

## St Helen's Police Station Risk Assessment

Risk Description	Likelihood	Consequence	Risk Level	Status	Mitigation
Limited large scale skilled Contractors and Sub Contractors. The construction will be competing against a number of medium to large scale construction projects occurring simultaneously from State and Commonwealth budgeted initiatives.	Possible	Moderate	Medium	Potential Risk	Adopt pre-procurement strategies to allow potential Contractors to have sufficient notice to prepare for the construction period.
Prolonged Construction Process due to limited supplies of construction materials.	Possible	Minor	Medium	Potential Risk	Set realistic targets and establish strong liaison with successful tender respondent.
Prolonged consultation and engagement process with the operational arms in order to establish the scope of works. Resulting in a delayed completion date.	Possible	Minor	Medium	Potential Risk	Establishment of appropriate representation within the governance structure. Formal communication channels to be scoped and applied across all Departments and levels.
Project going over budget.	Possible	Major	High	Potential Risk	Ensure project scoping reflects actual business needs. Ensure accurate and detailed construction plans are provided to a Quantity Surveyor for estimation of works costs. Identify other sources of funding.
Competing Projects/ Human Resources.	Possible	Negligible	Low	Potential Risk	Ensure appropriate human resourcing of the project.
Delays associated with the preferred site requiring title change and subdivisional services to be installed prior to DPPEM being able to undertake the construction.	Possible	Minor	Medium	Potential Risk	Continue to monitor and liaise closely with Break O'Day Council to ensure the site is ready in time.

## Bridgewater Police Station Build – Risk Assessment

Risk Description	Likelihood	Consequence	Risk Level	Status	Mitigation
Delays in assessing the suitability of the existing site to build the new station on. If the site is deemed unsuitable, requirement to look for another suitable site, will affect cost and schedule.	Possible	Moderate	Medium	Potential risk	Actively engage with stakeholders to ensure site is utilised to its full potential now and into the future.
Limited large scale skilled contractors and sub-contractors available. The construction will be competing against several medium to large scale construction projects occurring simultaneously from, State and Commonwealth budgeted initiatives.	Possible	Moderate	Medium	Potential risk	Adopt pre-procurement strategies to allow potential contractors to have sufficient notice to prepare for the construction period.
Prolonged consultation and engagement process with the operational arms in order to establish the scope of works.	Possible	Minor	Medium	Potential risk	Establishment of appropriate representation within the governance structure. Formal communication channels to be scoped and applied across all the Department's levels.
Project going over budget.	Possible	Major	High	Potential risk	Ensure project scoping reflects actual business needs. Ensure accurate and detailed construction plans are provided to a Quantity Surveyor for estimation of works costs. Identify other sources of funding.
Competing Projects/ Human Resources.	Possible	Negligible	Low	Potential risk	Ensure appropriate human resourcing of the project.
Prolonged construction process due to limited supplies of construction materials.	Possible	Minor	Medium	Potential risk	Set realistic targets and establish strong liaison with the successful contractor. Fortnightly site meetings will be conducted throughout the construction phase, to allow for continued review of progress against the construction program and to allow for appropriate forward planning in relation to any identified issues on site.
Fit-out delays for either the Glenorchy Police Station void fit out or the Brighton Civic Centre shop front fit out. The commencement date for the new Bridgewater Police Station is reliant on the completion of both the Glenorchy Police Station void fit out and the Brighton Civic Centre shopfront fit out. Any delay to either of these fit outs will affect the overall project schedule.	Possible	Minor	Medium	Potential risk	Ensure that the contractor for each fit out is aware of the timeframes, by including in procurement documentation. Ensure the lease for the Brighton Civic Centre is executed prior to the date the fit out is scheduled to commence. Hold regular site meetings and address any issues in a timely manner.

