

## EXHIBIT 635

# Capital Works Working Group Meeting Minutes



<b>Project</b>	Mental Health Capital Works Program (MHCWP)	<b>Project No</b>	Various
<b>Meeting</b>	Stage 1 Capital Works Working Group (CWWG)	<b>Date</b>	18 June 2012
<b>Held at</b>	Queensland Mental Health, 15 Butterfield Street HERSTON	<b>Time</b>	2.00pm – 3.00pm
<b>Secretariat</b>	Lauren Stocks		
<b>Chair</b>	Leanne Geppert		

NAME	ROLE	COMPANY	TELEPHONE	MOBILE	EMAIL
<b>Present</b>					
Leanne Geppert (LG) (Chair)	A/Director, MHPIU	Queensland Health – MHAODD			
Laura Johnson (LJ)	A/Manager, MHWT	Queensland Health – MHAODD			
Michelle Walter (MW)	Manager, MHP	Queensland Health – HPID			
Alan Mayer (AM)	Project Director, MHP	Queensland Health – HPID			
Lauren Stocks (LS)	A/Senior Project Officer	Queensland Health – MHPIU			
Mark Wheelahan (MWh)	Team Leader, Central Cluster	Queensland Health			
Terry Carter (TC)	Project Manager	Project Services			
Karyn Weller (KW)	Team Leader, Northern Cluster	Queensland Health			
<b>Apologies</b>					
Bill Kingswell (BK)	A/Executive Director	Queensland Health – MHAODD			
Marie Kelly (MK)	A/Assistant Director, MHPIU	Queensland Health – MHAODD			
Helen Doyle (HD)	A/Manager, MHPIT	Queensland Health – MHAODD			
Kerryn Parrott (KP)	Principal Project Officer	Queensland Health – HPID			
Jason Flenley (JF)	Program Director, CDPS	Queensland Health – HPID			
Karissa Maxwell (KM)	A/Principal Project Officer, MHPIT	Queensland Health – MHAODD			
Vaioita Turituri (VT)	Team Leader, Southern Cluster	Queensland Health			

NO.	ITEM	ACTION
<b>1</b>	<b>PREVIOUS MINUTES</b>	
	<ul style="list-style-type: none"> <li>Approved – TC</li> </ul>	
<b>2</b>	<b>BUSINESS ARISING</b>	
	<ul style="list-style-type: none"> <li>As below</li> </ul>	
<b>3</b>	<b>SOUTHERN PROJECTS</b>	
3.1	<b>Metro South</b>	
	Bayside - New 20 Bed CCU <ul style="list-style-type: none"> <li>On track for forecast completion date of 13 November 2012.</li> </ul>	
	Logan – New 25 Acute Care Beds <ul style="list-style-type: none"> <li>Forecast completion date extended to August-September 2012.</li> </ul>	
	Logan – New 16 Bed CCU <ul style="list-style-type: none"> <li>Tender approved 31 May 2012.</li> <li>Practical completion date 21 January 2013.</li> </ul>	
	Redlands-New 15 Bed Adolescent ETU, Day Program & School <ul style="list-style-type: none"> <li>Letters have been received from Redland City Council, Department of Environment and Resource Management and Department of Transport and Main Roads. HPID to work on response to letters.</li> <li>Koala population in South East Queensland has been listed as vulnerable under recent Australian environment legislation.</li> <li>Project at risk due to budget overrun and change in Qld Government priorities.</li> <li>Project currently being considered by Qld Government. No formal decision at this time.</li> </ul>	
3.2	<b>Darling Downs</b>	
	Toowoomba - 8 Bed Adolescent Unit & Day Program <ul style="list-style-type: none"> <li>LJ to follow up on recruitment for this service.</li> </ul>	LJ to follow up with district on recruitment.



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NO. ITEM	ACTION
<b>3.3 West Moreton</b>	
West Moreton - New 18 Bed CCU at Gales <ul style="list-style-type: none"> <li>• TC to provide historical documentation on project to AM. AM to organise meeting with Ipswich City Council to discuss.</li> </ul>	AM to organise meeting with ICC
West Moreton - New 9 Bed HS Incorporate 5 Bed HDU <ul style="list-style-type: none"> <li>• Work on defects continuing.</li> </ul>	
West Moreton - Upgrade CCU to 20 Beds Forensic ETU <ul style="list-style-type: none"> <li>• HSD seeking funds to complete work which was not included in contract such as painting and air conditioning.</li> </ul>	
<b>4 CENTRAL PROJECTS</b>	
<b>4.1 Metro North</b>	
Redcliffe/Caboolture -20 Bed Acute Care <ul style="list-style-type: none"> <li>• Forecast completion date 6 July 2012, pending defects.</li> </ul>	
Redcliffe/Caboolture-New 23 Bed SMHRU on Caboolture Hospital Campus <ul style="list-style-type: none"> <li>• As above</li> </ul>	
<b>4.2 Central Queensland</b>	
Rockhampton – 4 Psycho-Geriatric Acute Beds in new development <ul style="list-style-type: none"> <li>• Current estimated forecast completion date is December 2013 - January 2014.</li> </ul>	
<b>5 NORTHERN PROJECTS</b>	
<b>5.1 Mackay</b>	
Mackay – New 30 Bed Acute Care Unit <ul style="list-style-type: none"> <li>• Forecast completion date August 2012.</li> </ul>	
<b>5.2 Townsville Health Service District</b>	
Townsville Redevelop 30 Secure Bed Unit TTH <ul style="list-style-type: none"> <li>• Currently in contract documentation stage.</li> <li>• Tender to go out 26 June 2012.</li> </ul>	
Townsville New 6 Bed Adolescent Unit with Day Program <ul style="list-style-type: none"> <li>• Progressing well.</li> <li>• Upgrade of generator an issue. Currently 2 x 4.5kw generators on site. Possibly upgrade to 6kw generator for whole of site.</li> </ul>	
<b>6 Budget &amp; Funding</b>	
<b>6.1 MHCWP Capital Budget</b> <ul style="list-style-type: none"> <li>• Nil</li> </ul>	
<b>7 Expenditure</b>	
<b>7.1 Actual and Forecast Expenditure for MHCWP</b> <ul style="list-style-type: none"> <li>• Nil</li> </ul>	
<b>8 Other Business</b>	
<b>8.1 Mental Health Centralised Recruitment Project (MHCWP) – Monthly Status Report</b> <ul style="list-style-type: none"> <li>• Verbal update given. Written report attached.</li> </ul>	
<b>8.2 Governance</b> <ul style="list-style-type: none"> <li>• Current governance structure in MHAODD is being reviewed. Capital Works meetings to continue to report to the Mental Health Plan Implementation Steering Committee.</li> </ul>	
<b>9 Next meeting</b>	
<b>9.1</b> <ul style="list-style-type: none"> <li>• 16 July 2012, 2pm, Conference Room 2.2, 15 Butterfield Street, Herston</li> </ul>	