



ACT
Government

ACT Health

FOI19-27



Dear 

Freedom of Information Request: FOI19/27

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by ACT Health on 19 June 2019 in which you sought access to:

"I write to request under the Freedom of Information Act 2016 documents related to Major Projects Canberra.

These documents may include but are not limited to Ministerial briefs, Ministerial correspondence or other correspondence within Ministerial offices, Ministerial directions or directions from within Ministerial offices, internal correspondence within the ACT Government, correspondence to any external agencies, any reports by the consultants or contractors, analysis or recommendations, internal planning for the body, media plans and announcements, cost analysis and modelling, internal documents or materials, presentations, meeting agendas and minutes, notes, call logs, organisational charts, budget materials, strategy documents, transfers of responsibility or assets, selection criteria, job advertisements, whole of government emails, and any other types of documents."

I am an Information Officer appointed by the Director-General of ACT Health under section 18 of the Act to deal with access applications made under Part 5 of the Act. ACT Health was required to provide a decision on your access application by 7 August 2019.

Decision on access

Searches were completed for relevant documents and 37 documents were identified that fall within the scope of your request.

I have included as Attachment A to this decision the schedule of relevant documents. This provides a description of each document and the access decision for each of those documents.

I have decided to grant access in full to 7 documents relevant to your request. I have decided to grant access, under section 50 of the Act, to a copy of 30 documents with

deletions applied to information that I consider, on balance, to be contrary to the public interest to disclose under the test set out in section 17 of the Act.

My access decisions are detailed further in the following statement of reasons and the documents released to you are provided as Attachment B to this letter.

In reaching my access decision, I have taken the following into account:

- The FOI Act;
- The contents of the documents that fall within the scope of your request;
- The views of relevant third parties; and
- The Human Rights Act 2004.

Documents 1-3, 3-16, 18-21, 23, 25-28, 30-31 and 33-36 of the identified documents contain information that I consider, on balance, to be contrary to the public interest to disclose under the test set out in section 17 of the Act as the information contained in these folios is personal information about individuals and documentation of government contact details that would be contrary to the public interest to release.

Public Interest Factors Favouring Disclosure

I have identified that there are no factors favouring disclosure of this information under Schedule 2, section 2.1.

Public Interest Factors Favouring Non-Disclosure

The following factors were considered relevant in favour of the non-disclosure of the documents:

- Schedule 2.2 (a) (ii) prejudice the protection of an individual's right to privacy or any other right under the Human Rights Act 2004; and
- Schedule 2.2 (a) (xvi) prejudice a deliberative process of government.

On balance, the information identified is contrary to the public interest and I have decided not to disclose this information.

Charges

Processing charges are not applicable to this request.

Online publishing – disclosure log

Under section 28 of the Act, ACT Health maintains an online record of access applications called a disclosure log. Your original access application, my decision and documents released to you in response to your access application will be published in the ACT Health disclosure log not less than three days but not more than 10 days after the date of this decision. Your personal contact details will not be published.

Ombudsman review

My decision on your access request is a reviewable decision as identified in Schedule 3 of the Act. You have the right to seek Ombudsman review of this outcome under section 73 of the Act within 20 working days from the day that my decision is published in ACT Health's disclosure log, or a longer period allowed by the Ombudsman.

If you wish to request a review of my decision you may write to the Ombudsman at:

The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601
Via email: ACTFOI@ombudsman.gov.au.

ACT Civil and Administrative Tribunal (ACAT) review

Under section 84 of the Act, if a decision is made under section 82(1) on an Ombudsman review, you may apply to the ACAT for review of the Ombudsman decision.

Further information may be obtained from the ACAT at:

ACT Civil and Administrative Tribunal
Level 4, 1 Moore St
GPO Box 370
Canberra City ACT 2601
Telephone: (02) 6207 1740
<http://www.acat.act.gov.au/>

If you have any queries concerning ACT Health's processing of your request, or would like further information, please contact the FOI Coordinator on (02) 5124 9829 or email HealthFOI@act.gov.au.

Yours sincerely



Liz Lopa
Executive Group Manager
Strategic Infrastructure Division

6 August 2019

FREEDOM OF INFORMATION REQUEST SCHEDULE

Please be aware that under the *Freedom of Information Act 2016*, some of the information provided to you will be released to the public through the ACT Government's Open Access Scheme. The Open Access release status column of the table below indicates what documents are intended for release online through open access.

Personal information or business affairs information will not be made available under this policy. If you think the content of your request would contain such information, please inform the contact officer immediately.

Information about what is published on open access is available online at: <http://www.health.act.gov.au/public-information/consumers/freedom-information>

NAME	WHAT ARE THE PARAMETERS OF THE REQUEST	File No
<div style="background-color: black; width: 100px; height: 15px; margin-bottom: 5px;"></div>	<p><i>Documents related to Major Projects Canberra.</i></p> <p><i>These documents may include but are not limited to Ministerial briefs, Ministerial correspondence or other correspondence within Ministerial offices, Ministerial directions or directions from within Ministerial offices, internal correspondence within the ACT Government, correspondence to any external agencies, any reports by the consultants or contractors, analysis or recommendations, internal planning for the body, media plans and announcements, cost analysis and modelling, internal documents or materials, presentations, meeting agendas and minutes, notes, call logs, organisational charts, budget materials, strategy documents, transfers of responsibility or assets, selection criteria, job advertisements, whole of government emails, and any other types of documents.</i></p>	<p>FOI19/27</p>

Ref No	No of Folios	Description	Date	Status	Reason for non-release or deferral	Open Access release status
1.	1 - 7	Email from Michael De'Ath to Liz Lopa – New agency brief	06 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
2.	8 - 16	Email from Anita Perkins to Liz Lopa – Health contact for transition team	07 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy Out of scope	YES
3.	17 – 19	Email from Anita Perkins to Liz Lopa - Health contact for transition team	11 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
4.	20	Email from Anita Perkins to Duncan Edghill – Transition	12 June 2019	Full Release		YES
5.	21	Email from Liz Lopa to Dee Chicco and Vanessa Dal Molin – Tomorrow's meeting	12 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
6.	22	Email from Sarah Kalleske to Duncan Edghill, Liz Lopa, Shaun Strachan and Cherie Hughes – DG Hook-up tomorrow morning	12 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
7.	23	Email from Cherie Hughes to Anita Perkins, Duncan Edghill, Liz Lopa and Shaun Strachan - DG Hook-up tomorrow morning	12 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
8.	24 - 31	Email from Anita Perkins - Comms pack for tomorrow	12 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
9.	32 – 33	Email from Cherie Hughes - Comms pack for tomorrow	12 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES

10.	34 – 36	Email from Duncan Edghill to Anita Perkins - Comms pack for tomorrow	13 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
11.	37 – 38	Email from David Nicol - Comms pack for tomorrow	13 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
12.	39 – 41	Email from Anita Perkins to Duncan Edghill - Comms pack for tomorrow	13 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
13.	42	Cancelled Meeting – Transition team phone hook-up	13 June 2019	Partial Release	Schedule 2.2 (a) (xvi) Prejudice a deliberative process of government	YES
14.	43	Meeting Invite – DG Hook up dial in details – Transition Team	13 June 2019	Partial Release	Schedule 2.2 (a) (xvi) Prejudice a deliberative process of government	YES
15.	44	Email from Anita Perkins – CM announcement	13 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
16.	45 - 54	Email from Michael De'Ath (Dee Chicco) to Vanessa Dal Molin - Comms pack for tomorrow	13 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
17.	55	Meeting invite – Infrastructure Meeting with HoS	13 June 2019	Full Release		YES
18.	56 - 59	Email from Duncan Edghill – Drop for Monday	14 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
19.	60 - 66	Email from Sally Van Aaist to Liz Lopa - Drop for Monday	14 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES

20.	67 - 73	Email from Cherie Hughes to Duncan Edghill, Liz Lopa, Sally Van Aaist and Shaun Strachan - Drop for Monday	14 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
21.	74 - 80	Email from Sally Van Aaist to Cherie Hughes, Duncan Edghill, Liz Lopa and Shaun Strachan - Drop for Monday	14 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
22.	81 - 82	Email from Alice West to Health Media - Drop for Monday	14 June 2019	Full Release		YES
23.	83 - 88	Email from Shaun Strachan (Shannon Rowe) to Duncan Edghill, Liz Lopa, Sally Van Aaist and Shaun Strachan - Drop for Monday	14 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
24.	89 - 90	Email from Sally Van Aaist - Drop for Monday	14 June 2019	Full Release		YES
25.	91 - 93	Email from Duncan Edghill to Liz Lopa – Draft Org structure	16 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
26.	94 - 95	Email from Duncan Edghill – Major Projects Canberra Transition	17 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
27.	96	Email from Darlene Cox to Liz Lopa – Follow up	17 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
28.	97 - 108	Email from Duncan Edghill to Liz Lopa – Draft Org Structure	17 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual's right to privacy	YES
29.	109 - 110	Email from Michael De'Ath (Dee Chicco) to Vanessa Dal Molin – Drop for Monday	17 June 2019	Full Release		YES

30.	111 – 112	Email from Vanessa Dal Molin to Liz Lopa and Duncan Edghill – Response to HoS	17 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual’s right to privacy	YES
31.	113 - 114	Email from Vanessa Dal Molin to Liz Lopa and Duncan Edghill – Response to HoS	17 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual’s right to privacy	YES
32.	115	Email from Vanessa Dal Molin to Leanne Power – SPIRE Project	17 June 2019	Full Release		YES
33.	116 – 117	Email from Liz Lopa to Alice West – Draft HoS message for Major Projects Canberra	18 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual’s right to privacy	YES
34.	118 - 119	Email from Duncan Edghill to Shaun Strachan, Liz Lopa and Cherie Hughes – Transition Message	18 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual’s right to privacy	YES
35.	120	Email from Duncan Edghill to Michael De’Ath – Major Projects Canberra – Meeting	18 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual’s right to privacy	YES
36.	121 - 122	Email from Alice West to Leanne Power – Draft HoS message for Major Projects Canberra	19 June 2019	Partial Release	Schedule 2.2 (a) (ii) Individual’s right to privacy	YES
37.	123 – 124	Email from Head of Service – Major Projects Canberra	19 June 2019	Full Release		YES
Total No of Docs						
37						

Lowes, Shannon (Health)

From: De'Ath, Michael (Health)
Sent: Thursday, 6 June 2019 3:01 PM
To: Lopa, Liz (Health)
Cc: West, Alice (Health); Dal Molin, Vanessa (Health); Chicco, Dee (Health)
Subject: Fwd: New Agency Brief
Attachments: brief - infrastructure agency establishment - tccs positions - de 060619.docx

Liz, can you please have a look at this. I would have thought project resources as recently approved would tip into the new entity. But open to your advice. Let discuss further. ASAP. They're looking to wrap this up pretty quickly.

Get [Outlook for iOS](#)

From: Edghill, Duncan <duncan.edghill@act.gov.au>
Sent: Thursday, June 6, 2019 7:47 am
To: De'Ath, Michael (Health)
Subject: New Agency Brief

UNCLASSIFIED Sensitive

Michael,

As briefly noted yesterday, please find attached the framework of a brief that Alison and I are working through. The TCCS operations area is now helping to populate names and figures. The brief is designed to set out in detail what positions, individuals, funding and tasks will transfer to the new agency.

Unless you disagree, I was thinking it may be useful for us to document something similar between ourselves. I'd need guidance from your team though please in drafting it. Ultimately I'm very conscious that I want to start the relationship between Health and the new agency on the right footing, so I don't want to be creating any unexpected surprises or difficulties for you.

I'm out of the office for the remainder of this week, but would otherwise be happy to catch-up at your convenience if it's easiest to discuss in person.

Kind Regards

Duncan

Duncan Edghill | Deputy Director-General - Transport Canberra



T 02 6205 3842 [REDACTED] E duncan.edghill@act.gov.au
 GPO Box 158, Canberra ACT 2601

Please consider the environment before printing this e-mail.



Transport Canberra and City Services

SENSITIVE

To: Director-General, TCCS

From: Deputy Director-General, Transport Canberra

Subject: Establishment of an Infrastructure Delivery Agency – Transfer of TCCS Resources, Funding and Tasks

Purpose

This brief sets out the proposed transfer of TCCS resources, funding and tasks into a new infrastructure delivery agency to be established from 1 July 2019.

Recommendation

It is recommended that you agree to the transfer of TCCS resources, funding and tasks to a new major projects agency (to be established from 1 July 2019) as described in this brief.

Agreed / Not Agreed

Alison Playford, D-G TCCS/06/19

Director-General Comments

SENSITIVE

SENSITIVE

Staff Resources

Positions and individuals proposed to transfer into the new agency are set out in Appendix A to this brief. Funding arrangements are discussed later in this brief. In general, it is proposed that:

- Myself and individuals from my immediate office will transfer into the new agency as set out in Appendix A, although those positions will remain in TCCS;
- All light rail positions and individuals will transfer to the new agency, with the exception of Light Rail Stage 1 operations staff and others as set out in Appendix A. The new agency will repurpose positions into Light Rail Stage 2 or extinguish those positions in due course;
- Individuals and certain positions from the Transport Canberra commercial team will transfer into the new agency as set out in Appendix A; and
- A limited number of corporate services positions (and individuals) will transition into the new agency as set out in Appendix A.

