



**Australian Government**

**Department of Defence**

Defence Support Group

**Headquarters Joint Operations Command Project**

**Community Consultation Working Group**

**Meeting Record: Meeting No 7 – HQJOC Project Site Offices – 04 February 2008**

*Status: Approved for release*

		Headquarters Joint Operations Command Project				Reference: 2006/1048524
Location:		HQJOC Project Site Offices				Date: 04 February 2008
Present:	Apology	Copy	Initials	Name:	Organisation:	
X		X	Chair	Brigadier Wayne Budd	Director General - Headquarters Joint Operations Command Project	
		X		Mr Michael Andrews	Bungendore	
	X*	X		Mr Tim Beckett	Carwoola/Stony Creek (* resigned 14 Feb 08)	
	X*	X		Mr Geoff Bird	Queanbeyan (* resigned 08 Feb 08)	
X		X		Mr David Brew	Carwoola/Stony Creek	
X		X		Mr Chris Bruce	Carwoola/Stony Creek	
		X		Ms Alix Burnett	Bungendore	
X		X		Mr Arthur Dalton	Carwoola/Stony Creek	
		X		Ms Annabel Dobson	Carwoola/Stony Creek	
	X	X		Mr Tobias Downe	Hoskinstown	
X		X		Mr Wally Hirsch	Industry Capability Network	
	X	X		Mr Ian McNamee	Queanbeyan Business Council	
	X	X		Mr John Taylor	Bungendore	
		X		Councillor Sue Whelan	Queanbeyan City Council	
	X	X		Mr Jeremy Wyatt	Queanbeyan Leagues Club	

X		X		Mr Peter Robertson	Praeco / Leighton Contractors Pty Ltd, Project Manager
	X	X		Mr David Nelson	Leighton Contractors Pty Ltd, Design Manager
X		X		Mr Tom Ussia	Leighton Contractors Pty Ltd, Site Manager
X		X		Mr Kel Glover	Spotless Group Ltd, Contract Manager
X		X		Colonel Paul Appleton	Chief of Staff - Headquarters Joint Operations Command Project
X		X	SEC	Lieutenant Commander Peter Ellis	Security Manager - Headquarters Joint Operations Command Project

Recorded By: Lieutenant Commander Peter Ellis

Item	Details	Action	Date
	<b>Start</b>		
	The meeting commenced at 1.00pm, after the community members accompanied COL Appleton, Mr Peter Robertson, and LCDR Ellis, on a drive along the Emergency Access Road as far as Molonglo Drive.		
	<b>Apologies</b>		
	Apologies were received from Tobias Downe, Jeremy Wyatt and John Taylor. Additionally, Tim Beckett and Geoff Bird have indicated that they are unable to continue their membership of the group and have resigned.		
	<b>Others attending</b>		
	Mr Bob Cook, Spotless Group Ltd, Technical Manager		
<b>1.0</b>	<b>Opening remarks</b>		
1.1	The Secretary read the apologies. Following some discussion of the involvement of the retiring members, the meeting resolved to express thanks to Tim Beckett and Geoff Bird and invite them to suggest others from their interest groups who may wish to become involved.	Letters sent	6 Mar 08
<b>2.0</b>	<b>Previous Minutes</b>		
2.1	BRIG Budd opened the meeting with a brief review of the minutes from the previous meeting held on 8 November 2007 which were endorsed by the Group.	Nil	
<b>3.0</b>	<b>Matters Arising from Previous Minutes</b>		
3.1	There were nil matters arising from the previous minutes.	Nil	
<b>4.0</b>	<b>Defence Project Update</b>		
4.1	BRIG Budd advised the meeting of: <ul style="list-style-type: none"> <li>• construction was nearing completion;</li> <li>• handover timetable (July 2008 handover; November 2008 occupation after fit-out; March 2008 official opening (likely timing);</li> <li>• Kings Highway improvements: <ul style="list-style-type: none"> <li>○ \$23.3m promised by current Federal Government, during election campaign in late 2007;</li> <li>○ The HQJOC Project is dealing with ACT Roads and NSW RTA which will be actually designing and constructing the road works;</li> <li>○ Captains Flat Road-Kings Highway intersection - major improvements;</li> </ul> </li> </ul>		

