

**Schedule 1**

*Freedom of Information Schedule of Documents  
Light Rail – Capital Metro – Economic Development Policy and Governance Documents  
Received by Economic Development Directorate 16/07/2013*

<b>Folio</b>	<b>Item</b>	<b>Date</b>	<b>Release Decision</b>	<b>Exemption claimed</b>	<b>Online Release</b>
36-29	Email from A Hargraves to D Dawes – Hudson Proposal, executive search selection, Capital Metro Agency project and project board chair	24/06/2013	Exempt	Section 43 - Business Affairs	Exempt
28-25	Email from D Morris to C Hudson – Estimates Hearing Capital Metro – summary of QTONs	24/06/2013	Full Release	N/A	Full Release
24-23-	Email from C Hudson to L Gilding, C Wilson – Infrastructure Plan	06/06/2013	Partial Release	OOS	Partial Release
22-20	Email from A Hargraves to C Hudson, J Rosewarne – EDD Executive Org Chart	05/06/2013	Full Release	N/A	Full Release
19	Email from C Hudson to A Hargraves, J Rosewarne – EDD Executive Org chart	05/06/2013	Full Release	N/A	Full Release
18	Email from C Hudson to G Bain, D Dawes – Capital Metro government directory	31/05/2013	Full Release	N/A	Full Release
17	Email form D Stewart – Final agenda for project board meeting number one – Capital Metro	08/05/2013	Full Release	N/A	Full Release
16-15	Email from C Hudson to C Wilson – Ministerials etc for Capital Metro Office	24/04/2013	Partial Release	OOS  Section 41 – Personal Privacy	Partial Release
14-6	Email from G Bain - Draft submission on governance arrangement for the Capital Metro Agency	22/03/2013	Exempt	Section 35 - Executive working documents	Exempt
5-1	Email from C Hudson to D Dawes - EDD comments Establishment of the Capital Metro Agency – Cabinet submission 12/503 Exposure Draft	01/2/2013	Exempt	Section 35 - Executive working documents	Exempt

**Vest, Petra**

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**From:** Morris, Dorena  
**Sent:** Monday, 24 June 2013 2:33 PM  
**To:** Hudson, Catherine  
**Cc:** Bógiatzis, Patti; Cross, Narelle  
**Subject:** FW: Estimates Hearing - Capital Metro  
**Attachments:** heads up - Estimates - Minister for ESD - Capital Metro.docx

**Categories:** For Action

Cathy

Attached is a summary of QTONs together with Glenn's additions below.

Dorena

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**From:** Bain, Glenn  
**Sent:** Monday, 24 June 2013 2:27 PM  
**To:** Wilden, Karen  
**Cc:** Ekelund, Dorte; Brady, Erin; Ponton, Ben; Dawes, David; Morris, Dorena; Marshall, Guenivere; Pulford, Nikki  
**Subject:** FW: Estimates Hearing - Capital Metro

Hi Karen

Dorte and I discussed the responses to questions taken on notice being dealt with through your team at ESDD as much of the information might logically come from Kuga's team. I'll add what I can on the way.

To that end, and recognising the tight turn around on these responses, Dorena's team in EDD has prepared the attached summary. Obviously we won't know exactly what the questions look like until we get them from the secretariat, but the summary picks up on most of what I took down during the hearing. I would add the following though:

- What are the costs, numbers and a passenger carrying capacity of the rolling stock built into the costings?
- What is the number of stops and stations in those cost assumptions?
- What is the current population and dwelling number per hectare along the corridor, and what are those forecast figures under the assumptions used in the business case. (Noting that ESDD is working on elements of this too).

I would appreciate being copied in on this material at the earliest possible point of its development.

Regards

Glenn

Glenn Bain | Project Director  
 Capital Metro | ACT Government  
 Phone 02 6207 6569 | Mobile 0403 502496  
 Level 2 Building 3  
 9 Sandford Street Mitchell ACT 2911  
 GPO Box 158 Canberra ACT 2601

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**From:** MACC  
**Sent:** Monday, 24 June 2013 2:06 PM

000027

**To:** Bain, Glenn  
**Cc:** Marshall, Guenivere; Pulford, Nikki  
**Subject:** Estimates Hearing - Capital Metro

Hi Glenn

In line with the support MACC has been providing within EDD through the Estimates hearings attached is a summary of questions taken on notice today.