For the avoidance of doubt, Transport Canberra Operations and the TCCS Infrastructure Delivery team will remain in TCCS.

FundingOverview

Generally, it is proposed that the following TCCS funding will transfer into the new agency:

- All Light Rail Stage 2 funding (including associated early works funding, including Yarra Glen and Woden light rail / bus interchange works [drafting note: latter to be discussed]);
- Remaining Light Rail Stage 1 funding, with the exception of (i) availability payment funding, and (ii) funding for light rail operations staff remaining in TCCS. This is on the basis of the new agency being responsible for the finalisation of project delivery in the period to 'Final Completion' under the Project Agreement (including meeting independent certifier and final settlement costs and funding associated with construction of a new Mitchell stop);
- Funding associated with TCCS corporate services and TC commercial positions which will transfer to the new agency. In this respect, certain TCCS corporate services staff are currently funded through light rail funding which transferred from CMA upon the establishment of TCCS;
- Funding associated with tasks that will be undertaken by the new agency on behalf of

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TCCS as described below (either until completion or until the task is transitioned back to TCCS) [drafting note: this may not be necessary if there is only a short transition period for those tasks. Alternative may be to direct any invoices to TCCS]; and

- TCCS's agreed share of funding (in conjunction with Health and CMTEDD) for new positions to be established in the new agency.

Specific Funding

The funding which is to transfer to the new agency is as follows (\$'000):

Description	2019-20	2020-21	2021-22	2022-23	Commentary
Capital					
Light Rail Stage 1					
					[inc. roll-over if any (for IC costs)]
Light Rail Stage 2					
Corporate / Commercial Position Transfer					
Tasks of Behalf of TCCS					
TCCS Contribution to New Agency New Positions					
TOTAL					
Recurrent					
Light Rail Stage 1					
					[inc. roll-over if any (for IC costs)]
Light Rail Stage 2					
Corporate / Commercial Position Transfer					
Tasks of Behalf of TCCS					
TCCS Contribution to New Agency New Positions					

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TOTAL					

Tasks

With the transfer of positions and individuals to the new agency, it will be appropriate for certain tasks to also transfer to the new agency. The following table sets out tasks to be undertaken by the new agency, and sets out tasks that will remain in TCCS. To the extent tasks are not listed in the table below, they will remain with TCCS unless otherwise agreed:

Task Description	Transfer Date	Date of Transfer Back to TCCS	Comments
Tasks to Transfer to New Agency			
Light Rail Stage 1 – Construction Finalisation	1 July 2019	All residual responsibilities to transfer upon achieving 'Final Completion' under the Project Agreement	<ul style="list-style-type: none"> Current estimation is that this should occur in August / September 2019 The new agency will be responsible for final actions under the Settlement Deed and construction close-out Board / Cabinet papers LRS1 communications to remain in TCCS. New agency will liaise with TCCS on LRS1 construction close-out matters
Light Rail Stage 2	1 July 2019	<ul style="list-style-type: none"> Operational responsibility to transfer upon 'Services Completion' All other residual responsibilities to transfer upon achieving 'Final Completion' 	
		-	
Tasks Remaining in TCCS			
Light Rail Stage 1 – Operations	N/A	N/A	Includes responsibility for administering the payment mechanism, making availability payments, incident management
Light Rail Network Planning	N/A	N/A	New agency available to assist as necessary
TCCS Infrastructure Delivery Team	N/A	N/A	
Public Transport Ticketing	1 July 2019	30 September 2019 (Backstop)	Transition to begin immediately with TCCS assuming all responsibilities by 30 September 2019 at latest
Canberra to Sydney Faster Rail	1 July 2019	30 September 2019 (Backstop)	Transition to begin immediately with TCCS assuming all responsibilities by 30 September 2019 at latest
2019 Bus Procurement	1 July 2019	Until shortlisting of EOI Respondents	This may occur prior to 1 July 2019
Public Transport Fleet and Infrastructure Plan	N/A	N/A	
UITP Board Membership	1 July 2019	Until permanent appointment of new DDG TCCS (Backstop)	
UITP Asia Pacific Conference Organisation	N/A	N/A	

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Signatory Name: Duncan Edghill

June 2019

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Appendix A – Staff Transfers

Area	Position Number	Title	Held By	Position Transfer?	Individual Transfer?	Comments
DDG Office		Deputy Director-General	Duncan Edghill	No	Yes	<ul style="list-style-type: none"> • New position to be created in new agency • To be funded from [xxx]
DDG Office			Kylie Bailey	No	Yes	<ul style="list-style-type: none"> • New position to be created in new agency • To be funded from [xxx]
DDG Office				No	No	<ul style="list-style-type: none"> • New position to be created in new agency • EOI then formal process to be run to fill the role • To be funded from [xxx]
Light Rail		[insert all light rail positions please]				
Light Rail						
Light Rail						
Light Rail						
TC Commercial			Damon Hall			
TC Commercial			Ashley Cahiff			
TC Commercial			Vanessa Barnett			
TC Commercial						
TCCS Corporate						
TCCS Corporate						
TCCS Corporate						
TCCS Corporate						

SENSITIVE

Lowes, Shannon (Health)

From: Perkins, Anita
Sent: Friday, 7 June 2019 2:09 PM
To: Lopa, Liz (Health)
Subject: FW: Health contact for transition team
Attachments: TPs and FAQs_Intrastructure Canberra.docx; Comms on a Page_Infrastructure Canberra.docx

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Hi Liz

I think Michael has discussed with you, I'm pulling together the comms for the CM and HOS, that we can then adapt for each relevant directorate. In the first instance what I need from you is a high level description (team names or whole division if that's how it will work) of which parts of your directorate will be impacted by the creation of the new organisation? Please send me what you can, noting there is obviously still much to work through. Attached are the working documents.

We'll need to get together early next week to map out next steps for the transition team, with a focus on employee matters and union consultation. The transition team will be led by Duncan Edghill, with you, Cherie Hughes, Shaun Strachan and me in the first instance reporting up to our collective DGs. We'll schedule that Tuesday.

Give me a buzz when you're free, or drop me a line.

Cheers
Anita

Anita Perkins | Executive Group Manager

Phone: 02 6205 0035 [REDACTED]

Communications & Engagement | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**
Level 5, Canberra Nara Centre, 1 Constitution Avenue, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

From: Dal Molin, Vanessa (Health)
Sent: Friday, 7 June 2019 12:37 PM
To: Perkins, Anita <Anita.Perkins@act.gov.au>
Subject: RE: Health contact for transition team

UNCLASSIFIED

Hi Anita,
Sorry for the delay in replying. DG has advised that the Health contact should be Liz Lopa. EGM, Strategic Infrastructure Division.

Thanks

Vanessa

Vanessa Dal Molin | Executive Branch Manager
Office of the Director General, ACT Health
Ph: (02) 5124 9401 [REDACTED] **Email:** vanessa.dalmolin@act.gov.au
health.act.gov.au

Care ▲ Excellence ▲ Collaboration ▲ Integrity

From: Perkins, Anita
Sent: Thursday, 6 June 2019 10:28 AM
To: Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>
Subject: Health contact for transition team

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Hi Vanessa

I attended the meeting Michael was in yesterday with Kathy, Alison Playford, David Nicol and Duncan Edghill. We need a Health SES member to be part of the transition team so we can crack on with arrangements. TCCS's contact is their COO Cherie Hughes. Treasury's is DDG Shaun Strachan. Health TBC. Could you please check in with Michael on who he would like this to be?

Thanks
Anita

Anita Perkins | Executive Group Manager
Phone: 02 6205 0035 [REDACTED]
Communications & Engagement | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**
Level 5, Canberra Nara Centre, 1 Constitution Avenue, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

H



Minister: Chief Minister, Minister for Health, Minister for Transport

Date: June 2019

SUBJECT: Creation of new Infrastructure agency

ISSUE: Advice for staff and stakeholders

KEY MESSAGES:

- The ACT Government will establish a new infrastructure delivery agency from 1 July 2019, to lead the territory's signature infrastructure projects.
- Investing in infrastructure that supports Canberra's prosperity, liveability and social inclusion is a key priority for the ACT Government.
- The ACT's population reached 422,500 people in 2018. As one of Australia's fastest-growing communities, Canberra's infrastructure needs to keep pace.
- Over the past few years we have stepped up our investment in a new hospital and health facilities and public transport, with the first stage of light rail delivered.
- With \$2.8 billion committed to further infrastructure projects over the next four years, a new agency is being established to provide a clear focus on delivery of all major infrastructure projects by one central agency.
- Creation of this agency will bring the ACT in line with every other Australian jurisdiction.

FAQs

What will Infrastructure (NAME TBC) be responsible for?

- The (NAME) will lead the procurement and delivery of the territory's signature infrastructure programs, those with significant complexity and scale.
- They will take responsibility for Light Rail Stage 2, and the Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre at Canberra Hospital.
- Future projects will be at the direction of the Chief Minister.

What wont they be responsible for?

- Strategic advice to the government on the Territory's Infrastructure priorities will continue to be provided by Treasury.
- The delivery of other capital works projects including roads, schools and public housing, remain the responsibility of their respective directorates.
- Civil, commercial and social infrastructure remains in directorates.

What will it mean to the Canberra community?

- The expert agency will deliver some of the Territory's largest ever projects - the city's second stage of light rail, and the SPIRE Centre at Canberra Hospital.

- The ACT's population reached 420,902 people in 2018. As one of Australia's fastest-growing communities, Canberra's infrastructure needs to keep pace.
- \$2.8 billion is committed to infrastructure projects over the next four years. The new agency will provide a clear focus for the delivery of our major infrastructure projects.

What are the administrative arrangements for the new agency

- It will be a small expert team, led by a Coordinator-General, reporting to the Head of Service and relevant Ministers.
- It will be its own administrative unit.
- There will not be a new ministerial portfolio created. The Coordinator-General will report to the Treasurer and relevant minister for each project.

Why create a new agency – will it not lead to duplication?

- No. The new agency will be funded from within existing budgets.
- Delivering the territory's signature infrastructure projects requires major project delivery expertise, and it makes sense to centralise that expertise for the territory's signature projects.
- Duplication will be avoided through shared administration and back of house services through an MOU with ??????? Directorate TBC)

Internal communications

Who will be moving into this new agency?

- The team will comprise of approximately XX staff, and will include staff currently responsible for the delivery areas of these major projects from TCCS, Health Directorate, and Treasury.
- The agency will be led by a Coordinator-General, reporting to the Head of Service and accountable direct to the Treasurer and the relevant Ministers.
- The Chief Engineer will also play a key leadership role in the new agency.
- The Deputy Director-General of Transport Canberra City Services Directorate, Duncan Edghill, will act in the Coordinator-General role while permanent recruitment for this role is undertaken.
- Noting that major infrastructure projects require a concerted effort on keeping the community engaged and informed, communications and engagement will be provided by XXXX (inhouse? By directorates?)
- Corporate and financial services will be provided by XXXX.

Impact on staff

- We understand this process can be unsettling for staff, and this is why we have moved quickly to speak directly with all staff following the announcement.
- It will be business as usual from 1 July 2019.
- We have established a process for managing the transition to the new agency.
- No staff will be lost as a result of the changes made today.
- The scope of the government's activities for major infrastructure delivery will remain, they will just be delivered in a different way.

- Functions and their associated staff will be moved under machinery of government provisions to the new structures as occurs with any administrative changes.
- All staff positions in the new agency will remain ACT Public Servants, employed under the *Public Sector Management Act 1994* and the existing ACT Public Service Industrial Agreements.
- Over time and as the new structure matures, and is the case with all new agencies, organisational arrangements and requirements may change.
- In the event this occurs, any impact on overall employment and particular jobs will be dealt with through the established procedures set out in our industrial agreements, and in keeping with prevailing Government policy.

Where will the new agency be located?

- There will be approximately 100 staff in this new agency. It is preferred they will be located in the one building and these arrangements will be worked through in consultation with our staff and unions.
- Any accommodation moves will be strategically planned to ensure there are minimal impacts to the region.

What consultation will take place with staff and industry?

- A dedicated transition team comprised of senior execs from Health (TBC), TCCS (Cherie Hughes) and CMTEDD (Shaun Strachan) has been established to guide the planning and delivery of the new agency with leadership of the transition team to be provided by Duncan Edghill.
- The key contacts in each directorate as part of the transition team are Cherie Hughes for TCCS, Shaun Strachan for CMTEDD and ??? for Health Directorate.
- Staff, employee representatives and industry representatives will be consulted.

Who will lead the organisations?

- The agency will be led by a Coordinator-General, who reports to the Head of Service and relevant ministers.
- The Chief Engineer will be responsible for XXXXXX
- For the immediate period, Mr Duncan Edghill, Transport Canberra's Deputy Director-General, will act as the Coordinator-General while permanent recruitment is undertaken.

