

**AGENDA**

Held on Wednesday 12 February
Boardroom, Level 11, Grace Neill Block, Wellington
Hospital
Time: 9.30am

MEETING

	Item	Action	Presenter	Min	Time	Pg
1.	PROCEDURAL BUSINESS					
1.1	Karakia			20	9.30am	2
1.2	Apologies	ACCEPT	Chair			
1.3	Continuous Disclosure	ACCEPT	Chair			
	1.3.1 Combined Board Interest Register					
	1.3.2 Combined ELT Interest Register					
1.6	Chair's Report	VERBAL	Chair			
1.7	CEO's Report	VERBAL	Chief Executive			
2	DHB PERFORMANCE					
2.1	CCDHB Health and Safety Report	NOTE	Executive Director Corporate Services	10	9.50	26
3.	CAPITAL PROJECTS					
3.1	New Children's Hospital Programme of Works Status Report	NOTE	Executive Director Corporate Services	5	10.00	4
5	OTHER					
5.1	General Business	NOTE	Chair	10	10.05	
5.2	Resolution to Exclude the Public	ACCEPT	Chair			
DATE OF NEXT FULL BOARD MEETING: 13 March 2020, Hutt Hospital Auditorium, Learning Centre, 1st floor, Main Hospital, High Street, Lower Hutt						

Karakia

Whakataka te hau ki te uru,
Whakataka te hau ki te tonga.
Kia mākinakina ki uta,
Kia mātaratara ki tai.
E hī ake ana te atākura he tio,
he huka, he hauhunga.
Haumi e! Hui e! Tāiki e!

Translation

Get ready for the westerly
and be prepared for the southerly.
It will be icy cold inland,
and icy cold on the shore.
May the dawn rise red-tipped on ice,
on snow, on frost.
Join! Gather! Intertwine!

Interest Register

23 JANUARY 2020

Name	Interest
Mr David Smol <i>Chair</i>	<ul style="list-style-type: none"> • Director, Contact Energy • Director, Viclink • Director, New Zealand Transport Agency • Independent Consultant • Sister-in-law is a nurse at Capital & Coast District Health Board
Dr Ayesha Verrall <i>Deputy Chair</i>	<ul style="list-style-type: none"> • Member, PHARMAC Pharmacology and Therapeutics Advisory Committee's Immunisations Subcommittee • Member, Association of Salaried Medical Specialists • Member, Australasian Society for Infectious Diseases • Employee, Capital & Coast District Health Board • Employee, University of Otago
Mr Wayne Guppy <i>Deputy Chair</i>	<ul style="list-style-type: none"> • Mayor, Upper Hutt City Council • Director, MedicAlert • Chair, Wellington Regional Mayoral Forum • Chair, Wellington Regional Strategy Committee • Deputy Chair, Wellington Water Committee • Deputy Chair, Hutt Valley District Health Board • Trustee, Ōrongomai Marae • Wife is employed by various community pharmacies in the Hutt Valley
Dr Kathryn Adams	<ul style="list-style-type: none"> • Fellow, College of Nurses Aotearoa (NZ) • Reviewer, Editorial Board, Nursing Praxis in New Zealand • Member, Capital & Coast District Health Board • Member, National Party Health Policy Advisory Group • Workplace Health Assessments and seasonal influenza vaccinator, Artemis Health • Director, Agree Holdings Ltd, family owned small engineering business, Tokoroa
Dr Roger Blakeley	<ul style="list-style-type: none"> • Director, Port Investments Ltd • Director, Greater Wellington Rail Ltd • Deputy Chair, Wellington Regional Strategy Committee • Councillor, Greater Wellington Regional Council • Economic Development and Infrastructure Portfolio Lead, Greater Wellington Regional Council • Member of Capital & Coast District Health Board • Member, Harkness Fellowships Trust Board • Member of the Wesley Community Action Board • Independent Consultant

	<ul style="list-style-type: none"> • Brother-in-law is a medical doctor (anaesthetist), and niece is a medical doctor, both working in the health sector in Auckland • Son is Deputy Chief Executive (insights and Investment) of Ministry of Social Development, Wellington
Hamiora Bowkett	<ul style="list-style-type: none"> • Deputy Chief Executive, Te Puni Kōkiri • Former Partner, PricewaterhouseCoopers • Former Social Sector Leadership position, Ernst & Young • Personal friendship with current Minister of Health, Dr David Clark (Appointment made by Minister of Finance)
Josh Briggs	<ul style="list-style-type: none"> • Councillor, Hutt City Council • Wife is an employee of Hutt Valley District Health Board / Capital & Coast District Health Board
Keri Brown	<ul style="list-style-type: none"> • Councillor, Hutt City Council • Council-appointed Representative, Wainuiomata Community Board • Director, Urban Plus Ltd • Member, Arakura School Board of Trustees • Partner is associated with Fulton Hogan John Holland
'Ana Coffey	<ul style="list-style-type: none"> • Director, Dunstan Lake District Limited • Councillor, Porirua City Council • Trustee, Whitireia Foundation • Member of Capital & Coast District Health Board • Brother is Team Coach for Pathways and Real Youth Counties Manukau District Health Board • Father is Acting Director in the Office for Disability Issues, Ministry of Social Development
Yvette Grace	<ul style="list-style-type: none"> • General Manager, Rangitāne Tu Mai Rā Treaty Settlement Trust • Member, Hutt Valley District Health Board • Husband is a Family Violence Intervention Coordinator at Wairarapa District Health Board • Sister-in-law is a Nurse at Hutt Hospital • Sister-in-law is a Private Physiotherapist in Upper Hutt
Dr Tristram Ingham	<ul style="list-style-type: none"> • Director, Foundation for Equity & Research New Zealand • Director, Miramar Enterprises Limited (Property Investment Company) • Chair, Independent Monitoring Mechanism to the United Nations on the United Nations Convention on the Rights of Persons with Disabilities • Chair, Te Ao Mārama Māori Disability Advisory Group • Co-Chair, Wellington City Council Accessibility Advisory Group • Chairperson, Executive Committee Central Region MDA • Vice Chairperson, National Council of the Muscular Dystrophy Association • Trustee, Neuromuscular Research Foundation Trust • Professional Member, Royal Society of New Zealand • Member, Disabled Persons Organisation Coalition

	<ul style="list-style-type: none"> • Member, Capital & Coast District Health Board Māori Partnership Board • Member, Scientific Advisory Board – Asthma Foundation of NZ • Member, 3DHB Sub-Regional Disability Advisory Group • Member, Institute of Directors • Member, Health Research Council College of Experts • Member, European Respiratory Society • Member, Te Ohu Rata o Aotearoa (Māori medical Practitioners Association) • Senior Research Fellow, University of Otago Wellington • Wife is a Research Fellow at University of Otago Wellington
Dr Chris Kalderimis	<ul style="list-style-type: none"> • National Clinical Lead Contractor, Advance Care Planning programme for Health Quality & Safety Commission • Locum Contractor, Karori Medical Centre • Contractor, Lychgate Funeral Home
Sue Kedgley	<ul style="list-style-type: none"> • Member, Capital & Coast District Health Board • Member, Consumer New Zealand Board • Stepson works in middle management of Fletcher Steel
Ken Laban	<ul style="list-style-type: none"> • Chairman, Hutt Valley Sports Awards • Broadcaster, numerous radio stations • Trustee, Hutt Mana Charitable Trust • Trustee, Te Awaikairangi Trust • Member, Hutt Valley District Health Board • Member, Ulalei Wellington • Member, Greater Wellington Regional Council • Member, Christmas in the Hutt Committee • Member, Computers in Homes • Commentator, Sky Television
Prue Lamason	<ul style="list-style-type: none"> • Councillor, Greater Wellington Regional Council • Chair, Greater Wellington Regional Council Holdings Company • Deputy Chair, Hutt Mana Charitable Trust • Member, Hutt Valley District Health Board • Daughter is a Lead Maternity Carer in the Hutt
Kimbal von Lanthen	<ul style="list-style-type: none"> • Shareholder, Kim von Lanthen and Associates Ltd • Shareholder, Commodity Markets (NZ) Ltd • Shareholder, Manawatu Whanganui Bio Forestry Ltd • Shareholder, Resilient Funds Management Ltd • Member, Hutt Valley District Health Board
John Ryall	<ul style="list-style-type: none"> • Member, Hutt Union and Community Health Service Board • Member, E tū Union
Naomi Shaw	<ul style="list-style-type: none"> • Director, Charisma Rentals • Councillor, Hutt City Council • Member, Hutt Valley Sports Awards • Development Officer, Wellington Softball Association • Trustee, Hutt City Communities Facility Trust