Please let MACC know if you would like us to template the questions on receipt of the draft hansard which will probably be Wednesday AM. Responses to Questions Taken on Notice (QTON) during the hearings are required to be provided to the Committee Secretariat within five business days of the hearing (day one being the first business day after the relevant hearing).

For information, templates and instructions on responding to QTONs and QON are available through the Public Folder list/Legislative Assembly/Committee:

Dorena

**Dorena Morris**  
Manager  
Ministerial, Assembly and Cabinet Coordination  
**Economic Development Directorate**  
Level 2 Telstra Building, 490 Northbourne Avenue, Dickson ACT 2602  
Phone: 02 6205 2701 | Fax: 02 62070123 | Web: <http://www.economicdevelopment.act.gov.au/>

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**QUESTIONS TAKEN ON NOTICE**  
**Select Committee on Estimates**  
**Minister for the Environment and Sustainable Development – Capital**  
**Metro Agency**  
**Monday 24 June 2013**

*\*The exact wording of questions (with templates) will be forwarded as soon as possible once the Hansard proofs have been distributed.*

<b>Asked by</b>	<b>Issue</b>
Coe	<p>What work has been done to date in term of cost benefit analysis/feasibility studies?</p> <p>What studies have been completed and when. What were the purposes of those studies?</p> <p>Feasibility study – cost benefit analysis of the corridor.</p> <p>Expanded on to prepare the Infrastructure Australia submission</p> <p>Has the feasibility study been publicly released?</p> <p><b>Taken on notice. Study to be reviewed prior to release.</b></p> <p>What are the dates of the two reports. Exact dates <b>taken on notice.</b></p>
Smyth	<p>How many people travel from Gungahlin to Civic each day through private transport and bus travel.</p> <p><b>Taken on notice.</b></p>
Smyth	<p>What % do you expect to shift to travel on Capital Metro.</p> <p>What is the expected numbers to use Capital Metro from Gungahlin to Civic in the morning.</p> <p>Breakdown of figures of the shift from travellers currently using bus travel to the number projected to use capital metro during the peak periods. <b>Taken on Notice.</b></p>

Smyth	<p>Level of Government subsidy?</p> <p>What is the level of subsidy on other projects around Australia.</p> <p><b>Taken on notice.</b></p>
Smyth	<p>Project updates – not available on website. Link not active.</p> <p>The level of detail to be confirmed on capacity of the Capital Metro.</p> <p>Project updates to be tabled.</p> <p>Exact assumptions <b>taken on notice.</b></p>
Gentleman	<p>Has there be an increase in population in Portland as a result of their investment in LRT infrastructure.</p> <p><b>Taken on Notice.</b></p>
Smyth	<p>On the matter of the uplift, how far out do you need to go to get the uplift and what are the density changes.</p> <p>What will the density need to go to. What is it currently and what is expected. Comparative assessments with other capital cities.</p> <p><b>Question taken on notice</b></p>

**Vest, Petra**

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**From:** Hudson, Catherine  
**Sent:** Thursday, 6 June 2013 5:06 PM  
**To:** Gilding, Louise; Wilson, Chris  
**Subject:** RE: Infrastructure Plan

Hello again

The Minister has created 'space' in the out years for funding transformational projects ie City to the Lake and Capital Metro. Check out page 20 and 21 of Budget Paper No 2.

I suggest the team read the parts in the budget papers related to investing in infrastructure if they haven't already

Cathy

Cathy Hudson | Deputy Director-General  
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**From:** Gilding, Louise  
**Sent:** Thursday, 6 June 2013 5:00 PM  
**To:** Wilson, Chris  
**Cc:** Hudson, Catherine  
**Subject:** RE: Infrastructure Plan

It would be good for the team to hear it from the 'horses mouth' so to speak....I know he is busy but he has particular ideas on this one.....if he is coming this way it would be good to take the opportunity to hear it from him

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**From:** Wilson, Chris  
**Sent:** Thursday, 6 June 2013 4:56 PM  
**To:** Gilding, Louise  
**Cc:** Hudson, Catherine  
**Subject:** RE: Infrastructure Plan

His only comment to me was that the Industry wants something that is forward looking (30 years forward looking). I can quiz him further on this if you like.

