

Minutes

RSPCA Project Home monthly meeting

Date	Friday, 1 November 2024	
Time	10:00 – 11:00 AM	
Venue	Microsoft Teams	
Members		
Ben McHugh	Deputy Director-General	Transport Canberra & Business Services (Chair)
Daniel Childs	EGM	Territory & Business Services
Vanessa Althorp	Senior Director	Territory & Business Services (secretariat)
Sophie Clement	EBM	Infrastructure Delivery
Michelle Robertson	RSPCA CEO	RSPCA
Maxwell Yarra	Project Manager	City Services, Infrastructure Delivery
Emily Goodall	Project Manager	City Services, Infrastructure Delivery

Item No.	Comments	ACTION	ACTION BY	WHEN
1.	Welcome and apologies. Members note apologies from Ben McHugh, Maxwell Yarra and Emily Goodall.			
2.	Review of action items Final concept design and costings completed and provided. Will ensure that it is uploaded to onedrive.	Access to RSPCA onedrive will be provided.		
3.	Grant Discussion/Delivery No Discussion			
4.	General Project Update and Status of Concept Design/ DA progression/ Costings - Final package delivered night prior to meeting. To be reviewed. - DA targeting Feb 2025. GMB engagement being finalised. Initial steps will include workshop involving all stakeholders. To take place in next couple of weeks. - Revised costing Based on final design package. Does not include rationalisations from peer review (will be double checked by ID). Will be incorporating in later workshop. - RSPCA to develop comparable costing. - Discussed assurance in relation to environmental approvals. Nothing further required noting DA will provide surety.	Review costing to explore rationalisation from peer review. Separate meeting, focusing on costings will be held.	ID	OOS. Prior to next meeting
5.	RSPCA ACT update No Discussion			
6.	Next key milestone date T&BS to meet with RSPCA prior to development of government package. Awaiting advice from GSO.	Meet on late afternoon 13 th Nov tentative	T&BS	

Next meeting



Item No.	Comments	ACTION	ACTION BY	WHEN
	10-11.00am	Friday, 3 January 2025		