be an impediment to the proposed project</li> <li>• This project will be managed by Savills, who are the Project Manager and Principal Consultants for the Stage 2 Mental Health Capital Works.</li> </ul>	AM to invite BK and LG to a meeting with Jeanette Rowe prior to meeting/negotiating with the Ipswich Council.
<b>3.32 West Moreton - New 9 Bed HS Incorporate 5 Bed HDU - Completed</b>	
<b>3.33 West Moreton -20 Beds Forensic ETU</b> <ul style="list-style-type: none"> <li>• Final inspection period concluded in June 2013.</li> <li>• A total of \$100K extra work due to defects and variations has been completed.</li> </ul>	
<b>4 CENTRAL PROJECTS</b>	
<b>4.1 Metro North</b>	
<b>Redcliffe/Caboolture -20 Bed Acute Care</b> <ul style="list-style-type: none"> <li>• The body protection issue needs to be finalised</li> <li>• The generator acoustic issue is still to be completed. The silencer that was installed was the incorrect type and furthermore, it now transpires that all walls around the generator needs to be acoustically treated not one wall as originally assumed.</li> <li>• This project is currently approximately \$2M over budget.</li> <li>• A final certificate will not be issued until the generator noise issue is fixed.</li> </ul> <b>Redcliffe/Caboolture-New 23 Bed SMHRU on Caboolture Hospital Campus</b> Nil	
<b>4.2 Central Queensland</b>	
<b>4.21 Rockhampton – 4 Psycho-Geriatric Acute Beds in new development</b> <ul style="list-style-type: none"> <li>• AM to speak to Lindsay Farley about obtaining approval in principle from the CEO.</li> <li>• Savills will take on project management of this work as it is not part of the general hospital work. Tenders will be called for the construction.</li> <li>• Administration staff currently located in the preferred site will need to be relocated.</li> </ul>	
<b>5 NORTHERN PROJECTS</b>	
<b>5.1 Mackay</b> Mackay – New 30 Bed Acute Care Unit - <b>Completed</b>	
<b>5.2 Townsville Health Service District</b>	
<b>Townsville Redevelop 30 Secure Bed Unit TTH</b> <ul style="list-style-type: none"> <li>• The project will not be getting the \$4M back. Plan now is for 25 beds. A commitment has been made that any under spent money left over from all Stage 1 capital works projects will be transferred to this project.</li> <li>• The architect has been instructed to plan for a the minimum required to achieve 30 beds.</li> </ul>	
<b>Townsville New 6 Bed Adolescent Unit with Day Program</b> <ul style="list-style-type: none"> <li>• Practical completion could possible occur on 30 July (as of 27 July) however, security will not be available as the unit is not yet tied back to the main hospital. Swipe cards will have to be</li> </ul>	

NO. ITEM	ACTION
<p>used.</p> <ul style="list-style-type: none"> <li>• Further more, the PABX is not expected to be functional until 3 August 2013, therefore staff will have to use cell phones for all communications.</li> <li>• QFRS and PABX are not the responsibility of the builder therefore the HHS must be prepared to accept the risk and responsibility if it wants to start staff training.</li> <li>• A decision will be made on 30 July 2013 as whether to delay PC and not occupy until QFRS has inspected the building and declared it fire safe.</li> </ul>	
<b>6 Budget &amp; Funding</b>	
<p><b>6.1 MHCWP Capital Budget –</b></p> <ul style="list-style-type: none"> <li>• The original capital budget was \$148.351M and is now \$130.351M.</li> <li>• \$4M has been removed in 2012-13 from the Townsville SMHRU as the project has been deferred until 2013-14.</li> <li>• \$14M has been removed as a result of the cancellation of the Redlands Adolescent Extended Treatment Unit and used for other QH projects.</li> <li>• To date, budget overruns have occurred on the SMHRU and acute unit at Caboolture (approximately \$2M), the high secure unit at TPCMH (approximately \$300,000) and the Logan acute unit (currently \$1.4m).</li> <li>• Final capital costs provided by HIO for 23 bed secure mental health rehabilitation unit and 20 bed acute unit at Caboolture is forecast to be \$24,235,562 from Project Services, still to be negotiated down by HIO.</li> <li>• An extra \$80-90K is required to fund the re-wiring of patient areas at Redcliffe/Caboolture acute unit.</li> <li>• Any overall programme savings will be directed to make up the shortfall in the Townsville SMHRU.</li> <li>• It is forecast the overall capital program will be delivered within budget. Tenders are coming in below the estimated budgets.</li> </ul>	
<b>7 Risks</b>	
<p><b>7.1 Current risks noted include:</b></p> <ul style="list-style-type: none"> <li>• \$4m removed from the Townsville SMHRU budget; 25 beds for \$4m less.</li> <li>• Rockhampton – concept brief and approval required before commencement of project. – Minimal risk.</li> </ul>	
<b>8 Other Business</b>	
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<b>9 Next meeting</b>	
<p><b>9.1 Date:</b> 22 August 2013  <b>Venue:</b> Conference Room 2.2, 15 Butterfield Street, Herston  <b>Time:</b> 2.00 – 3.00pm  <b>Dates for 2013</b>  <b>26 Sept, 24 Oct, 28 Nov, Dec TBA</b></p>	