Vanessa Simpson	<ul style="list-style-type: none"> • Director, Kanuka Developments Ltd • Relationship & Development Manager, Wellington Free Ambulance
Dr Richard Stein	<ul style="list-style-type: none"> • Chairman and Trustee, Crohn's and Colitis NZ Charitable Trust • Member, Executive Committee of the National IBD Care Working Group • Member, Conjoint Committee for the Recognition of Training in Gastrointestinal Endoscopy • Clinical Senior Lecturer, University of Otago Department of Medicine, Wellington • Assistant Clinical Professor of Medicine, University of Washington, Seattle • Locum Contractor, Northland DHB, HVDHB, CCDHB • Gastroenterologist, Rutherford Clinic, Lower Hutt • Medical Reviewer for the Health and Disability Commissioner



CAPITAL & COAST AND HUTT VALLEY DISTRICT HEALTH BOARDS

Interest Register

EXECUTIVE LEADERSHIP TEAM

12 FEBRUARY 2020

<p>Fionnagh Dougan <i>Chief Executive Officer</i></p>	<ul style="list-style-type: none"> • Board member, Children’s Hospital Foundation, Queensland • Member, Wellington Hospital Foundation • Adjunct Professor University of Queensland
<p>Fiona Allen <i>HVDHB General Manager Human Resources & Organisational Development</i></p>	<ul style="list-style-type: none"> • No interests declared
<p>Sandy Blake <i>CCDHB Executive Director, Quality Improvement & Patient Safety</i></p>	<ul style="list-style-type: none"> • Advisor to Patient Safety and Reportable Events programme, Health Quality Safety Commission • Adviser to ACC re adverse events • Son is Associate Director of Deloitte
<p>Anna Chalmers <i>Acting Director of Communications</i></p>	<ul style="list-style-type: none"> • Vice President of the National Council of the Motor Neurone Disease Association of New Zealand
<p>Stewart Collinson <i>CCDHB Interim Executive Director, People & Capability</i></p>	<ul style="list-style-type: none"> •
<p>Thomas Davis <i>CCDHB Executive Director, Corporate Services</i></p>	<ul style="list-style-type: none"> • Wife’s cousin Facility & Property Manager Victoria University of Wellington
<p>Kerry Dougall <i>HVDHB Director of Māori Health</i></p>	<ul style="list-style-type: none"> • Board Chair, Kōkiri Marae Māori Women’s Refuge • Board member, Ta Kirimai te Ata Whanau Collective
<p>Nigel Fairley <i>3DHB General Manager MHAIDS</i></p>	<ul style="list-style-type: none"> • President, Australian and NZ Association of Psychiatry, Psychology and Law • Trustee, Porirua Hospital Museum • Fellow, NZ College of Clinical Psychologists • Director and shareholder, Gerney Limited
<p>Joy Farley <i>2DHB Director of Provider Services</i></p>	<ul style="list-style-type: none"> • No interests declared
<p>Debbie Gell <i>HVDHB General Manager Quality, Service Improvement and Innovation</i></p>	<ul style="list-style-type: none"> • Member of Consumer Council for Healthy Homes Naenae
<p>Arawhetu Gray <i>CCDHB Director, Māori Health</i></p>	<ul style="list-style-type: none"> • Co-chair, Health Quality Safety Commission – Maternal Morbidity Working Group • Director, Gray Partners

	<ul style="list-style-type: none"> • Chair, Te Hauora Runanga o Wairarapa • Chair, Tangata Whenua Advisory Group, Te Hiringa Hauora, Health Promotion Agency
<p>Rachel Haggerty <i>2DHB Director, Strategy Planning & Performance</i></p>	<ul style="list-style-type: none"> • Director, Haggerty & Associates • Chair, National GM Planner & Funder
<p>Emma Hickson <i>CCDHB Chief Nursing Officer</i></p>	<ul style="list-style-type: none"> • None
<p>Nicola Holden <i>Director, Chief Executive's Office</i></p>	<ul style="list-style-type: none"> • None
<p>Dr Sisira Jayathissa <i>HVDHB Chief Medical Officer</i></p>	<ul style="list-style-type: none"> • Member of the Medicine Adverse Reaction Committee Medsafew (MOH) • Member Standing committee on Clinical trials (HRC) • Member Editorial Advisory Board NZ Formulary • Member of Internal Medicine Society of Australia and New Zealand • Australian and New Zealand Society for Geriatric Medicine • Writer NZ Internal Medicine Research Review • Clinical Senior Lecturer and Module convenor Clinical Skills module (Hutt campus), University of Otago • Company Director of Family Company Strik's Nurseries and Garden Shop 100&1 House and Garden Plans
<p>Christine King <i>HVDHB Chief Allied Health Officer</i> <i>Acting CCDHB Chief Allied Health Officer</i></p>	<ul style="list-style-type: none"> • Brother works for Medical Assurance Society (MAS) • Sister is a Nurse for Southern Cross
<p>Michael McCarthy <i>CCDHB Chief Financial Officer</i></p>	<ul style="list-style-type: none"> • Director/Trustee Prime Site Properties Ltd • Business relationship with Teresa Wall (Chair of CCDHB MPB) in primary care consulting and the Ahuriri Health Trust. • Trustee of the Wellington Hospital Foundation • Daughter works in cervical screening programme • Son and son-in-law work for Audit NZ • Wife works for WSP Opus (construction engineers)
<p>Roger Palairat <i>Chief Legal Officer</i></p>	<ul style="list-style-type: none"> • Chair and Trustee of Carers NZ (non-profit organisation promoting the interests of family carers; funders include MoH, MSD and Waitemata DHB) • Chair and Trustee of the Wellington Community Trust • Sister-in-law is a paediatric nurse at CCDHB
<p>Judith Parkinson <i>HVDHB General Manager, Finance and Corporate Services</i></p>	<ul style="list-style-type: none"> • Director of Allied Laundry
<p>Tofa Suafole-Gush <i>HVDHB Director, Pacific Peoples</i> <i>Acting CCDHB Director, Pacific Peoples</i></p>	<ul style="list-style-type: none"> • Member of Te Awakairangi Health Board • Pacific Member, Board of Compass Health • Husband is an employee of Hutt Valley DHB