What will happen next?

- There is significant work to be undertaken to ensure arrangements are in place for the intended 1 July 2010 commencement.
- A transition team lead by the Acting Director-General is being assembled to undertake necessary work, in consultation with affected staff, reporting to the Reference Group
- Recruitment will commence for the appointment of the Coordinator-General.

How will the transition process progress from here?

- (WHO WILL LEAD THE TRANSITION?)
- The Head of Service is meeting with each of the teams that will be moving into the new agency, with their existing Director-General.

- Executives will need to provide clear leadership and guidance in relation to both continuing the focus on current delivery, and, supported by the Transition Team led by Duncan Edghill, guiding the change process and supporting their staff as it unfolds, including by providing reassurance in relation to continuity of functions and employment.
- The usual EAP support arrangements are in place for staff who require additional assistance and support.

How will we keep you informed?

- The Transition Team representatives (Cherie Hughes TCCS, Shaun Strachan CMTEDD and XXX Health Directorate) will convene regular forums in their directorates and provide regular updates.
- Staff are encouraged to email them direct with suggestions, questions or concerns.
- Discussions will be held with relevant unions, and we provide updates to those unions at the same time as staff.

Things we don't know yet

- At this stage no decisions have been made in relation to detailed allocation of functions and individual staff coming together in this new agency. This will be worked through with affected staff.

Start getting ready now

- Things to think about include:
 - How do we ensure program delivery through this change process?
 - How can we use the opportunity to work across our teams differently, collaborate more/better?

Background information:

Action officer: Anita Perkins

Cleared by: TO BE CLEARED BY KATHY LEIGH

Date: X June 2019

What is government's involvement/interest?	Creation of new Infrastructure delivery agency		
Why are we communicating on this issue?	The ACT Government will establish a new infrastructure delivery agency from 1 July 2019. Staff and stakeholders need to be advised and consulted throughout the transition.		
Does it cross over other Directorates/ agencies?	Chief Minister, Treasury and Economic Development Directorate, Transport Canberra and City Services, Health Services, CIT	Spokesperson	Chief Minister external, HOS internal
Communications project tier	Tier two announcement		
Target audience/ stakeholders/third party endorsers	<i>Expected position and/or commentary</i>		
Workforce joining agency	<p>Clarity will be required for teams splitting between existing directorates and new agency.</p> <p>Will want to know where the offices will be and from when. Some have moved several times in recent years.</p> <p>Clarity will be required for staff in relevant policy/corporate/financial /communications and engagement roles in the impacted agencies, who currently support these major projects.</p> <p>May seek to have opportunities to remain in directorates rather than moving to the new agency.</p> <p>Will be interested in recruitment processes for the new position of Coordinator-General.</p>		
Workforce from related agencies	Will require clarity around delineation of responsibilities between directorates and the new agency, service level agreements and protocols for external communications and engagement.		
Opposition	Criticism of duplication across the service likely, as was received in AA changes creating the Health Directorate/Canberra Health Services, and the SLA/CRA agencies. Any delays of LRS2 will continue to be criticised.		
Industry/Peak bodies	Likely to welcome the announcement, with a clear position for government to get on with delivering major infrastructure for the territory, the faster the better. May question why the agency is only responsible for a small number of projects and not all.		
Community Groups	Of LRS2, Woden Valley Community Council says they hope delays to the project will give government the chance to plan for urban infill in the region, noting the agency's interdependencies with other directorates.		
Commonwealth Government	New Assistant Minister for Territories Nola Marino say she is open to working with the territory on LRS2 and that she "...looks forward to seeing an outcome		

Approved by: TO BE APPROVED BY KATHY LEIGH

Action officer: Anita Perkins, x50035

Date: x May 2019



	<p>consistent with the National Capital Plan and safeguards the values of the national capital..." Says LRS2 will be the greatest change to the Parliamentary Zone since the construction of new Parliament House.</p> <p>Senator Zed Seselja said following the election that a new or improved Canberra stadium was his priority in his third Upper term.</p>
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Key Messages

What are we doing and why?

- The ACT Government will establish a new infrastructure delivery agency from 1 July 2019, to lead the planning and delivery of the territory's signature infrastructure projects.
- Investing in infrastructure that supports Canberra's prosperity, liveability and social inclusion is a key priority for the ACT Government.
- The ACT's population reached 422,500 people in 2018. As one of Australia's fastest-growing communities, Canberra's infrastructure needs to keep pace.
- Over the past few years we have stepped up our investment in a new hospital and health facilities and public transport, with the first stage of light rail delivered.
- With \$2.8 billion committed to further infrastructure projects over the next four years, the new agency will provide a clear focus on major project delivery.
- Creation of this agency will bring the ACT in line with every other Australian jurisdiction.

What will they be responsible for?

- (insert name) will be a small expert major projects team, led by a Coordinator-General, reporting to the Head of Service and relevant Ministers.
- It will be its own administrative unit.
- The agency will lead the planning and delivery of Light Rail Stage 2, SPIRE, and CIT Woden. Future projects will be at the direction of the Chief Minister.
- Strategic advice to government on the Territory's infrastructure priorities will continue to be provided by Infrastructure, Finance and Capital Works division, in the Chief Minister, Treasury and Economic Development Directorate.

FAQs and Internal Comms at Attachment A.

Risks and sensitivities - TBC

Action plan – how will we reach the target audience?

Date	Communications collateral	Attachment	Responsibility
X June	Announcement by Chief Minister		CMO
	Concurrent meetings with impacted staff		HOS, UT, DGs TCCS and Health
	Phone calls to key stakeholders		HOS, UT, DGs TCCS and Health
	All staff email issued by HOS		HOS Office

Approved by: TO BE APPROVED BY KATHY LEIGH

Action officer: Anita Perkins, x50035

Date: x May 2019



Communications on a page

Issue: Creation of the ACT's first Infrastructure agency

Directorate: CMTEDD

Release date: TBC June

	Union consultation		CMTEDD Corporate
	Relevant DG messages to their impacted workforces		UT, DGs TCCS and Health
X June	All staff forum for staff moving to new agency		HOS
1 July	New agency commences operations		

Approved by: TO BE APPROVED BY KATHY LEIGH

Action officer: Anita Perkins, x50035

Date: x May 2019

Lowes, Shannon (Health)

From: Perkins, Anita
Sent: Tuesday, 11 June 2019 4:42 PM
To: Lopa, Liz (Health)
Subject: RE: Health contact for transition team [SEC=UNCLASSIFIED, DLM=Sensitive: Cabinet]

UNCLASSIFIED Sensitive: Cabinet

Hi Liz
I've asked HOS office for some next steps. Expect they will convene, or talk to Duncan about convening, a transition meeting asap.
Cheers
Anita

From: Lopa, Liz (Health)
Sent: Tuesday, 11 June 2019 10:38 AM
To: Perkins, Anita <Anita.Perkins@act.gov.au>
Subject: RE: Health contact for transition team [SEC=UNCLASSIFIED, DLM=Sensitive: Cabinet]

Hi Anita

As discussed, there is currently only one person dedicated and working solely on the SPIRE project. [REDACTED]

Everyone else in Health has multiple projects/tasks they are responsible for. I believe this is also the case in IFCW where there is no one wholly dedicated to SPIRE.

I have attached the Cabinet approved project team structure for SPIRE. We have not begun recruiting to any of these positions as yet as a result of the uncertainty. However, I have moved on getting position numbers against the positions that are in Health.

I think this presents a very big risk to the transition of the project, as this could potentially leave only a couple of people in the new agency that have any knowledge of SPIRE. I think, therefore, we need to think about seconding some people to the new agency while they recruit in order to keep the project moving. It is on a very tight timeframe.

We also need to discuss where stakeholder engagement on the projects lies in terms of responsibility. [REDACTED]

Thanks

Liz

From: Perkins, Anita
Sent: Friday, 7 June 2019 2:09 PM
To: Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Subject: FW: Health contact for transition team

UNCLASSIFIED

Hi Liz

[REDACTED]

I think Michael has discussed with you, I'm pulling together the comms for the CM and HOS, that we can then adapt for each relevant directorate. In the first instance what I need from you is a high level description (team names or whole division if that's how it will work) of which parts of your directorate will be impacted by the creation of the new organisation? Please send me what you can, noting there is obviously still much to work through. Attached are the working documents.

We'll need to get together early next week to map out next steps for the transition team, with a focus on employee matters and union consultation. The transition team will be led by Duncan Edghill, with you, Cherie Hughes, Shaun Strachan and me in the first instance reporting up to our collective DGs. We'll schedule that Tuesday.

Give me a buzz when you're free, or drop me a line.

Cheers
Anita

Anita Perkins | Executive Group Manager

Phone: 02 6205 0035 [REDACTED]

Communications & Engagement | Chief Minister, Treasury and Economic Development Directorate | ACT Government
Level 5, Canberra Nara Centre, 1 Constitution Avenue, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

From: Dal Molin, Vanessa (Health)
Sent: Friday, 7 June 2019 12:37 PM
To: Perkins, Anita <Anita.Perkins@act.gov.au>
Subject: RE: Health contact for transition team

UNCLASSIFIED

Hi Anita,
Sorry for the delay in replying. DG has advised that the Health contact should be Liz Lopa. EGM, Strategic Infrastructure Division.

Thanks
Vanessa

Vanessa Dal Molin | Executive Branch Manager
Office of the Director General, ACT Health

Ph: (02) 5124 9401 [REDACTED] Email: vanessa.dalmolin@act.gov.au
health.act.gov.au

Care ▲ Excellence ▲ Collaboration ▲ Integrity

From: Perkins, Anita
Sent: Thursday, 6 June 2019 10:28 AM
To: Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>
Subject: Health contact for transition team

UNCLASSIFIED

Hi Vanessa

I attended the meeting Michael was in yesterday with Kathy, Alison Playford, David Nicol and Duncan Edghill. We need a Health SES member to be part of the transition team so we can crack on with arrangements. TCCS's contact is their COO Cherie Hughes. Treasury's is DDG Shaun Strachan. Health TBC. Could you please check in with Michael on who he would like this to be?

Thanks
Anita

Anita Perkins | Executive Group Manager

Phone: 02 6205 0035 [REDACTED]

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Lowes, Shannon (Health)

From: Perkins, Anita
Sent: Wednesday, 12 June 2019 8:10 AM
To: Edghill, Duncan
Cc: Strachan, Shaun; Lopa, Liz (Health); Hughes, Cherie; Ross, Carolina
Subject: Re: Transition

4.45 works for me.
Cheers
Anita

Sent from my iPhone

On 12 Jun 2019, at 7:42 am, Edghill, Duncan <Duncan.Edghill@act.gov.au> wrote:

Dear All,

I understand you've each been nominated to lead transition arrangements into the new agency - thank you in advance, I'm very grateful.

It would be useful please if we might meet tomorrow to take stock of where we're up to and what needs to be done. To that end, might a 2.30pm or 4.45pm meeting tomorrow in Nara be possible please?

I've copied in my EA, Carolina, who can help coordinate a time with your EAs - please just let Carolina know if this suits. (Carolina - I don't know how to book a Nara meeting room, but may you help do that for us please?)

Please also feel free to invite anyone else you think will be relevant.

Thank you.

Duncan

Sent from an iPhone

Dal Molin, Vanessa (Health)

From: Lopa, Liz (Health)
Sent: Wednesday, 12 June 2019 3:31 PM
To: Chicco, Dee (Health); Dal Molin, Vanessa (Health)
Cc: West, Alice (Health)
Subject: Tomorrow's meeting [SEC=UNCLASSIFIED, DLM=For-Official-Use-Only]

Hi Vanessa/Dee

Below are all the people in my branch that will need to be invited to a meeting tomorrow:

Liz Lopa
Brad Burch
Jakob Culver
Monica Lindemann (doesn't work tomorrow)
India Finlay
Casey Hayne
Kate Evans
Yvonne Noakes (absent)
Annette Wrightson (possibly absent)
Sally-Anne Kinghorne
Amanda Slater
Rhona Jason-Smith
David Dowling (moving to Jacinta's team)
Serge Papin (moving to Jacinta's team)

As discussed, the only people working 100% on SPIRE are Kate Evans and Rhona Jason-Smith (only for the next three months).

The approved project team for SPIRE needs to be recruited to, following Cabinet sign-off.

There will be questions about what is happening the Centenary project -- at this point I am not sure there is an answer to this.

Thanks

Liz

Liz Lopa
Executive Group Manager, Strategic Infrastructure
ACT Health
Ph: 5124 9805
[REDACTED]
liz.lope@act.gov.au

Lowes, Shannon (Health)

From: Kalleske, Sarah
Sent: Wednesday, 12 June 2019 5:27 PM
To: Edghill, Duncan; Lopa, Liz (Health); Strachan, Shaun; Hughes, Cherie
Subject: FW: DG Hookup tomorrow morning

UNCLASSIFIED

Hi everyone

I will send you all an invitation with the dial in details.

