Evan Davies opened the meeting at 8.20am with apologies for lateness.

1a  Apologies
    David Meates.

1b  Conflicts of Interest
    Noted.

1c  Minutes of 8 June 2017
    That the minutes of the meeting held on 8 June 2017 are accepted as a true and correct record.

1d  Outstanding Action Points
    ASB
    Consultant performance – Tony Lloyd to report to HRPG at next meeting.

    Energy Centre
    External programme review – Work underway. A consultant has been engaged to provide commentary on the achievability of an integrated programme.

    Energy Centre Risk Register to be updated – Update complete.
Campus Planning

Comprehensive programme, incorporating risks and mitigations to be presented to HRPG – Agenda item.

Master Planning programme to be modified to include planning and approval process, the election dates and relevant meeting/approval dates – Meeting dates have now been added.

Returning to discuss the Energy Centre as it does not appear elsewhere on the agenda, the Chair requested an update on progress over the last three weeks given the importance of this project and the level of risk. Tony Lloyd advised that data has been switched over, an 11kva cable in the tunnel has been identified and disconnected, temporary boilers installed with appropriate cabling and pipework, with go-live scheduled for July. Bore head damaged, will be switched to town supply on the 4th. Contractors have signed the contract and commenced mock up, in particular to prove waterproofing methodology which is well underway. There have been no missed programme requirements, nor have any new risk issues arisen.

ASB Contingency Funding

The ASB Contingency Report was taken as read.

Neil led HRPG members through key areas of the report, noting that figures included in the report are based on the financial report presented at the last HRPG meeting, with the next report currently being finalised.

It is anticipated that there will be an unallocated contingency of approximately [redacted] at that point. Analysis of contingency spent to date was provided in the report, together with a summary of variations, anticipated variations and allocated risks broken down into anticipated actual and allocated. Figures show the [redacted].

Approximately [redacted] is being allocated to design development variations, which it was explained are matters currently not provided for in the contract between the client and contractor but required to build correctly and as currently expected. HRPG were assured that these items are not as a result of any scope change, and that there is no discretionary decision-making that could be characterised as improvement rather than completion as intended of the building which HRPG has responsibility for. Additional risks that contractors are aware of and consider likely to come to fruition have also been identified. An additional total contingency requirement of approximately [redacted] is estimated.

Recommendation:

That HRPG receive the ASB Contingency Fund Report and note the recommendations.

Carried

Action Point

HRPG requested officials advise on the appropriate process and timing for submitting a request [redacted] if HRPG were of a mind to accept the report recommendations. Michael Hundelby to provide verbal update at 4 August meeting.
### Christchurch Hospital Campus Planning

Michael Hundleby advised that following the recent workshop, a programme is being put together around work required and next steps. Bryan Spinks and Antony Manners have taken responsibility for the short to medium term progression of the business case, key tasks being to outline programme key steps to complete the indicative business case with indicative timelines. A draft will be circulated. The Chair highlighted the importance of HRPG ensuring that the final programme is reliable and achievable.

In response to a request for the existing draft business case, the Chair advised that he did not consider that it would be productive to have the current report distributed as it would create confusion and concern rather than taking the process forwards. He confirmed that as soon as the business case is in a form that is appropriate it will be made available. HRPG were also reassured that appropriate resource was now being applied to this area.

HRPG noted for information the updated Acute Services Building Project Master Programme.

Barry Bragg tendered his apologies and left the meeting at 9.00am.

### General Business

Rob Ojala noted that funding originally allocated in the Programme of Works for the links earthquake remediation that may be required for Parkside. Tony Lloyd explained that this relates to where Parkside will interface. While consultants are looking at it currently, this is a DHB responsibility to resolve at this stage. HRPG agreed that this should be flagged as a potential risk, pending further information.

Evan Davies expressed his disappointment at recent public statements from Canterbury DHB Board members about the process and reality of the CDHB building challenges, noting that he would consider going forward the appropriateness of response to such comments.

The meeting concluded at 9.05am.
Reports/Documents Distributed prior to the Meeting

- Minutes of Previous Meeting 8 June 2017
- RLB Acute Services Building Christchurch Hospital Contingency Report for Ministry of Health dated 20 June 2017
- Project Master Programme (based on draft Rev.12C)