

From: Official Information
Sent: Thursday, 29 March 2018 1:55 p.m.
To:
Subject: LGOIMA Response - Christchurch Town Hall
Attachments: LGOIMA Response - RNZ Project Directors Reports Combined_Optimized.pdf

Dear

Thank you for your email, received on 17 January 2018. You requested the following information, under the Local Government Official Information and Meetings Act 1987 (LGOIMA):

All progress updates received by Vbase in the last 12 months regarding the restoration of the Christchurch Town Hall.

Extension of timeframe

On 14 February 2018, we extended the timeframe on our response to you by an additional 15 working days.

Refinement of request

As discussed with you were willing to refine the scope of your request to the following:

All Project Director's Reports in the past 12 months on the Town Hall.

Council Decision

On 15 March we decided to release redacted copies of these reports to you with information withheld under the following sections of the LGOIMA:

- 7(2)(b)(ii) – to protect the commercial position of the person who supplied or who is the subject of the information
- 7(2)(c)(i) – to protect information which is subject to an obligation of confidence, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source
- 7(2)(h) – to enable any local authority holding the information to carry out commercial activities
- 7(2)(i) – to enable any local authority holding the information to carry on negotiations

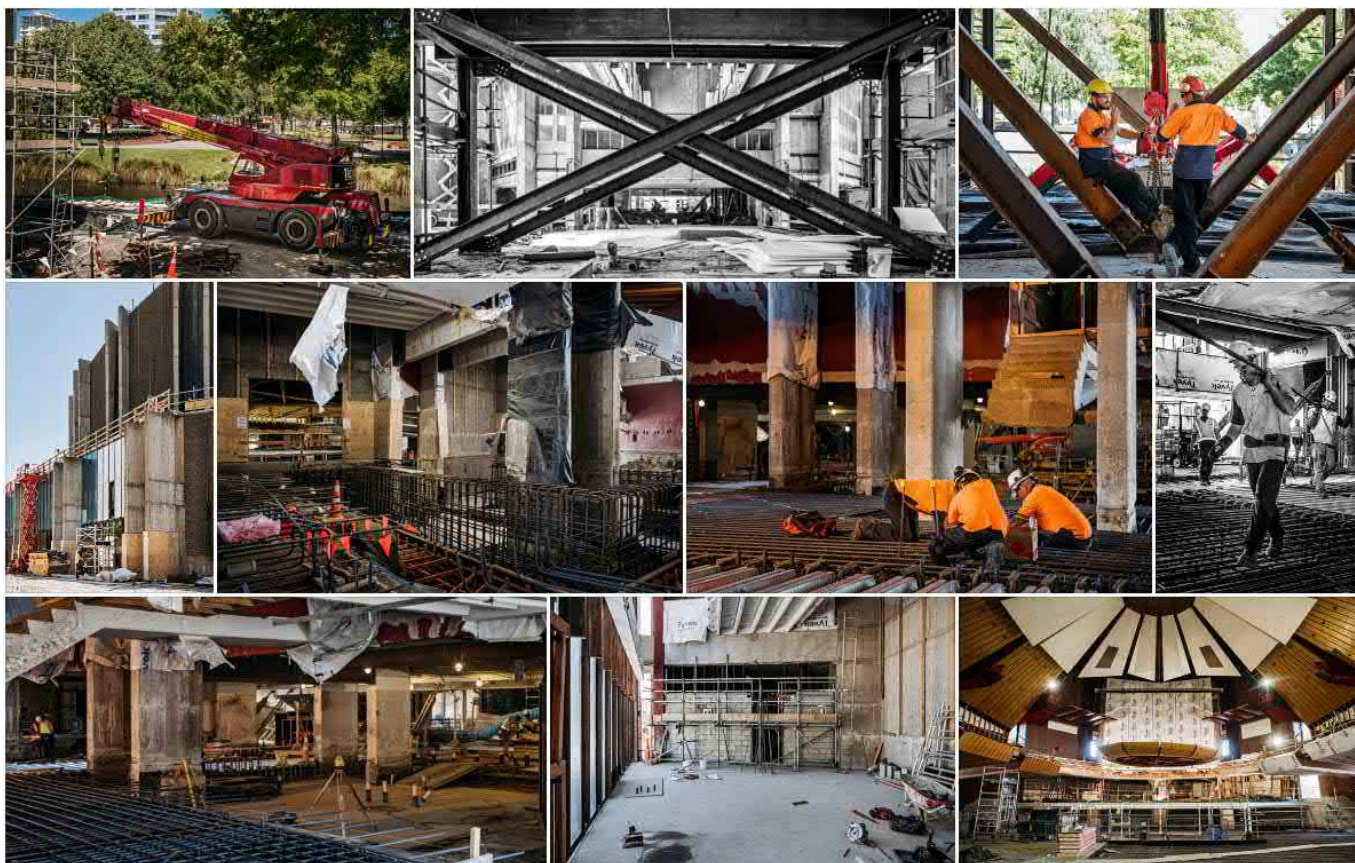
In the Council's view the reasons for withholding these details are not outweighed by public interest considerations in section 7(1) favouring their release.

This information you have requested is attached.

You have the right to request the Ombudsman to review this decision. Complaints can be sent by email to info@ombudsman.parliament.nz, by fax to (04) 471 2254, or by post to The Ombudsman, PO Box 10152, Wellington 6143.

Kind regards,

Sean Rainey
Senior Information Adviser and Privacy Officer
Office of the Chief Executive
Christchurch City Council
53 Hereford Street, Christchurch 8011
PO Box 73016, Christchurch 8154



TOWN HALL REBUILD

PROJECT DIRECTOR'S REPORT 9

7 March 2017

Abstract

This report provides information to the Project Steering Group to enable it to exercise oversight of investment decision making on the Town Hall repair Project in accordance with current project mandate and the agreed Terms of Reference.

The Project Steering Group monitors, budgetary strategy, value improvement, defining and realising benefits, monitoring risks, quality and timeliness. Its purpose is to ensure the project continues to be delivered in accordance with the approved business case and investment decisions

AGENDA

Project Steering Group – Town Hall Rebuild

Meeting Number 9.

11:30hrs, 7 March 2017

Christchurch City Council, Civic Offices Room M2.05

Chair: Brian Wood.

1. Apologies
2. Conflicts of Interest
3. Health and Safety
4. Project Director's Report No 9 Construction Phase
 - a. Executive Summary
 - b. Scope
 - c. Programme
 - d. Health and Safety
 - e. Financial
 - f. Issues Register
 - g. Decisions Register
5. Other Business
6. Next Meeting

CURRENT PROJECT MANDATE

Christchurch City Council

11 June 2015

ITEM 22 CHRISTCHURCH TOWN HALL CONSERVATION PROJECT

- 1.1. The repair and strengthening of the Christchurch Town Hall forms part of the planned Capital Works Programme included in The Council's Long Term Plan 2015–25 (Capital Programme, item 1024 – Town Hall Rebuild).
- 1.2.
- 1.3. Tenders have been received for the repair and refurbishment of the Town hall and these provide the desired confidence and cost certainty that the Town hall restoration can be delivered within the allocated budget
- 1.4.

WHY?

The development of a civic and event facility will provide a strong signal that the CBD is returning "to normal". At the same time providing a world class facility to support a vibrant, confident and recognised civic, cultural and performing arts sector will:

- *Support the promotion of the city (and the region) in association with other anchor projects, both nationally and internationally, as a great place to live, work and play; and*
- *Contribute to a focused, timely and expedited recovery.*
- *Identify Christchurch as a vibrant confident World class city.*

TOWN HALL REBUILD MINUTES - PROJECT STEERING GROUP MEETING

Meeting Number 8.

11:30 am, 31 January 2017

Christchurch City Council, Civic Offices Room 2:05

Present

Brian Wood,	Chair
Jason Rivett	Finance Manager
Liam Nolan,	Manager Vertical Capital Delivery & Professional Services
Alistair Pearson	Manager Major Projects Vertical Capital Delivery
Peter Vause	Development Director
Patrick Cantillon	Project Manager
Calvin Payne	Programme Management
Sophie Brooks	Communications
Distribution	Dave Adamson , GM City Services Mary Richardson, GM Customer and Community

1.	Apologies	
1.1	Darren Burden.	
2.	Conflicts of Interest	
3.1	None.	
3.	Approval of minutes of previous meeting	
	The minutes from the 12 December were accepted as a true and accurate record of the meeting.	
4.	Review of action list from previous meetings	
5.	Health and Safety	
	None noted. Angela McClay (City Services Health and Safety Advisor) was shown around the building on the 30 th of January.	
6.	Development Director's Report No 8.	

Progress updates.

Completed:

- Roof access, hardware, fire code compliance (noted that the funding will be used to fund the James Hay functionality) Lifts (apart from some small jobs).

Further updates provided:

- Bore holes pipelines waiting on final cost from Hawkins but almost ready to drill first hole.
- Café fit out- working through with V Base.
- Acoustic upgrade works- will deal with under the CPF shortly.
- Limes room- Hawkins to be consulted with regards to the provisional sum.
- Function room and kitchen block to be discussed with VBase.
- Structural seal completed.
-

- Site works designs are finalised, Hawkins will begin pricing. Will be confirmed in next month.
- Ferry fountain inspections done on retaining wall and chambers- will be reused and resolved over next couple months.
- Substation, sheet piling dealt with
- Smoke extract plan in auditorium- in discussions.
- James Hay theatre ceiling move been dealt with.
- Aquifer bore holes done.