**Department of Police, Fire and Emergency Management**

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**MINUTE TO THE MINISTER FOR POLICE, FIRE AND EMERGENCY MANAGEMENT**

**SUBJECT: REFERRAL OF THE CONSTRUCTION OF A NEW POLICE STATION IN BRIDGEWATER TO THE PARLIAMENTARY STANDING COMMITTEE ON PUBLIC WORKS**

<b>APPROVED / NOT APPROVED</b>
Signed:  Date:

**RECOMMENDATION:**

That you:

- Refer the construction of a new police station in Bridgewater, accommodating Tasmania Police, to the Parliamentary Standing Committee on Public Works.
- Authorise the progression of the following documents to Her Excellency the Governor- in-Council:
  - Minute Paper for Her Excellency the Governor-in-Council; and
  - Message from the Governor-in-Council to the Parliamentary Standing Committee on Public Works.
- Authorise the progression of the following documents to the Executive Council:
  - Executive Council Explanatory Memorandum; and
  - Explanatory Note about a Future Executive Council Agenda Item.

**BACKGROUND:**

- Funding of \$12.5 million was provided in the 2021-22 State Budget to upgrade the Bridgewater Police Station.
- The population of Bridgewater and surrounding areas continues to grow, requiring a secure, well-equipped, and modern police station to service the local and wider community.
- Bridgewater Police Station operates 24 hours a day, seven days a week.

- The Bridgewater Division includes the areas of Brighton, Bothwell, Bushy Park, Hamilton, Kempton, Liawenee, New Norfolk, Maydena and Oatlands.
- The local government areas serviced by the Bridgewater Division include the municipalities of Brighton, Derwent Valley, Southern Midlands and Central Highlands.
- The existing station was built in 1981. It no longer has appropriate space, layout or infrastructure to support the growing population of the area or any capacity to accommodate growth in police numbers.

#### **NEW STATION BUILD**

- The project involves the design and construction of a new police station to be built on the existing station site at 20-22 Greenpoint Road, Bridgewater. The existing station will be demolished.
- During the build, station personnel will decant into the empty space within the Glenorchy Police Station. Project funds were approved in March 2022 by the former Minister for Police, Fire and Emergency Management Jacquie Petrusma to fit out the Glenorchy void for this purpose.
- At a Brighton Council meeting in April 2023, the Council approved the use of a dedicated space located within the Brighton Civic Centre (across the road from the existing station) as a shopfront police station, ensuring a continuous police presence in Bridgewater during the build.
- Planning has commenced and the Department's Capital and Accommodation Committee approved the schematic design in March 2023.
- The *Public Works Committee Act 1914* requires all projects where costs are estimated to exceed \$8 million to be referred to the Parliamentary Standing Committee on Public Works for investigation prior to the calling of tenders and construction commencement.

#### **PROJECT BUDGET**

- The overall project cost estimate is \$12.5 million and funding is provided to the Department through until June 2026.
- The Department is expecting to be able to deliver this project ahead of the June 2026 timeframe (subject to Public Works and other statutory approvals).



Donna Adams  
SECRETARY

31 May 2023

**CABINET IN CONFIDENCE****EXPLANATORY NOTE ABOUT A FUTURE EXECUTIVE COUNCIL AGENDA ITEM****Title**

Referral of the construction of a new police station in Bridgewater to the Parliamentary Standing Committee on Public Works in accordance with the *Public Works Committee Act 1914 (the Act)*.

**Purpose**

To advise of the proposed public works to the Parliamentary Standing Committee on Public Works.

**Background**

The project involves the design and construction of a new police station to be built on the existing station site at 20-22 Greenpoint Road, Bridgewater. The existing station will be demolished and during the build, station personnel will decant into the empty space within the Glenorchy Police Station. Project funds were approved in March 2022 by the then Minister for Police, Fire and Emergency Management Jacquie Petrusma to fit out the vacant area of the station for this purpose.

At a Brighton Council meeting in April 2023, the Council approved the use of a dedicated space within the Brighton Civic Centre (across the road from the existing station) for use as a shopfront police station, ensuring a continuous police presence in Bridgewater during the build.