Item	Details	Action	Date
	<ul style="list-style-type: none"> <li>○ Safety improvements will be done, quite apart from passing lanes, eg road shoulder widening</li> </ul>		
5.0	<b>Praeco Project Update</b>		
5.1	Mr Peter Robertson then briefed the Group on developments in construction.		
5.2	<p>Points covered in this briefing included:</p> <ul style="list-style-type: none"> <li>● Construction – closing off now, completion July 2008, Spotless increasing involvement now;</li> <li>● Transition – July-November 2008;</li> <li>● Operation – November 2008 and onward (Defence tenancy)</li> <li>● Mr Tom Ussia briefed on: <ul style="list-style-type: none"> <li>○ Natural vegetation being reinstated, including reseeded;</li> <li>○ Furniture being put in;</li> <li>○ Decamping proceeding, including removal of power line;</li> <li>○ After a question, some discussion ensued on the manner of keeping down the grass fuel load (suggestions using introduced animals) and conducting weed control.</li> </ul> </li> <li>● Mr Kel Glover briefed on Spotless' ongoing management of support at the site: <ul style="list-style-type: none"> <li>○ Around 70 staff envisaged;</li> <li>○ Preference for those living locally (travel) ;</li> <li>○ Recruitment involves explaining HQJOC's Top Secret and 24/7 nature;</li> <li>○ Advertising has been done, twice, in Queanbeyan Age, Bungendore Mirror, and Canberra Times;</li> <li>○ Some positions 'reserved' for Defence spouses;</li> <li>○ Local sub-contractors will be sought;</li> <li>○ Spotless looking to have a relationship with the local Bush Fire units;</li> </ul> </li> </ul>		
6.0	<b>New Business</b>		
6.1	<p>Mr Arthur Dalton raised several issues brought to his notice:</p> <ul style="list-style-type: none"> <li>● Landcare plantings (1997) at Wanna Wanna Rd bus stop area had been disturbed by cable installation.</li> <li>● Screening of building, per EIS 17.6. <ul style="list-style-type: none"> <li>○ BRIG Budd stated that plantings had been made, but that the trees will take some time to establish;</li> <li>○ David Brew said that plantings near people's properties would be likely to have a greater effect on their view;</li> </ul> </li> <li>● Rare vegetation community at HQJOC turn-off: <ul style="list-style-type: none"> <li>○ BRIG Budd stated that it was a responsibility of the ACT Government to develop a conservation plan;</li> <li>○ BRIG Budd stated that ACT Roads is planning a diversion around Sparrow Hill, a known slow speed zone of the Highway;</li> <li>○ Peter Robertson discussed how tree conservation had been done at this site and that, two days after sign-off, a ACT Roads team had removed some of the conserved trees!</li> </ul> </li> <li>● BRIG Budd: <ul style="list-style-type: none"> <li>○ stated that he would review project documentation and reply on these issues;</li> <li>○ noted the likelihood of community infill around the HQJOC site, over time, as neighbouring properties were sub-divided;</li> <li>○ stated the extensive lighting trials that were conducted, and that the installed lights are still augmented by unguarded 'construction' lights;</li> </ul> </li> </ul>	Project	before next mtg
7.0	<b>Next Meeting</b>		
7.1	The meeting will be held at the HQJOC site on a date to be advised in June 2008.		

Item	Details	Action	Date
8.0	The meeting concluded at 2.05 pm.		

**W.G. Budd**  
Brigadier  
(Chair)

6 March 2008

**P.R. ELLIS**  
Lieutenant Commander  
(Secretary)

6 March 2008

Project web site: <http://www.defence.gov.au/id/hqjoc/>