EXECUTIVE SUMMARY

- General Overview
 - The project is progressing well and relationships between all parties' remains strong

SCOPE

All work remains within scope as set out in the Council resolution 11 June 2015, with design work progressing for the functionality improvements, which include:

- Kitchen improvements

- Limes Room fit out
- Function room (formerly known as Boaters) fit out

PROGRAMME

Current Completion Dates at end of February 2017

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	
Auditorium/Foyer					
Remainder of the building					
*					

Construction Progress for the last period

- January 2016
 - Temporary works to foyer/Limes Room
 - Boaters restaurant slab and walls concrete placed
 - Lower auditorium copper roof replacement continued
 - Auditorium basement concourse slab excavation, rebar placed
 - Auditorium BOH blockwork, painting
 - Stage lifts procurement continued
 - Constellation system CE issued as agreed by PSG.
- Programme for next 6 weeks
 - Auditorium basement concourse slabs
 - Temporary works to GL 12 wall installation commences
 - Block walls and bond beams auditorium BOH
 - Erection of temporary works for Limes Room re levelling to continue
 - Re-levelling of Limes Room to commence
 - Continued copper roof replacement to auditorium
 - The proposed Accepted Programme has been issued and rejected. Re-submission awaited.
 - Storm and foul drainage to be progressed

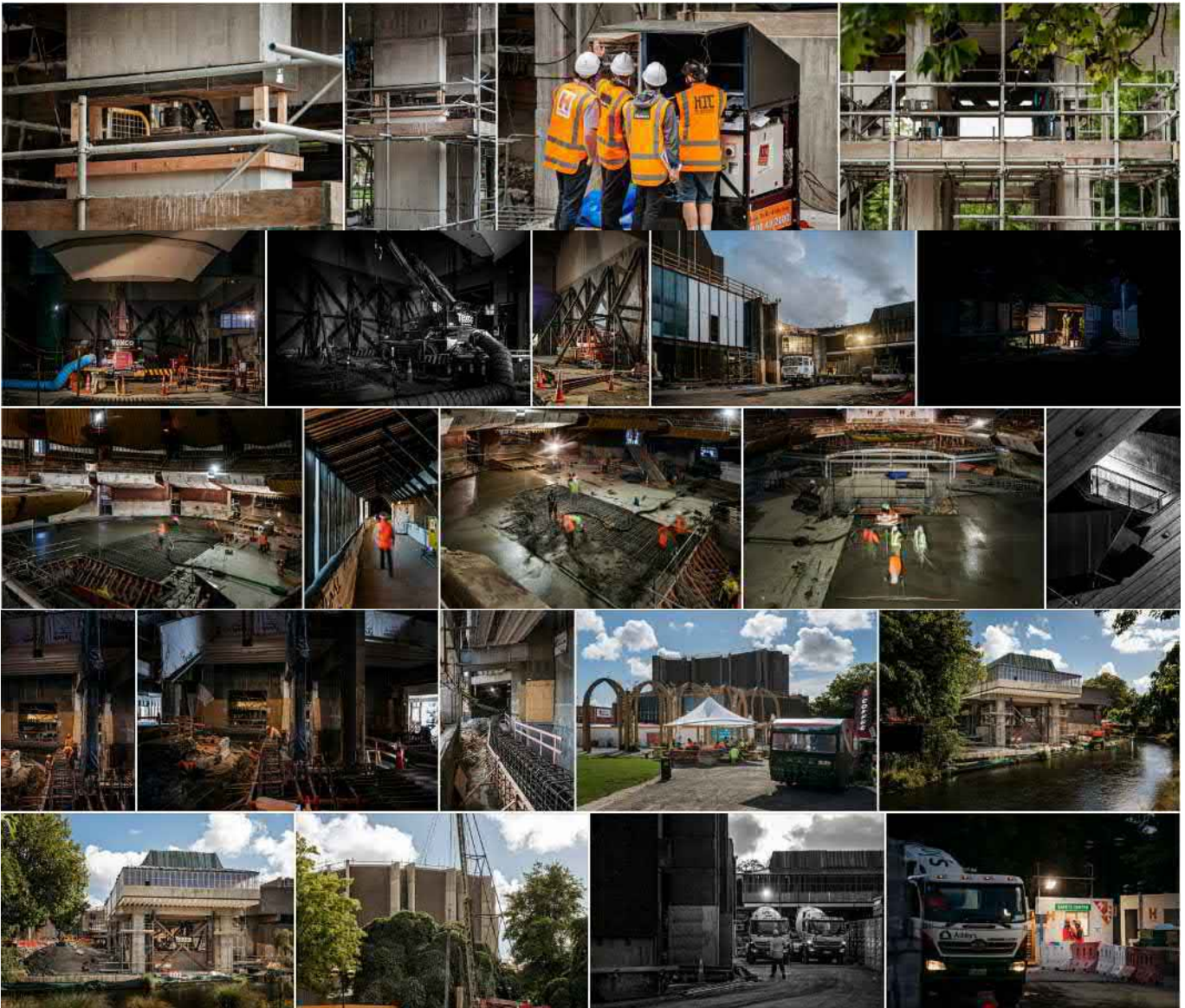
HEALTH AND SAFETY

Town Hall Health and Safety report forms part of the Worley Parson monthly Major Facilities Report. Christchurch City Council continues to discharge its responsibilities as a PCBU under the new H&S Act.

Health and Safety remains at the forefront of our project "Family Values" with the Town Hall statistics:

Safety Statistics	Pre	
Accidents/Incidents (FAI)		
Loss time injuries (LTI)		
Near Misses		
Medical Treatment Injury (MTI)		
Return to Work Injury (RWI)		
Total Man Hours on Site	189,859	242,286
Site Inductions	847	1002
Worksafe Site Visits	4*	4*
Positive Actions		

*Worksafe have issued no Non-Compliance notices



TOWN HALL REBUILD

PROJECT DIRECTOR'S REPORT 10

4 April 2017

Abstract

This report provides information to the Project Steering Group to enable it to exercise oversight of investment decision making on the Town Hall repair Project in accordance with current project mandate and the agreed Terms of Reference.

The Project Steering Group monitors, budgetary strategy, value improvement, defining and realising benefits, monitoring risks, quality and timeliness. Its purpose is to ensure the project continues to be delivered in accordance with the approved business case and investment decisions

AGENDA

Project Steering Group – Town Hall Rebuild

Meeting Number 10.

11:30hrs, 4 April 2017

Christchurch City Council, Civic Offices Room M2.05

Chair: Brian Wood.

1. Apologies
2. Conflicts of Interest
3. Health and Safety
4. Project Director's Report No 10 Construction Phase
 - a. Executive Summary
 - b. Scope
 - c. Programme
 - d. Health and Safety
 - e. Financial
 - f. Issues Register
 - g. Decisions Register
5. Other Business
6. Next Meeting

CURRENT PROJECT MANDATE

Christchurch City Council

11 June 2015

ITEM 22 CHRISTCHURCH TOWN HALL CONSERVATION PROJECT

- 1.1. The repair and strengthening of the Christchurch Town Hall forms part of the planned Capital Works Programme included in The Council's Long Term Plan 2015–25 Capital Programme item 1024 – Town Hall Rebuild

- 1.3. Tenders have been received for the repair and refurbishment of the Town hall and these provide the desired confidence and cost certainty that the Town hall restoration can be delivered within the allocated budget

WHY?

The development of a civic and event facility will provide a strong signal that the CBD is returning "to normal". At the same time providing a world class facility to support a vibrant, confident and recognised civic, cultural and performing arts sector will:

- *Support the promotion of the city (and the region) in association with other anchor projects, both nationally and internationally, as a great place to live, work and play; and*
- *Contribute to a focused, timely and expedited recovery.*
- *Identify Christchurch as a vibrant confident World class city.*

TOWN HALL REBUILD MINUTES - PROJECT STEERING GROUP MEETING

Meeting Number 9.

11:30 am, 07 March 2017

Christchurch City Council, Civic Offices Room 2:05

Present

Brian Wood,	Chair
Peter Langbein	Finance Manager
Liam Nolan,	Manager Vertical Capital Delivery & Professional Services
Alistair Pearson	Manager Major Projects Vertical Capital Delivery
Peter Vause	Development Director
Patrick Cantillon	Project Manager

Distribution	Dave Adamson , GM City Services
	Mary Richardson, GM Customer and Community

1.	Apologies	
1.1	Peter Langbein	
2.	Conflicts of Interest	
3.1	None.	
3.	Approval of minutes of previous meeting	
	The minutes from the 31 January were accepted as a true and accurate record of the meeting with corrections:	
4.	Review of action list from previous meetings	

EXECUTIVE SUMMARY

- The project is progressing well and relationships between all parties' remains strong with a strong desire to succeed.

SCOPE

All work remains within scope as set out in the Council resolution 11 June 2015, with design work progressing for the functionality improvements, which include:

- Kitchen improvements
- Limes Room fit out
- Function room (formerly known as Boaters) fit out

PROGRAMME

Current Completion Dates at end of February 2017

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	
Auditorium/Foyer					
Remainder of the building					
<p>*This date is the planned completion date and moves monthly "forward and backwards" to suit the "actual" progress of the project. **This date is fixed and can only be changed due to an EOT claim. Liquidated damages are fixed against this date.</p>					

Construction Progress for the last period

- February 2016
 - Limes Room re-levelled successfully
 - Auditorium lower concourse slabs poured
 - Lower auditorium copper roof replacement progressed
 - Auditorium BOH plant installation progressed
 - Stage lifts procurement concluded
 - Retractable seating procurement progressed and now under client review
- Programme for next 6 weeks
 - Aquifer bore no. 2 underway and will be complete
 - Aquifer pipework installation and chamber to commence
 - Shop drawings and installation of UBs to GL 12 wall

- Block wall to foyer toilets/JHT
- Column reconstruction to Limes Room continuing
- Ferrier Fountain pressure test
- Continued copper roof replacement to auditorium
- The proposed Accepted Programme has been issued and acceptance is recommended. This shows no change to the Completion Date.
- JHT lower roof work progressed
- JHT fly tower steelwork progressed