<p>Mr John Tait <i>CCDHB Chief Medical Officer</i></p>	<ul style="list-style-type: none"> • Vice President RANZCOG • Ex-officio member, National Maternity Monitoring Group • Member, ACC taskforce neonatal encephalopathy • Board member, Wellington Hospitals Foundation • Board member Asia Oceanic Federation of Obstetrician and Gynaecology • Chair, PMMRC
<p>Tracy Voice <i>3DHB Chief Digital Officer</i></p>	<ul style="list-style-type: none"> • Secretary, New Zealand Lavender Growers Association • Board member, Primary Growth Partnership with PGG Wrightsons/Grassland Seed Technology Innovation

Date: 31 January 2020	BOARD INFORMATION
Author	Occupational Health, Safety & Wellbeing Manager - Joe Schumacher Executive Director Corporate Services - Thomas Davis
Endorsed by	Chief Executive – Fionnagh Dougan
Subject	CCDHB HEALTH AND SAFETY REPORT December 2019
<p>RECOMMENDATIONS</p> <p>It is recommended that the Board:</p> <p>(a) Note that there were no Notifiable events in December.</p> <p>(b) Note there were no Lost Time Injuries (LTI) recorded in December</p> <p>(c) Note the current updated Health and Safety Risks are included in the Board Risk Report</p>	

1. INTRODUCTION

1.1 Purpose

This report is to inform the CCDHB Board of Health and Safety performance, and initiatives as at 1 January 2020.

2. RISK REGISTER

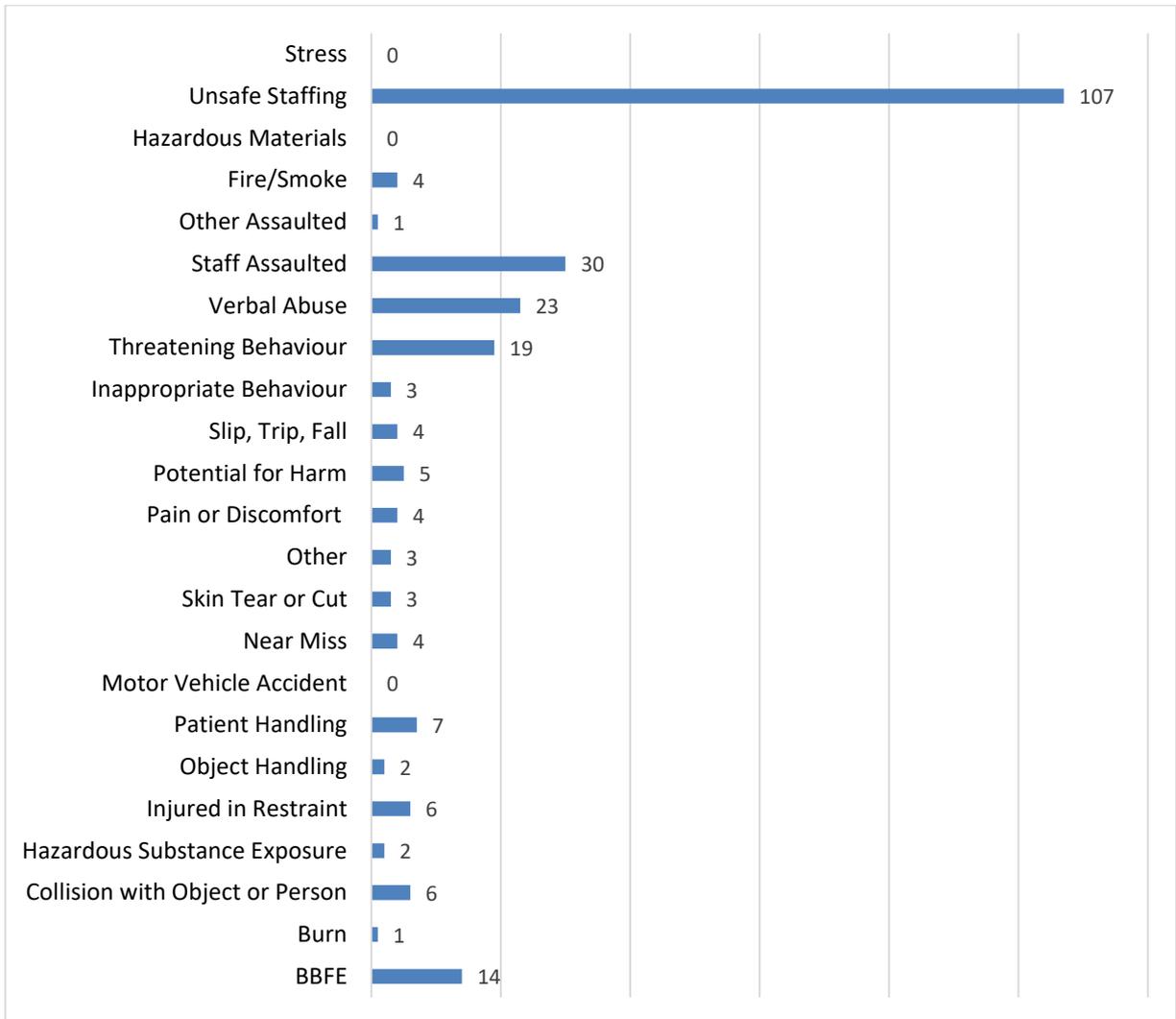
There are currently seven health and safety risks noted on the CCDHB Risk Register. These risks have been reviewed and structured to reflect contemporary risk management practice.

3. INCIDENTS

Considering the **frequency** of reported events in December, *Unsafe Staffing* reports continue to present the majority of distinct incident reports. However, when the three *behavioural* incident categories of staff assaulted, verbal abuse, and threatening behaviour are combined, they represent numerically the majority of incidents. This is comparable to patterns observed over the last 12 months.

When considering the **severity** of reported incidents, *Moving and Handling* only represent **nine** reported incidents between *object* and *patient* handling, but account for a clear majority of our **injury** incidents.

Frequency of Report Events in December 2019



4. INITIATIVES AND KEY ACTIVITIES

4.1 Insights and Assurance Metrics

The underlying structures which enable this report are being evaluated for redesign. The intent being to provide a range of insights and assurance metrics to our executive and board, which are contemporary, fit for purpose and enable appropriate and informed decision-making.

4.2 Injury Services Agreement

The contract that supports our Injury Services Agreement, under the ACC Partnership Programme, is currently out for tender with a focus on price, supplier ability and use of data/innovation being the key evaluation criteria.

ACC have confirmed funding of a High Performance High Engagement Process is to be run jointly with Combined Trade Unions (CTU) and MHAIDS.

5. PERFORMANCE SUMMARY

Change Indicator	Current Month	Previous Month	Status	Trend (Past 12 months)
 - Negative  - Positive  - No Change				
H&S Incidents				
• Total Number of Reported Incidents	248	219		
- Number of Reported Incidents - Non MHAIDS	121	131		
- Number of Reported Incidents - MHAIDS	127	88		
• Number of Incidents involving visitors	2	2		
• Number of Incidents involving contractors	0	0		
• Number of Notifiable Events	0	1		