Sarah

From: Power, Leanne
Sent: Wednesday, 12 June 2019 5:14 PM
To: Perkins, Anita <Anita.Perkins@act.gov.au>
Cc: Kalleske, Sarah <Sarah.Kalleske@act.gov.au>
Subject: RE: DG Hookup tomorrow morning

UNCLASSIFIED

Thanks Anita
 Sarah can you note 9.15
 Thanks
 L

Leanne Power | Executive Branch Manager, Office of the Head of Service
 Phone: 02 620 75990 [REDACTED] Email: leanne.power@act.gov.au
 Chief Minister, Treasury and Economic Development Directorate | ACT Government
 Level 5, Canberra Nara Centre, 1 Constitution Avenue Canberra ACT 2601 | GPO Box 158 Canberra ACT 2601 | www.act.gov.au

From: Perkins, Anita
Sent: Wednesday, 12 June 2019 5:13 PM
To: Edghill, Duncan <Duncan.Edghill@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>; Hughes, Cherie <Cherie.Hughes@act.gov.au>
Cc: Power, Leanne <Leanne.Power@act.gov.au>
Subject: DG Hookup tomorrow morning

UNCLASSIFIED

Hi All
 Kathy has suggested you dial into DG hookup at 9.15am tomorrow, for an opportunity for the transition team and the DGs to discuss arrangements together. Your DGs will already be online.
 Duncan can you please change the meeting time?
 Regards
 Anita

Anita Perkins | Executive Group Manager
Phone: 02 6205 0035 [REDACTED]
Communications & Engagement | Chief Minister, Treasury and Economic Development Directorate | ACT Government
 Level 5, Canberra Nara Centre, 1 Constitution Avenue, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

Lowes, Shannon (Health)

From: Hughes, Cherie
Sent: Wednesday, 12 June 2019 6:01 PM
To: Perkins, Anita; Edghill, Duncan; Lopa, Liz (Health); Strachan, Shaun
Cc: Power, Leanne
Subject: RE: DG Hookup tomorrow morning

UNCLASSIFIED

Will do.

Should I still be expecting updated talking points/brief tonight?

Cherie.

From: Perkins, Anita
Sent: Wednesday, 12 June 2019 5:13 PM
To: Edghill, Duncan <Duncan.Edghill@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>; Hughes, Cherie <Cherie.Hughes@act.gov.au>
Cc: Power, Leanne <Leanne.Power@act.gov.au>
Subject: DG Hookup tomorrow morning

UNCLASSIFIED

Hi All

Kathy has suggested you dial into DG hookup at 9.15am tomorrow, for an opportunity for the transition team and the DGs to discuss arrangements together. Your DGs will already be online.

Duncan can you please change the meeting time?

Regards

Anita

Anita Perkins | Executive Group Manager

Phone: 02 6205 0035 [REDACTED]

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Level 5, Canberra Nara Centre, 1 Constitution Avenue, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

Lowes, Shannon (Health)

From: Perkins, Anita
Sent: Wednesday, 12 June 2019 6:56 PM
To: Leigh, Kathy; Playford, Alison; Edghill, Duncan; De'Ath, Michael (Health); Nicol, David; Strachan, Shaun; Hughes, Cherie; Lopa, Liz (Health); Power, Leanne; Noud, Russell; Whitten, Meredith
Subject: Comms pack for tomorrow
Attachments: Comms on a Page_Major Projects Canberra.docx; TPs and FAQs_Major Projects Canberra.docx

UNOFFICIAL

Hi All

Please refer attached :

1. Comms on a page for tomorrow, including a timeline of the standups
2. Key messages and FAQs.

Regards
Anita

Anita Perkins | Executive Group Manager

Phone: 02 6205 0035 [REDACTED]

Communications & Engagement | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**
Level 5, Canberra Nara Centre, 1 Constitution Avenue, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

What is government's involvement/interest?	Creation of new Infrastructure delivery body, Major Projects Canberra		
Why are we communicating on this issue?	The ACT Government will establish a new infrastructure delivery body from 1 July 2019. Staff and stakeholders need to be advised and consulted throughout the transition.		
Does it cross over other Directorates/ agencies?	Chief Minister, Treasury and Economic Development Directorate, Transport Canberra and City Services, Health Services, CIT	Spokesperson	Chief Minister external, HOS internal, CIT CEO
Communications project tier	Tier two announcement		
Target audience/ stakeholders/third party endorsers	<i>Expected position and/or commentary</i>		
Workforce joining body	<p>Clarity will be required for teams splitting between existing directorates and new body.</p> <p>Will want to know where the offices will be and from when. Some have moved several times in recent years.</p> <p>Clarity will be required for staff in relevant policy/corporate/financial /communications and engagement roles in the impacted agencies, who currently support these major projects.</p> <p>May seek to have opportunities to remain in directorates rather than moving to the new body.</p> <p>Will be interested in recruitment processes for the new position of Chief Projects Officer.</p>		
Workforce from related agencies	Will require clarity around delineation of responsibilities between directorates and the new body, movement of people within teams, service level agreements and protocols for external communications and engagement.		
Opposition	Criticism of duplication across the service likely, as was received in AA changes creating the Health Directorate/Canberra Health Services, and the SLA/CRA agencies. Any delays of LRS2 will continue to be criticised.		
Industry/Peak bodies	Likely to welcome the announcement, with a clear position for government to get on with delivering major infrastructure for the territory, the faster the better. May question why the body is only responsible for a small number of projects and not all.		
Community Groups	Of LRS2, Woden Valley Community Council says they hope delays to the project will give government the chance to plan for urban infill in the region, noting the body's interdependencies with other directorates.		
Commonwealth Government	New Assistant Minister for Territories Nola Marino say she is open to working with the territory on LRS2 and that she "...looks forward to seeing an outcome		



Communications on a page

Issue: Creation of the ACT's first Infrastructure delivery body

Directorate: CMTEDD

Release date: 13 June 2019

	<p>consistent with the National Capital Plan and safeguards the values of the national capital..." Says LRS2 will be the greatest change to the Parliamentary Zone since the construction of new Parliament House.</p> <p>Senator Zed Seselja said following the election that a new or improved Canberra stadium was his priority in his third Upper term.</p>
--	---

Key Messages

What are we doing and why?

- The ACT Government will establish a new infrastructure delivery body from 1 July 2019, to lead the planning and delivery of the territory's signature infrastructure projects.
- Investing in infrastructure that supports Canberra's prosperity, liveability and social inclusion is a key priority for the ACT Government.
- The ACT's population reached 422,500 people in 2018. As one of Australia's fastest-growing communities, Canberra's infrastructure needs to keep pace.
- Over the past few years we have stepped up our investment in a new hospital and health facilities and public transport. The first stage of light rail has been delivered, it was the ACT's largest ever infrastructure project and one of its first public private partnerships.
- With \$2.8 billion committed to further infrastructure projects over the next four years, the new body will provide a clear focus on major project delivery.
- Creation of this body will bring the ACT in line with every other Australian jurisdiction.

What will they be responsible for?

- Major Projects Canberra will be a small expert major projects team, led by a Chief Projects Officer, reporting to the Head of Service and relevant Ministers.
- It will be its own administrative unit.
- The body will lead the planning and delivery of Light Rail Stage 2, SPIRE, and CIT Woden. Future projects will be at the direction of the Chief Minister.
- It will also be responsible for whole of government functions currently provided within IFCW in Treasury, including Executive Support, Contract conformance and dispute support, Pre-qualification and IRE Certification, PMARS, Finance and reporting, Superintendent of Works, Active Certification, Secretariat and project governance support, Commercial infrastructure delivery, Civil infrastructure delivery, Social infrastructure delivery, Major projects delivery.
- Strategic advice to government on the Territory's infrastructure priorities will continue to be provided by Infrastructure, Finance and Capital Works division, in the Chief Minister, Treasury and Economic Development Directorate.

FAQs and Internal Comms at Attachment A.

Timeline for 13 June

Date	Communications collateral	Responsibility

Approved by: Kathy Leigh

Action officer: Anita Perkins, x50035

Date: 12 June 2019



Communications on a page
Issue: Creation of the ACT's first Infrastructure delivery body
Directorate: CMTEDD
Release date: 13 June 2019

10am	Message to Unions	Meredith Whitten Russell Noud
TBC	Phone call with Craig Sloan, CIT	Minister Fitzharris
2pm	Stand up with staff at AFCW Nature Conservation House Belconnen	Kathy Leigh David Nicol Duncan Edghill Shaun Strachan Robert Wright
3.30pm	Standup with staff at TCCS DPMH Dickson	Kathy Leigh Alison Playford Duncan Edghill Cherie Hughes
4.30pm	Standup with staff at Health Directorate	Kathy Leigh Michael De'Ath Duncan Edghill Liz Lopa
	Phone calls to key stakeholders	HOS, UT, DGs TCCS and Health



Minister: Chief Minister, Minister for Health, Minister for Transport

Date: June 2019

SUBJECT: Creation of Major Projects Canberra

ISSUE: Advice for staff and stakeholders

KEY MESSAGES:

- The ACT Government will establish a new infrastructure delivery body, Major Projects Canberra, from 1 July 2019, to lead the territory's signature infrastructure projects.
- Investing in infrastructure that supports Canberra's prosperity, liveability and social inclusion is a key priority for the ACT Government.
- The ACT's population reached 422,500 people in 2018. As one of Australia's fastest-growing communities, Canberra's infrastructure needs to keep pace.
- Over the past few years we have stepped up our investment in a new hospital and health facilities and public transport. The first stage of light rail has been delivered, it was the ACT's largest ever infrastructure project and one of its first public private partnerships.
- With \$2.8 billion committed to further infrastructure projects over the next four years, a new body is being established to provide a clear focus on delivery of all major infrastructure projects by one central body.
- Creation of this body will bring the ACT in line with every other Australian jurisdiction.

FAQs

What will Major Projects Canberra be responsible for?

- Major Projects Canberra will lead the procurement and delivery of the territory's signature infrastructure programs, those with significant complexity and scale.
- They will take responsibility for Light Rail Stage 2, and the Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre at Canberra Hospital.
- Future projects will be at the direction of the Chief Minister.
- It will also be responsible for whole of government functions currently provided within IFCW in Treasury, including Executive Support, Contract conformance and dispute support, Pre-qualification and IRE Certification, PMARS, Finance and reporting, Superintendent of Works, Active Certification, Secretariat and project governance support, Commercial infrastructure delivery, Civil infrastructure delivery, Social infrastructure delivery, Major projects delivery.

What won't they be responsible for?

- Strategic advice to the government on the Territory's Infrastructure priorities will continue to be provided by Treasury.
- The delivery of other capital works projects including roads, schools and public housing, remain the responsibility of their respective directorates.
- Civil, commercial and social infrastructure remains in directorates.

What will it mean to the Canberra community?

- The expert body will deliver some of the Territory's largest ever projects - the city's second stage of light rail, and the SPIRE Centre at Canberra Hospital.
- The ACT's population reached 420,902 people in 2018. As one of Australia's fastest-growing communities, Canberra's infrastructure needs to keep pace.
- \$2.8 billion is committed to infrastructure projects over the next four years. The new body will provide a clear focus for the delivery of our major infrastructure projects.

What are the administrative arrangements for the new body

- It will be a small expert team, led by a Chief Projects Officer, reporting to the Head of Service and relevant Ministers.
- It will be its own administrative unit.
- There will not be a new ministerial portfolio created. The Chief Projects Officer will report to the Treasurer and relevant minister for each project.

Why create a new body – will it not lead to duplication?

- No. The new body will be funded from within existing budgets.
- Delivering the territory's signature infrastructure projects requires major project delivery expertise, and it makes sense to centralise that expertise for the territory's signature projects.

Internal communications

Who will be moving into this new body?

- The team will bring together staff currently responsible for the delivery areas of these major projects from TCCS, Health Directorate, and Treasury, as follows:
 - From Infrastructure, Finance and Capital Works, CMTEDD:** Executive Support, Contract conformance and dispute support, Pre-qualification and IRE Certification, PMARS, Finance and reporting, Superintendent of Works, Active Certification, Secretariat and project governance support, Commercial infrastructure delivery, Civil infrastructure delivery, Social infrastructure delivery, Major projects delivery.
 - From Health Directorate:** funding identified in the SPIRE project budget. There are no identified roles at this stage.
 - From Transport Canberra:** Light Rail Stage 1 construction finalisation, Light Rail Stage 2, a limited number of corporate services.
- The body will be led by a Chief Projects Officer, reporting to the Head of Service and accountable direct to the Treasurer and the relevant Ministers.
- The Chief Engineer will also play a key leadership role in the new body.
- The Deputy Director-General of Transport Canberra City Services Directorate, Duncan Edghill, will act in the Chief Projects Officer role while permanent recruitment for this role is undertaken.
- Noting that major infrastructure projects require a concerted effort on keeping the community engaged and informed, communications and engagement arrangements will be worked through for both inhouse advice and how directorates will retain responsibility for communicating and engaging

with the community and stakeholders on the policy setting of their responsibilities.

Who will not be moving:

CMTEDD, Infrastructure finance advice, The Partnership Framework, The Capital Framework, Unsolicited Proposals, Procurement ACT

TCCS, Transport Canberra Operations, including the Light Rail Stage 1 Operations team, and the TCCS Infrastructure Delivery team will remain in TCCS.