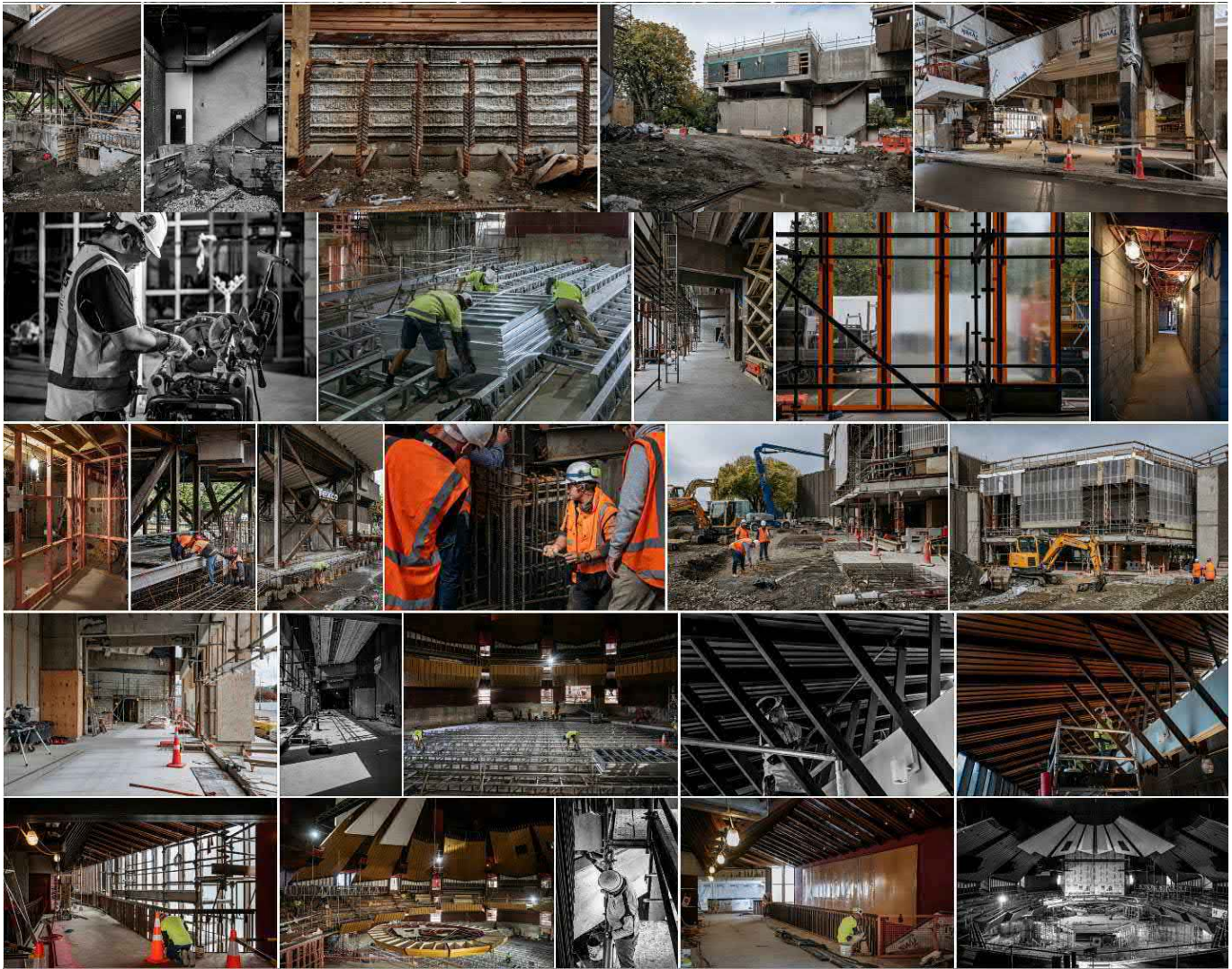
HEALTH AND SAFETY

Town Hall Health and Safety report forms part of the Worley Parson monthly Major Facilities Report. Christchurch City Council continues to discharge its responsibilities as a PCBU under the new H&S Act.

Health and Safety remains at the forefront of our project "Family Values" with the Town Hall statistics:

Safety Statistics	Previous period	For the Project
Accidents/Incidents (FAI)		
Loss time injuries (LTI)		
Near Misses		
Medical Treatment Injury (MTI)		
Return to Work Injury (RWI)		
Total Man Hours on Site	242,286	261,761
Site Inductions	1002	1074
Worksafe Site Visits	4*	4*
Positive Actions		

*Worksafe have issued no Non-Compliance notices



TOWN HALL REBUILD

PROJECT DIRECTOR'S REPORT 11

2 May 2017

Abstract

This report provides information to the Project Steering Group to enable it to exercise oversight of investment decision making on the Town Hall repair Project in accordance with current project mandate and the agreed Terms of Reference.

The Project Steering Group monitors, budgetary strategy, value improvement, defining and realising benefits, monitoring risks, quality and timeliness. Its purpose is to ensure the project continues to be delivered in accordance with the approved business case and investment decisions

AGENDA

Project Steering Group – Town Hall Rebuild

Meeting Number 11.

11:30hrs, 2 May 2017

Christchurch City Council, Civic Offices Room M2.05

Chair: Brian Wood.

1. Apologies
2. Conflicts of Interest
3. Health and Safety
4. Project Director's Report No 11 Construction Phase
 - a. Executive Summary
 - b. Scope
 - c. Programme
 - d. Health and Safety
 - e. Financial
 - f. Issues Register
 - g. Decisions Register
5. Other Business
6. Next Meeting

CURRENT PROJECT MANDATE

Christchurch City Council

11 June 2015

ITEM 22 CHRISTCHURCH TOWN HALL CONSERVATION PROJECT

- 1.1. The repair and strengthening of the Christchurch Town Hall forms part of the planned Capital Works Programme included in The Council's Long Term Plan 2015–25 (Capital Programme, item 1024 – Town Hall Rebuild).

- 1.3. Tenders have been received for the repair and refurbishment of the Town hall and these provide the desired confidence and cost certainty that the Town hall restoration can be delivered within the allocated budget

WHY?

The development of a civic and event facility will provide a strong signal that the CBD is returning "to normal". At the same time providing a world class facility to support a vibrant, confident and recognised civic, cultural and performing arts sector will:

- *Support the promotion of the city (and the region) in association with other anchor projects, both nationally and internationally, as a great place to live, work and play; and*
- *Contribute to a focused, timely and expedited recovery.*
- *Identify Christchurch as a vibrant confident World class city.*

TOWN HALL REBUILD MINUTES - PROJECT STEERING GROUP MEETING

Meeting Number 10.

11:30 am, 04 April 2017

Christchurch City Council, Civic Offices Room 2:05

Present

Brian Wood,	Chair
Darren Burden	Vbase GM
Peter Langbein	Finance Manager
Liam Nolan	Manager Vertical Capital Delivery & Professional Services
Alistair Pearson	Manager Major Projects Vertical Capital Delivery
Peter Vause	Development Director
Patrick Cantillon	Project Director

Distribution Dave Adamson , GM City Services
 Mary Richardson, GM Customer and Community

1.	Apologies	
1.1	None	
2.	Conflicts of Interest	
3.1	None.	
3.	Approval of minutes of previous meeting	
	The minutes from the 7 March were accepted as a true and accurate record of the meeting with corrections: <ul style="list-style-type: none"> • Darren Burden in the list of attendees 	
4.	Review of action list from previous meetings	

EXECUTIVE SUMMARY

- General Overview
 - The project is progressing well and relationships between all parties' remains strong with a strong desire to succeed.

- Stakeholder Engagement
 - Rotary presentation at the Canterbury Club, scheduled 16 May 2017
 - Canterbury WEA, scheduled 4 August 2017

SCOPE

All work remains within scope as set out in the Council resolution 11 June 2015, with design work progressing for the functionality improvements, which include:

- Kitchen improvements
- Limes Room fit out
- Function room (formerly known as Boaters) fit out
- Constellation system – *Agreed and implemented*
- Validation of the music venue brief, once received, or if no longer required confirmation the constellation system will fulfil the requirements – *validation confirmed at PSG meeting 31 Jan 2017*

Design

- James Hay Theatre modifications and functionality improvements defined at the 30 August 2016 PSG meeting
 - Reconfiguration to provide a multi-purpose venue of 650 seats including retractable seating
 - The venue is to be able to accommodate up to a 1000 maximum occupants utilising retractable seating
 - Project Team confirms the agreement made at the 31 January 2017 PSG meeting that the James Hay Theatre will be a music venue that can cater for all genres of music
- Still awaiting for the updated PS2 from Beca for Structural Peer reviews for Building Consent to the following areas:
 - Double tees
 - Limes room (ramped up)
 - Foyer
 - Stair case/promenade
 - James Hay fly tower roof strengthening
 - James Hay lower roof – *PS2 received from Beca*
 - James Hay link structure (proscenium arch) – *PS2 received from Beca*
- Design
 -
 - JHT mechanical treatment design to be concluded; this has been delayed by the conclusion of the flying rig system support steelwork design
 - Flying rig steelwork design due to be issued for peer review with Beca
 - Design for strengthening of JHT roof trusses (fly tower) issued as concept draft but awaiting peer review

Operations

PROGRAMME

Current Completion Dates forecasted in the issued April 2017 programme, still to be accepted

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	
Auditorium/Foyer					
Remainder of the building					

Construction Progress for the last period

- March 2017
 - Limes Room columns demolished and new ones under construction.
 - Sheet pile coffer dam installed in river for Ferrier fountain work
 - Auditorium BOH plant installation progressed
 - Revised mechanical drawings/design being produced for Auditorium BOH.
 - Stage lifts procurement concluded
 - Retractable seating procurement progressed and now under client review
- Programme for next 6 weeks
 - Aquifer bore no. 2 underway and now will drilled deeper to tap the Wainoni aquifer. It is likely the second extraction bore will do the same. This will be additional costs and requires an ECAN consent
 - Aquifer pipework installation and chamber to commence
 - Modification to the UBs on the north wall required to facilitate the loading imposed by the flying rig system.
 - Block wall to foyer toilets/JHT
 - Column reconstruction to Limes Room continuing
 - The proposed Accepted Programme has been issued and is under review.
 - JHT lower roof work progressed
 - JHT fly tower steelwork progressed on GL 12
 - Ferrier Fountain construction work to be progressed.
- Design
 - JHT mechanical treatment design to be concluded; this has been delayed by the conclusion of the flying rig system support steelwork design
 - Flying rig steelwork design now due 7th April
 - ECI process with contractor to be concluded

- Design for strengthening of JHT roof trusses issued as concept draft but awaiting final design consequent upon peer review
- Donut design to be concluded 7th April
- JHT lower roof peer review to be concluded
- Continuation of the development of the IT and FFE scope of services
- The finalisation of the Provisional Sum items is now a target for end of financial year.
- Design/implementation of chlorination system for Ferrier fountain is under review