Chris

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**From:** Gilding, Louise  
**Sent:** Thursday, 6 June 2013 4:55 PM  
**To:** Wilson, Chris  
**Cc:** Hudson, Catherine  
**Subject:** RE: Infrastructure Plan

Hi Chris

Agreed. We shall prepare further information scoping the resources required. Did David have an initial preference or provide any further comments so that we can perhaps tailor the proposal further??

Thanks

Louise

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**From:** Wilson, Chris  
**Sent:** Thursday, 6 June 2013 4:22 PM  
**To:** Gilding, Louise  
**Cc:** Hudson, Catherine  
**Subject:** Infrastructure Plan

Hi Louise,

David's had a look at the brief on the Infrastructure Plan. He's noted that the third option would be resource intensive and he'd like to have a better understanding of what the resource impacts might be before those options are put to the Minister, in the event the Minister prefers that option.

Chris

Chris Wilson | Manager | Office of the Director-General | Economic Development Directorate  
☎ 02 6205 2697 | Fax: 02 6205 0386 | ✉ [chris.wilson@act.gov.au](mailto:chris.wilson@act.gov.au)  
Level 7 TransACT House, 470 Northbourne Ave, Dickson | GPO Box 158 Canberra ACT 2601 |  
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**Vest, Petra**

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**From:** Hargreaves, Anita  
**Sent:** Wednesday, 5 June 2013 11:28 AM  
**To:** Hudson, Catherine  
**Cc:** Rosewarne, Joanne  
**Subject:** RE: EDD Executive Org chart

**Categories:** FYI/READ

Thanks Cathy

-----Original Message-----

**From:** Hudson, Catherine  
**Sent:** Wednesday, 5 June 2013 11:15 AM  
**To:** Hargreaves, Anita  
**Cc:** Rosewarne, Joanne  
**Subject:** RE: EDD Executive Org chart

I agree with Glenn. If you could put on the website asap that would be great

ra

Cathy

Cathy Hudson | Deputy Director-General  
 Phone 02 6207 2185 | Fax 02 6207 0123 |  
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 Canberra ACT 2601 | [www.economicdevelopment.act.gov.au](http://www.economicdevelopment.act.gov.au)

-----Original Message-----

**From:** Hargreaves, Anita  
**Sent:** Wednesday, 5 June 2013 10:12 AM  
**To:** Hudson, Catherine  
**Cc:** Rosewarne, Joanne  
**Subject:** FW: EDD Executive Org chart

i Cathy

FYI. Will be discussing with Joanne at our catch up.

Cheers  
 Anita

-----Original Message-----

**From:** Bain, Glenn  
**Sent:** Wednesday, 5 June 2013 9:53 AM  
**To:** Hargreaves, Anita  
**Subject:** EDD Executive Org chart

Hi Anita

I think we should reflect the relationship (albeit only for the rest of this month) that EDD has with Minister Corbel on the Capital Metro project. I have attached for your consideration an amended diagram indicating what I mean.

What do you think?

Glenn

000021

-----Original Message-----

From: [MITBSB03L02P01@act.gov.au](mailto:MITBSB03L02P01@act.gov.au) [mailto:[MITBSB03L02P01@act.gov.au](mailto:MITBSB03L02P01@act.gov.au)]