Impact on staff

- We understand this process can be unsettling for staff, and this is why we have moved quickly to speak directly with all staff following the announcement.
- It will be business as usual from 1 July 2019.
- We have established a process for managing the transition to the new body.
- No staff will be lost as a result of the changes made today.
- The scope of the government's activities for major infrastructure delivery will remain, they will just be delivered in a different way.
- Functions and their associated staff will be moved under machinery of government provisions to the new structures as occurs with any administrative changes.
- All staff positions in the new body will remain ACT Public Servants, employed under the *Public Sector Management Act 1994* and the existing ACT Public Service Industrial Agreements.
- Over time and as the new structure matures, and is the case with all new agencies, organisational arrangements and requirements may change.
- In the event this occurs, any impact on overall employment and particular jobs will be dealt with through the established procedures set out in our industrial agreements, and in keeping with prevailing Government policy.

Where will the new body be located?

- There will be approximately 100 staff in this new body.
- It is preferred they will be located in the one building.
- The location is most likely to be in Woden, and consultation will occur with staff and unions as these arrangements are worked through.
- If you have feedback or concerns, please talk with your directorate's transition team member.
- Any accommodation moves will be strategically planned to ensure there are minimal impacts to the region.

What consultation will take place with staff and industry?

- A dedicated transition team comprised of senior execs from Health (Liz Lopa), TCCS (Cherie Hughes) and CMTEDD (Shaun Strachan) has been established to guide the planning and delivery of the new body with leadership of the transition team to be provided by Duncan Edghill.
- The key contacts in each directorate as part of the transition team are Cherie Hughes for TCCS, Shaun Strachan for CMTEDD and Liz for Health Directorate.
- Staff, employee representatives and industry representatives will be consulted.

Who will lead the organisations?

- The body will be led by a Chief Projects Officer, reporting to the Head of Service and relevant ministers.

- For the immediate period, Mr Duncan Edghill, Transport Canberra's Deputy Director-General, will act as the Chief Projects Officer while permanent recruitment is undertaken.

What will happen next?

- There is significant work to be undertaken to ensure arrangements are in place for the intended 1 July 2019 commencement.
- A transition team lead by the Duncan Edghill is being assembled to undertake necessary work, in consultation with affected staff, reporting to the Head of Service.
- Recruitment will commence for the appointment of the Chief Projects Officer.

How will the transition process progress from here?

- Duncan Edghill will lead the transition, supported by key execs from TCCS, Health and CMTEDD.
- The Head of Service is meeting with each of the teams that will be moving into the new body, with their existing Director-General.
- Executives will need to provide clear leadership and guidance in relation to both continuing the focus on current delivery, and, supported by the Transition Team led by Duncan Edghill, guiding the change process and supporting their staff as it unfolds, including by providing reassurance in relation to continuity of functions and employment.
- EAP support arrangements are in place for staff who require additional assistance and support.

How will we keep you informed?

- The Transition Team representatives (Cherie Hughes TCCS, Shaun Strachan CMTEDD and Liz Lopa Health Directorate) will convene regular forums in their directorates and provide regular updates.
- Staff are encouraged to email them direct with suggestions, questions or concerns.
- Discussions will be held with relevant unions, and we provide updates to those unions at the same time as staff.

Things we don't know yet

- At this stage no decisions have been made in relation to detailed allocation of functions and individual staff coming together in this new body. This will be worked through with affected staff.

Start getting ready now

- Things to think about include:
 - How do we ensure program delivery through this change process?
 - How can we use the opportunity to work across our teams differently, collaborate more/better?

Action officer: Anita Perkins

Cleared by: Kathy Leigh

Date: 12 June 2019

Lowes, Shannon (Health)

From: Hughes, Cherie
Sent: Wednesday, 12 June 2019 10:16 PM
To: Perkins, Anita; Leigh, Kathy; Playford, Alison; Edghill, Duncan; De'Ath, Michael (Health); Nicol, David; Strachan, Shaun; Lopa, Liz (Health); Power, Leanne; Noud, Russell; Whitten, Meredith
Subject: RE: Comms pack for tomorrow

UNCLASSIFIED Sensitive

Thank you Anita.

A couple of corrections to the docs please:

- Briefing to TCCS staff will be at *496 Northbourne Ave*, not DPMH (that's EPSDD)
- FAQs – Duncan' role is DDG Transport Canberra (not DDG Transport Canberra and City Services)

Also, there is a small typo towards the end of the FAQs, holding 'forums' (not forms).

Queries:

- The FAQs don't mention CIT Woden project – should this be included?
- Is there an expectation that DGs also speak at the standups?

With respect to the briefings tomorrow, we are looking to invite not just the LR employees, but also those teams within Duncan's area that will be remaining. I think it's important they hear at the same time. This would see our capital works and public transport ops teams attend. Can you advise if you think there are any issues with this approach. We will send out invitations tomorrow morning.

FYI, it is our intention to start setting up one-on-one meetings with impacted employees (first meetings to be held on Friday). We also have drafted a DG message to all TCCS employees. Can you please confirm we're ok to send that tomorrow afternoon.

Thanks in advance
 Cherie.

From: Perkins, Anita
Sent: Wednesday, 12 June 2019 6:56 PM
To: Leigh, Kathy <Kathy.Leigh@act.gov.au>; Playford, Alison <Alison.Playford@act.gov.au>; Edghill, Duncan <Duncan.Edghill@act.gov.au>; De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; Nicol, David <David.Nicol@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>; Hughes, Cherie <Cherie.Hughes@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Power, Leanne <Leanne.Power@act.gov.au>; Noud, Russell <Russell.Noud@act.gov.au>; Whitten, Meredith <Meredith.Whitten@act.gov.au>
Subject: Comms pack for tomorrow

UNOFFICIAL

Hi All

Please refer attached :

1. Comms on a page for tomorrow, including a timeline of the standups

2. Key messages and FAQs.

Regards

Anita

Anita Perkins | Executive Group Manager

Phone: 02 6205 0035 [REDACTED]

Communications & Engagement | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**

Level 5, Canberra Nara Centre, 1 Constitution Avenue, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

Lowes, Shannon (Health)

From: Edghill, Duncan
Sent: Thursday, 13 June 2019 7:04 AM
To: Perkins, Anita
Cc: Hughes, Cherie; Strachan, Shaun; Lopa, Liz (Health)
Subject: RE: Comms pack for tomorrow

UNOFFICIAL

Anita,

Sorry – one last thought. Rather than directing people to email myself, Cherie, Shaun or Liz directly, can we instead please:

1. Set up a dedicated email address (we'll need to determine who has primary responsibility for managing). If they come directly to me there's a chance I may not be able to get to them straight away; and
2. Say that we'll send out a note setting out details of that address?

Between now and 1 July, I also think it would be useful if I could send out (on behalf of the transition team) to all moving staff periodic updates on where things are up to. May your team please help to that end? I'm thinking a simple banner and initial schedule of what should be sent out, when would be useful please. Happy to discuss, but perhaps an email tomorrow with the contact details in it would be good thanks?

Kind Regards
 Duncan

From: Edghill, Duncan
Sent: Thursday, 13 June 2019 6:51 AM
To: Perkins, Anita <Anita.Perkins@act.gov.au>
Cc: Hughes, Cherie <Cherie.Hughes@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Subject: RE: Comms pack for tomorrow

UNOFFICIAL

Sorry, I meant to add – I saw that Minister Fitzharris will speak with Craig Sloan re CIT. Are there any CIT / CMTEDD staff affected? I'll call Karina today in any event, but do we need to speak with Leanne as well?

From: Edghill, Duncan
Sent: Thursday, 13 June 2019 6:46 AM
To: Perkins, Anita <Anita.Perkins@act.gov.au>
Cc: Hughes, Cherie <Cherie.Hughes@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>
Subject: RE: Comms pack for tomorrow

UNOFFICIAL

Anita,

This is great, thank you. Without repeating the comments of Cherie or Shaun, the only points I would add are:

- These lines may need a little clarification:

“The delivery of other capital works projects including roads, schools and public housing, remain the responsibility of their respective directorates.

Civil, commercial and social infrastructure remains in directorates.”

I suggest instead:

“Other capital works projects including roads and schools that are currently delivered by IFCW will be now be delivered by the same teams within Major Projects Canberra. As is the case now, respective directorates will continue to bear accountability for those projects.

The infrastructure activities of the Suburban Land Agency, City Renewal Authority and Public Housing Renewal Taskforce will remain with those entities. To the extent they receive delivery support from IFCW, that support will be provided by the same teams in IFCW.”

- On this question:

Why create a new body – will it not lead to duplication?

I think you could add: “The new body is designed to reduce duplication by ensuring there is a ‘centre of excellence’ for major projects delivery in the ACT, removing the need for individual directorates to develop major project expertise, systems and teams for the procurement and delivery of exceptionally large infrastructure projects.”

- Add to this line: “**From Transport Canberra:** Light Rail Stage 1 construction finalisation, Light Rail Stage 2, a limited number of corporate services.” The following “and a number of Transport Canberra Commercial roles associated with light rail.”
- Suggest changing “There will be approximately 100 staff in this new body.” to “There will be approximately 140 staff in this new body, but numbers will likely change as the SPIRE and Light Rail Stage 2 teams ramp-up for delivery.”
- Suggested change: “The location is most likely to be in Woden as this aligns with the location of the initial major projects, and consultation will occur with staff and unions as these arrangements are worked through”

Thank you.

Duncan

From: Perkins, Anita

Sent: Wednesday, 12 June 2019 6:56 PM

To: Leigh, Kathy <Kathy.Leigh@act.gov.au>; Playford, Alison <Alison.Playford@act.gov.au>; Edghill, Duncan <Duncan.Edghill@act.gov.au>; De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; Nicol, David <David.Nicol@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>; Hughes, Cherie <Cherie.Hughes@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Power, Leanne <Leanne.Power@act.gov.au>; Noud, Russell <Russell.Noud@act.gov.au>; Whitten, Meredith <Meredith.Whitten@act.gov.au>

Subject: Comms pack for tomorrow

UNOFFICIAL

Hi All

Please refer attached :

1. Comms on a page for tomorrow, including a timeline of the standups
2. Key messages and FAQs.

Regards

Anita

Anita Perkins | Executive Group Manager

Phone: 02 6205 0035 [REDACTED]

Communications & Engagement | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**
Level 5, Canberra Nara Centre, 1 Constitution Avenue, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

Lowes, Shannon (Health)

From: Nicol, David
Sent: Thursday, 13 June 2019 8:39 AM
To: Strachan, Shaun; Perkins, Anita
Cc: Leigh, Kathy; Playford, Alison; Edghill, Duncan; De'Ath, Michael (Health); Hughes, Cherie; Lopa, Liz (Health); Power, Leanne; Noud, Russell; Whitten, Meredith
Subject: RE: Comms pack for tomorrow [DLM=For-Official-Use-Only]

Also – I think the FaQ that the delivery of other capital works projects including roads, schools and public housing remain the responsibility of their respective directorates is not quite right. I think we should say that the agency will take over the role of IFCW in the delivery of capital works projects and the role of directorates will remain as is. Also, I'm not sure what the next point about "Civil, commercial and social infrastructure remaining in directorates" means.

Thanks

David

From: Strachan, Shaun
Sent: Wednesday, 12 June 2019 8:41 PM
To: Perkins, Anita <Anita.Perkins@act.gov.au>
Cc: Leigh, Kathy <Kathy.Leigh@act.gov.au>; Playford, Alison <Alison.Playford@act.gov.au>; Edghill, Duncan <Duncan.Edghill@act.gov.au>; De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; Nicol, David <David.Nicol@act.gov.au>; Hughes, Cherie <Cherie.Hughes@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Power, Leanne <Leanne.Power@act.gov.au>; Noud, Russell <Russell.Noud@act.gov.au>; Whitten, Meredith <Meredith.Whitten@act.gov.au>
Subject: Re: Comms pack for tomorrow

Hi Anita

I've just seen this for the first time and would suggest some further clarity on the following be considered

- a substantial number of functions are moving to the new body from within IFCW per my minute to HOS and the UT but not all .. ie infrastructure finance remains and certain elements have been properly aligned to PACT. Therefore the IF element has been retained by CSI and the CW element is largely being absorbed within the new body.

- there is no mention of the substantial mainstream capital delivery requirements across all directorates... eg education/ schools.. JACS / corrections / ESA / courts... CSI .. Manuka / stromlo/ property group....support to the CRA / SLA and others alike in other words up to 100 other capital delivery projects at any given time

- I note the pitch with elements of major but the above areas need context to avoid confusion with all directorate stakeholders including CMTEDD. All stakeholders will be looking for clear service standards and delivery protocols yet to be determined in conjunction with the new infrastructure delivery body.

I hope the above assists.