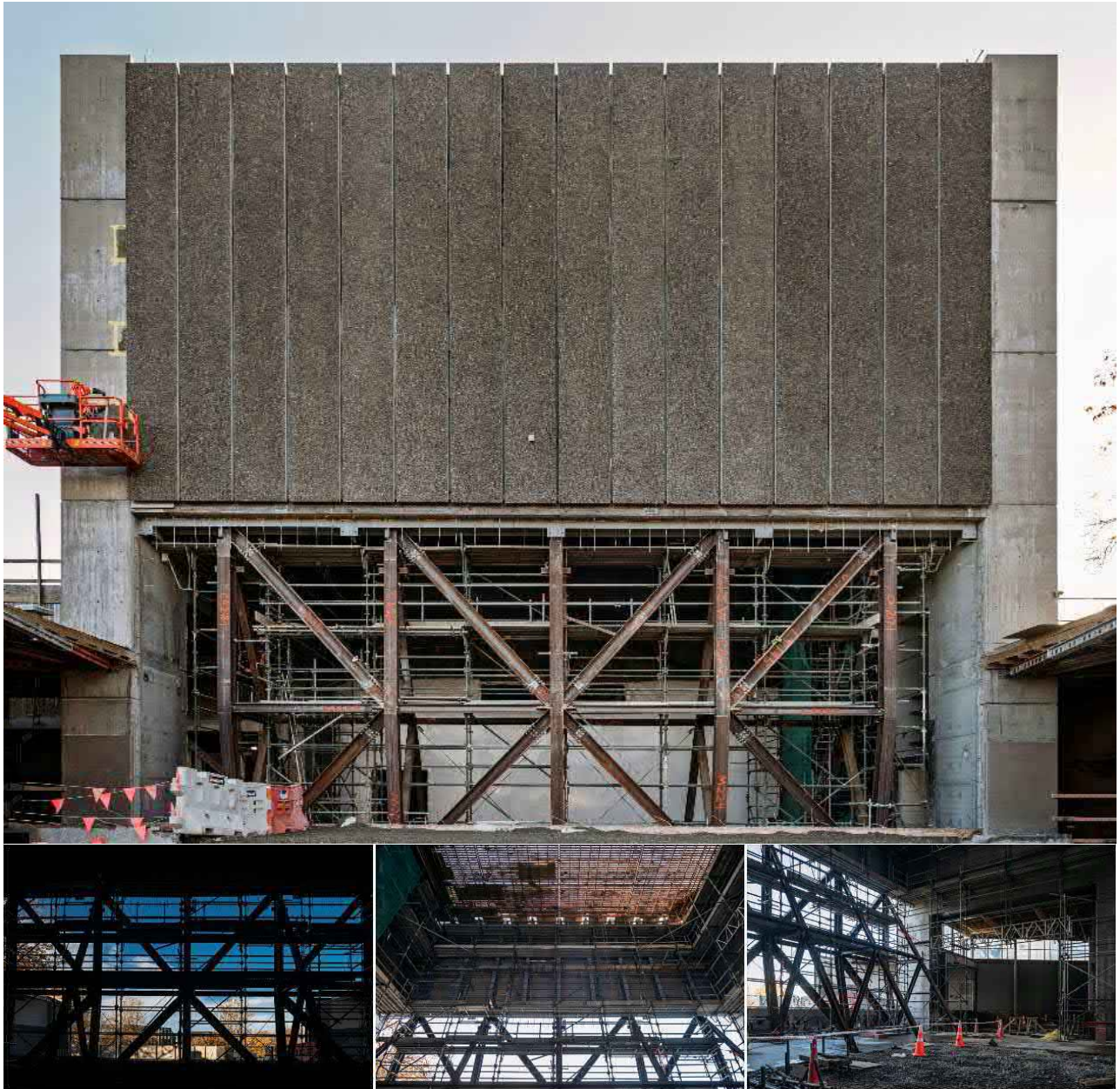
HEALTH AND SAFETY

Town Hall Health and Safety report forms part of the Worley Parson monthly Major Facilities Report. Christchurch City Council continues to discharge its responsibilities as a PCBU under the new H&S Act.

Health and Safety remains at the forefront of our project "Family Values" with the Town Hall statistics:

Safety Statistics	Previous period	For the Project
Accidents/Incidents (FAI)		
Loss time injuries (LTI)		
Near Misses		
Medical Treatment Injury (MTI)		
Return to Work Injury (RWI)		
Total Man Hours on Site	261,761	285,160
Site Inductions	1074	1127
Worksafe Site Visits	4*	4*
Positive Actions		

*Worksafe have issued no Non-Compliance notices



TOWN HALL REBUILD

PROJECT DIRECTOR'S REPORT 12

12 June 2017

Abstract

This report provides information to the Project Steering Group to enable it to exercise oversight of investment decision making on the Town Hall repair Project in accordance with current project mandate and the agreed Terms of Reference.

The Project Steering Group monitors, budgetary strategy, value improvement, defining and realising benefits, monitoring risks, quality and timeliness. Its purpose is to ensure the project continues to be delivered in accordance with the approved business case and investment decisions

AGENDA

Project Steering Group – Town Hall Rebuild

Meeting Number 12.

11:30hrs, 12 June 2017

Christchurch City Council, Civic Offices Room MG.01

Chair: Brian Wood.

1. Apologies
2. Conflicts of Interest
3. Health and Safety
4. Project Director's Report No 12 Construction Phase
 - a. Executive Summary
 - b. Scope
 - c. Programme
 - d. Health and Safety
 - e. Financial
 - f. Issues Register
 - g. Decisions Register
5. Other Business
6. Next Meeting

CURRENT PROJECT MANDATE

Christchurch City Council

11 June 2015

ITEM 22 CHRISTCHURCH TOWN HALL CONSERVATION PROJECT

- 1.1. The repair and strengthening of the Christchurch Town Hall forms part of the planned Capital Works Programme included in The Council's Long Term Plan 2015–25 (Capital Programme, item 1024 – Town Hall Rebuild).

- 1.3. Tenders have been received for the repair and refurbishment of the Town hall and these provide the desired confidence and cost certainty that the Town hall restoration can be delivered within the allocated budget

WHY?

The development of a civic and event facility will provide a strong signal that the CBD is returning "to normal". At the same time providing a world class facility to support a vibrant, confident and recognised civic, cultural and performing arts sector will:

- *Support the promotion of the city (and the region) in association with other anchor projects, both nationally and internationally, as a great place to live, work and play; and*
- *Contribute to a focused, timely and expedited recovery.*
- *Identify Christchurch as a vibrant confident World class city.*

TOWN HALL REBUILD MINUTES - PROJECT STEERING GROUP MEETING

Meeting Number 11.

11:30 am, 02 May 2017

Christchurch City Council, Civic Offices Room 2:05

Present

- Brian Wood, Chair
- Darren Burden Vbase GM
- Peter Langbein Finance Manager
- Liam Nolan Manager Vertical Capital Delivery & Professional Services
- Alistair Pearson Manager Major Projects Vertical Capital Delivery
- Peter Vause Development Director
- Patrick Cantillon Project Director

- Distribution Dave Adamson , GM City Services
- Mary Richardson, GM Customer and Community

1.	Apologies	
1.1	None	
2.	Conflicts of Interest	
3.1	None.	
3.	Approval of minutes of previous meeting	
	The minutes from the 4 April were accepted as a true and accurate record of the meeting with corrections: PC to add Mary Richardson and Dave Adamson to the distribution list	PC
4.	Review of action list	

EXECUTIVE SUMMARY

- General Overview
 - The project is progressing well and relationships between all parties' remains strong with a strong desire to succeed.

- Stakeholder Engagement
 - Rotary presentation at the Canterbury Club, scheduled 16 May 2017
 - NZTA Senior Managers 19 May 2017
 - Canterbury Workers Education Association, scheduled 4 August 2017
 - South Island Local Network Institution of Engineering and Technology site tour 27 June 2017
 - Project Management Institute presentation 20 June 2017, site tour 23 June 2017

SCOPE

All work remains within scope as set out in the Council resolution 11 June 2015, with design work progressing for the functionality improvements, which include:

- Kitchen improvements

- Limes Room fit out
- Function room (formerly known as Boaters) fit out
- Constellation system – *Agreed and implemented*
- Validation of the music venue brief, once received, or if no longer required confirmation the constellation system will fulfil the requirements – *validation confirmed at PSG meeting 31 Jan 2017*

n

PROGRAMME

Current Completion Dates forecasted in the issued May 2017 programme, accepted 22 May 2017

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	
Auditorium/Foyer					
Remainder of the building					

Construction Progress for the last period

- April 2017
 - Foyer external columns demolished and slab poured
 - Doors and services installation continues
 - Toilet fit-out underway in Foyer
 - JHT roof steelwork progressed
 - Reflection ponds slabs and walls progressed
 - JHT lower roof peer review concluded
- Programme for next 6 weeks
 - Foyer column demolition scheduled to be completed
 - JHT GL12 lower wall demolition to be completed
 - Ferrier Fountain pond slab to be poured
 - Sheet piles to be removed from river
 - The proposed Accepted Programme has been revised and will be resubmitted

- JHT lower roof work progressing
- Progression of 610 UBs strengthening on north wall to take flying rig system load
- Design
 -
 - JHT mechanical treatment design to be concluded; this has been delayed by the conclusion of the flying rig system support steelwork design
 - Flying rig steelwork design to be completed
 - ECI process with contractor to be concluded
 - Design for strengthening of JHT roof trusses to be completed
 - Kitchen equipment/layout design to be reviewed by Vbase prior to issue
 - The finalisation of the Provisional Sum items remains a target for end of financial year
 - Design/implementation of chlorination system for Ferrier fountain is under review

HEALTH AND SAFETY

Town Hall Health and Safety report forms part of the Worley Parson monthly Major Facilities Report. Christchurch City Council continues to discharge its responsibilities as a PCBU under the new H&S Act.

Health and Safety remains at the forefront of our project "Family Values" with the Town Hall statistics:

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Accidents/Incidents (FAI)		
Loss time injuries (LTI)		
Near Misses		
Medical Treatment Injury (MTI)		
Return to Work Injury (RWI)		
Total Man Hours on Site	285,160	303,095
Site Inductions	1127	1127
Worksafe Site Visits	4*	4*
Positive Actions		

*Worksafe have issued no Non-Compliance notices



TOWN HALL REBUILD

PROJECT DIRECTOR'S REPORT 13

04 July 2017

Abstract

This report provides information to the Project Steering Group to enable it to exercise oversight of investment decision making on the Town Hall repair Project in accordance with current project mandate and the agreed Terms of Reference.

