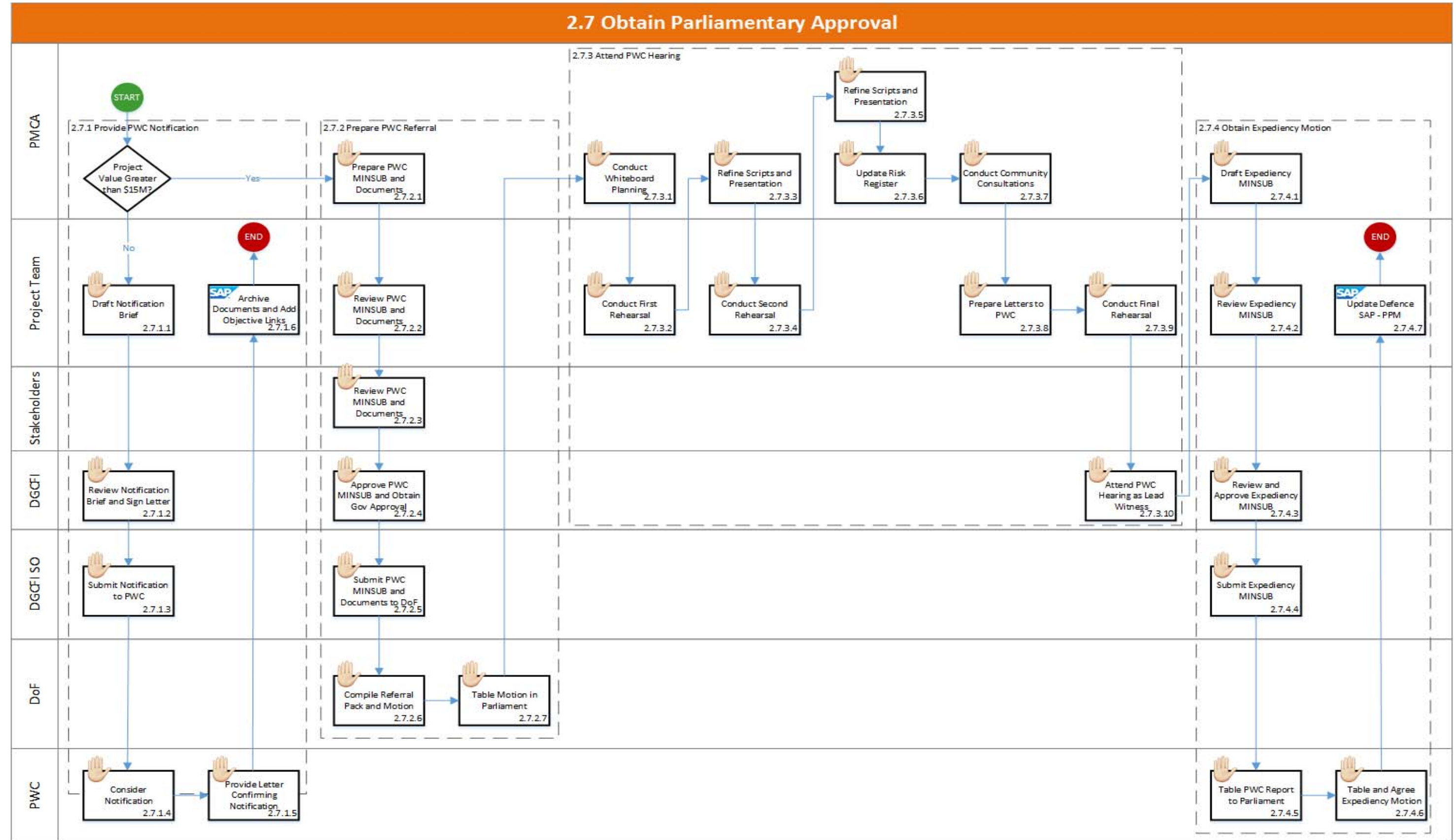


2.7 OBTAIN PARLIAMENTARY APPROVAL

Operating under the provisions of the Public Works Act 1969, the Parliamentary Standing Committee on Public Works (PWC) holds enquiries into Commonwealth funded public works that the Australian Parliament refers to the PWC. The PWC's investigation and subsequent report provides the basis for Parliamentary approval for projects to proceed.