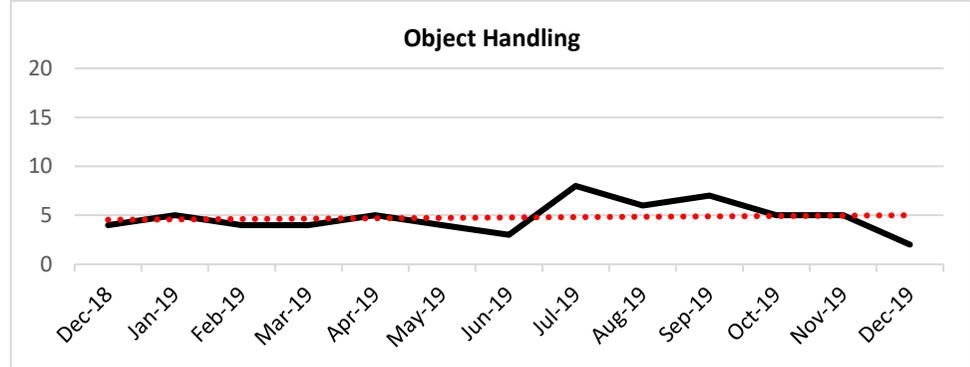
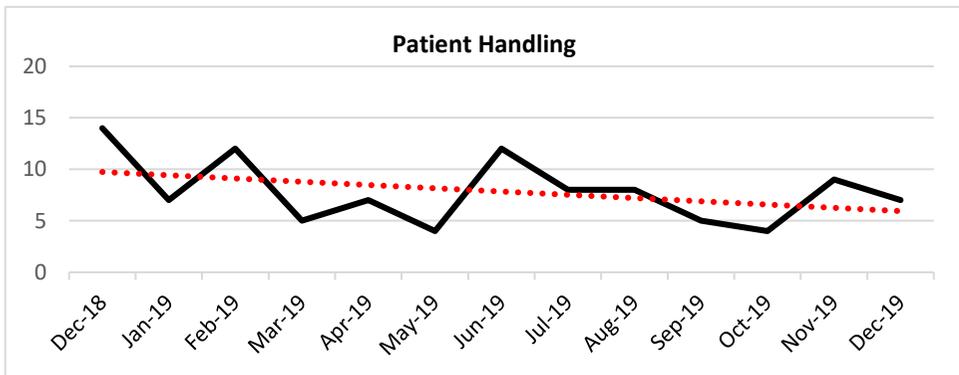
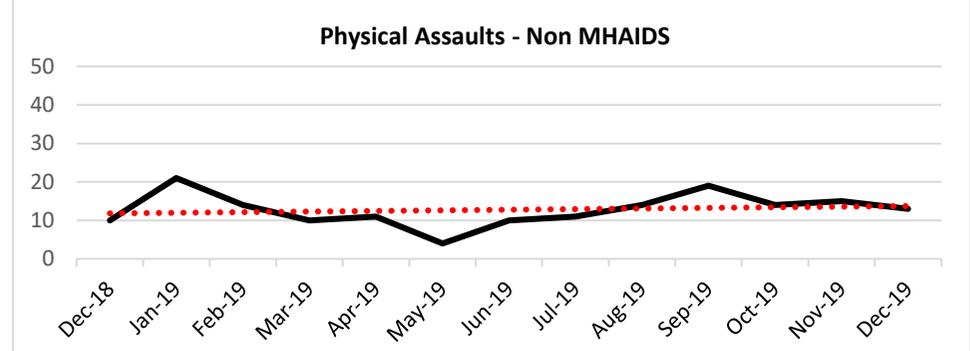
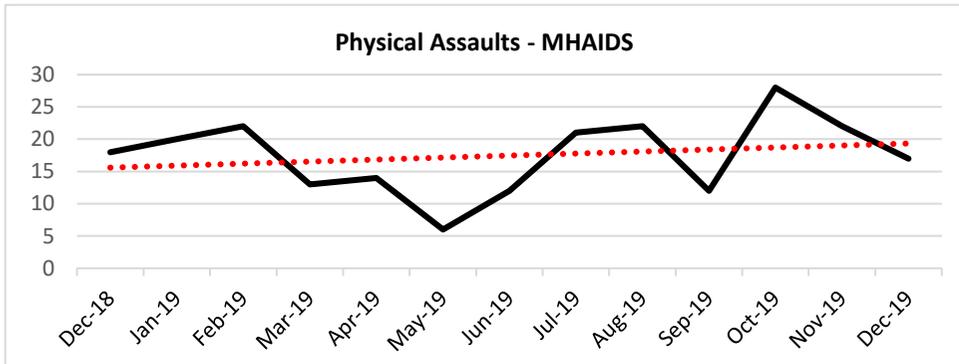
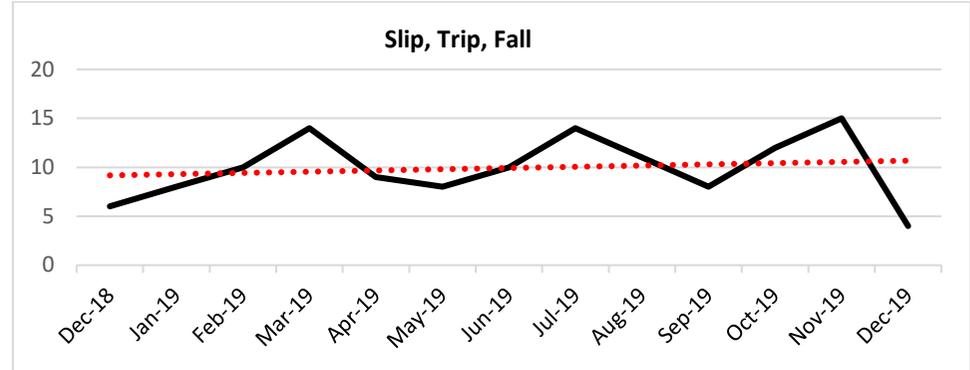
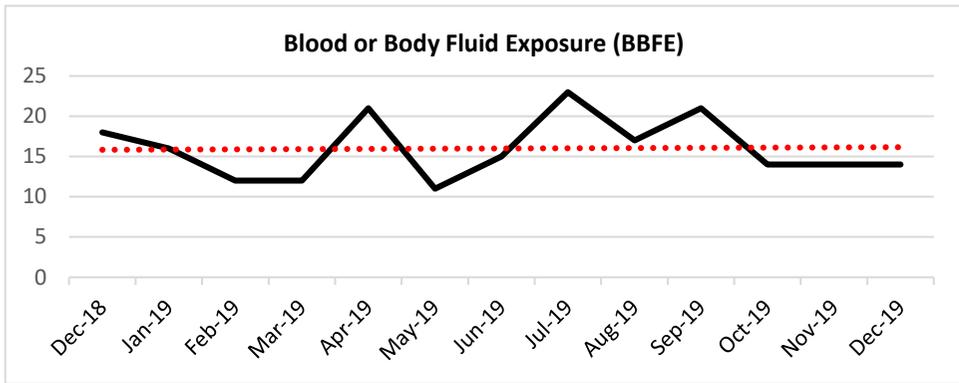
Key Performance Indicators								
Indicator	Excluding MHAIDS				MHAIDS			
	Current Month	Previous Month	+/- Change	Target (By June 2019)	Current Month	Previous Month	+/- Change	Target (By June 2019)
ACC Injury Claims	15	13		N/A	5	7		N/A
MFO Claims	15	10		N/A	5	6		N/A
LTIFR - 12 mth	7	8		7	12	12		12
Severity Rate - 12 mth	8	10		9	10	10		8
TRIFR - 12 mth	6	6		5	12	12		7
TRIFR - 12 mth Including BBFE	11	11		9	10	10		8
Notifiable Events	0	0		0	0	1		0

Definitions:

- **Injury Claims** - Any work related injury resulting in an ACC claim.
- **MFO Claims (Medical Fee Only Claims)** - any work related injury, which results in an ACC claim for treatment but with no lost time.
- **LTIFR (Lost Time Injury Frequency Rate)** - the number of lost-time injuries (per million hours worked) within a given accounting period relative to the total number of hours worked in the same accounting period.
- **Severity Rate** - The average number of lost days experienced as compared to the number of incidents experienced i.e. Number of lost days divide by the number of lost time injuries.
- **TRIFR** - Number of incidents where injuries/illness occurred requiring medical treatment by a medical professional (Number of injury claims X 200,000 / Number of hours worked).

