



Board of Trustees Meeting Minutes

Thursday 16th November 2023 – 5.00pm

Present: Richard Smith, Manoli Aerakis (arrived 5.30pm), Deleece Hall, Vikki Heays, Guyon Janssen, Tim Oughton (Acting Principal), Jacqui Maitland (Minutes),

Via Zoom - Tim Gall, Andrew Murray – (MoE appointed Specialist Advisor – via Zoom, left at 7.15pm),
Guests - Mayor Nick Smith (left at 5.45pm), Leith Bruning (at invite of Board, left at 7.35pm)

No.	Agenda Items	Actioned by
1.	<p>Welcome</p> <p>1.1 Welcome & Karakia. Introductions for Mayor Nick Smith</p> <p>Board & Mayor Nick discussed the current situation & timeframes for the Nelson Hospital rebuild. The Board is exploring the options for the sale of Broads and the implications for this in terms of the hospital rebuild project.</p> <p>Indication was that the Board would need to contact the Ministry of Health to indicate an interest in selling Broads, which could include options for a partial land swap. The Board agreed that will also explore other possible purchaser options. Further investigation into the utilisation of Broads would also be needed in conjunction with all school land use.</p> <p>Thank you to Mayor Nick for his time and input.</p> <p>MOTION: The Nelson College Board agreed to open discussions for options on potential sale of Broads to repay Ministry of Education loan. Approved</p> <p>Exploring project/capital maintenance priorities in line with possible asset sales.</p> <p>1.2 Apologies – Nil</p> <p>1.3 Conflicts of Interest – Trustees reviewed new register.</p>	<p>BoT agreed to open discussions for options on potential sale of Broads to repay MoE loan</p>
2.	<p>Administration</p> <p>2.1 Confirmation of previous Minutes. Motion: The minutes of the Board of Trustees meeting held on 19th October 2023 were approved as a true and correct record. Approved</p> <p>2.2 Outstanding Items/Matters Arising –</p> <ul style="list-style-type: none">2.3 SANS offer – in progress, no further action at this stage3.1.3 Trust Foundation/NCOBA/BoT hui – meeting was held in Nov and points agreed.4.4 Trustee vacancy – Board discussed options available to fill current vacancy and agreed on selection process for Leith Bruning. MOTION: The Nelson College Board to fill a current vacancy via selection, with Leith Bruning to be appointed. Approved	<p>Previous minutes confirmed</p> <p>BoT to fill vacancy via selection.</p>

	<ul style="list-style-type: none"> 4.1 Strategic Planning workshop to be scheduled in February 2024. ACTION: – Acting Principal & Presiding Member to coordinate facilitator for the workshop. MOTION: The Nelson College Board agreed to schedule the February Board meeting on Friday 23rd February and Strategic Planning Workshop on Saturday 24th February 2024. Approved <p>2.3 Correspondence In /Out – taken as read. Noted that there has been no reply from the MoE to Andrew Murray</p>	<p>BoT agreed to 23.2.24 Board hui & Strategic Planning Workshop 24.2.24</p>
<p>3.</p>	<p>Tumuaki’s Reports (taken as read).</p> <p>3.1.1 MOTION: The Board approve the November Tumuaki reports Approved</p> <p>MOTION: The Board approve the November Finance and Property Report. Approved</p> <p>MOTION: The Board approve the October 2023 monthly accounts. Approved</p> <p>2024 Budget The Board reviewed the draft 2024 budget and recommendation from the F&P Committee. Noted that a loss is forecasted for 2024 however that is not sustainable & that it will continue to review forecasts and costings. The Board thanks the Business Manager for their work on the budget. MOTION: The Nelson College Board approve the 2024 operating budget and minor capital expenditure budget of \$85,000.00. Major Capital expenditure will be approved on a case by case basis. Approved</p> <p>Asset Sales/Debt Elimination Noted that 101 Franklyn Street is under a conditional offer.</p> <p>3.1.3 Trust Foundation MOTION: The Nelson College Board approves the November Trust Foundation Report. Approved.</p> <p>3.1.7 Principal recruitment Board discussed the recruitment process for appointing a new Principal and reviewed the draft timeframe. Board confirmed the following points: <ul style="list-style-type: none"> Andrew Murray will lead the process, with support from the Acting Principal. Survey to be sent to School community seeking their feedback on key personal qualities for a Principal. </p> <p>3.1.8 Working Party Update Acting Principal gave an update on Nelson College Way work. A working party with representatives from all sectors in the College has been formed. First meeting was held 15th November for initial discussion on collated sector responses. Next hui scheduled for Wed 22nd to review next steps.</p> <p>3.2.10 Health & Safety The Board accepted the monthly Health and Safety Reports for November 2023.</p>	<p>BOT approved the November Tumuaki & Finance and Property reports.</p> <p>BOT approved the October monthly accounts.</p> <p>November Trust Foundation report approved.</p> <p>H&S Report for November Approved.</p>

4.	<p>General Business</p> <p>4.1 Mobile phones – discussed and agreed to ask SLT to survey the community re: use in schools. Board & Acting Principal will then review further to form a clear policy for all staff/students to follow.</p> <p>MOTION: The Nelson College Board agreed to engage with SLT review an effective mobile phone policy. Approved</p> <p>4.2 Key Projects – Board discussed the need to prioritise some key projects. Agreed that the Business Manager & Acting Principal prepare an outline of key priority projects for the Board to review.</p> <p>ACTION: Acting Principal to provide a list of key priority projects to the Board at the Strategic Planning Workshop in Feb 2024.</p>										
5.	<p>The meeting moved into Committee at 7.35pm.</p> <p>In-Committee Items</p> <p>Move that the public be excluded from this part of the proceedings of this meeting under section 48(1) of the Local Government Official Information and Meetings Act 1987. The reasons for this resolution are as follows:</p> <table border="0" data-bbox="204 943 1133 1088"> <thead> <tr> <th data-bbox="204 969 424 1016">General subject of each matter to be considered</th> <th data-bbox="507 969 810 1016">Reason for passing this resolution in relation to each matter</th> <th data-bbox="887 943 1133 1016">Ground(s) under section 48 (1) for the passing of this resolution</th> </tr> </thead> <tbody> <tr> <td data-bbox="204 1028 317 1050">Staff matters</td> <td data-bbox="507 1028 770 1050">protect the privacy of persons</td> <td data-bbox="887 1028 1023 1050">Section 7 (2) (a)</td> </tr> <tr> <td data-bbox="204 1061 347 1084">Student matters</td> <td data-bbox="507 1061 770 1084">protect the privacy of persons</td> <td data-bbox="887 1061 1023 1084">Section 7 (2) (a)</td> </tr> </tbody> </table> <p>At 8.10pm the Board moved back into Public Meeting. Approved</p> <p>Noted from “In Committee” - The Board discussed the current sport & co-curricular activities at NC and agreed to embark on an independent review of both.</p> <p>The meeting ended with a Karakia.</p>	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 (1) for the passing of this resolution	Staff matters	protect the privacy of persons	Section 7 (2) (a)	Student matters	protect the privacy of persons	Section 7 (2) (a)	
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Meeting closed at 8.15pm

Next meeting – Tuesday 12th December, at 5.00 pm.