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2.7 Obtain Parliamentary Approval									
Level 3 ID	Level 3 Sub Process	Level 4 ID	Level 4 Activity	System	Description	Responsible (Role)	Documents / Outputs	Indicative timeframe	Business Rule (or other relevant guidance documentation)
		Start							
		Decision	Project Value Greater than \$15M?						
2.7.1	Provide PWC Notification	2.7.1.1	No – Project Value Not Greater than \$15M Draft Notification Brief	Off System	<ul style="list-style-type: none"> Draft Notification brief. To be cleared by Director. 	Project Team	<ul style="list-style-type: none"> Notification Brief 		
2.7.1	Provide PWC Notification	2.7.1.2	Review Notification Brief and Sign Letter	Off System	<ul style="list-style-type: none"> Review Notification brief and sign letter. 	DGCFI	<ul style="list-style-type: none"> Signed Notification Brief 		
2.7.1	Provide PWC Notification	2.7.1.3	Submit Notification to PWC	Off System	<ul style="list-style-type: none"> Notification submitted to PWC. 	DGCFI SO			
2.7.1	Provide PWC Notification	2.7.1.4	Consider Notification	Off System	<ul style="list-style-type: none"> Consideration of Medium Works Project Notifications. 	PWC			
2.7.1	Provide PWC Notification	2.7.1.5	Provide Letter Confirming Notification	Off System	<ul style="list-style-type: none"> Letter sent from PWC to DGCFI Staff Officer. 	PWC	<ul style="list-style-type: none"> Letter Confirmation 		
2.7.1	Provide PWC Notification	2.7.1.6	Archive Documents and Add Objective Links	Defence SAP - PPM	<ul style="list-style-type: none"> Ensure all relevant documents are archived and objective links are added to the relevant Checklist, Checklist Item, or Task. Ensure all tasks have been marked as complete: <ul style="list-style-type: none"> Medium Works Notification PWC Agree Medium Work 	Project Team		1 Hour	
		End							
2.7.2	Prepare PWC Referral	2.7.2.1	Yes – Project Value greater than \$15M Prepare PWC MINSUB and Documents	Off System	<ul style="list-style-type: none"> Prepare PWC MINSUB Documents including: <ul style="list-style-type: none"> Statement of Evidence (SoE) DoF's referral pack Draft Confidential Cost Estimates (CCE) Talking Points and Media Releases <p>Note: Confirm information required by DoF.</p>	PMCA	<ul style="list-style-type: none"> Statement of Evidence (SoE) DoF's referral pack Draft Confidential Cost Estimates (CCE) Talking Points and Media Releases 		
2.7.2	Prepare PWC Referral	2.7.2.2	Review PWC MINSUB and Documents	Off System	<ul style="list-style-type: none"> Review Referral MINSUB Documents. 	Project Team			
2.7.2	Prepare PWC Referral	2.7.2.3	Review PWC MINSUB and Documents	Off System	<ul style="list-style-type: none"> Review Referral MINSUB Documents. <p>Note: This should include endorsement from Director Environmental Protection and Assessment.</p>	Stakeholders		(5 weeks prior to Referral Date)	
2.7.2	Prepare PWC Referral	2.7.2.4	Approve PWC MINSUB and Obtain Government Approval	Off System	<ul style="list-style-type: none"> DGCFI to review Referral MINSUB and SOE (with draft CCE). Obtain government approval. 	DGCFI		(5 weeks prior to Referral Date)	
2.7.2	Prepare PWC Referral	2.7.2.5	Submit PWC MINSUB and Documents to DoF	Off System	<ul style="list-style-type: none"> DGCFI SO to submit draft Referral MINSUB with SOE to DoF. 	DGCFISO		(2 weeks prior to Referral date)	
2.7.2	Prepare PWC Referral	2.7.2.6	Compile Referral Pack and Motion	Off System	<ul style="list-style-type: none"> Compile Referral Pack and Motion. 	DoF			
2.7.2	Prepare PWC Referral	2.7.2.7	Table Motion in Parliament	Off System	<ul style="list-style-type: none"> Table Motion in Parliament. 	DoF			
2.7.3	Attend PWC Hearing	2.7.3.1	Conduct Whiteboard Planning	Off System	<ul style="list-style-type: none"> Prepare agenda and slide presentation. Seek input from DGCFI. . 	PMCA	<ul style="list-style-type: none"> Presentation 	(Held before or after referral)	

