

Capital Works Working Group Meeting Minutes



Project	Mental Health Capital Works Program (MHCWP)	Project No	Various
Meeting	Stage 1 Capital Works Working Group (CWWG)	Date	16 January 2011
Held at	Queensland Mental Health, 15 Butterfield Street HERSTON	Time	2.00pm – 3.00pm
Secretariat	Karissa Maxwell		
Chair	Anthony Milverton		

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

NO. ITEM	ACTION
1 PREVIOUS MINUTES	
<ul style="list-style-type: none"> Approved - AMayer 	
2 BUSINESS ARISING	
<ul style="list-style-type: none"> The current consumers have been relocated from the DD/ETR at TPCMH. The final furniture and equipment is due to be removed by 20 January 2012. KW confirmed clients aged between 12 – 17 years old will be admitted to the Townsville Adolescent Unit and Day Program. 	
3 SOUTHERN PROJECTS	
3.1 Metro South	
Bayside - New 20 Bed CCU <ul style="list-style-type: none"> Construction is progressing. There has been a delay due to a ground water issue. The engineers are currently investigating the issue and will advise of the impact and proposed resolution. This may result in an extension of time claim, variation and possibly a redesign in some areas of the unit. Indicative commissioning date 20 November 2012. 	
Logan – New 25 Acute Care Beds <ul style="list-style-type: none"> Construction progressing, due for completion June 2012. A number of notice of delays have recently been lodged. The delay this will result in has not yet been quantified. 	
Logan – New 16 Bed CCU <ul style="list-style-type: none"> Dean Luton (architect) is progressing with the contract documentation and has provided a number of indicative layouts. The revised contract documentation is due for completion by the end of February 2012. Construction is scheduled for completion December 2012, however is likely to be pushed out. 	
Redlands-New 15 Bed Adolescent ETU, Day Program & School <ul style="list-style-type: none"> The architectural drawings are progressing. The report from the civil engineers is required to 	

NO. ITEM	ACTION
<p>complete the drawings.</p> <ul style="list-style-type: none"> The master program has not yet been updated with the delays from the town planning/CID phase as it is not certain how much of a delay, if any, will be applied. The next FPTM is scheduled for 16 February 2012 which clashes with the Townsville FPTM. MW has contacted Townsville to reschedule. The Metro South facility project team meetings will be on the 2nd Thursday of the month in 2012. 	
<p>3.2 Darling Downs</p>	
<p>Toowoomba - 8 Bed Adolescent Unit & Day Program</p> <ul style="list-style-type: none"> Project went practical Friday 14 October, 2011 with admissions planned from 2 April 2011. MW is currently preparing a briefing note for an MOU between Department of Education and Training (DET) and QH formalising the agreement for DET to provide educational services at the unit. This is the first formal agreement QH will have with DET for this service. 	
<p>3.3 West Moreton</p>	
<p>West Moreton - New 18 Bed CCU at Gailes</p> <ul style="list-style-type: none"> Ipswich City Council (ICC) have advised a road is required on the site to accommodate for future use of the eastern site of the block that may be sold. It is likely the driveway will need to focus on this CCU, rather than taking into account future projects on the site, due to budget issues. AMayer to investigate further. If part of the QH site was to be sold, an easement down the side of the residential road would need to be provided for power and water. If a provision was made for the possibility of selling part of the site in the future, the cost of the sewer trunk line would be part of the capital works budget and cost approximately \$50,000 - \$100,000. AMayer will provide TC with a response on how to proceed by COB Tuesday 17 January 2012 The design is progressing to provide information to Jeanette Rowe to process the SPA. There is 4 weeks remaining to lodge the information and it will take approximately 12 weeks for an outcome of the SPA 9.5. The remaining aspects of the PDP and Schematic design are scheduled for May 2012, until further advice is received regarding the SPA. If QH agree to risk pulling forward the remaining aspects of the PDP and Schematic design phase before the result of the SPA process is received, HPID need to provide the advice in writing to Project Services. The recurrent funding agreement between WM HSD and MHAODD will be required for the PDP process. The agreement is required by May 2012 or if the project is accelerated, the recurrent funding would need to be agreed in April 2012. 	<p>AMayer to investigate further and provide TC with a response on how to proceed by COB Tuesday 17 January 2012</p>
<p>West Moreton - New 9 Bed HS Incomp 5 Bed HDU</p> <ul style="list-style-type: none"> Planning to operate from January 2012. 	
<p>West Moreton - Upgrade CCU to 20 Beds Forensic ETU</p> <ul style="list-style-type: none"> The current consumers have been relocated from the DD/ETR at TPCMH. The final furniture and equipment is due to be removed by 20 January 2012 and construction is scheduled to commence Monday 23 January 2012. 	
<p>4 CENTRAL PROJECTS</p>	
<p>4.1 Metro North</p>	
<p>Redcliffe/Caboolture -20 Bed Acute Care</p> <ul style="list-style-type: none"> The contractor has confirmed the project cannot be completed in the timeframe previously forecasted. They are identifying outstanding work to be completed, with the earliest completion date indicated to be 23 March 2012 but may extend further. There have been significant changes in the budget position as a result of the contractor now pricing the variations that have been previously issued. Variation 18, issued in February 2011 is the key variation that was for electrical changes as a result of ICT standards which is now costing \$175,000. The contractor previously advised the cost was \$9,000. The contract contingencies for the acute care unit and the SMHRU have been exhausted and the projects are currently over budget by \$466,000. There may be a saving of approximately \$155,000 from the FF&E budget. There is no confirmation that the electric beds were funded out of the FF&E budget. The original agreement did not indicate funding for electric beds out of the FF&E budget. 	<p>It was agreed for HPID, Project Services, DMHS and MHPIT to work together to resolve issues.</p>