Regards

Sent from my iPhone

On 12 Jun 2019, at 6:55 pm, Perkins, Anita <Anita.Perkins@act.gov.au> wrote:

UNOFFICIAL

Hi All

Please refer attached :

1. Comms on a page for tomorrow, including a timeline of the standups
2. Key messages and FAQs.

Regards
Anita

Anita Perkins | Executive Group Manager

Phone: 02 6205 0035 [REDACTED]

Communications & Engagement | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**

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<Comms on a Page_Major Projects Canberra.docx>

<TPs and FAQs_Major Projects Canberra.docx>

Lowes, Shannon (Health)

From: Perkins, Anita
Sent: Thursday, 13 June 2019 8:50 AM
To: Edghill, Duncan
Cc: Hughes, Cherie; Strachan, Shaun; Lopa, Liz (Health)
Subject: RE: Comms pack for tomorrow

UNOFFICIAL

Can I suggest these questions are asked with Kathy at 9.15.

Cheers
 Anita

From: Edghill, Duncan
Sent: Thursday, 13 June 2019 6:51 AM
To: Perkins, Anita <Anita.Perkins@act.gov.au>
Cc: Hughes, Cherie <Cherie.Hughes@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>
Subject: RE: Comms pack for tomorrow

UNOFFICIAL

Sorry, I meant to add – I saw that Minister Fitzharris will speak with Craig Sloan re CIT. Are there any CIT / CMTEDD staff affected? I'll call Karina today in any event, but do we need to speak with Leanne as well?

From: Edghill, Duncan
Sent: Thursday, 13 June 2019 6:46 AM
To: Perkins, Anita <Anita.Perkins@act.gov.au>
Cc: Hughes, Cherie <Cherie.Hughes@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>
Subject: RE: Comms pack for tomorrow

UNOFFICIAL

Anita,

This is great, thank you. Without repeating the comments of Cherie or Shaun, the only points I would add are:

- These lines may need a little clarification:

“The delivery of other capital works projects including roads, schools and public housing, remain the responsibility of their respective directorates.
 Civil, commercial and social infrastructure remains in directorates.”

I suggest instead:

“Other capital works projects including roads and schools that are currently delivered by IFCW will be now be delivered by the same teams within Major Projects Canberra. As is the case now, respective directorates will continue to bear accountability for those projects.

The infrastructure activities of the Suburban Land Agency, City Renewal Authority and Public Housing Renewal Taskforce will remain with those entities. To the extent they receive delivery support from IFCW, that support will be provided by the same teams in IFCW.”

- On this question:

Why create a new body – will it not lead to duplication?

I think you could add: “The new body is designed to reduce duplication by ensuring there is a ‘centre of excellence’ for major projects delivery in the ACT, removing the need for individual directorates to develop major project expertise, systems and teams for the procurement and delivery of exceptionally large infrastructure projects.”

- Add to this line: **“From Transport Canberra:** Light Rail Stage 1 construction finalisation, Light Rail Stage 2, a limited number of corporate services.” The following “and a number of Transport Canberra Commercial roles associated with light rail.”
- Suggest changing “There will be approximately 100 staff in this new body.” to “There will be approximately 140 staff in this new body, but numbers will likely change as the SPIRE and Light Rail Stage 2 teams ramp-up for delivery.”
- Suggested change: “The location is most likely to be in Woden as this aligns with the location of the initial major projects, and consultation will occur with staff and unions as these arrangements are worked through”

Thank you.

Duncan

From: Perkins, Anita

Sent: Wednesday, 12 June 2019 6:56 PM

To: Leigh, Kathy <Kathy.Leigh@act.gov.au>; Playford, Alison <Alison.Playford@act.gov.au>; Edghill, Duncan <Duncan.Edghill@act.gov.au>; De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; Nicol, David <David.Nicol@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>; Hughes, Cherie <Cherie.Hughes@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Power, Leanne <Leanne.Power@act.gov.au>; Noud, Russell <Russell.Noud@act.gov.au>; Whitten, Meredith <Meredith.Whitten@act.gov.au>

Subject: Comms pack for tomorrow

UNOFFICIAL

Hi All

Please refer attached :

1. Comms on a page for tomorrow, including a timeline of the standups
2. Key messages and FAQs.

Regards

Anita

Phone: 02 6205 0035 [REDACTED]

Communications & Engagement | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**
Level 5, Canberra Nara Centre, 1 Constitution Avenue, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

Lowes, Shannon (Health)

Subject: Canceled: Transition team phone hook-up
Location: Dial in details below

Start: Thu 13/06/2019 9:00 AM
End: Thu 13/06/2019 9:30 AM
Show Time As: Free

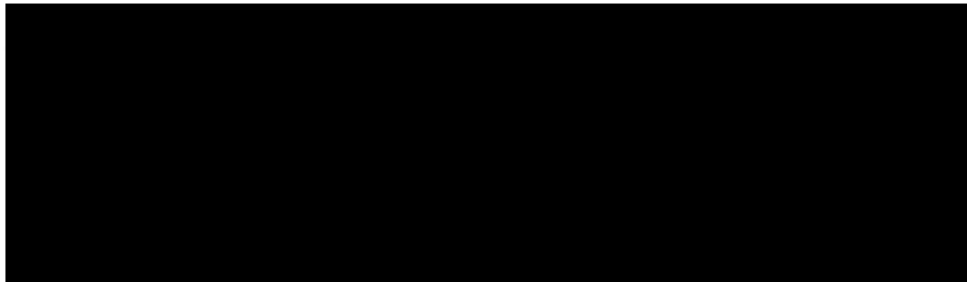
Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Edghill, Duncan
Required Attendees: Strachan, Shaun; Lopa, Liz (Health); Hughes, Cherie; Perkins, Anita

Importance: High

Good afternoon all,
Please find dial-in details below for tomorrow's hook up.



Kind regards,
Carolina

Carolina Ross | A/g Executive Assistant to Duncan Edghill, Deputy Director-General |
Transport Canberra | Transport Canberra and City Services Directorate | ACT Government
Phone 02 6205 3643 | Fax 02 6207 5366 |
496 Northbourne Avenue, Dickson | GPO Box 158 Canberra ACT 2601
www.act.gov.au | www.tccs.act.gov.au |

Lowes, Shannon (Health)

Subject: DG Hook up Dial in details - Transition Team - USING CISCO JABBER PLEASE
[REDACTED]

Start: Thu 13/06/2019 9:15 AM

End: Thu 13/06/2019 9:30 AM

Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Leigh, Kathy

Required Attendees: Edghill, Duncan; Strachan, Shaun; Lopa, Liz (Health); Hughes, Cherie

If you are on the phone please save the following to your contacts to dial in:

[REDACTED]

Lowes, Shannon (Health)

From: Perkins, Anita
Sent: Thursday, 13 June 2019 11:20 AM
To: Leigh, Kathy; Playford, Alison; Nicol, David; De'Ath, Michael (Health); Lopa, Liz (Health); Strachan, Shaun; Edghill, Duncan; Hughes, Cherie; Power, Leanne; Whitten, Meredith; Noud, Russell
Subject: CM announcement

UNCLASSIFIED

Hi All

The CM will issue a media release tomorrow under embargo until Monday.

Staff briefings will proceed today to ensure staff and union consultation commences.

As discussed this morning, directorates wont issue any written advice ahead of that formal announcement which will be public on Monday.

If any directorates receive media enquiries please send on to me and I'll coordinate across all of your directorates and with the office.

Regards

Anita

Anita Perkins | Executive Group Manager

Phone: 02 6205 0035 [REDACTED]

Communications & Engagement | Chief Minister, Treasury and Economic Development Directorate | **ACT Government**
Level 5, Canberra Nara Centre, 1 Constitution Avenue, Canberra City | GPO Box 158 Canberra City ACT 2601 | www.act.gov.au

Dal Molin, Vanessa (Health)

From: Chicco, Dee (Health) on behalf of De'Ath, Michael (Health)
Sent: Thursday, 13 June 2019 2:54 PM
To: Dal Molin, Vanessa (Health)
Subject: FW: Comms pack for tomorrow
Attachments: TPs and FAQs_Major Projects Canberra.docx; Comms on a Page_Major Projects Canberra.docx

UNOFFICIAL

Sorry, I meant for today's meeting at 4.30

From: Chicco, Dee (Health) On Behalf Of De'Ath, Michael (Health)
Sent: Thursday, 13 June 2019 2:50 PM
To: Dal Molin, Vanessa (Health) <Vanessa.DalMolin@act.gov.au>
Subject: FW: Comms pack for tomorrow

UNOFFICIAL

Vanessa

FYI, I have put this in DG's estimates folder.

Regards
 Dee

From: Perkins, Anita
Sent: Thursday, 13 June 2019 12:22 PM
To: Leigh, Kathy <Kathy.Leigh@act.gov.au>; Playford, Alison <Alison.Playford@act.gov.au>; Edghill, Duncan <Duncan.Edghill@act.gov.au>; De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; Nicol, David <David.Nicol@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>; Hughes, Cherie <Cherie.Hughes@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Power, Leanne <Leanne.Power@act.gov.au>; Noud, Russell <Russell.Noud@act.gov.au>; Whitten, Meredith <Meredith.Whitten@act.gov.au>; O'Daly, Edward <Edward.O'Daly@act.gov.au>
Subject: RE: Comms pack for tomorrow

UNOFFICIAL

Hi All
 Updated TPs and FAQs attached based on feedback from a number of you, to guide your conversations this afternoon.
 If you have any further edits please make them in tracked changes in the documents and share with the group.
 The CMO has everything they need at this stage for the announcement.
 Regards
 Anita

From: Perkins, Anita
Sent: Wednesday, 12 June 2019 6:56 PM
To: Leigh, Kathy <Kathy.Leigh@act.gov.au>; Playford, Alison <Alison.Playford@act.gov.au>; Edghill, Duncan <Duncan.Edghill@act.gov.au>; De'Ath, Michael (Health) <Michael.De'Ath@act.gov.au>; Nicol, David

<David.Nicol@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>; Hughes, Cherie <Cherie.Hughes@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Power, Leanne <Leanne.Power@act.gov.au>; Noud, Russell <Russell.Noud@act.gov.au>; Whitten, Meredith <Meredith.Whitten@act.gov.au>

Subject: Comms pack for tomorrow

UNOFFICIAL

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Please refer attached :

1. Comms on a page for tomorrow, including a timeline of the standups
2. Key messages and FAQs.

Regards
Anita

Anita Perkins | Executive Group Manager

Phone: 02 6205 0035

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TALKING POINTS AND FAQs

Minister: Chief Minister, Minister for Health, Minister for Transport
Date: June 2019

SUBJECT: Creation of Major Projects Canberra
ISSUE: Advice for staff and stakeholders

KEY MESSAGES:

- The ACT Government will establish a new infrastructure delivery body, Major Projects Canberra, from 1 July 2019, to lead the territory's signature infrastructure projects.
- Investing in infrastructure that supports Canberra's prosperity, liveability and social inclusion is a key priority for the ACT Government.
- The ACT's population reached 422,500 people in 2018. As one of Australia's fastest-growing communities, Canberra's infrastructure needs to keep pace.
- Over the past few years we have stepped up our investment in a new hospital and health facilities and public transport. The first stage of light rail has been delivered, it was the ACT's largest ever infrastructure project and one of its first public private partnerships.
- With \$2.8 billion committed to further infrastructure projects over the next four years, a new body is being established to provide a clear focus on delivery of all major infrastructure projects by one central body.
- Creation of this body will bring the ACT in line with every other Australian jurisdiction.

FAQs

What will Major Projects Canberra be responsible for?

- Major Projects Canberra will lead the procurement and delivery of the territory's signature infrastructure programs, those with significant complexity and scale.
- They will take responsibility for Light Rail Stage 2, and the Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre at Canberra Hospital, and CIT Woden.
- Future projects will be at the direction of the Chief Minister.
- It will also be responsible for whole of government functions currently provided within IFCW in Treasury, including Executive Support, Contract conformance and dispute support, Pre-qualification and IRE Certification, PMARS, Finance and reporting, Superintendent of Works, Active Certification, Secretariat and project governance support, Commercial infrastructure delivery, Civil infrastructure delivery, Social infrastructure delivery, Major projects delivery.
- It will take over the role of IFCW in the delivery of capital works projects and the role of directorates will remain as is.

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What won't they be responsible for?

- Other capital works projects including roads and schools that are currently delivered by IFCW will be delivered by the same teams within Major Projects Canberra. As is the case now, respective directorates will continue to bear accountability for those projects.

- The infrastructure activities of the Suburban Land Agency, the City Renewal Authority and Public Housing Renewal Taskforce will remain with those entities. To the extent they receive delivery support from IFCW, that support will be provided by the same teams in IFCW.
- Strategic advice to the government on the Territory's Infrastructure priorities will continue to be provided by Treasury.
- The delivery of other capital works projects including roads, schools and public housing, remain the responsibility of their respective directorates.
- ~~Civil, commercial and social infrastructure remains in directorates.~~

What will it mean to the Canberra community?

- The expert body will deliver some of the Territory's largest ever projects - the city's second stage of light rail, and the SPIRE Centre at Canberra Hospital.
- The ACT's population reached 420,902 people in 2018. As one of Australia's fastest-growing communities, Canberra's infrastructure needs to keep pace.
- \$2.8 billion is committed to infrastructure projects over the next four years. The new body will provide a clear focus for the delivery of our major infrastructure projects.