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AGENDA

Project Steering Group – Town Hall Rebuild

Meeting Number 13.

11:30hrs, 04 July 2017

Christchurch City Council, Civic Offices Room M2.05

Chair: Brian Wood.

1. Apologies
2. Conflicts of Interest
3. Health and Safety
4. Project Director's Report No 13 Construction Phase
 - a. Executive Summary
 - b. Scope
 - c. Programme
 - d. Health and Safety
 - e. Financial
 - f. Issues Register
 - g. Decisions Register
5. Other Business
6. Next Meeting

CURRENT PROJECT MANDATE

Christchurch City Council

11 June 2015

ITEM 22 CHRISTCHURCH TOWN HALL CONSERVATION PROJECT

- 1.1. The repair and strengthening of the Christchurch Town Hall forms part of the planned Capital Works Programme included in The Council's Long Term Plan 2015–25 (Capital Programme, item 1024 – Town Hall Rebuild).
- 1.2.
- 1.3. Tenders have been received for the repair and refurbishment of the Town hall and these provide the desired confidence and cost certainty that the Town hall restoration can be delivered within the allocated budget
- 1.4.

WHY?

The development of a civic and event facility will provide a strong signal that the CBD is returning "to normal". At the same time providing a world class facility to support a vibrant, confident and recognised civic, cultural and performing arts sector will:

- *Support the promotion of the city (and the region) in association with other anchor projects, both nationally and internationally, as a great place to live, work and play; and*
- *Contribute to a focused, timely and expedited recovery.*
- *Identify Christchurch as a vibrant confident World class city.*

TOWN HALL REBUILD MINUTES - PROJECT STEERING GROUP

MEETING

Meeting Number 12

11:30 am, 12 June 2017

Christchurch City Council, Civic Offices Room MG.01

Present

Brian Wood	Chair
Darren Burden	Vbase GM
Peter Langbein	Finance Manager
Liam Nolan	Manager Vertical Capital Delivery & Professional Services
Alistair Pearson	Manager Major Projects Vertical Capital Delivery
Peter Vause	Development Director
Patrick Cantillon	Project Manager

Distribution	Dave Adamson , GM City Services Mary Richardson, GM Customer and Community
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1.	Apologies	
1.1	Peter Vause, Peter Langbein	
2.	Conflicts of Interest	
3.1	None.	
3.	Approval of minutes of previous meeting	
	The minutes from the 2 May were accepted as a true and accurate record of the meeting with corrections: 4.6.1. ACTION	
4.	Review of action list	

EXECUTIVE SUMMARY

- General Overview
 - The project is progressing well and relationships between all parties' remains strong with a strong desire to succeed.

SCOPE

All work remains within scope as set out in the Council resolution 11 June 2015, with design work progressing for the functionality improvements, which include:

- Kitchen improvements – *design progressing*
- Limes Room fit out – *design progressing*
- Function room (formerly known as Boaters) fit out – *design progressing*
- Constellation system – *Agreed and implemented*
- Validation of the music venue brief, once received, or if no longer required confirmation the constellation system will fulfil the requirements – *validation confirmed at PSG meeting 31 Jan 2017*

Design

- James Hay Theatre modifications and functionality improvements defined at the 30 August 2016 PSG meeting
 - Reconfiguration to provide a multi-purpose venue of 650 seats including retractable seating – *agreed and implemented*
 - The venue is to be able to accommodate up to a 1000 maximum occupants utilising retractable seating – *agreed and implemented*
 - Project Team confirms the agreement made at the 31 January 2017 PSG meeting that the James Hay Theatre will be a music venue that can cater for all genres of music
- Still awaiting for the updated PS2 from Beca for Structural Peer reviews for Building Consent to the following areas:
 - Double tees
 - Limes room (ramp up)
 - Foyer
 - Stair case/promenade
 - James Hay fly tower roof strengthening
 - Flying rig steelwork design
 - James Hay lower roof – *PS2 received from Beca*

- James Hay link structure (proscenium arch) – PS2 received from Beca
- Design
 - JHT mechanical treatment design to be concluded; which is being coordinated with the flying rig system support steelwork design
 - Design for strengthening of JHT roof trusses (fly tower) issued as concept draft but awaiting peer review

PROGRAMME

Current Completion Dates forecasted in the issued June 2017 programme, which will be rejected

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	
Auditorium/Foyer					
Remainder of the building					

Construction Progress for the last period

- May update.
 - Final plastering to beams above southern concourse

- Sample bay of marble prepared for architect review
- Sprinkler and painting work in auditorium signed off as complete
- Metal framing to bleachers progressing
- Butynol membrane to auditorium roof nearing completion
- Final slab in foyer is now poured
- External column rebar and services constructed
- Reflection pond 3 poured
- JHT Roof steelwork progressing
- JHT BOH demolition, services and slabs progressing
- 6 week look ahead.
 - JHT BOH service installation and slab to poured
 - External columns to be poured
 - Ductwork to bleachers in southern concourse to be completed
 - Service tunnel slab by kitchen to be poured
 - Service tunnel walls to be progressed
 -
 - Limes Room roof protection and wrap to be progressed
 - Foul and stormwater drainage to JHT BOH and GL to be progressed
 - Double tee repairs in Limes Room to be commenced
- Design
 -
 - JHT mechanical treatment design to be concluded; this has been delayed by the conclusion of the flying rig system support steelwork design
 - Flying rig steelwork design to be completed
 - ECI process with contractor to be concluded
 - Design for strengthening of JHT roof trusses to be completed
 - Kitchen equipment/layout design to be reviewed by Vbase prior to issue
 - The finalisation of the Provisional Sum items remains a target for end of financial year
 - Design/implementation of chlorination system for Ferrier fountain is under review

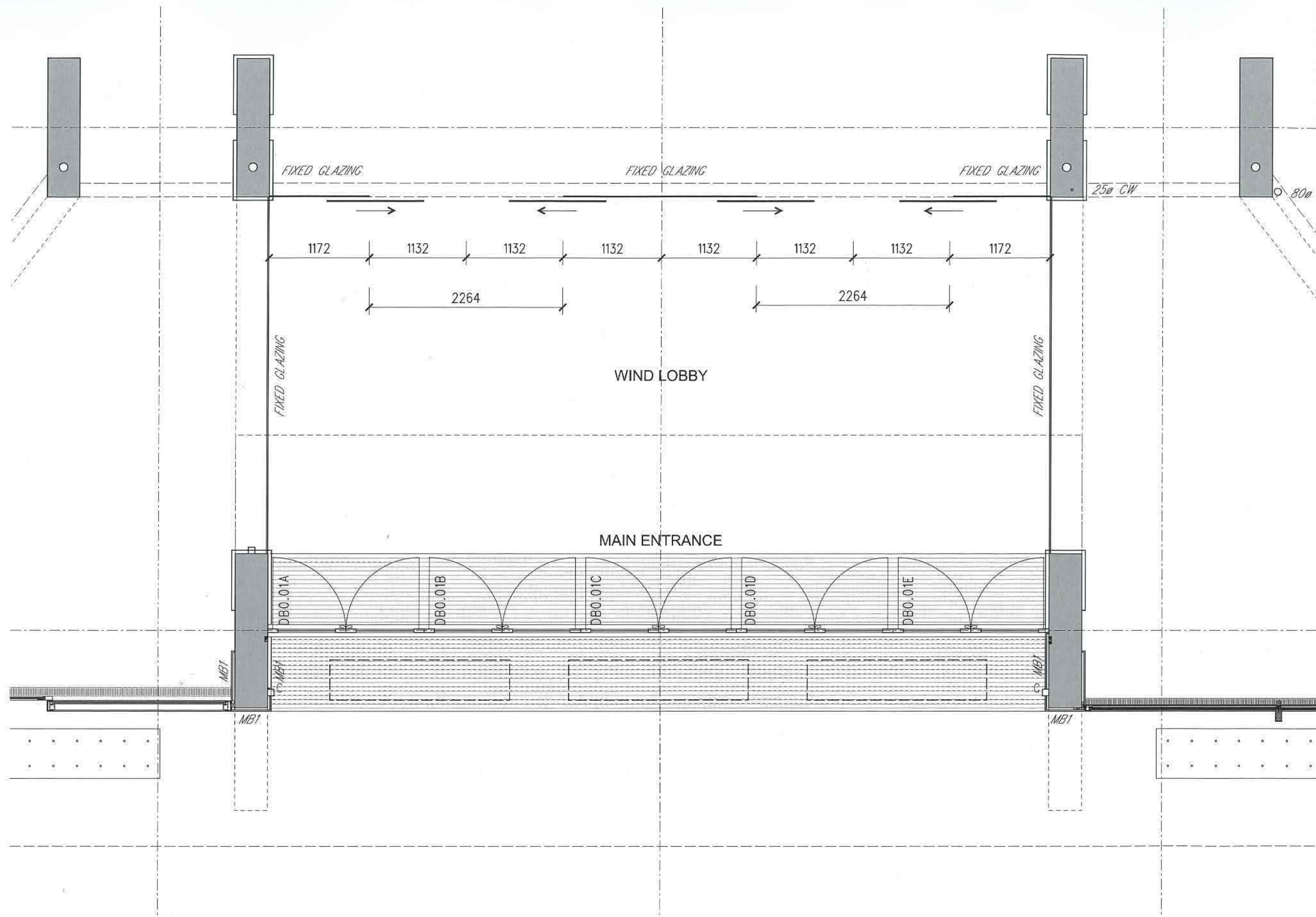
HEALTH AND SAFETY


Town Hall Health and Safety report forms part of the Worley Parson monthly Major Facilities Report. Christchurch City Council continues to discharge its responsibilities as a PCBU under the new H&S Act.

