

Dubbo Base Hospital (DBH) Stage 1/2 Redevelopment Dubbo City Council Briefing – Minutes of Meeting

MEETING	Dubbo City Council Briefing – Concept Design Presentation
DATE/TIME	Wednesday 3 May 2012 – 10:30am – 11:30am
VENUE	Dubbo City Council, Civic Administration Building, Church Street, Dubbo NSW 2830

Meeting Purpose

The purpose of the meeting is for Health Infrastructure, Western NSW Local Health District and senior members of the Project Consultant Team to provide an update on the status of the Project to the Dubbo City Council.

Distribution

Attendees	Company	Position
Melissa Watkins (MW)	Dubbo City Council	Director of Environmental Services
Stephen Wallace (SW)	Dubbo City Council	Environmental & Land Use Services
Bruno Zinghini (BZ) (Chair)	Health Infrastructure	Project Director
David Ballantyne (DB)	Health Infrastructure	Associate Director, Planning & Technical
Lynne Weir (LW)	Western NSW LHD	Director of Clinical Operations
Michael Grave (MG)	Cox Architecture	Associate
Oliver Klein (OK)	JBA Urban Planning	Associate
Kate Tudehope (KT)	JBA Urban Planning	Urban Planner
Michael Roxburgh (MR)	TSA Management	TSA Project Director

Apologies	Company	Position
Margie Clatworthy (MC)	Dubbo City Council	Environmental Support Services Supervisor
Prue Hodgson (PH)	Health Infrastructure	Communications and Consultation Manager
Jenner Plomley (JP)	JM Plomley & Associates	Health Projects Consultant
Alyssa Muche (AM)	TSA Management	Senior Project Manager

Minutes

Item	Description / Action	By	Date By
1	Welcome and Introduction	All	
1.1	The meeting attendees were welcomed by MW on behalf of Dubbo City Council (DCC)	Note	-
1.2	The meeting attendees introduced themselves	Note	-
2	Status of the Project	BZ	
2.1	Generally BZ advised that a preferred Concept Design has been agreed by the Governance Structure for the Project and that will be presented at the meeting.	Note	-

Item	Description / Action	By	Date By
	The Planning Approvals process and timeframes will also be discussed.	Note	-
3	Western NSW LHD Perspective	LW	
3.1	Generally LW advised that the Project is progressing well from the perspective of the WNSW LHD. There has been significant consultation with local clinical and non-clinical staff to arrive at the preferred Concept Design.	Note	-
3.2	Linen Service LW also advised that it has been agreed with the relevant stakeholders that the LHD wide Linen Service will be relocated off the Dubbo Base Hospital campus in the near future in leased premises. Significant consultation took place in that regard.	Note	-
4	Concept Design Presentation	MG	
4.1	Main Works - MG presented computer generated site and building layouts that depicted the preferred Concept Design - The preferred Concept Design includes a new building in the north east corner of the facility, sited where the existing Nurses Accommodation and Linen Store/Boiler House/Electrical Supply Buildings are located - The new building will accommodate on ground level six Operating Theatres, with associated Day Only, Extended Day Only and Central Sterilisation facilities. The first level will accommodate Maternity services, including Birthing Suites, a Special Care Nursery for Neonates, a Ward and Ambulatory services. - The preferred Concept Design also includes the refurbishment of the existing Operating Theatres/Renal Unit Building to accommodate upgraded Renal services, and a refurbished Main Entry to the Hospital. Also included are new east west and north south enclosed links that will connect the new building to the existing Hospital facilities for patient movement and back of house support - MG advised that issues relating to ground contamination, hazardous materials are being investigated for inclusion in planning approvals - MG also advised that planning issues regarding Heritage and Archaeology are also being investigated for inclusion in planning approvals - MR advised that the main building work is expected to commence towards the end of first quarter of 2013	Note Note Note Note Note Note Note	- - - - - - -
4.2	Enabling Works - MR explained the scope of the enabling works that will precede the main building works, including major electrical infrastructure, car park, internal roads, stormwater detention, other in-ground services, ICT facility, hazardous material removal and demolition - MG advised that there is no intention to change the access to the Hospital from the south or to re-visit the roads that have been closed in the vicinity of the campus. He noted that it is planned to have construction vehicles accessing the site from the north - MW noted that the residential neighbours adjacent to the eastern boundary of the campus will need to be considered in relation to any construction works in that vicinity. . This was noted by the project team and consultation will be carried out as required.MR advised that it is anticipated that the enabling works will commence on site in third quarter of 2012	Note Note BZ Note Note	- - End May 12 - -
5	Planning Approvals Process	OK	
5.1	State Significant Development (SSD) – Part 4 Application		

Item	Description / Action	By	Date By
	- OK explained that the Project has been declared as a State Significant Development under the Act and that the Director General Requirements (DGRs) were received on 24 April 2012 - MW advised that DCC had viewed and commented on the DGRs. MW questioned why there was a requirement for an Environmental Impact Statement (EIS), however OK was unsure as to why. MW reminded the meeting that DCC had previously offered to carry out the approvals process, noting that an EIS would not have been required by DCC - OK explained the assessment and approvals process once the Application for Development Consent has been lodged. MW advised that DCC is conversant with the process - OK also explained that the process required a 30 day Notification Period and MW advised that the application will need to be exhibited in Dubbo (DCC). - MW recommended that members of the Project Team be present during the exhibition period, which was agreed by DB and BZ.	Note Note Note OK OK	- - - Aug/Sept 12 Aug/Sept 12
5.2	Timeframe for the SSD Part 4 Application MR advised that the Team is working towards lodgement of the Planning Application in July/August 2012, with anticipated approval being received by February 2013	Note	-
5.3	Review of Environmental Factor (REF) - OK explained that an REF Approval process will be pursued for the Enabling Works package(s) that were explained earlier in the meeting - OK also explained that there is a Notification Period in relation to the REF process	Note Note	- -
5.4	Timeframe for the REF MR advised that the Team is targeting the REF approval in July/August 2012	Note	-
5.5	Communications with Council MW requested that someone from the Project Team be nominated as the contact for DCC throughout the planning approvals process. It was agreed that JBA (OK/KT) would in general be that contact.	Note	-
6	Other Business	MW	
6.1	Presentation to Council Members and Engineering Staff MW requested that an informal evening be arranged for the preferred Concept Design to be presented to the Councillors and Engineering Officers of DCC	OK/ MW	End May 12
6.2	NBN MW advised that the NBN has planned to include connection for Dubbo to the National Broadband service within the near future. BZ advised that he had been in contact with NBN Co and has advised Team contact details	Note	-
6.3	Conclusion BZ asked whether MW was happy with the processes and approach outlined for the Project and she answered in the affirmative.	Note	-

Next meeting: Tba

Prepared by: Michael Roxburgh, TSA Management

File reference: C1020 Dubbo Base Hospital/B Project Management/02 Meetings/02.12 Authorities

Attachments: Nil