What are the administrative arrangements for the new body

- It will be a small expert team, led by a Chief Projects Officer, reporting to the Head of Service and relevant Ministers.
- It will be its own administrative unit.
- There will not be a new ministerial portfolio created. The Chief Projects Officer will report to the Treasurer and relevant minister for each project.

Why create a new body – will it not lead to duplication?

- No. The new body will be funded from within existing budgets.
- Delivering the territory's signature infrastructure projects requires major project delivery expertise, and it makes sense to centralise that expertise for the territory's signature projects.

Internal communications

Who will be moving into this new body?

- The team will bring together staff currently responsible for the delivery areas of these major projects from TCCS, Health Directorate, and Treasury, as follows:
 - From Infrastructure, Finance and Capital Works, CMTEDD:** Executive Support, Contract conformance and dispute support, Pre-qualification and IRE Certification, PMARS, Finance and reporting, Superintendent of Works, Active Certification, Secretariat and project governance support, Commercial infrastructure delivery, Civil infrastructure delivery, Social infrastructure delivery, Major projects delivery.
 - From Health Directorate:** funding identified in the SPIRE project budget. There are no identified roles at this stage.
 - From Transport Canberra:** Light Rail Stage 1 construction finalisation, Light Rail Stage 2, a limited number of corporate services and a number of Transport Canberra commercial roles associated with light rail.

- The body will be led by a Chief Projects Officer, reporting to the Head of Service and accountable direct to the Treasurer and the relevant Ministers.
- The Chief Engineer will also play a key leadership role in the new body.
- The Deputy Director-General of Transport Canberra City Services Directorate, Duncan Edghill, will act in the Chief Projects Officer role while permanent recruitment for this role is undertaken.
- Noting that major infrastructure projects require a concerted effort on keeping the community engaged and informed, communications and engagement arrangements will be worked through for both inhouse advice and how directorates will retain responsibility for communicating and engaging with the community and stakeholders on the policy setting of their responsibilities.
- The new body is designed to reduce duplication by ensuring there is a centre of excellence for major projects delivery in the ACT, removing the need for individual directorates to develop major projects expertise, systems and teams for the procurement and delivery of large infrastructure projects.

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Who will not be moving:

CMTEDD, Infrastructure finance advice, The Partnership Framework, The Capital Framework, Unsolicited Proposals, Procurement ACT
 TCCS, Transport Canberra Operations, including the Light Rail Stage 1 Operations team, and the TCCS Infrastructure Delivery team will remain in TCCS.

Impact on staff

- We understand this process can be unsettling for staff, and this is why we have moved quickly to speak directly with all staff following the announcement.
- It will be business as usual from 1 July 2019.
- We have established a process for managing the transition to the new body.
- No staff will be lost as a result of the changes made today.
- The scope of the government's activities for major infrastructure delivery will remain, they will just be delivered in a different way.
- Functions and their associated staff will be moved under machinery of government provisions to the new structures as occurs with any administrative changes.
- All staff positions in the new body will remain ACT Public Servants, employed under the *Public Sector Management Act 1994* and the existing ACT Public Service Industrial Agreements.
- Over time and as the new structure matures, and is the case with all new agencies, organisational arrangements and requirements may change.
- In the event this occurs, any impact on overall employment and particular jobs will be dealt with through the established procedures set out in our industrial agreements, and in keeping with prevailing Government policy.

Where will the new body be located?

- There will be approximately 14000 staff in this new body, but numbers will likely change as the SPIRE and LRS2 teams ramp up for delivery.
- It is preferred they will be located in the one building.
- The location is most likely to be in Woden as it aligns with the locations of the initial major projects. Consultation will occur with staff and unions as these arrangements are worked through.
- If you have feedback or concerns, please talk with your directorate's transition team member.

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- Any accommodation moves will be strategically planned to ensure there are minimal impacts to the region.

What consultation will take place with staff and industry?

- A dedicated transition team comprised of senior execs from Health (Liz Lopa), TCCS (Cherie Hughes) and CMTEDD (Shaun Strachan) has been established to guide the planning and delivery of the new body with leadership of the transition team to be provided by Duncan Edghill.
- The key contacts in each directorate as part of the transition team are Cherie Hughes for TCCS, Shaun Strachan for CMTEDD and Liz for Health Directorate.
- Staff, employee representatives and industry representatives will be consulted.

Who will lead the organisations?

- The body will be led by a Chief Projects Officer, reporting to the Head of Service and relevant ministers.
- For the immediate period, Mr Duncan Edghill, Transport Canberra's Deputy Director-General, will act as the Chief Projects Officer while permanent recruitment is undertaken.

What will happen next?

- There is significant work to be undertaken to ensure arrangements are in place for the intended 1 July 2019 commencement.
- A transition team led by the Duncan Edghill is being assembled to undertake necessary work, in consultation with affected staff, reporting to the Head of Service.
- Recruitment will commence for the appointment of the Chief Projects Officer.

How will the transition process progress from here?

- Duncan Edghill will lead the transition, supported by key execs from TCCS, Health and CMTEDD.
- The Head of Service is meeting with each of the teams that will be moving into the new body, with their existing Director-General.
- Executives will need to provide clear leadership and guidance in relation to both continuing the focus on current delivery, and, supported by the Transition Team led by Duncan Edghill, guiding the change process and supporting their staff as it unfolds, including by providing reassurance in relation to continuity of functions and employment.
- EAP support arrangements are in place for staff who require additional assistance and support.

How will we keep you informed?

- The Transition Team representatives (Cherie Hughes TCCS, Shaun Strachan CMTEDD and Liz Lopa Health Directorate) will convene regular forums in their directorates and provide regular updates.
- Staff are encouraged to email them direct with suggestions, questions or concerns.
- Discussions will be held with relevant unions, and we provide updates to those unions at the same time as staff.

Things we don't know yet

- At this stage no decisions have been made in relation to detailed allocation of functions and individual staff coming together in this new body. This will be worked through with affected staff.

Start getting ready now

- Things to think about include:
 - How do we ensure program delivery through this change process?

- o How can we use the opportunity to work across our teams differently, collaborate more/better?

Action officer: Anita Perkins

Cleared by: Kathy Leigh

Date: 12 June 2019



Communications on a page

Issue: Creation of the ACT's first Infrastructure delivery body

Directorate: CMTEDD

Release date: 13 June 2019

What is government's involvement/interest?	Creation of new Infrastructure delivery body, Major Projects Canberra		
Why are we communicating on this issue?	The ACT Government will establish a new infrastructure delivery body from 1 July 2019. Staff and stakeholders need to be advised and consulted throughout the transition.		
Does it cross over other Directorates/ agencies?	Chief Minister, Treasury and Economic Development Directorate, Transport Canberra and City Services, Health Services, CIT	Spokesperson	Chief Minister external, HOS internal, CIT CEO
Communications project tier	Tier two announcement		
Target audience/ stakeholders/third party endorsers	<i>Expected position and/or commentary</i>		
Workforce joining body	<p>Clarity will be required for teams splitting between existing directorates and new body.</p> <p>Will want to know where the offices will be and from when. Some have moved several times in recent years.</p> <p>Clarity will be required for staff in relevant policy/corporate/financial /communications and engagement roles in the impacted agencies, who currently support these major projects.</p> <p>May seek to have opportunities to remain in directorates rather than moving to the new body.</p> <p>Will be interested in recruitment processes for the new position of Chief Projects Officer.</p>		
Workforce from related agencies	Will require clarity around delineation of responsibilities between directorates and the new body, movement of people within teams, service level agreements and protocols for external communications and engagement.		
Opposition	Criticism of duplication across the service likely, as was received in AA changes creating the Health Directorate/Canberra Health Services, and the SLA/CRA agencies. Any delays of LRS2 will continue to be criticised.		
Industry/Peak bodies	Likely to welcome the announcement, with a clear position for government to get on with delivering major infrastructure for the territory, the faster the better. May question why the body is only responsible for a small number of projects and not all.		
Community Groups	Of LRS2, Woden Valley Community Council says they hope delays to the project will give government the chance to plan for urban infill in the region, noting the body's interdependencies with other directorates.		
Commonwealth Government	New Assistant Minister for Territories Nola Marino say she is open to working with the territory on LRS2 and that she "...looks forward to seeing an outcome		

Approved by: Kathy Leigh

Action officer: Anita Perkins, x50035

Date: 12 June 2019



Communications on a page

Issue: Creation of the ACT's first Infrastructure delivery body

Directorate: CMTEDD

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	<p>consistent with the National Capital Plan and safeguards the values of the national capital..." Says LRS2 will be the greatest change to the Parliamentary Zone since the construction of new Parliament House.</p> <p>Senator Zed Seselja said following the election that a new or improved Canberra stadium was his priority in his third Upper term.</p>
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Key Messages

What are we doing and why?

- The ACT Government will establish a new infrastructure delivery body from 1 July 2019, to lead the planning and delivery of the territory's signature infrastructure projects.
- Investing in infrastructure that supports Canberra's prosperity, liveability and social inclusion is a key priority for the ACT Government.
- The ACT's population reached 422,500 people in 2018. As one of Australia's fastest-growing communities, Canberra's infrastructure needs to keep pace.
- Over the past few years we have stepped up our investment in a new hospital and health facilities and public transport. The first stage of light rail has been delivered, it was the ACT's largest ever infrastructure project and one of its first public private partnerships.
- With \$2.8 billion committed to further infrastructure projects over the next four years, the new body will provide a clear focus on major project delivery.
- Creation of this body will bring the ACT in line with every other Australian jurisdiction.

What will they be responsible for?

- Major Projects Canberra will be a small expert major projects team, led by a Chief Projects Officer, reporting to the Head of Service and relevant Ministers.
- It will be its own administrative unit.
- The body will lead the planning and delivery of Light Rail Stage 2, SPIRE, and CIT Woden. Future projects will be at the direction of the Chief Minister.
- It will also be responsible for whole of government functions currently provided within IFCW in Treasury, including Executive Support, Contract conformance and dispute support, Pre-qualification and IRE Certification, PMARS, Finance and reporting, Superintendent of Works, Active Certification, Secretariat and project governance support, Commercial infrastructure delivery, Civil infrastructure delivery, Social infrastructure delivery, Major projects delivery.
- It will take over the role of IFCW in the delivery of capital works projects and the role of directorates will remain as is.
- Strategic advice to government on the Territory's infrastructure priorities will continue to be provided by Infrastructure, Finance and Capital Works division, in the Chief Minister, Treasury and Economic Development Directorate.

FAQs and Internal Comms at Attachment A.

Approved by: Kathy Leigh

Action officer: Anita Perkins, x50035

Date: 12 June 2019



Communications on a page

Issue: Creation of the ACT's first Infrastructure delivery body

Directorate: CMTEDD

Release date: 13 June 2019

Timeline for 13 June

Date	Communications collateral	Responsibility
10am 1.30pm	Message to Unions	Meredith Whitten Russell Noud
TBC	Phone call with Craig Sloan, CIT	Minister Fitzharris
2pm	Stand up with staff at AFCW Nature Conservation House Belconnen	Kathy Leigh David Nicol Duncan Edghill Shaun Strachan Robert Wright
3.30pm	Standup with staff at TCCS DPMH Dickson at <u>496 Northbourne Ave Dickson</u>	Kathy Leigh Alison Playford Duncan Edghill Cherie Hughes
4.30pm	Standup with staff at Health Directorate	Kathy Leigh Michael De'Ath Duncan Edghill Liz Lopa
	Phone calls to key stakeholders	HOS, UT, DGs TCCS and Health

Lowes, Shannon (Health)

Subject: Infrastructure Meeting with HoS
Location: Board Room, Level 5, 6 Bowes Street

Start: Thu 13/06/2019 4:30 PM
End: Thu 13/06/2019 5:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Leigh, Kathy
Required Attendees: De'Ath, Michael (Health); Lopa, Liz (Health); Edghill, Duncan

Lowes, Shannon (Health)

From: Edghill, Duncan
Sent: Friday, 14 June 2019 9:46 AM
To: Perkins, Anita; Van Aalst, Sally; Hughes, Cherie; Lopa, Liz (Health); Strachan, Shaun
Cc: Ogden, Paul; Dolan, Fiona
Subject: RE: Drop for Monday

UNCLASSIFIED

Anita,

Thank you. My suggestions / tweaks below thanks:

Q. How many people will work for Major Projects Canberra?

A. There will be around 140 staff in this new body, but numbers will likely change as the SPIRE and the City to Woden light rail teams ramp-up for delivery.

Q. Who will lead the team?

A. It will be an expert infrastructure delivery team led by a Chief Projects Officer and reporting to the Head of Service and relevant Ministers. The Deputy Director-General of Transport Canberra, Duncan Edghill, will act in the Chief Projects Officer role while permanent recruitment for this role is undertaken. Duncan oversaw the successful delivery of the City to Gungahlin light rail project, the ACT Government's largest infrastructure project to date. The Chief Engineer will also play a key leadership role in the new body.

