
From: s22 @defence.gov.au>
Sent: Thursday, 20 March 2025 5:01 PM
To: s22
Cc: s22
Subject: RE: Defence use of CNRP Accommodation [SEC=OFFICIAL]

Follow Up Flag: Follow up
Flag Status: Flagged

OFFICIAL

Hi s22,

Aiming to close the loop on this.

After consideration of all factors, we have decided not to further explore using the Bullsbrook CNR for this year's exercises. The information provided by you though has been very helpful, as has the tabulated data we have recorded on the site. The information will be useful though should 13 Bde be required to use the site a future date.

Thank you very much for your assistance & willing cooperation throughout.

Regards,

s22
[Redacted Signature Block]

HQ 13 Brigade | Building A0104 | Irwin Barracks
245 Stubbs Terrace KARRAKATTA WA 6010 | s22 @defence.gov.au

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From: s22 @finance.gov.au>
Sent: Tuesday, 18 February 2025 2:26 PM
To: s22 @defence.gov.au>; s22 @finance.gov.au>
Cc: s22 @defence.gov.au>; s22 @defence.gov.au>; s22 @defence.gov.au>
Subject: RE: Defence use of CNRP Accommodation [SEC=OFFICIAL]

OFFICIAL

Hi s22

Thanks for your patience on this one. I have been working with Ventia on costs– a few responses and follow up questions in orange below.

Please reach out if any questions.

Thanks

s22

From: s22 <[REDACTED]@defence.gov.au>
Sent: Tuesday, 11 February 2025 4:37 PM
To: s22 <[REDACTED]@finance.gov.au>
Cc: s22 <[REDACTED]@finance.gov.au>; s22 <[REDACTED]@defence.gov.au>;
s22 <[REDACTED]@defence.gov.au>; s22 <[REDACTED]@defence.gov.au>
Subject: RE: Defence use of CNRP Accommodation [SEC=OFFICIAL]

OFFICIAL

Hi s22

Apologies for the delayed reply.

I have a few Q's or points for clarification as outlined below in your email of 28 Jan. Thank you.

Regards,

s22

HQ 13 Brigade | Building A0104 | Irwin Barracks
245 Stubbs Terrace KARRAKATTA WA 6010 | s22 <[REDACTED]@defence.gov.au>

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From: s22 <[REDACTED]@defence.gov.au>
Sent: Tuesday, 28 January 2025 2:54 PM
To: s22 <[REDACTED]@finance.gov.au>
Cc: s22 <[REDACTED]@finance.gov.au>; [REDACTED] <[REDACTED]@defence.gov.au>;
s22 <[REDACTED]@defence.gov.au>; s22 <[REDACTED]@defence.gov.au>
Subject: RE: Defence use of CNRP Accommodation [SEC=OFFICIAL]

OFFICIAL

Hi s22

Thanks for the prompt information.

We will review the information & revert accordingly.

Regards,

s22

s22 | HQ 13 Brigade
M:s22 @defence.gov.au

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From: s22 @finance.gov.au>
Sent: Tuesday, 28 January 2025 11:39 AM
To: s22 @defence.gov.au>
Cc: s22 @finance.gov.au>
Subject: RE: Defence use of CNRP Accommodation [SEC=OFFICIAL]

OFFICIAL

Hi s22

I've attached a snapshot of the Ventia Resourcing fee Structure as per our last site activation for your reference. This is all above the base line services they provide.

s47G

We spoke about a reduced requirement for facility management however there will be at least full-time site management and a level of administrative support. Our minimum expectation of this cost (without consulting Ventia yet) would be s47G **Is this Ventia staff above what is presently at the site day-to-day?**

Yes, our current staffing profile is less than this as the site is currently in a quasi-mothball state.

For other items required, the re-commissioning and decommissioning of the Waste Water treatment plant cost s47G last time the site was used. **Noted.**

Additional Cleaning well as well as laundry will be required at the end of the stay. The final clean contract over the bushfire period cost s47G **Laundry services would not be required.**

Personnel would bring their own bedding. Could you please provide an estimate of Cleaning noting the flow of pers ie 200+ for the first 2 days, then 20-30 pers for 5 days, then culminating with 200+ for 2 days.

There will be additional security required at least for the peak days with 200+ people. **Please advise how many security pers & estimate of cost.**

To help us better define these costs, please could you clarify the following:

- Noting previous comments about Defence providing catering, could you please confirm if there is any requirement for use of the Kitchen building (including use of fridge/freezers).
- Please clarify Defence's proposed arrangements for laundry and cleaning, including if there is any requirement for use of the Laundry or Waste buildings.
- Is Defence going to manage waste, or are you seeking for this service to be provided through Finance/Ventia?
- Will Defence supply all bathroom towels and accessories, soap, toilet paper, toothpaste etc?
- Does Defence require in-room cutlery and crockery sets?
- Please advise of the buildings that Defence would utilise and how they would be used.
- Will Defence manage and be responsible for all occupants wellbeing, safety, room allocations, key to room issuing and return?
- Will rooms will require deep clean in between the two sets of 200~ guests staying, or only at the end of the stay? Will Defence manage this?
- Please note, only Block B has FFE – should Defence wish to utilise Block A, Defence will need to procure the relevant FFE.

- The accommodation arrangement in Block B is as follows:

Room type	People per room	Total rooms in Block B	Persons accommodated in Block B
Single	1	102	102
Family	6	9	54
DDA Single	1	12	12
Double	2	31	62
DDA Family	4	6	24
<u>TOTAL</u>			<u>254</u>

This doesn't include other consumables or utilities used over the duration. **We assume no utility costs would be levied to the Dept of Defence.** Finance is not funded to cover operational use of the Centre. Any Defence use would be on the basis that utility costs over and above the care and maintenance cost level for utilities would be reimbursed to Finance. This is consistent with other agreements we have in place for use of the Centres.

I note that should this proposal proceed, we would seek to enter into a MOU or similar type arrangement with Defence to provide clear parameters regarding the use of CNRP – this would simplify any future use requests by Defence.

Our best guess, minimum cost would be s47G [REDACTED] for the duration of the site access.

Just wanted to flag these costs as a minimum with you, as you have mentioned a set budget, before going to Ventia for indicative costing and comments.

There is also the matter of transitioning the site to a new property service provider which will affect the capacity of current Ventia staff on site that we will have to work through with them.

Thanks

s22 [REDACTED]

s22 [REDACTED] | **Assistant Director**
Property Management and Projects Branch
Department of Finance
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A: One Canberra Avenue, FORREST ACT 2603, Ngunnawal Country

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