Note 1: The previous *Performance Indicator* labels and RAG status indicators have been changed to reflect the conditions being reported. Incident Report frequency increases are a net positive (better engagement by employees with reporting framework) while injury frequency and severity metric increases are a net negative (more employees being injured or an increase in severity/duration of injury).

Note 2: Date of claim may not match the month of injury if the claim is lodged late. We are providing the number of days lost, and other statistics based on date of injury. Therefore, this may restate prior months in the tables/graphs.



..... Trend

5.1 Lost Time Injuries (LTI)

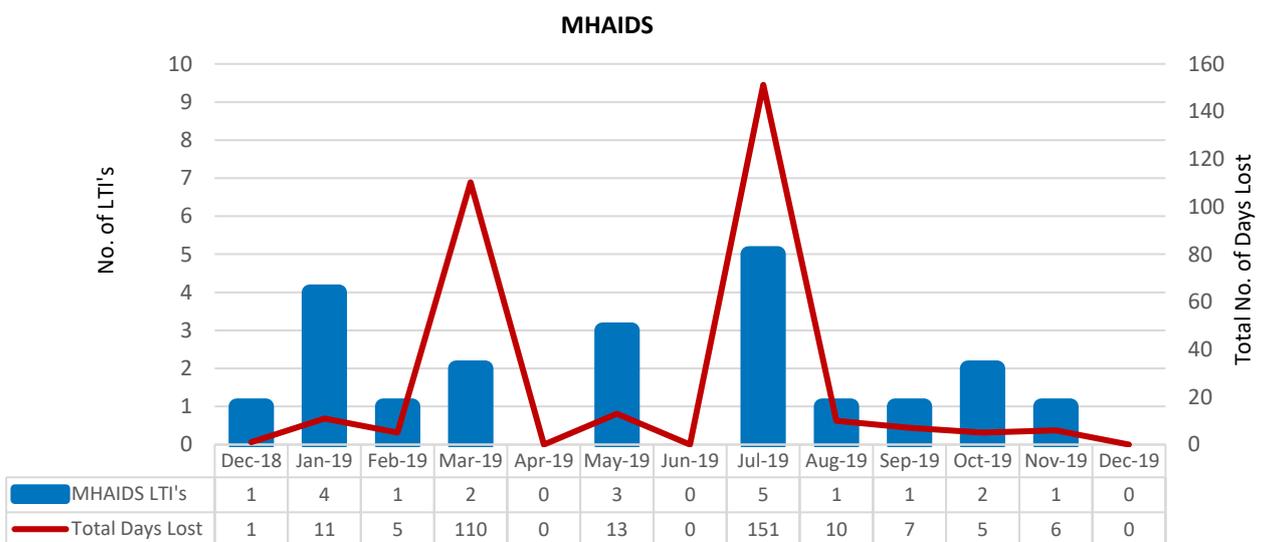
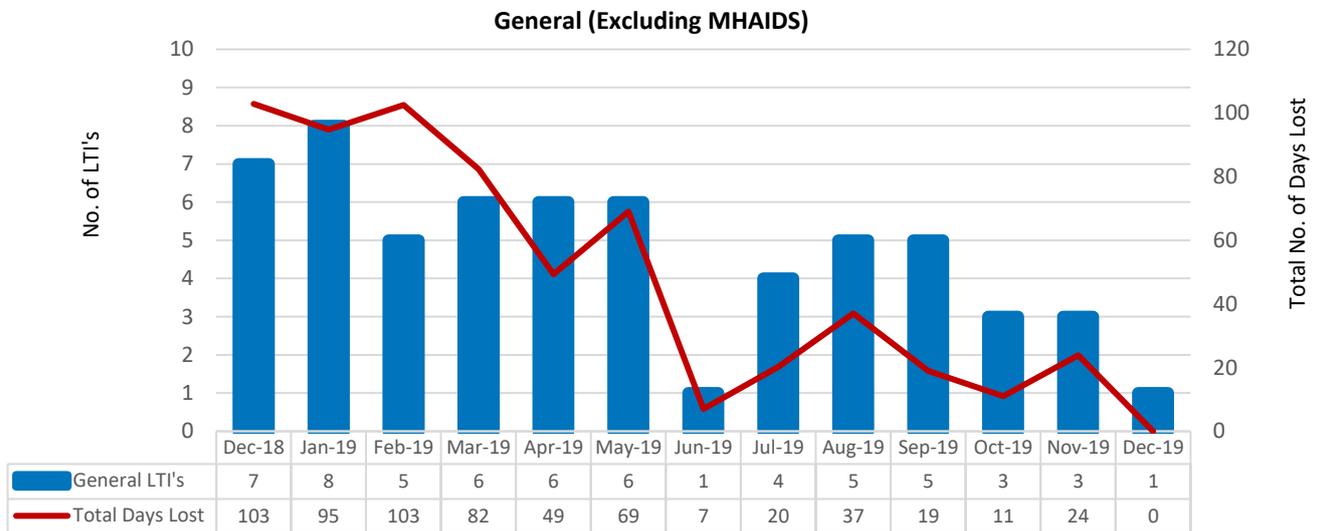
No LTIs were recorded for December.