Health and Safety remains at the forefront of our project "Family Values" with the Town Hall statistics:

Safety Statistics	Previous period	For the Project
Accidents/Incidents (FAI)		
Loss time injuries (LTI)		
Near Misses		
Medical Treatment Injury (MTI)		
Return to Work Injury (RWI)		
Total Man Hours on Site	303,095	328,201
Site Inductions	1127	1182
Worksafe Site Visits	4*	4*
Positive Actions		

*Worksafe have issued no Non-Compliance notices



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THE CHRISTCHURCH TOWN HALL

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TOWN HALL REBUILD

PROJECT DIRECTOR'S REPORT 14

07 August 2017

Abstract

This report provides information to the Project Steering Group to enable it to exercise oversight of investment decision making on the Town Hall repair Project in accordance with current project mandate and the agreed Terms of Reference.

The Project Steering Group monitors, budgetary strategy, value improvement, defining and realising benefits, monitoring risks, quality and timeliness. Its purpose is to ensure the project continues to be delivered in accordance with the approved business case and investment decisions

AGENDA

Project Steering Group – Town Hall Rebuild

Meeting Number 14.

11:00hrs, 07 August 2017

Christchurch City Council, Civic Offices Room M2.08

Chair: Brian Wood.

1. Apologies
2. Conflicts of Interest
3. Health and Safety
4. Project Director's Report No 14 Construction Phase
 - a. Executive Summary
 - b. Scope
 - c. Programme
 - d. Health and Safety
 - e. Financial
 - f. Issues Register
 - g. Decisions Register
5. Other Business
6. Next Meeting

CURRENT PROJECT MANDATE

Christchurch City Council

11 June 2015

ITEM 22 CHRISTCHURCH TOWN HALL CONSERVATION PROJECT

- 1.1. The repair and strengthening of the Christchurch Town Hall forms part of the planned Capital Works Programme included in The Council's Long Term Plan 2015–25 (Capital Programme, item 1024 – Town Hall Rebuild).

- 1.3. Tenders have been received for the repair and refurbishment of the Town hall and these provide the desired confidence and cost certainty that the Town hall restoration can be delivered within the allocated budget

WHY?

The development of a civic and event facility will provide a strong signal that the CBD is returning "to normal". At the same time providing a world class facility to support a vibrant, confident and recognised civic, cultural and performing arts sector will:

- *Support the promotion of the city (and the region) in association with other anchor projects, both nationally and internationally, as a great place to live, work and play; and*
- *Contribute to a focused, timely and expedited recovery.*
- *Identify Christchurch as a vibrant confident World class city.*

TOWN HALL REBUILD MINUTES - PROJECT STEERING GROUP

MEETING

Meeting Number 12

11:30 am, 04 July 2017

Christchurch City Council, Civic Offices Room 2:05

Present

Brian Wood	Chair
Darren Burden	Vbase GM
Peter Langbein	Finance Manager
Liam Nolan	Manager Vertical Capital Delivery & Professional Services
Alistair Pearson	Manager Major Projects Vertical Capital Delivery
Peter Vause	Development Director
Patrick Cantillon	Project Director
Peter MacGibbon	Project Manager

Distribution

Dave Adamson , GM City Services
Mary Richardson, GM Customer and Community

1.	Apologies	
1.1	Peter Vause	
2.	Conflicts of Interest	
3.1	None.	
3.	Approval of minutes of previous meeting	
	The minutes from the 12th June meeting were accepted as a true and accurate record of the meeting with corrections:	
4.	Review of action list	

EXECUTIVE SUMMARY

- General Overview
 - The project is progressing well and relationships between all parties' remains strong with a strong desire to succeed.

SCOPE

All work remains within scope as set out in the Council resolution 11 June 2015, with design work progressing for the functionality improvements, which include:

- Kitchen improvements – *design progressing*
- Limes Room fit out – *design progressing*
- Function room (formerly known as Boaters) fit out – *design progressing*
- Constellation system – *Agreed and implemented*
- Validation of the music venue brief, once received, or if no longer required confirmation the constellation system will fulfil the requirements – *validation confirmed at PSG meeting 31 Jan 2017*

Out of scope work associated with functionality improvements include:

- Straightening out the walkway between the Auditorium artiste entrance and the stage – *agreed and implemented*
- New level of the function room floor – *agreed and implemented*
- Retractable seating and improved functionality to the James Hay Theatre – *agreed and implemented*
- James Hay fly tower and rigging – *agreed to be implemented, currently in design*
- Increase in size of auditorium stage – *agreed and implemented*
- Storage area under James Hay Theatre stage – *agreed and implemented*

Design

- James Hay Theatre modifications and functionality improvements defined at the 30 August 2016 PSG meeting
 - Reconfiguration to provide a multi-purpose venue of 650 seats including retractable seating – *agreed and implemented*

- The venue is to be able to accommodate up to a 1000 maximum occupants utilising retractable seating – *agreed and implemented*
- Project Team confirms the agreement made at the 31 January 2017 PSG meeting that the James Hay Theatre will be a music venue that can cater for all genres of music
- Still awaiting for the updated PS2 from Beca for Structural Peer reviews for Building Consent to the following areas:
 - Double tees
 - Limes room (ramp up)
 - Foyer – *PS2 received from Beca*
 - Stair case/promenade
 - James Hay fly tower roof strengthening – *PS2 received from Beca*
 - Flying rig and secondary steelwork
 - James Hay lower roof – *PS2 received from Beca*
 - James Hay link structure (proscenium arch) – *PS2 received from Beca*
- Design
 - JHT mechanical treatment design to be concluded; which is being coordinated with the flying rig system support steelwork design

Operations

PROGRAMME

Current Completion Dates forecasted in the issued July 2017 programme, which has been accepted.

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	
Auditorium/Foyer					
Remainder of the building					

Construction Progress for the last period

- June 2017 update.
 - Foyer columns progressed
 - 2nd aquifer bore progressed
 -
 - Sample bay of marble prepared for architect review
 - Sprinkler and painting work in auditorium continues
 - Ductwork to south side of auditorium installed
 - Butynol membrane to auditorium roof nearing completion
 - Final slab in foyer is now poured
 - External column rebar and services constructed

- 6 week look ahead.
 - JHT BOH service installation and slab to poured
 - External columns to be poured
 - Ductwork to bleachers in southern concourse to be completed
 - Service tunnel slab by kitchen to be poured
 - Service tunnel walls to be progressed
 -
 - Limes Room roof protection and wrap to be progressed

- Limes Room roof strengthening to be progressed
- Foul and stormwater drainage to JHT BOH and GL to be progressed
- Double tee repairs in Limes Room to commenced
- 2nd bore to be developed and testing and consenting regime to commence

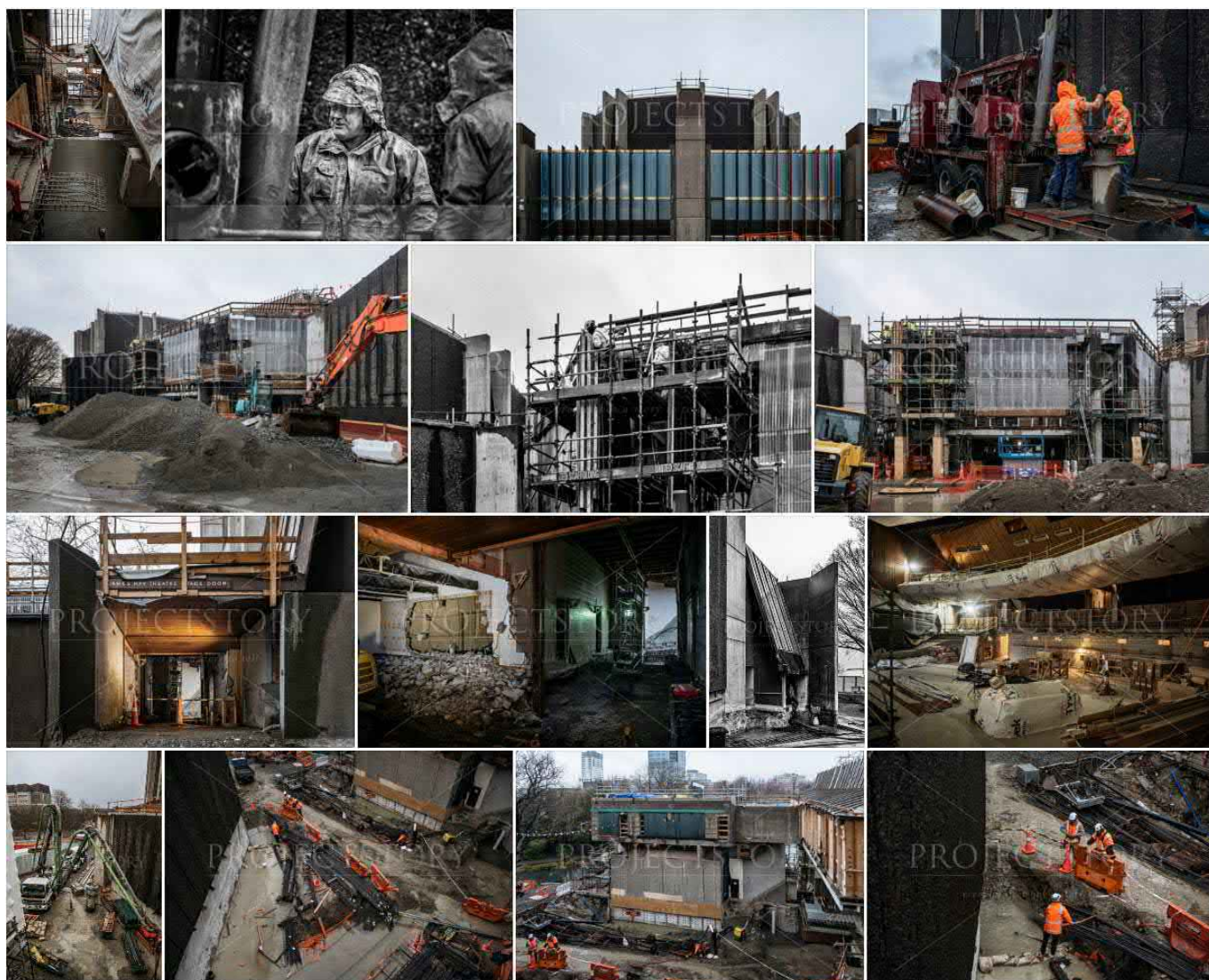
HEALTH AND SAFETY

Town Hall Health and Safety report forms part of the Worley Parson monthly Major Facilities Report. Christchurch City Council continues to discharge its responsibilities as a PCBU under the new H&S Act.