Sent: Wednesday, 5 June 2013 10:37 AM

To: Bain, Glenn

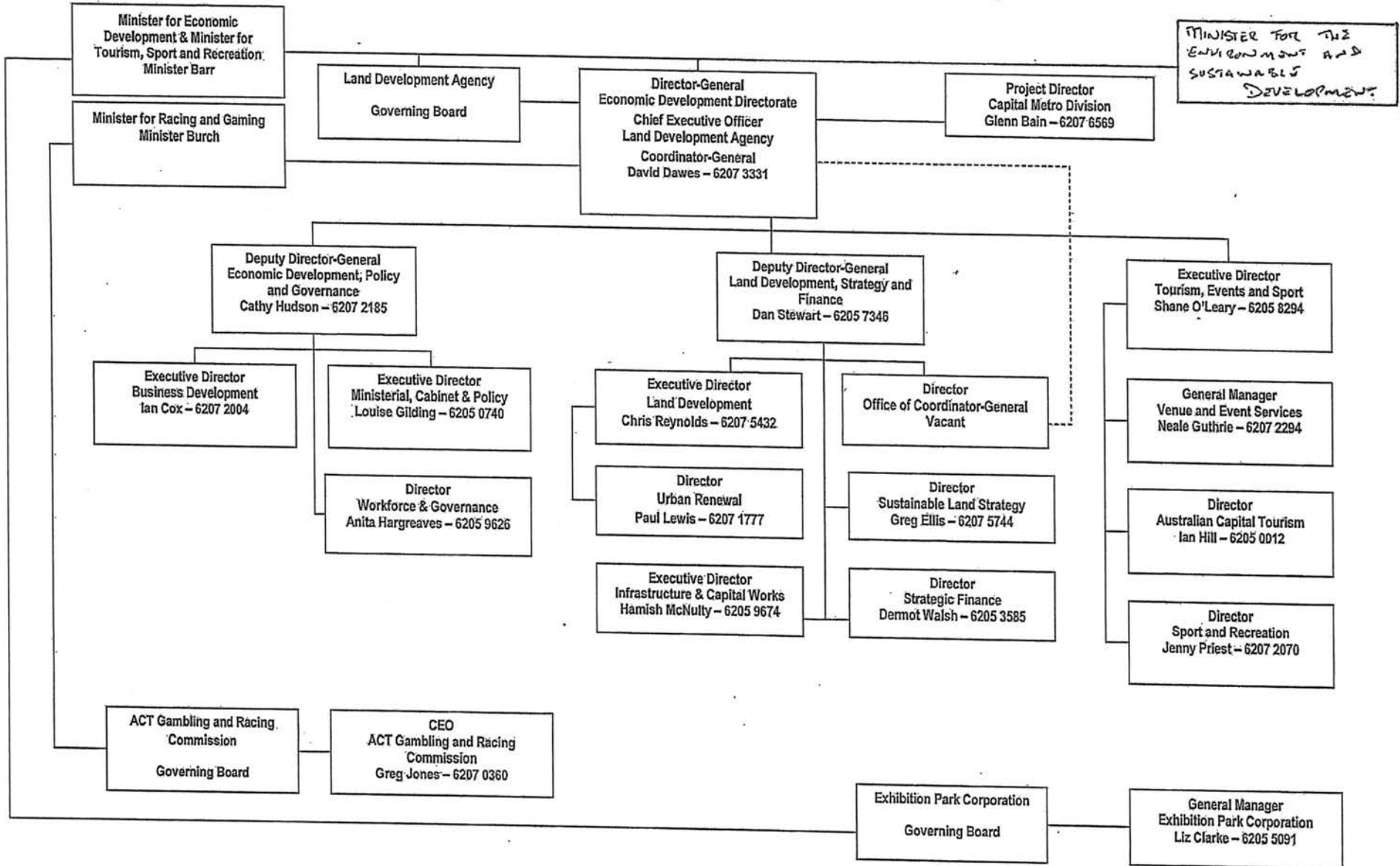
Subject: Message from "MITBSB03L02P01"

This E-mail was sent from "MITBSB03L02P01" (Aficio MP C5502A).

Scan Date: 05.06.2013 10:36:43 (+1000)

Queries to: [MITBSB03L02P01@act.gov.au](mailto:MITBSB03L02P01@act.gov.au)

# Economic Development Directorate – Executive Structure – 9 May 2013



000020

**Vest, Petra**

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**From:** Hudson, Catherine  
**Sent:** Wednesday, 5 June 2013 11:15 AM  
**To:** Hargreaves, Anita  
**Cc:** Rosewarne, Joanne  
**Subject:** RE: EDD Executive Org chart