Corrected LTIs

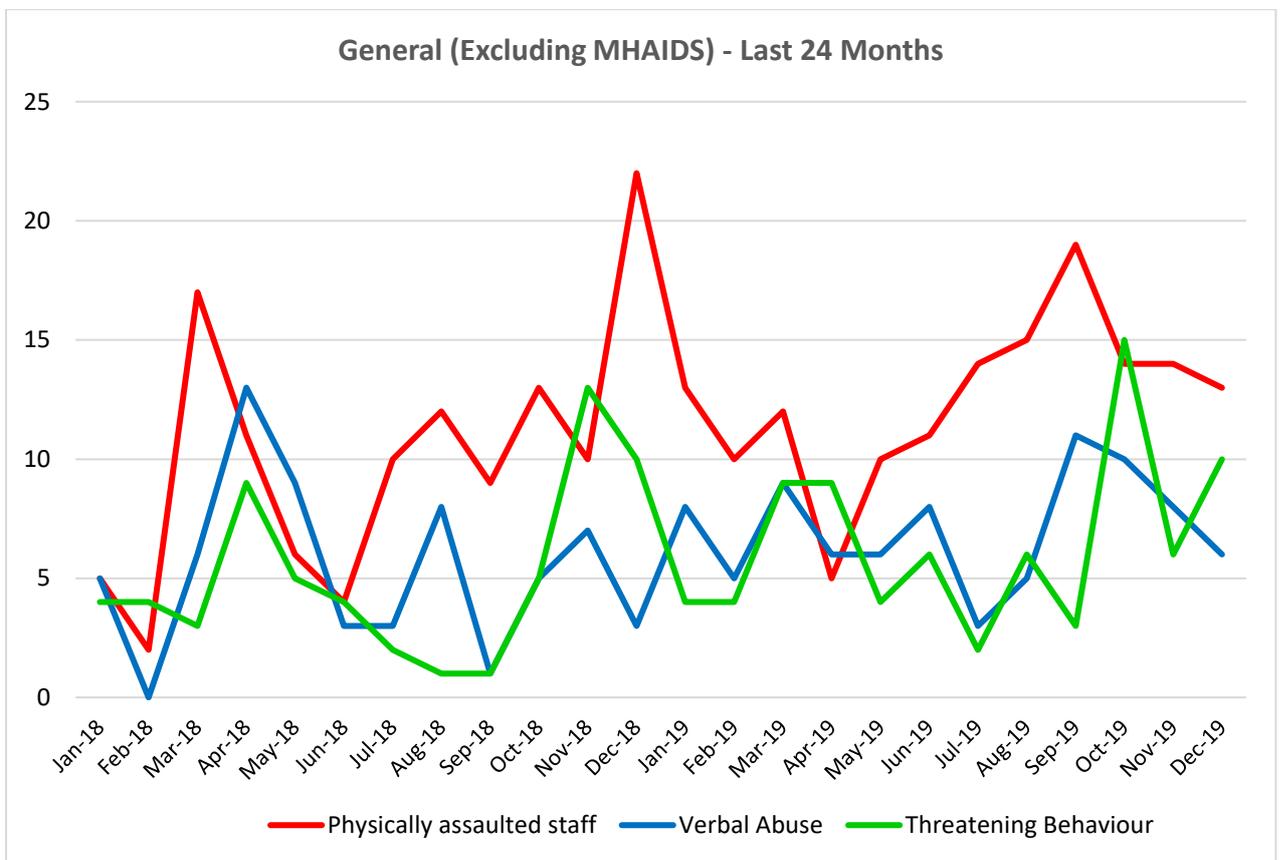
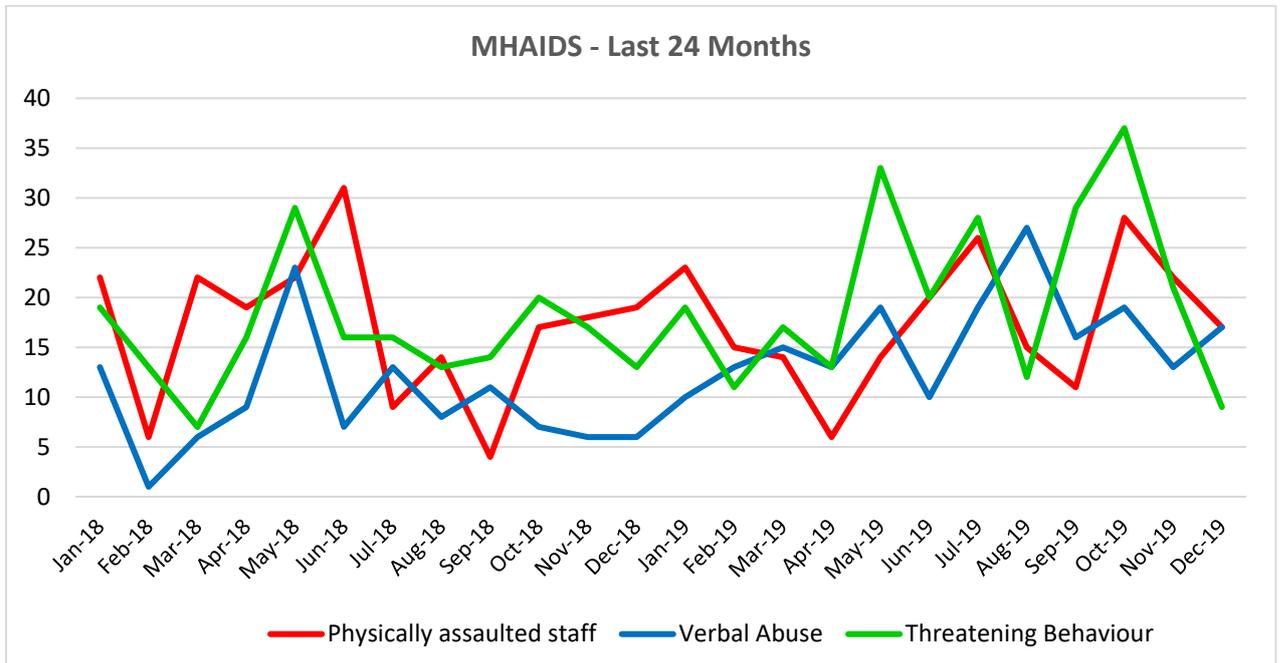
This table indicates late reported, or late registered Lost Time Injuries, which was registered in December.

Category of Incident	Directorate	Date of Injury	Days Lost to Date
Sprain Thumb	MCC	14 November (not reported until 4 Dec)	19

Total Number of Days Lost (December 2018 – December 2019)



5.2 Workplace Violence and Aggression Statistics

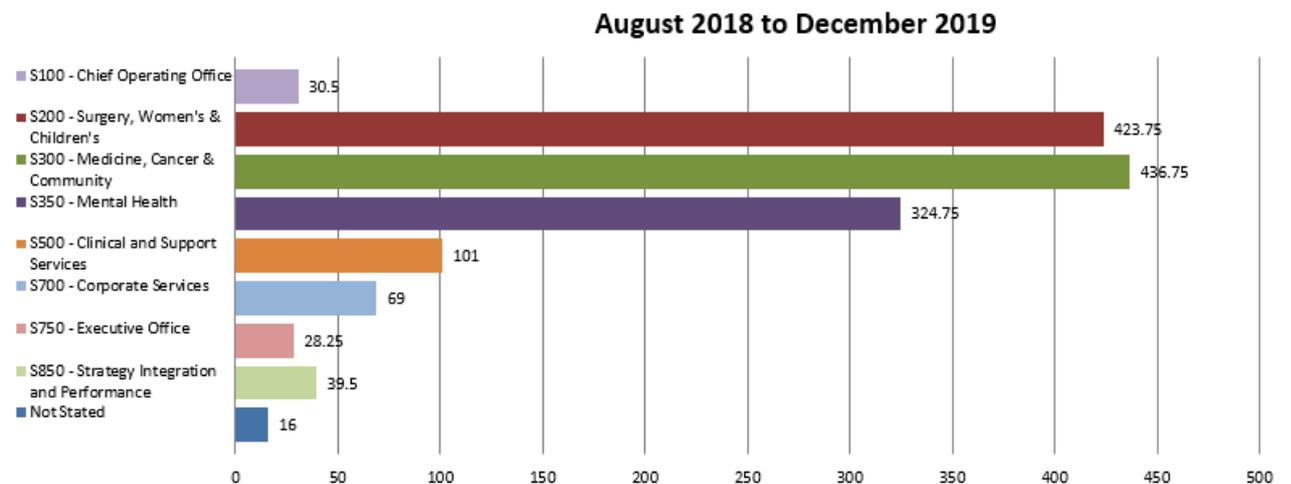
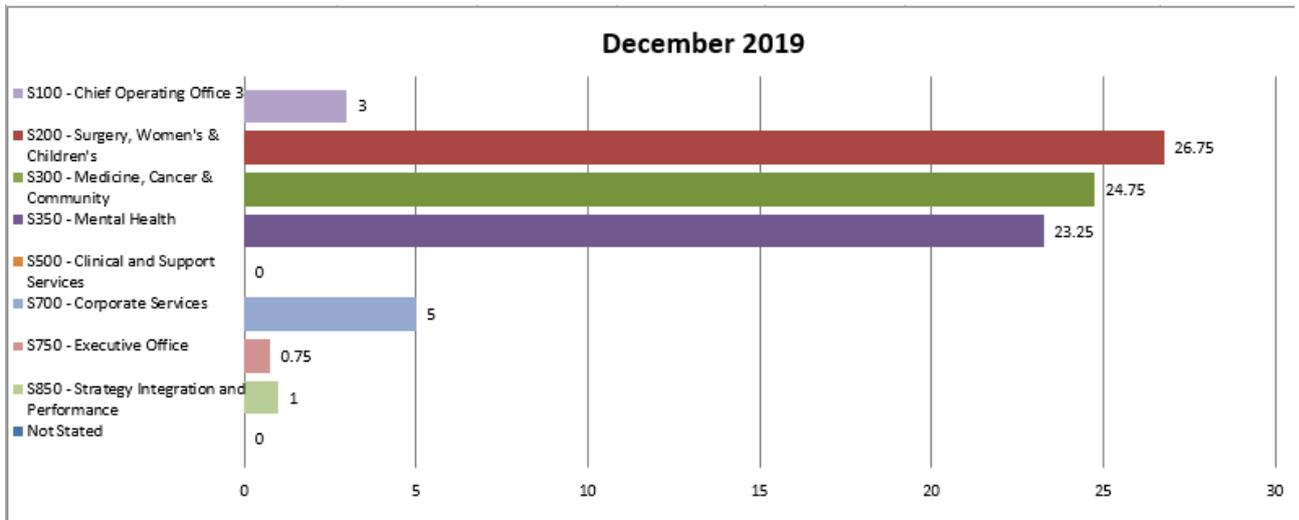