***Existing facilities***

- Bridgewater Police Station is a 24/7 operation.
- The Bridgewater Division includes Bothwell, Bushy Park, Hamilton, Kempton, Liawenee, New Norfolk, Maydena and Oatlands.
- The existing station was built in 1981 and no longer has appropriate space, layout or infrastructure to support the growing population of the area or accommodate growth in police numbers.

Section 16(1) of the Act provides (in part) that no public work estimated to cost in excess of \$8 million shall be commenced (unless otherwise approved by Parliament or exempted from the provision of the Act by Parliament) unless it has first been referred to and reported upon by the Parliamentary Standing Committee on Public Works.

Referral to the Committee is to be in writing under the hand of the Governor and must comprise the following:

- A Minute from the sponsoring body's Minister to the Governor-in-Council requesting referral of the project to the Committee;
- The Minute is to be accompanied by an Explanatory Memorandum from the Minister; and
- A message from the Governor-in-Council to the Chairman of the Committee.

Hon Felix Ellis MP  
Minister for Police, Fire and Emergency Management

Executive Council Meeting No. ....  
of.....  
Minute No. ....  
Departmental Minute No. ....  
EXECUTIVE COUNCIL

**EXPLANATORY MEMORANDUM**

DEPARTMENT OF POLICE, FIRE AND EMERGENCY MANAGEMENT

**Subject: Referral of proposed Public Work to the Parliamentary Standing Committee on Public Works**

I recommend that pursuant to section 16(2) of the *Public Works Committee Act 1914* the Governor-in-Council refer the undermentioned proposed public work to the Parliamentary Standing Committee on Public Works to consider and report thereon.

Design and construction of a new police station at Bridgewater.

Section 16(1) of the Act provides (in part) that no public work estimated to cost in excess of \$8 million for building or construction works and \$15 million for road or bridges works, shall be commenced (except if it has already been authorised by Parliament or withdrawn from the operation of this Act by Parliament) unless it has first been referred to and reported upon by the Committee.

Section 16(2) of the Act provides that the Governor shall by writing under her hand addressed to the Committee refer every such proposed work to the Committee for their report thereon.

Section 16(3) of the Act provides (in part) that with every such reference to the Committee there shall be furnished to the Committee an estimate of the cost of such work when completed.

The above project is estimated to cost \$12.5 million when completed.

The project involves the design and construction of a new police station to be built on the existing station site at 20-22 Greenpoint Road, Bridgewater. The existing station was built in 1981. It no longer has appropriate space, layout, nor supporting infrastructure to either support the growing population of the area or any capacity to accommodate any growth in police numbers.

**NOTE:**

Original + 2 copies

Initialed  
.....  
Minister

AUTHORITY: S16(2) *Public Works Committee Act 1914*

## MESSAGE

### GOVERNOR

Pursuant to Section 16(2) of the *Public Works Committee Act 1914*, the Governor refers the undermentioned proposed public work to the Parliamentary Standing Committee on Public Works to consider and report thereon:

Pursuant to Section 16(3) of the Act, the estimated cost of such work when completed is \$12.5 million.

**Design and construction of a new police station to be located on the existing station site at 20/22 Greenpoint Road, Bridgewater.**

The Chairman  
Parliamentary Standing Committee  
on Public Works  
HOBART

#### NOTE:

Original on Crested paper

Departmental Minute No:

**MINUTE PAPER**

FOR

Her Excellency the Governor-in-Council

Department Police, Fire and Emergency Management

SUBMITTED

That pursuant to Section 16(2) of the *Public Works Committee Act 1914*, Her Excellency the Governor-in-Council be pleased to refer the undermentioned proposed public work to the Parliamentary Standing Committee on Public Works to consider and report thereon:

The estimated cost of the work when completed is \$12.5 million.

**Design and construction of a new police station to be located on the existing station site at 20/22 Greenpoint road, Bridgewater.**

**MINISTER FOR POLICE, FIRE AND EMERGENCY MANAGEMENT**

**NOTE:**

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