Health and Safety remains at the forefront of our project "Family Values" with the Town Hall statistics:

Safety Statistics	Previous period	For the Project
Accidents/Incidents (FAI)		
Loss time injuries (LTI)		
Near Misses		
Medical Treatment Injury (MTI)		
Return to Work Injury (RWI)		
Total Man Hours on Site	328,201	352,249
Site Inductions	1182	1235
Worksafe Site Visits	4*	4*
Positive Actions		

*Worksafe have issued no Non-Compliance notices



TOWN HALL REBUILD

PROJECT DIRECTOR'S REPORT 15

12 September 2017

Abstract

This report provides information to the Project Steering Group to enable it to exercise oversight of investment decision making on the Town Hall repair Project in accordance with current project mandate and the agreed Terms of Reference.

The Project Steering Group monitors, budgetary strategy, value improvement, defining and realising benefits, monitoring risks, quality and timeliness. Its purpose is to ensure the project continues to be delivered in accordance with the approved business case and investment decisions

AGENDA

Project Steering Group – Town Hall Rebuild

Meeting Number 15.

11:00hrs, 12 September 2017

Christchurch City Council, Civic Offices Room M2.08

Chair: Brian Wood.

1. Apologies
2. Conflicts of Interest
3. Health and Safety
4. Project Director's Report No 15 Construction Phase
 - a. Executive Summary
 - b. Scope
 - c. Programme
 - d. Health and Safety
 - e. Financial
 - f. Issues Register
 - g. Decisions Register
5. Other Business
6. Next Meeting

CURRENT PROJECT MANDATE

Christchurch City Council

11 June 2015

ITEM 22 CHRISTCHURCH TOWN HALL CONSERVATION PROJECT

- 1.1. The repair and strengthening of the Christchurch Town Hall forms part of the planned Capital Works Programme included in The Council's Long Term Plan 2015–25 (Capital Programme, item 1024 – Town Hall Rebuild).

- 1.3. Tenders have been received for the repair and refurbishment of the Town hall and these provide the desired confidence and cost certainty that the Town hall restoration can be delivered within the allocated budget

WHY?

The development of a civic and event facility will provide a strong signal that the CBD is returning "to normal". At the same time providing a world class facility to support a vibrant, confident and recognised civic, cultural and performing arts sector will:

- *Support the promotion of the city (and the region) in association with other anchor projects, both nationally and internationally, as a great place to live, work and play; and*
- *Contribute to a focused, timely and expedited recovery.*
- *Identify Christchurch as a vibrant confident World class city.*

TOWN HALL REBUILD MINUTES - PROJECT STEERING GROUP

MEETING

Meeting Number 13

11:00 am, 07 August 2017

Christchurch City Council, Civic Offices Room 2:08

Present

Brian Wood	Chair
Darren Burden	Vbase GM
Peter Langbein	Finance Manager
Liam Nolan	Manager Vertical Capital Delivery & Professional Services
Alistair Pearson	Manager Major Projects Vertical Capital Delivery
Peter Vause	Development Director
Patrick Cantillon	Project Director

Distribution	Dave Adamson , GM City Services Mary Richardson, GM Customer and Community
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1.	Apologies	
1.1	None	
2.	Conflicts of Interest	
3.1	None.	
3.	Approval of minutes of previous meeting	
	The minutes from the 4th July meeting were accepted as a true and accurate record of the meeting with corrections: 4.4.6. FF&E Works Schedule	
4.	Review of action list	

5.	Health and Safety	
	A H&S Year End Audit was completed with Hawkins.	
6.	Development Director's Report No 13.	
	6.1. PC summarised the report.	

EXECUTIVE SUMMARY

- General Overview
 - The project is progressing well and relationships between all parties' remains strong with a strong desire to succeed, but is currently under strain due to ongoing programme related discussions.

SCOPE

All work remains within scope as set out in the Council resolution 11 June 2015, with design work progressing for the functionality improvements, which include:

- Kitchen improvements – *design progressing*
- Limes Room fit out – *design progressing*
- Function room (formerly known as Boaters) fit out – *design progressing*
- Constellation system – *agreed and implemented*
- Validation of the music venue brief, once received, or if no longer required confirmation the constellation system will fulfil the requirements – *validation confirmed at PSG meeting 31 Jan 2017*

Out of scope work associated with functionality improvements include:

- Straightening out the walkway between the Auditorium artiste entrance and the stage – *agreed and implemented*
- New level of the function room floor – *agreed and implemented*
- Retractable seating and improved functionality to the James Hay Theatre – *agreed and implemented*
- James Hay fly tower and rigging – *agreed to be implemented, currently in design*
- Increase in size of auditorium stage – *agreed and implemented*
- Storage area under James Hay Theatre stage – *agreed and implemented*
-

Design

- Update on PS2 from Beca for Structural Peer reviews for Building Consent to the following areas:
 - Double tees
 - Limes room (ramp up)
 - Foyer – *PS2 received*
 - Stair case/promenade
 - James Hay fly tower roof strengthening – *PS2 received*
 - Flying rig and secondary steelwork – *awaiting PS2*
 - James Hay lower roof – *PS2 received*
 - James Ha link structure (roscenium arch) – *PS2 received*

- Update on PS2 from Olsson Fire and Risk for Fire Peer reviews for Building Consent to the following areas
 - JHT smoke extract – *in progress awaiting PN22 notification from Consultants*

- Design
 - JHT mechanical treatment design to be concluded; which is being coordinated with the flying rig system support steelwork design

Operations

No operational issues are required to be included in this report

PROGRAMME

Current Completion Dates forecasted in the issued July 2017 programme, which has been accepted.

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	
Auditorium/Foyer	No longer required		N/A	N/A	
Remainder of the building					

Construction Progress for the last period

- July 2017 update.
 - Fly tower steelwork progressing
 - JHT lower roof repairs underway
 - Limes Room roof first fix cabling work commenced
 - 2nd aquifer bore progressed
 - Backfill to kitchen / service tunnel
 - Sample marble bay agreed
 - Ductwork to south side of auditorium installed
 - Butynol membrane to auditorium roof completed
- 6 week look ahead.
 - Limes Room roof progressing
 - JHT BOH accommodation construction continues
 - GL 9 columns and removal of temporary works
 - Ductwork to bleachers in southern concourse
 - Fit out to auditorium BOH continues
 - Double Tee repairs continues

- JHT lower roor repairs continues
- Fly tower steelwork continues
- 2nd bore development continues along with testing

HEALTH AND SAFETY

Town Hall Health and Safety report forms part of the Worley Parson monthly Major Facilities Report. Christchurch City Council continues to discharge its responsibilities as a PCBU under the new H&S Act.

Health and Safety remains at the forefront of our project "Family Values" with the Town Hall statistics:

Safety Statistics	Previous period	For the Project
Accidents/Incidents (FAI)		
Loss time injuries (LTI)		
Near Misses		
Medical Treatment Injury (MTI)		
Return to Work Injury (RWI)		
Total Man Hours on Site	352,249	377,053
Site Inductions	1235	1297
Worksafe Site Visits	4*	4*
Positive Actions		

*Worksafe have issued no Non-Compliance notices

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TOWN HALL REBUILD

PROJECT DIRECTOR'S REPORT 16

02 October 2017

Abstract

This report provides information to the Project Steering Group to enable it to exercise oversight of investment decision making on the Town Hall repair Project in accordance with current project mandate and the agreed Terms of Reference.

The Project Steering Group monitors, budgetary strategy, value improvement, defining and realising benefits, monitoring risks, quality and timeliness. Its purpose is to ensure the project continues to be delivered in accordance with the approved business case and investment decisions

AGENDA

Project Steering Group – Town Hall Rebuild

Meeting Number 16

15:00hrs, 02 October 2017

Christchurch City Council, Civic Offices Room M2.08

Chair: Brian Wood.

1. Apologies
2. Conflicts of Interest
3. Health and Safety
4. Project Director's Report No 15 Construction Phase
 - a. Executive Summary
 - b. Scope
 - c. Programme
 - d. Health and Safety
 - e. Financial
 - f. Issues Register
 - g. Decisions Register
5. Other Business
6. Next Meeting

CURRENT PROJECT MANDATE

Christchurch City Council

11 June 2015

ITEM 22 CHRISTCHURCH TOWN HALL CONSERVATION PROJECT

- 1.1. The repair and strengthening of the Christchurch Town Hall forms part of the planned Capital Works Programme included in The Council's Long Term Plan 2015–25 (Capital Programme, item 1024 – Town Hall Rebuild).

 - 1.3. Tenders have been received for the repair and refurbishment of the Town hall and these provide the desired confidence and cost certainty that the Town hall restoration can be delivered within the allocated budget
-

WHY?

The development of a civic and event facility will provide a strong signal that the CBD is returning "to normal". At the same time providing a world class facility to support a vibrant, confident and recognised civic, cultural and performing arts sector will:

- *Support the promotion of the city (and the region) in association with other anchor projects, both nationally and internationally, as a great place to live, work and play; and*
- *Contribute to a focused, timely and expedited recovery.*
- *Identify Christchurch as a vibrant confident World class city.*

TOWN HALL REBUILD MINUTES - PROJECT STEERING GROUP

MEETING

Meeting Number 15

11:00 am, 12 September 2017

Christchurch City Council, Civic Offices Room 2:08

Present	
Brian Wood	Chair
Darren Burden	Vbase GM
Michael Down	Finance Manager
Liam Nolan	Manager Vertical Capital Delivery & Professional Services
Alistair Pearson	Manager Major Projects Vertical Capital Delivery
Patrick Cantillon	Project Director
Chris Caselton	Commercial Manager
Todd Turner	Project Advisor, Vbase
Apologies	
Peter Vause	Development Director
Darren Burden	General Manager Vbase
Distribution	Dave Adamson , GM City Services
	Mary Richardson, GM Customer and Community

1.	Apologies	
1.1	Peter Vause and Darren Burden	
2.	Conflicts of Interest	
3.1	None.	
3.	Approval of minutes of previous meeting	
	The minutes from the 4th July meeting were accepted as a true and accurate record of the meeting with corrections:	
4.	Review of action list	

EXECUTIVE SUMMARY

- General Overview

-
- Presentations at Council Committees
 - 19 September 2017 – Vbase Leadership Group Workshop
 - Stakeholder Engagement
 - Canterbury Workers Education Association, scheduled 4 August 2017
 - Probus West Melton 28 August 2017.

