



Delivering a co-location

		<i>Intent</i>		<i>Commit</i>	<i>Lock-in</i>	
		PLAN	FUND	ENGAGE	DELIVER	SUSTAIN
KEY ACTIVITIES		<ol style="list-style-type: none"> 1. Identify co-location opportunities 2. Assess co-location compatibility 3. Establish lead agency 4. Establish governance and project delivery structures 5. Security threat & risk assessments 6. Define building requirements 	<ol style="list-style-type: none"> 1. Identify & assess building options 2. Costing and funding agreed, confirmed and approved by all participating agencies 3. Develop business case 4. Procure relevant consultants 	<ol style="list-style-type: none"> 1. Agree working arrangements 2. Negotiate DA and/or Lease 3. Design Briefing process 4. Security review 	<ol style="list-style-type: none"> 1. Engagement and communication plan & delivery 2. Work through operational details 3. Design Development 4. Health, safety & security review and plans 5. Technology solutions 6. Construction/ fitout management 	<ol style="list-style-type: none"> 1. Establish building operational decision making groups 2. Note reporting lines back to home agencies 3. Establish various building networks (H&S, PSA delegates, Social Club etc)
	KEY OUTPUTS	<p>Pre-Project Plan (<i>property functional lead endorsement, Participating Agency signoff</i>)</p> <p>Accommodation Brief (<i>property functional lead endorsement, CEs/Boards sign off</i>)</p> <p>Security assessment and plan (<i>PSR review, CEs/Board sign off</i>)</p>	<p>Procurement documentation (<i>property functional lead endorsement, Participating agency SROs</i>)</p> <p>Business case (<i>property functional lead endorsement, CEs/Boards sign off, SEC approval if appropriate</i>)</p> <p>Cabinet paper (if required)</p>	<p>MoU (<i>CE/Board sign</i>)</p> <p>DA or RDA or Lease (<i>Lead Agency sign</i>)</p> <p>Workplace Design Brief (<i>Project Board sign off</i>)</p> <p>Security audit (<i>PSR review, CEs/Board sign-off</i>)</p>	<p>ICT design documentation (<i>Lead Agency & participating agencies</i>)</p> <p>Co-location agreement (<i>CE/Board sign</i>)</p> <p>Lease (<i>Lead Agency sign</i>)</p> <p>Security operational plan (<i>PSR review, CEs/Board sign-off</i>)</p>	<p>Financial, H&S, and other operational report backs (<i>Delegated level sign off</i>)</p>