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2.7 Obtain Parliamentary Approval									
Level 3 ID	Level 3 Sub Process	Level 4 ID	Level 4 Activity	System	Description	Responsible (Role)	Documents / Outputs	Indicative timeframe	Business Rule (or other relevant guidance documentation)
2.7.3	Attend PWC Hearing	2.7.3.2	Conduct First Rehearsal	Off System	<ul style="list-style-type: none"> Project team / Defence witnesses to run through the framework of their 50% complete solution (at minimum: project briefing slides / scripts, site inspection route / scripts and factsheets). Purpose of the First Rehearsal is to "test and adjust". Draft Administrative Instructions. Defence Witness Packs to be 50% completed. At Rehearsal 1 and all defence witnesses can be represented (if they cannot attend in person). Project team to discuss with DGCFI SO dates for First Rehearsal. 	Project Team	<ul style="list-style-type: none"> Defence Witness Packs 	(Usually held after WP session and after Referral)	
2.7.3	Attend PWC Hearing	2.7.3.3	Refine Scripts and Presentation	Off System	<ul style="list-style-type: none"> Refine Scripts and Presentation. 	PMCA			
2.7.3	Attend PWC Hearing	2.7.3.4	Conduct Second Rehearsal	Off System	<ul style="list-style-type: none"> Project Team / Defence witnesses rehearse their 90% complete solution (including briefing slides / scripts, site inspection route / script and factsheets, etc.). Purpose of the Second Rehearsal is to "twig and fine tune". Administrative Instructions to be finalised after Second Rehearsal. Defence Witness Packs 90% complete and ready for initial red teaming of Questions & Answers. All defence witnesses to attend in person for their own sitrep / fine tuning purposes (otherwise represented). Project team to discuss with DGCFI SO dates for Second Rehearsal. 	Project Team		(Usually held around 2 weeks before PWC hearing date)	
2.7.3	Attend PWC Hearing	2.7.3.5	Refine Scripts and Presentation	Off System	<ul style="list-style-type: none"> Refine Scripts and Presentation. 	PMCA			
2.7.3	Attend PWC Hearing	2.7.3.6	Update Risk Register	Off System	<ul style="list-style-type: none"> Update Risk Register. 	PMCA	<ul style="list-style-type: none"> Updated Risk Register 		
2.7.3	Attend PWC Hearing	2.7.3.7	Conduct Community Consultations	Off System	<ul style="list-style-type: none"> Project Team to commence consultations (as detailed in SOE) with relevant stakeholders (written / verbal briefings to Federal, State, Local members and interest groups including indigenous community) Conduct public consultations (including letterdrops to nearby streets) after project has been referred. Project team will need to follow up with Federal / State / Local members to confirm that they do not require a one on one briefing. 	PMCA	<ul style="list-style-type: none"> Community Consultation Report 	(minimum six week period preferred by the PWC)	
2.7.3	Attend PWC Hearing	2.7.3.8	Prepare Letters to PWC	Off System	<ul style="list-style-type: none"> Draft up letters to PWC (provide to PWC approximately 10 working days prior to hearing date): <ul style="list-style-type: none"> Community Consultation Report Intention / Request for Approval of Concurrent Document if required 	Project Team	<ul style="list-style-type: none"> Community Consultation Report Updated Risk Register 	(10 working days prior to hearing date)	
2.7.3	Attend PWC Hearing	2.7.3.9	Conduct Final Rehearsal	Off System	<ul style="list-style-type: none"> Project Team / defence witnesses rehearse the 100% solution (including project briefing, site inspection route / script and page turn factsheets by red teaming Questions & Answers). Witness Packs completed. All Defence Witnesses must attend. 	Project Team		(Day before confirmed hearing date)	

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2.7 Obtain Parliamentary Approval									
Level 3 ID	Level 3 Sub Process	Level 4 ID	Level 4 Activity	System	Description	Responsible (Role)	Documents / Outputs	Indicative timeframe	Business Rule (or other relevant guidance documentation)
2.7.3	Attend PWC Hearing	2.7.3.10	Attend PWC Hearing as Lead Witness	Off System	<ul style="list-style-type: none"> PWC determines hearing venue. Always off base. PWC will discuss with DGCFI SO venue options around 3 weeks prior hearing date. 	DGCFI			
2.7.4	Obtain Expediency Motion	2.7.4.1	Draft Expediency MINSUB	Off System	<ul style="list-style-type: none"> Draft Expediency MINSUB for Minister Tehan 	PMCA	<ul style="list-style-type: none"> Expediency MINSUB 	(2 weeks prior to EM date)	
2.7.4	Obtain Expediency Motion	2.7.4.2	Review Expediency MINSUB	Off System	<ul style="list-style-type: none"> Project Team clearance of DoF's expediency pack (DGCFI SO will liaise with DoF and project team). To be cleared by Director. 	Project Team		(2 weeks prior to EM date)	
2.7.4	Obtain Expediency Motion	2.7.4.3	Review and Approve Expediency MINSUB	Off System	<ul style="list-style-type: none"> Review and Approve Expediency MINSUB. 	DGCFI			
2.7.4	Obtain Expediency Motion	2.7.4.4	Submit Expediency MINSUB	Off System	<ul style="list-style-type: none"> Submit Expediency MINSUB. 	DGCFI SO			
2.7.4	Obtain Expediency Motion	2.7.4.5	Table PWC Report to Parliament	Off System	<ul style="list-style-type: none"> PWC report to be tabled in both houses of Parliament. 	PWC		Timing is dictated by the Parl sitting period and Hearing date	
2.7.4	Obtain Expediency Motion	2.7.4.6	Table and Agree Expediency Motion	Off System	<ul style="list-style-type: none"> Expediency Motion moved in the House of Representatives by Finance Minister or representative. 	PWC		Timing is dictated by the House of Reps sitting period	
2.7.4	Obtain Expediency Motion	2.7.4.7	Update Defence SAP - PPM	Defence SAP - PPM	<ul style="list-style-type: none"> Ensure all relevant documents are archived and objective links are added to the "Obtain Parliamentary Approval" Checklist. Ensure all Checklist Items and Tasks in the "Obtain Parliamentary Approval" Checklist are up to date (including Forecast and Actual dates) and marked as complete. Change the status of the "Obtain Parliamentary Approval" Checklist to 'Complete'. 	Project Team		1 Day	<ul style="list-style-type: none"> Project Management ILT – <i>Topics 6 to 8</i> Project Management ILT – <i>Activity 10.1 – Creating Object Links</i> Project Management ILT – <i>Activity 7.2 – Completing a Task through the Project Detail Screen and the Tasks menu item</i>
		End							

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