NO. ITEM	ACTION
Redcliffe/Caboolture-New 23 Bed SMHRU on Caboolture Hospital Campus <ul style="list-style-type: none"> • As above – Redcliffe/Caboolture – 20 bed acute care. 	
4.2 Central Queensland	
Rockhampton – 4 Psycho-Geriatric Acute Beds in new development <ul style="list-style-type: none"> • No Update 	
5 NORTHERN PROJECTS	
5.1 Mackay Mackay – New 30 Bed Acute Care Unit <ul style="list-style-type: none"> • No Update 	
5.2 Townsville Health Service District	
Townsville Redevelop 30 Secure Bed Unit TTH <ul style="list-style-type: none"> • A presentation of the Design Development was provided to the Townsville HSD Executive Management Team in December. • The project was \$600,000 over the approved project budget of \$16.653m. An attempt has been made to reduce this in the following areas: <ul style="list-style-type: none"> – \$200,000 from the FF&E budget – \$100,000 for high voltage – \$40,000 from artwork – \$100,000 from landscaping – Potentially \$140,000 in communications. • After the reductions and an additional \$150,000 for revised service requirements, the project is still currently \$170,000 over budget, not taking into account the statutory fees and other items that are adjusted when construction costs are reduced. TC awaiting final revised costs. 	
Townsville New 6 Bed Adolescent Unit with Day Program <ul style="list-style-type: none"> • The tender recommendation has been provided to QH from Project Services who are processing the approval. 	
6 Programme	
6.1 MHCWP Master Programme <ul style="list-style-type: none"> • As above. 	
7 Budget & Funding	
7.1 MHCWP Capital Budget <ul style="list-style-type: none"> • There are concerns regarding the capital program budget. Three of the completed projects have gone significantly over the budget, including the contingency. It was agreed there needs to be a resolution to ensure the same issues do not occur on the remaining projects. 	
8 Expenditure	
8.1 Actual and Forecast Expenditure for MHCWP <ul style="list-style-type: none"> • December 2011 actual expenditure \$4.8M • YTD actual expenditure \$18.5M 	
9 Other Business	
<ul style="list-style-type: none"> • MW will circulate a draft meeting schedule for the individual capital works projects to the CWWG. • The pre-commissioning forum is scheduled for Monday 30 January 2012. 	MW circulate the meeting schedule for the individual capital works projects to the CWWG.
10 Next meeting	
10.1 <ul style="list-style-type: none"> • 20 February 2012, 2pm, Conference Room 2.2, 15 Butterfield Street, Herston 	