

**The Minutes of the Heart of Carterton Committee held in the Council  
Chambers, Holloway Street, Carterton on Friday 19 December 2008 at 9.00 am**

**Present**

Crs. B Poulsen (Chairman)

R Carter, B Durbin, J Greathead & Mr J Greenwood

**In Attendance**

C Wright (Chief Executive)

G Page (Project Manager)

J Hallam (Support Services Manager)

B McWilliams (Community & Recreation Assets Manager)

E Hyde (Cultural Services Co-Ordinator)

**Apologies**

His Worship the Mayor, G McPhee

Cr. E Brazendale

**Resolved that** the apologies be received.

Cr. Carter/Cr. Durbin

Carried

**1. Confirmation of Minutes dated 14 November 2008**

**Resolved that** the minutes of the Heart of Carterton Committee dated 14 November 2008 be adopted.

Cr. Poulsen/Cr. Carter

Carried.

**2. Report from Project Manager**

The Project Manager tabled his report and advised that the main reason for the meeting was to adopt a Project Timeline for completion of the project.

The Committee concurred that V4.2 was the best option. This would result in the following timeline:

Fundraising Phase	Jan 2009 - Jan 2010
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Final Design Documentation	
Consent Process	April 2009 – Feb 2010

Tender Phase

Feb 2010 – May 2010

Construction

June 2010 – March 2011

**Resolved that** Project Timeline V4.2 as tabled be adopted.

Cr. Carter/Cr. Poulsen

Carried.

**Resolved that** a sub-committee comprising Elaine Brazendale, John Greenwood and the Project Manager be granted delegated authority to finalise arrangements with the Carterton Scout Group for the integration of the Scout Den into the new Community Facility.

Cr. Durbin/Cr. Carter

Carried.

**3. Report J Greenwood – Carterton District Community Facility Trust**

**Resolved that** Lisa Sims be appointed Communications Officer for the Community Facility Project.

**That** the Chief Executive and Project Manager negotiate an appropriate contract with Mrs Sims.

The Meeting Concluded at 9.45 pm

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