Q. What is MPC's annual budget (Please specify, even if it is drawn from CM directorate's budget)

A. The precise details of the Major Projects Canberra budget are being finalised, but its budget will be drawn from existing funding within the ACT public service. Major Projects Canberra will be responsible for the delivery of a multi-billion dollar portfolio of infrastructure projects over the coming years.

Q. You state that staff will be sourced from other directorates. Will extra staff have to be hired to fill vacancies at Transport Canberra etc?

A. The establishment of Major Projects Canberra by itself isn't expected to increase staff numbers, though the Chief Projects Officer and some supporting roles will be required. As SPIRE and the City to Woden light rail projects ramp-up, those projects will require appropriate staffing. Ultimately, delivering infrastructure projects under this single agency will create staffing and other efficiencies compared with the alternative of delivering major projects within different directorates. It will also allow lessons to be more easily shared across projects and will facilitate the maintenance of important relationships with industry and other stakeholders.

It is likely there will be a series of roles advertised as some staff move between positions.

Q. Is it the government's view that the creation of Major Projects Canberra will help to fast-track the delivering of projects? Could it accelerate the timeline of light rail stage two, for instance?

Major Projects Canberra is expected to facilitate the delivery of major infrastructure projects. It will allow knowledge to be shared between projects and facilitate engagement with stakeholders, including local and national industry. The timeline of light rail to Woden will in large part be driven by Commonwealth planning approval timelines. The establishment of Major Projects Canberra though demonstrates the ACT Government's commitment to delivering its infrastructure projects as quickly as possible, including SPIRE and light rail to Woden.

Q. Is Major Projects Canberra modelled on similar agencies interstate or overseas? If so, can you list/detail some of those agencies?

A. number of other Australian jurisdictions have similar delivery bodies for major infrastructure. This includes Projects NSW and Development Victoria. In our smaller jurisdiction, and with so much infrastructure activity

occurring across Australia, it makes sense for us to establish an infrastructure delivery team in Canberra. It builds on our success and knowledge gained during the delivery of the first stage of light rail and other infrastructure projects.

Q. When will 10-year Infrastructure Program be released?

A. In September 2019.

Q. Will Major Projects Canberra oversee the delivering of all of the projects on the list, or only SPIRE and light rail stage two?

A. Future projects to be developed and delivered by Major Projects Canberra will be at the direction of the Chief Minister. In addition to SPIRE and City to Woden light rail, Major Projects Canberra will also deliver roads, schools and other infrastructure that is currently delivered by the Infrastructure, Finance and Capital Works team in Treasury. That team will move into Major Projects Canberra and will deliver those other infrastructure projects in partnership with the respective directorates responsible for those projects.

Thanks
Duncan

From: Perkins, Anita

Sent: Friday, 14 June 2019 8:52 AM

To: Van Aalst, Sally <Sally.VanAalst@act.gov.au>; Edghill, Duncan <Duncan.Edghill@act.gov.au>; Hughes, Cherie <Cherie.Hughes@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>

Cc: Ogden, Paul <Paul.Ogden@act.gov.au>; Dolan, Fiona <Fiona.Dolan@act.gov.au>

Subject: FW: Drop for Monday

Importance: High

UNCLASSIFIED

Hi All

We've some questions from the Canberra Times for Monday's paper.

Sally, can you please pull this together in liaison with Duncan in first instance with input from the other's cc'd who are representing each directorate coming together? I've answered some from information we already have.

We'll put the final response through relevant DGs and Kathy – need to have it back to CMO around lunchtime, so time is of the essence.

Regards

Anita

Q. How many people will work for Major Projects Canberra?

A. There will be approximately 140 staff in this new body, but numbers will likely change as the SPIRE and LRS2 teams ramp up for delivery.

Q. Who will lead the team?

A. It will be a small expert team, led by a Chief Projects Officer, reporting to the Head of Service and relevant Ministers. The Deputy Director-General of Transport Canberra, Duncan Edghill, will act in the Chief Projects Officer role while permanent recruitment for this role is undertaken. The Chief Engineer will also play a key leadership role in the new body.

Q. What is MPC's annual budget (Please specify, even if it is drawn from CM directorate's budget)

A. WE COULD RESPONSE THAT THESE ARRANGEMENTS ARE BEING WORKED THROUGH. BUT COULD WE ALSO - SHAUN, PROVIDE THE IFC BUDGET IF THE SPLIT IS FINALISED, LIZ AND DUNCAN; CAN WE ADD THE EXISTING BUDGET FUNDING FOR LRS2 AND SPIRE?

Q You state that staff will be sourced from other directorates. Will extra staff have to be hired to fill vacancies at Transport Canberra etc?

DDG role EOI for 3 months while recruitment is undertaken?

Q. Is it the government's view that the creation of Major Projects Canberra will help to fast-track the delivering of projects? Could it accelerate the timeline of light rail stage two, for instance?

PRESUMABLY NOT. DUNCAN?

Q. Is Major Projects Canberra modelled on similar agencies interstate or overseas? If so, can you list/detail some of those agencies?

A. number of other Australian jurisdictions have delivery bodies for major infrastructure. This includes Projects NSW, Building Queensland, Infrastructure NT and Infrastructure Tasmania.

Q. When will 10-year Infrastructure Program be released?

A. In September 2019.

Q. Will Major Projects Canberra oversee the delivering of all of the projects on the list, or only SPIRE and light rail stage two?

A. Future projects to be delivered by Major Projects Canberra will be at the direction of the Chief Minister. Other capital works projects including roads and schools that are currently delivered by Infrastructure, Finance and Capital Works in Treasury will be delivered by the same teams within Major Projects Canberra, in partnership with the respective directorates responsible for those projects.

From: Dynon, Kaarin

Sent: Thursday, 13 June 2019 9:14 PM

To: Perkins, Anita <Anita.Perkins@act.gov.au>; Dolan, Fiona <Fiona.Dolan@act.gov.au>

Subject: Fwd: Drop for Monday

Hi! Dan is writing for Monday. He has some extra questions, can I grab some assistance with these please? Thanks!

Begin forwarded message:

From: Dan Jervis-Bardy [REDACTED]
Date: 13 June 2019 at 20:32:36 AEST
To: "Dynon, Kaarin" <Kaarin.Dynon@act.gov.au>
Subject: Re: Drop for Monday

Thanks Kaarin,

Here are some additional questions. Any response before Sunday midday would be fine.

Q. How many people will work for Major Projects Canberra? Who will lead the team? What is MPC's annual budget (Please specify, even if it is drawn from CM directorate's budget)

Q You state that staff will be sourced from other directorates. Will extra staff have to be hired to fill vacancies at Transport Canberra etc?

Q. Is it the government's view that the creation of Major Projects Canberra will help to fast-track the delivering of projects? Could it accelerate the timeline of light rail stage two, for instance?

Q. Is Major Projects Canberra modelled on similar agencies interstate or overseas? If so, can you list/detail some of those agencies?

Q. When will 10-year Infrastructure Program be released? Will Major Projects Canberra oversee the delivering of all of the projects on the list, or only SPIRE and light rail stage two?

Cheers,

An expert team within the ACT Government will lead the delivery of significant territory infrastructure projects from 1 July 2019.

Major Projects Canberra will operate within the Chief Minister, Treasury and Economic Development Directorate and will take responsibility for the Surgical Procedures, Interventional Radiology and Emergency (SPIRE) Centre at Canberra Hospital and the next stage of the Light Rail project.

As Canberra grows toward a city of 500,000 people, we are committed to investing in infrastructure that supports our community's prosperity, liveability and social inclusion.

Over the past few years we have stepped up our investment in services the entire Canberra Region relies on, with a new hospital and health facilities, new and expanded local schools, and integrated public transport options including the first stage of light rail.

In the coming months, the Government will release the ACT Infrastructure Plan. It will outline to the community and industry the city's infrastructure priorities and emerging needs.

With \$2.8 billion committed to further infrastructure projects over the next four years, Major Projects Canberra will equip the ACT with an infrastructure delivery team to deliver this program.

It will be funded from existing resources, bringing together staff from Transport Canberra and City Services, Health and Treasury to centralise expertise across government and focus the planning, procurement and delivery of some of the territory's largest ever projects.

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--
Dan Jervis-Bardy
 Journalist
 The Canberra Times
 9 Pirie Street, Fyshwick, ACT, 2609



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Lowes, Shannon (Health)

From: Van Aalst, Sally
Sent: Friday, 14 June 2019 11:25 AM
To: Lopa, Liz (Health)
Subject: RE: FOR REVIEW: Drop for Monday [SEC=UNCLASSIFIED]

UNCLASSIFIED

Thanks Liz ☺

From: Lopa, Liz (Health)
Sent: Friday, 14 June 2019 11:24 AM
To: Van Aalst, Sally <Sally.VanAalst@act.gov.au>; Edghill, Duncan <Duncan.Edghill@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>
Cc: Perkins, Anita <Anita.Perkins@act.gov.au>; Ogden, Paul <Paul.Ogden@act.gov.au>; Hughes, Cherie <Cherie.Hughes@act.gov.au>
Subject: RE: FOR REVIEW: Drop for Monday [SEC=UNCLASSIFIED]

Looks good to me – thanks Sally

From: Van Aalst, Sally
Sent: Friday, 14 June 2019 11:18 AM
To: Edghill, Duncan <Duncan.Edghill@act.gov.au>; Lopa, Liz (Health) <Liz.Lopa@act.gov.au>; Strachan, Shaun <Shaun.Strachan@act.gov.au>
Cc: Perkins, Anita <Anita.Perkins@act.gov.au>; Ogden, Paul <Paul.Ogden@act.gov.au>; Hughes, Cherie <Cherie.Hughes@act.gov.au>
Subject: FOR REVIEW: Drop for Monday

UNCLASSIFIED

Hi Duncan, Liz and Shaun

Please see below the responses as they stand currently with everyone's input. Could you please advise if you'd like any further changes before it goes up to Michael, Alison and Kathy for approval?

Thank you, Sally

1. How many people will work for Major Projects Canberra?

There will be approximately 140 staff in this new body, but numbers will likely change as the SPIRE and LRS2 teams ramp up for delivery.

2. Who will lead the team?

It will be an expert infrastructure delivery team led by a Chief Projects Officer and reporting to the Head of Service and relevant Ministers. The Deputy Director-General of Transport Canberra, Duncan Edghill, will act in the Chief Projects Officer role while permanent recruitment for this role is undertaken. The Chief Engineer will also play a key leadership role in the new body.

3. What is MPC's annual budget (Please specify, even if it is drawn from CM directorate's budget)

The precise details of the Major Projects Canberra budget are being finalised, but its budget will be drawn from existing funding within the ACT public service.

It is likely there will be a series of roles advertised as some staff move between positions.

4. You state that staff will be sourced from other directorates. Will extra staff have to be hired to fill vacancies at Transport Canberra etc?

An EOI for the Deputy Director General, Transport Canberra role will be sought for 3 months while recruitment is undertaken.

The team will bring together staff currently responsible for the delivery areas of major projects from TCCS, Health Directorate, and Treasury.

5. Is it the government's view that the creation of Major Projects Canberra will help to fast-track the delivering of projects? Could it accelerate the timeline of light rail stage two, for instance?

The timeline of light rail to Woden will in large be driven by Commonwealth planning approval timelines. Bringing together our infrastructure delivery expertise into one area will help facilitate all our major infrastructure projects.

6. Is Major Projects Canberra modelled on similar agencies interstate or overseas? If so, can you list/detail some of those agencies?

A number of other Australian jurisdictions have similar delivery bodies for major infrastructure. This includes Projects NSW and Development Victoria.

7. When will 10-year Infrastructure Program be released?

In September 2019.

8. Will Major Projects Canberra oversee the delivering of all of the projects on the list, or only SPIRE and light rail stage two?

Future projects to be developed and delivered by Major Projects Canberra will be at the direction of the Chief Minister. In addition to SPIRE and City to Woden light rail, Major Projects Canberra will also deliver roads, schools and other infrastructure projects, recognising that the majority of service functions to support capital delivery within the Capital Works area of the Infrastructure Finance and Capital Works team in Treasury will move across. Major Projects Canberra will deliver those other infrastructure projects in partnership with the respective directorates responsible for those projects.

From: Edghill, Duncan

Sent: Friday, 14 June 2019 10:52 AM

To: Perkins, Anita <Anita.Perkins@act.gov.au>; Van Aalst, Sally <Sally.VanAalst@act.gov.au>

Subject: RE: Drop for Monday

UNCLASSIFIED

Anita,

Thank you. OK by me. My only suggestion is that the 5th question is angling at why we're doing this. Can we add something like "Bringing together our infrastructure delivery expertise into one area will help facilitate all our major infrastructure projects." Also made a deletion to the last question to address Shaun's comment. Please see below.

Shaun

From: Perkins, Anita

Sent: Friday, 14 June 2019 9:54 AM

To: Edghill, Duncan <Duncan.Edghill@act.gov.au>; Van Aalst, Sally <Sally.VanAalst@act.gov.au>

Subject: RE: Drop for Monday