

Meeting 5: Agenda

Date & Time:	Tuesday 21 March 2017 - 12.00pm to 3.20pm (A light lunch and afternoon tea will be available during the meeting)			
Venue:	Raymond Terrace Parish, Parish Hall (previously the school hall), corner of Irrawang and William Streets, Raymond Terrace opposite the St Brigid's Church.			
Participants	Chair: Gerard Mowbray (GM) Members: Ray Bowen (RB), Rachael Connor (RC), Anita Howarth (AH), Tony Kelly (TK), Fr Kevin Kiem (KK), Monique Malone (MM), Paul Murray (PM), Nick Diemar (ND), Carmel Tapley (CT), Geoff Whitnall (GW) Recorder: Rita Campbell			
In Attendance:	Webber Architects – Jon Webber, Tim Hayes, Sandra Hinchey			
Apologies:	David Hutton (DH), David Palmer (DP)			
Distribution:	Michael Slattery, Bishop Bill, Joanne Trotter, Helen Bourne, Fr Kevin Corrigan, Sr Libbey Byrne, Fr Brian Mascord, Fr Matthew Muller			
Roles:	Chair: Gerard Mowbray, Reflection: Gerard Mowbray, Recorder: Rita Campbell			
TIME	WHAT	WHO	PROCESS &/or EXPECTED OUTCOME	EST. TIME
12.00	LUNCH			
12.15	1. Welcome, Prayer, Apologies & Declaration of Conflict of Interest Disclosure	GM	Opening reflection, welcome and introduction of committee members, preview of agenda.	5 mins
12.20	2. Architect Presentation and Discussion	Webber	Webber Architects – Jon Webber introduction and discussion in regard to master planning & secondary school planning: <ul style="list-style-type: none"> ➤ Introduction/overview ➤ Re-examination Architectural Competition Design Brief, Education Brief & discussion of amendments ➤ Questions /answers and general discussion opportunity ➤ Proposed progress plan 	60 mins
1.20	3. Minutes previous meeting, business arising /actions.	GM	Review of record of last meeting #4 – 15/11/16, business arising/ action items.	15 mins
	Risk Register Update	RB & GW	Update on the risk register for the project..	
1.35	4. Program & Milestone Dates	GW	Outline and update on the Catherine McAuley Catholic College, Medowie program	15 mins
1.50	AFTERNOON BREAK			
2.00	5. Milestone Dates for 2017 & Phases for 2017 - 2020.	GM	Key dates for 2017 and outline of phases for 2017 to 2020.	20 mins
2.20	6. Communication & Marketing	GM & All	Outline and discussion on the communication and marketing strategy for Catherine McAuley Catholic College, Medowie.	20 mins

2.40	7. College Chapel/ Church	GM & GW	Update on the Catherine McAuley Catholic College Chapel/ Church.	20 mins
3.00	8. STEM	CT	<ul style="list-style-type: none"> ➤ Collaboration of TAS, Science & Mathematics ➤ New TAS Mandatory Syllabus 	15 mins
3.15	9. Meeting Summary & Evaluation	GM	Review key points & consider meeting effectiveness.	5 mins