I agree with Glenn. If you could put on the website asap that would be great

Ta

Cathy

Cathy Hudson | Deputy Director-General  
Phone 02 6207 2185 | Fax 02 6207 0123 |  
Economic Development, Policy & Governance Division | Economic Development Directorate | ACT  
Government Level 2 Telstra House 490 Northbourne Avenue Dickson ACT 2602 | GPO Box 158  
Canberra ACT 2601 | [www.economicdevelopment.act.gov.au](http://www.economicdevelopment.act.gov.au)

-----Original Message-----

**From:** Hargreaves, Anita  
**Sent:** Wednesday, 5 June 2013 10:12 AM  
**To:** Hudson, Catherine  
**Cc:** Rosewarne, Joanne  
**Subject:** FW: EDD Executive Org chart

Hi Cathy

FYI. Will be discussing with Joanne at our catch up.

Cheers  
Anita

-----Original Message-----

**From:** Bain, Glenn  
**Sent:** Wednesday, 5 June 2013 9:53 AM  
**To:** Hargreaves, Anita  
**Subject:** EDD Executive Org chart

Hi Anita

I think we should reflect the relationship (albeit only for the rest of this month) that EDD has with Minister Corbel on the Capital Metro project. I have attached for your consideration an amended diagram indicating what I mean.

What do you think?

Glenn

-----Original Message-----

**From:** [MITBSB03L02P01@act.gov.au](mailto:MITBSB03L02P01@act.gov.au) [<mailto:MITBSB03L02P01@act.gov.au>]  
**Sent:** Wednesday, 5 June 2013 10:37 AM  
**To:** Bain, Glenn  
**Subject:** Message from "MITBSB03L02P01"

This E-mail was sent from "MITBSB03L02P01" (Aficio MP C5502A).

Scan Date: 05.06.2013 10:36:43 (+1000)

**Vest, Petra**

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**From:** Hudson, Catherine  
**Sent:** Friday, 31 May 2013 4:58 PM  
**To:** Bain, Glenn  
**Cc:** Dawes, David  
**Subject:** RE: Capital Metro government directory

Yeah that's what I thought!

Cathy Hudson | Deputy Director-General  
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**From:** Bain, Glenn  
**Sent:** Friday, 31 May 2013 3:25 PM  
**To:** Hudson, Catherine  
**Cc:** Dawes, David  
**Subject:** RE: Capital Metro government directory

Hi Cathy

How bizarre. I'll see what can be done to supplement that information with my contact details, and add some context to the entry.

Thanks

Glenn

---

**From:** Hudson, Catherine  
**Sent:** Friday, 31 May 2013 3:21 PM  
**To:** Bain, Glenn  
**Cc:** Dawes, David  
**Subject:** Capital Metro government directory

Hi Glenn

I googled Capital Metro while I was at the Winning Investment for Australia this work as part of a group exercise and found the attached.

I suggest you amend asap to have yourself as the Interim Project Director. Also I may have been challenged IT wise but it was difficult to find a general blurb about Capital Metro.

Cheers

Cathy

ACT Government Directory

Cathy Hudson | Deputy Director-General  
Phone 02 6207 2185 | Fax 02 6207 0123 |  
**Economic Development, Policy & Governance Division** | Economic Development Directorate | **ACT Government**

**Vest, Petra**

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**From:** Stewart, Daniel  
**Sent:** Wednesday, 8 May 2013 10:12 AM  
**To:** Dawes, David; Hudson, Catherine  
**Cc:** Wilson, Chris  
**Subject:** RE: Final agenda for Project Board Meeting Number One - Capital Metro

**Categories:** FYI/READ

Thanks Yuka.

I assume Glenn will prepare a briefing package for David but I would also like the opportunity to review the papers and provide additional advice where necessary.