5.3 Employee Assistance Programme (EAP)

Our partners at EAP Works have been developing an on-line insights and analysis tool that will provide a more accessible and flexible way of monitoring the frequency, distribution and causation metrics. As an interim measure, EAP Works have provided the following break-down of work areas and issues.

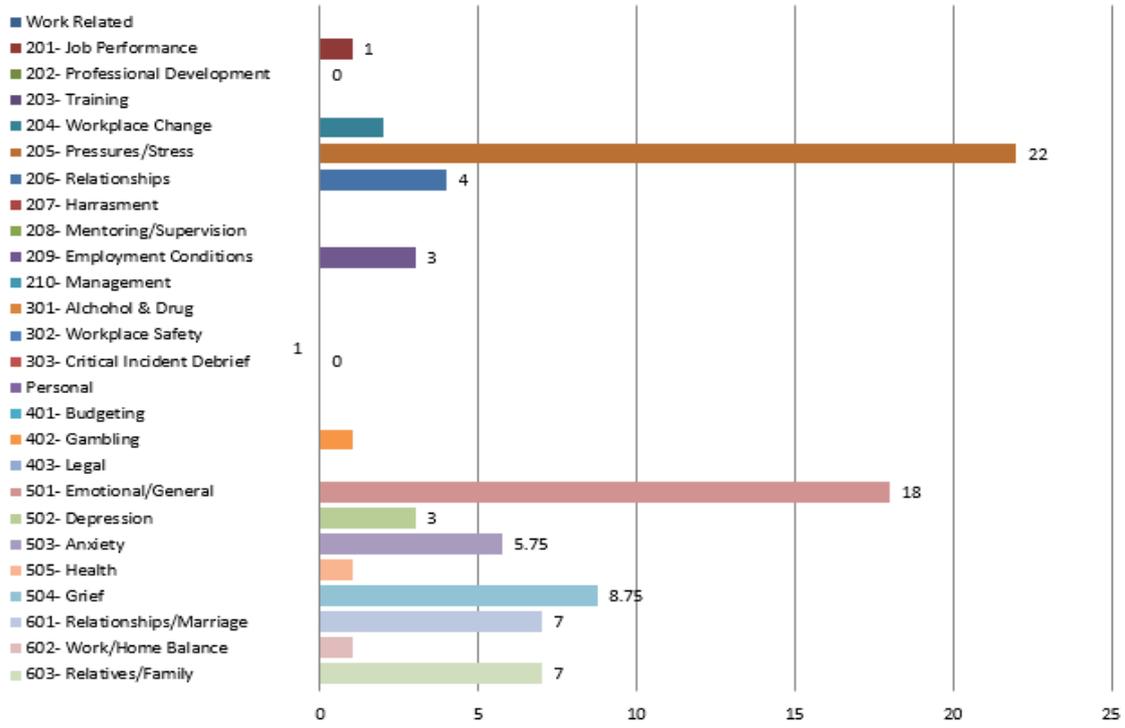
Directorate	Sessions Monthly Total	Sessions Since AUG 18	New Cases This Month	New Cases Since Aug 18
S100 - Chief Operating Office	3	30.5	2	14
S200 - Surgery, Women's & Children's	26.75	423.75	3	185
S300 - Medicine, Cancer & Community	24.75	436.75	10	209
S350 - Mental Health	23.25	324.75	4	138
S500 - Clinical and Support Services	0	101	2	47
S700 - Corporate Services	5	69	0	23
S750 - Executive Office	0.75	28.25	0	9
S850 - Strategy Integration and Performance	1	39.5	0	17
Not Stated	0	16	0	6
Total	84.5	1469.5	21	648

EAP Data by Directorate (Month & 17 Months)

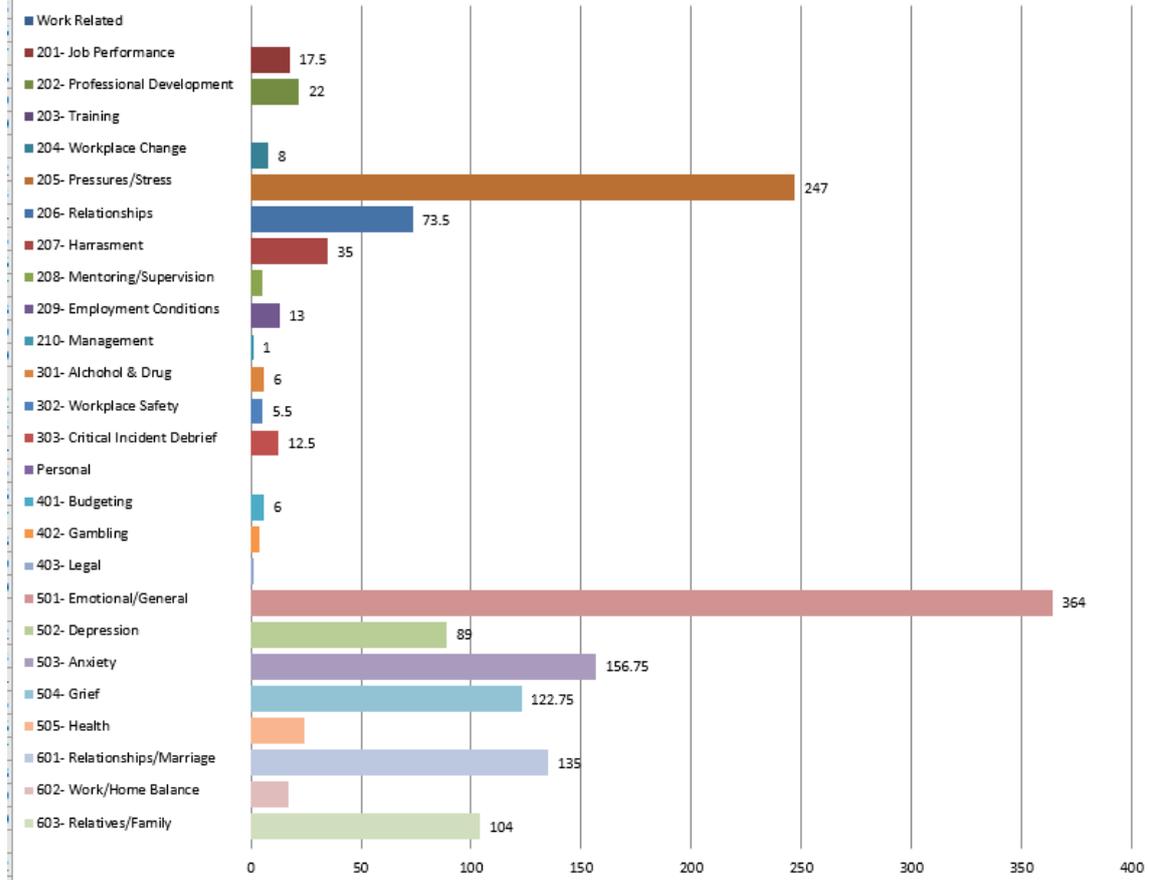


EAP Data by Causation (Month & 17 Months)

