



CHRISTCHURCH BOYS' HIGH SCHOOL

MINUTES OF A SPECIAL MEETING OF THE BOARD OF TRUSTEES

HELD AT 5.30PM ON
WEDNESDAY 6 JULY 2016
IN THE HEADMASTER'S STUDY

PRESENT Mr J Osborne (Chairperson), Mr N Hill (Headmaster), Mr M Walls, Mr P Nicholls, Ms L Brown, Mr H Dacre, Mr M Medicott, Mr R Franks

IN ATTENDANCE Mrs A Johnston (Board Secretary)

The Special Meeting had been called for the Board to consider Master Planning

APOLOGIES: Nil

CONFLICTS OF INTEREST : Nil

P Nicholls joined the meeting at 5.40pm

1. STRATEGIC TOPICS

1.1 Project Steering Group Terms of Reference

- The Headmaster spoke to this draft which had been circulated
- S Sun's role is to deliver the project from start to finish
- There is a problem around clarity and who is accountable and lack of record keeping

Motion: Moved Headmaster Seconded L Brown

That the Board of Trustees adopt the Project Steering Group Terms of Reference. Carried

Motion: Moved Headmaster Seconded L Brown

That the Board of Trustees appoint the Headmaster, BOT Chair, Steering Group Chair and Staff Trustee as Sponsors of the Rebuild Project and for the Board to review this at the start of each year. Carried

Motion: Moved Headmaster Seconded L Brown

That the Board of Trustees delegate to a quorum of three Sponsors of the CSR Rebuild Project decision making for the project with the exception of design brief approval, detailed design approval and expenditure variation approval of over \$200,000. Three sponsors must support a decision for it to be implemented and if this does not occur it should be referred to the full Board. The sponsors may direct any other CSR property related decision to the full Board. Carried

ACTION: Headmaster – add expenditure variation approval to the Delegations approved

1.2 Development Design of Hall

The following noted:

- We are \$180,000 over budget but this is not a problem
- The CBHS Old Boys' Assn. have raised concern that storage for the organ has not been included in the Hall. Noted there is plenty of space on the floor area.
- Are looking at including the Canopy in July as this would be provide a social and wet weather areas.

- The back wall of the stage is temporary and will be changed
- Implications of Caldwell coming down and the ability to still offer Science discussed
- Suggested a presentation package of the new hall be available
- The Board to go out to the school community by this Friday (8 July) by email confirming the design drawings.

Motion: Moved Headmaster Seconded P Nicholls

That the Board of Trustees approve the Board Chair and Headmaster signing the letter of approval of design drawings for Christchurch Boys' High School - New Hall. The letter to be on CBHS letterhead and dated 6 July 2016. **Carried**

1,3 Design of Classroom Block

- The Headmaster said he would like to do a thorough job of the design brief for all the classrooms.
- Will come up with a plan and then consult with the community

Motion: Moved Headmaster Seconded M Walls

That the Board of Trustees approve the school engaging in a pre-design phase for the New Caddick Block and Main Building project. **Carried**

1.4 Capital Programme

- Do not have Reserves at present to build a Gym
- Cost of ownership and depreciation impact
- Other than the Gym and Hockey Turf we can meet our commitments
- There will be an additional furniture allowance for classrooms but not the hall
- If the Board do not build the gym we will have to wait for the MOE to build it in approximately 2025.

**ACTION: The Board of Trustees to write to the Ministry of Education regarding:
Concern re ability to teach science in the rebuild process
That the budget does not cover the rebuild of the gym and landscaping**

1.5 Appointment of Lead Contractor for Hall

This is going out to tender to :

- Lees
- Hawkins
- Southbase

The rigorous evaluation process of the tender was explained by the Headmaster.

A recommendation will be made to David Hobern (MOE) as to which firm we use.

Motion: Moved Headmaster Seconded M Medicott

That the Board nominate a community member with expertise to support Craig Dunnnett in the appointment of the Lead Contractor for the Hall. **Carried**

NEXT BOARD MEETING: Tuesday 26 July 2016 at 5.30pm in the Headmaster's Study.

Meeting closed at 7.20pm

APPROVED.....26 July 2016
CHAIRPERSON