Dan

---

**From:** Pirani, Yuka **On Behalf Of** Dawes, David  
**Sent:** Wednesday, 8 May 2013 9:58 AM  
**To:** Stewart, Daniel; Hudson, Catherine  
**Cc:** Dawes, David; Wilson, Chris  
**Subject:** FW: Final agenda for Project Board Meeting Number One - Capital Metro

FYI

Yuka Pirani | Executive Officer to David Dawes  
Phone 02 6205 3143 | Fax 02 6205 0386  
Economic Development Directorate | ACT Government  
Level 7 TransACT House, 470 Northbourne Ave, Dickson | GPO Box 158 Canberra ACT 2601 |  
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**From:** Bain, Glenn  
**Sent:** Wednesday, 8 May 2013 9:43 AM  
**To:** Dawes, David; Kefford, Andrew; Howson, Natalie; Ekelund, Dorte; Nicol, David  
**Cc:** Cappie-Wood, Andrew; Corbell, Simon  
**Subject:** Final agenda for Project Board Meeting Number One

Hello Board members

Please find attached the confirmed agenda for the meeting of the Project Board next Monday.

Regards

Glenn

Glenn Bain | Project Director  
Capital Metro | ACT Government  
Phone 02 6207 6569 | Mobile 0403 502496  
Level 2 Building 3  
9 Sandford Street Mitchell ACT 2911  
GPO Box 158 Canberra ACT 2601

**Vest, Petra**

**From:** Hudson, Catherine  
**Sent:** Wednesday, 24 April 2013 1:27 PM  
**To:** Wilson, Chris  
**Subject:** RE: Ministerials etc for Capital Metro Office

EDD DG is Chris R or Dan?

Cathy Hudson | Deputy Director-General  
 Phone 02 6207 2185 | Fax 02 6207 0123 |  
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 Level 2 Telstra House 490 Northbourne Avenue Dickson ACT 2602 | GPO Box 158 Canberra ACT 2601 |  
[www.economicdevelopment.act.gov.au](http://www.economicdevelopment.act.gov.au)

**From:** Wilson, Chris  
**Sent:** Wednesday, 24 April 2013 12:27 PM  
**To:** Maher, Ellis; Bogiatzis, Patti; Morris, Dorena; Cross, Narelle; Horsburgh, Helen; Neiberding, Rachael  
**Cc:** Stewart, Daniel; Hudson, Catherine; Reynolds, Chris; Bain, Glenn; Rosewarne, Joanne; Yates, Brooke; Valdivia, Jamie; Watts, Michaela; Wood-Bradley, Ian  
**Subject:** Ministerials etc for Capital Metro Office

Hi all,

Consistent with the Government's agreement, formal back of house support arrangements for the Capital Metro Project Office (CMPO) will come into effect on 1 July, at which time TAMS will take responsibility for this support. Until then, EDD will continue to provide support for the CMPO.

In relation to ministerial correspondence, Cab Subs, etc for the CMPO, the arrangements until 30 June are as follows:

- Correspondence, QONs, briefing requests etc relating to Capital Metro received from the Minister's Office (Corbell) are directed from the EDD DLO to MACC to register.
- MACC registers and sends directly to Glenn Bain for action.
- Response time monitored by MACC and reminders given to Glenn where necessary (As you will appreciate, until the CMPO has engaged more staff, Glenn is juggling an extremely broad range of responsibilities, and would appreciate regular reminders on outstanding responses etc).
- Responses, Submissions, QONs etc prepared by Glenn will be forwarded to MACC to register/record on TRIM and QA.
- All papers then put to the EDD DG for clearance and then forwarded to Minister's Office.

I understand that the below list of ministerials are currently marked to Glenn. Please note that responsibility for items 1, 2 and 5 should be changed to the Office of the Coord General. The CMPO and the Coord General should be treated as discrete areas as Glenn no longer has responsibility for Coord General work.

- 1.
- 2.
3. BM13/662 - Meeting - C... : light rail – due to DDG 22/04/2013 (now complete)
4. BM13/618 - Question on Notice 106 - Capital Metro - Breakdown of expenditure – due to DDG 23/04/2013
- 5.
6. BM13/676 - Letter - CORBELL light rail - due to MACC 1/05/2013 – no Deputy DG clearance listed

7. BM13/678 - Letter - ..... to Minister CORBELL light rail- due to DDG 30/04/2013
8. BM13/671 - ..... - Capital Metro Light Rail Project – responding to email sent to Ben Ponton on 26/03/2013

Glenn will soon be moving to an Office in Mitchell, so material between EDD and the CMPO will predominantly be transmitted via email.

Let me know if any of this is unclear.

Chris