Sessions per Issue this Month



Sessions per Issue Aug 18 to Dec 19



Date: 1 February 2020	BOARD INFORMATION
Author	Project Manager - Frank Duiz Executive Director Corporate Service - Thomas Davis
Endorsed by	Chief Executive – Fionnagh Dougan
Subject	New Children’s Hospital Program of Works Status Report
RECOMMENDATIONS	
It is recommended the Board:	
<ul style="list-style-type: none"> • Notes that there have been 2 minor, non-personal harm incidents, since the last report. • Notes that McKee Fehl are forecasting Project Handover on 14 April 2021 (@ 13.12.2019). • Notes that the Chief Executive has signed off on the Room layout Sheets (RLS). • Notes Grace Neill – L3 Reconfiguration - Naylor Love construction work is progressing. • Notes WRH – WBCC, Building Consent has been lodged with Council. 	
Appendices:	
<ul style="list-style-type: none"> • Site Photos during December 2019 	

1. INTRODUCTION

1.1 Purpose

The purpose of this paper is to inform the Board of progress in relation to the Children’s Hospital Program of Works. The CCDHB new Children’s Hospital Program of Works (projects) includes:

- New Children’s Hospital (NCH) project (undertaken by the Benefactor)
- Subprojects – enabling projects;
 - Engineering Services (Procurement stage)
 - Furniture Fittings & Equipment (FF&E)
 - WRH L3 Link & WRH WBCC Reconfiguration (under construction)
 - Temporary Car parking (now complete)
 - Civil Diversion works (now complete)
 - Demolition works (now complete)

2. UPDATE

2.1 Health & Safety

Currently there are two active projects to report on the main construction site of McKee Fehl Construction (MFC) and the internal reconfiguration works in Grace Neill Building (GNB).

GNB reconfiguration: no reportable incidents.

New Children’s Hospital: no reportable incidents

SiteSafe audit of MFC's site was not conducted in December. The next SiteSafe audit is due on 23rd Jan 2020.

MFC have actioned recommendations issued by Site Safe during the November visit.

There have been 2 near miss incidents since the last reporting period (Dec 2019).

Edge Protection Modification & Fall Risk – Closed out

- *A carpenter working on a scaffold hand removed a horizontal side brace so he could extend himself further than the scaffold would normally allow him.*
- *Worker was re trained in how to safely work on a scaffold should a similar need arise*

Mobile contact - 29/11/2019 – Closed out

- *the jib of a mobile crane came in contact with the site tower crane*
- *No damage to machinery*
- *No personal harm as an exclusion zone was in force*

2.2 Benefactor progress

The Benefactor's builder, McKee Fehl Constructors (MFC), are progressing with the installation of the structural steel which is due to be completed during the Christmas break. Offsite manufacturing & procurement continues. Updated Site Photo – **Appendix 1**

Site Works carried out December, includes but not limited to:

Structural Steel primary frame erection

- Pour roof level gridline(GL) C - E
- Comflor installation is continuing
- Temporary propping and formwork install following comflor, is ongoing
- Primary structural steel frame up to Grid H complete
- More glass deliveries
- Curtainwall column brackets welded in place

Other Benefactor activities completed or continuing, include;

- Sub-contractor procurement is progressing
- Materials procurement is ongoing

The following, possible impacts, are continuing to be monitored;

- Noise from concrete pours & steel erection
- Dust & debris.
- Traffic from concrete pours and large steel deliveries

Controls to be implemented in respect to possible impacts;

- Construction Noise & Vibration Management Plan in place for the project
- Materials to be secured in case of high winds and ground to be kept damp in dry weather to mitigate windblown dust.
- Traffic management plans to be in place for any oversize loads coming to site. Major concrete pours to be coordinated around peak traffic times
- Scrim (mesh fabric) is installed on scaffolding and open fences to reduce or prevent where possible, material/dust migration

Site Works planned for January include:

- Floor slab concrete pours.
- Installation of Curtain wall
- Installation of in-ceiling services' cradles (frames)
- The installation of services ring mains
- Comflor installation is continuing
- Glass curtain wall lifted into floors
- Curtainwall column brackets welded in place
- FF&E procurement

2.3 Design

New Children's Hospital project.

The Chief Executive (CE) has approved the Room Layout Sheets (RLS). These are the architectural room designs that have been approved by clinical staff, The Health Planner (THP) and then been counter signed by the Architect. These will be the control design set that all references will revert back to.

The CE has approved the Services Design. These are the designs that Aurecon had developed based on the needs as designed in the RLS. CCDHB facilities team, as well as external consultants, have provided input to these designs to ensure the services designed are those expected for the New Children's Hospital.

Link bridge detailed design is not expected to be completed until early February 2020. This has been further delayed due to delays in geotechnical investigations required in the memorial garden for the link bridge foundations. The delay is due to the potential asbestos contamination of this area from previous site works.

2.4 Furniture, Fixings & Equipment (FF&E)

During December, FF&E management focused on completing the review of room layout plans with each clinical team, in order to establish the FF&E budget requirements.

To accommodate additional approved clinical FF&E, budget increases will be offset by an increasing number of existing assets to be relocated from current wards.

2.5 WRH L3 Link & WRH WBCC Reconfiguration

New, Blood & cancer office space – Grace Neill Building level 3 (GNB)

- Naylor Love Construction work ongoing
- Consultant and construction contracts are being prepared for signing.
- Furniture and IT – procurement under way
- Construction work 60% complete; programme time 60% complete

Wellington Regional Hospital Building Level 3 Link and WBCC Day Ward Reconfigurations (WRH)

- Building Consent is held up with WCC issuing ongoing queries.
- Subcontract tender clarifications are being reviewed and addressed.

2.6 Timeline programme

Below is a high-level capture of the Program of Works per project timeline & approx. percentage of works completed

Task	Target Completion Date	% Complete on site (29.12.2019)	Comment
Demolition Works Project	02/05/2019	100%	Closed
Civil Diversions	16/08/2018	100%	Closed
Internal Reconfiguration works within Regional Hospital	01/03/2021	10%	GNB Demo complete, Builder commenced - see appendix 3 for full programme
Building Services Works Project (WRH), Tender stage	01/05/2020	50%	GETS commenced mid Dec and closes 12.02.2019. full timeline attached is section 2.6 above
FF&E, Identification of equipment & evaluation of costs	30/06/2019	100%	Next stage to be reporting in this table is; the Development - lists of items to be procured by CCDHB & the process of procurement
Children's Hospital Construction phase: Primary steel, superstructure	14/04/2021	90%	Reflects the percentage of work completed for structural steel erection, only. Practical Completion, as well as handover, is targeted for mid-April 2021 See Milestone programme below
New Children's Hospital Project – Soft fitout	8/03/2021	0%	Commencement of Time allocation allowance for the CCDHB to complete the final fitout / installation of FF&E and all training & Commission where required

New Children's Hospital, Site progress photos

31.12.2019

31.12.2019



19.12.2019



19.12.2019



19.12.2019



19.12.2019



19.12.2019