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	
Main Project					

OUTPUTS REQUIRED FROM THE PSG

- Key Decisions required from the PSG (decisions register):-

SCOPE

All work remains within scope as set out in the Council resolution 11 June 2015, with design work progressing for the functionality improvements, which include:

- Kitchen improvements – *design progressing*
- Limes Room fit out – *design progressing*
- Function room (formerly known as Boaters) fit out – *design progressing*
- Constellation system – *agreed and implemented*
- Validation of the music venue brief, once received, or if no longer required confirmation the constellation system will fulfil the requirements – *validation confirmed at PSG meeting 31 Jan 2017*

Out of scope work associated with functionality improvements include:

- Straightening out the walkway between the Auditorium artiste entrance and the stage – *agreed and implemented*
- New level of the function room floor – *agreed and implemented*
- Retractable seating and improved functionality to the James Hay Theatre – *agreed and implemented*
- James Hay fly tower and rigging – *agreed to be implemented, currently in design*
- Increase in size of auditorium stage – *agreed and implemented*
- Storage area under James Hay Theatre stage – *agreed and implemented*

Design

- James Hay Theatre modifications and functionality improvements defined at the 30 August 2016 PSG meeting
 - Reconfiguration to provide a multi-purpose venue of 650 seats including retractable seating – *agreed and implemented*
 - The venue is to be able to accommodate up to a 1000 maximum occupants utilising retractable seating – *agreed and implemented*
 - Project Team confirms the agreement made at the 31 January 2017 PSG meeting that the James Hay Theatre will be a music venue that can cater for all genres of music – *Confirmed and brief implemented*
- Update on PS2 from Beca for Structural Peer reviews for Building Consent to the following areas:
 - Double tees
 - Limes room (ramp up) – *PS2 received*
 - Foyer – *PS2 received*
 - Stair case/promenade – *PS2 received*
 - James Hay fly tower roof strengthening – *PS2 received*
 - Flying rig and secondary steelwork – *PS2 received*
 - James Hay lower roof – *PS2 received*
 - James Hay link structure (proscenium arch) – *PS2 received*

- Update on PS2 from Olsson Fire and Risk for Fire Peer reviews for Building Consent to the following areas
 - JHT smoke extract – *in progress awaiting PN22 notification from Consultants to be signed off by HolmesFire*
- Design
 - JHT mechanical treatment design to be concluded; which is being coordinated with the flying rig system support steelwork design

Operations

No operational issues are required to be included in this report

PROGRAMME

Current Completion Dates forecasted in the issued August 2017 programme, which has been accepted.

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	
Auditorium/Foyer					
Remainder of the building					

Construction Progress for the last period

- August 2017 update.
 - 2nd bore development testing underway and first phase of results delivered
 - Fly tower steelwork progressing
 - Ferrier Fountain design progressing
 - Bore chamber design progressing
 - JHT loading dock lift pit excavated and waterproofed

 - JHT lower roof repairs waterproof canopy erected
 - Ductwork to south side of auditorium installed
 - Beam repair work continues
 - JHT BOH construction continued, floors and first floor
 - BOH auditorium finishes progressing
 - Foyer stairs constructed
 - Boaters' slab over pond 1 constructed
 - Fit out to foyer toilets
- 6 week look ahead.

- Limes Room roof progressing
- JHT BOH accommodation construction continues
- Boater's column construction continues; elements of temporary works removed
- Limes Room roof reconstruction continues
- Ductwork to bleachers in southern concourse continues
- Fit out to auditorium BOH continues
- Double Tee repairs continues

- Fly tower steelwork continues

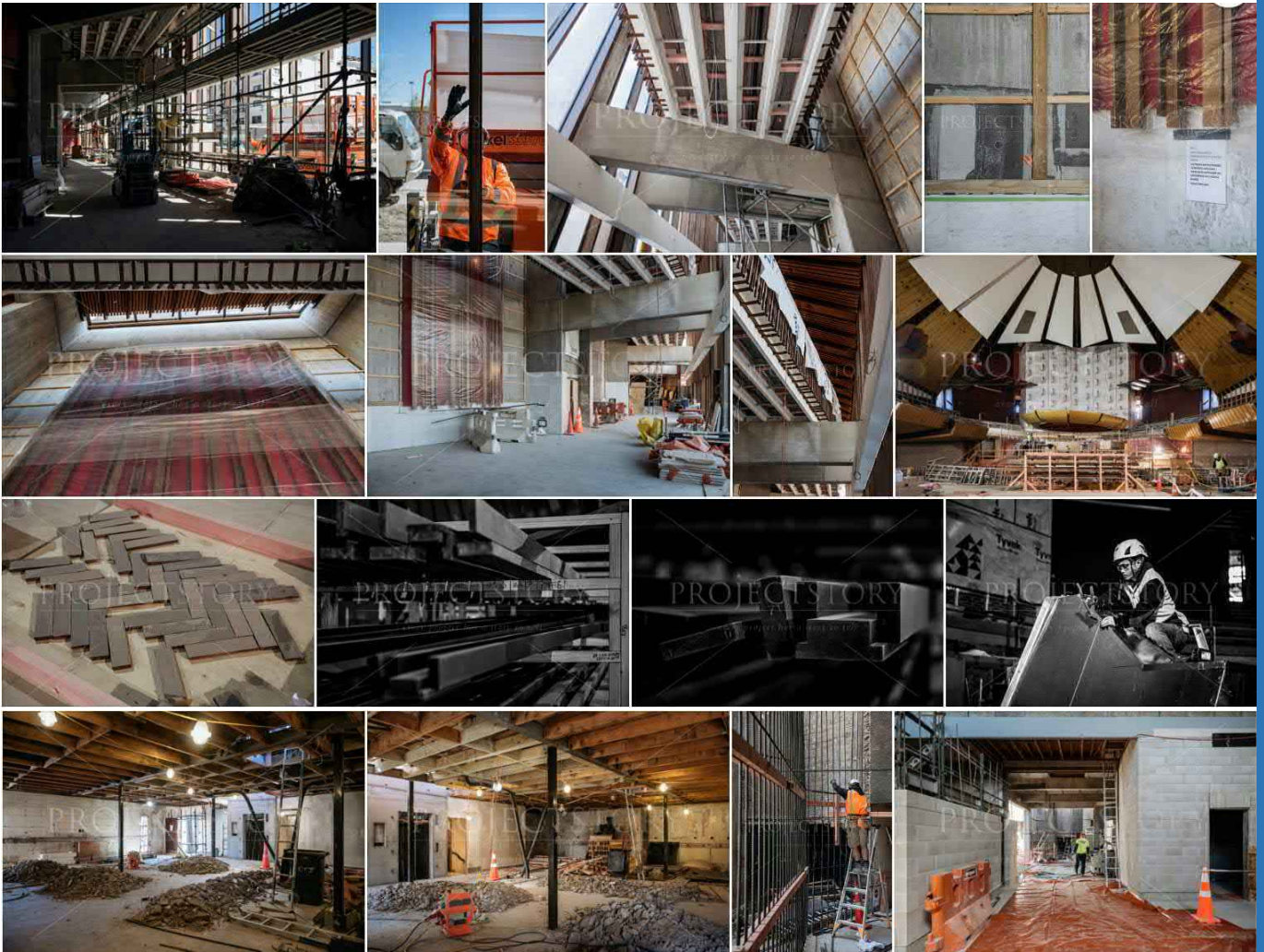
HEALTH AND SAFETY

Town Hall Health and Safety report forms part of the Worley Parson monthly Major Facilities Report. Christchurch City Council continues to discharge its responsibilities as a PCBU under the new H&S Act.

Health and Safety remains at the forefront of our project "Family Values" with the Town Hall statistics:

Safety Statistics	Previous period	For the Project
Accidents/Incidents (FAI)		
Loss time injuries (LTI)		
Near Misses		
Medical Treatment Injury (MTI)		
Return to Work Injury (RWI)		
Total Man Hours on Site	377,053	404,327
Site Inductions	1297	1354
Worksafe Site Visits	4*	4*
Positive Actions		

*Worksafe have issued no Non-Compliance notices



TOWN HALL REBUILD

PROJECT DIRECTOR'S REPORT 17

07 November 2017

Abstract

This report provides information to the Project Steering Group to enable it to exercise oversight of investment decision making on the Town Hall repair Project in accordance with current project mandate and the agreed Terms of Reference.

The Project Steering Group monitors, budgetary strategy, value improvement, defining and realising benefits, monitoring risks, quality and timeliness. Its purpose is to ensure the project continues to be delivered in accordance with the approved business case and investment decisions

AGENDA

Project Steering Group – Town Hall Rebuild

Meeting Number 17

11:30hrs, 07 November 2017

Christchurch City Council, Civic Offices Room M2.08

Chair: Brian Wood.

1. Apologies
2. Conflicts of Interest
3. Health and Safety
4. Project Director's Report No 17 Construction Phase
 - a. Executive Summary
 - b. Scope
 - c. Programme
 - d. Health and Safety
 - e. Financial
 - f. Issues Register
 - g. Decisions Register
5. Other Business
6. Next Meeting

CURRENT PROJECT MANDATE

Christchurch City Council

11 June 2015

ITEM 22 CHRISTCHURCH TOWN HALL CONSERVATION PROJECT

- 1.1. The repair and strengthening of the Christchurch Town Hall forms part of the planned Capital Works Programme included in The Council's Long Term Plan 2015–25 (Capital Programme, item 1024 – Town Hall Rebuild).

- 1.3. Tenders have been received for the repair and refurbishment of the Town hall and these provide the desired confidence and cost certainty that the Town hall restoration can be delivered within the allocated budget

WHY?

The development of a civic and event facility will provide a strong signal that the CBD is returning "to normal". At the same time providing a world class facility to support a vibrant, confident and recognised civic, cultural and performing arts sector will:

- *Support the promotion of the city (and the region) in association with other anchor projects, both nationally and internationally, as a great place to live, work and play; and*
- *Contribute to a focused, timely and expedited recovery.*
- *Identify Christchurch as a vibrant confident World class city.*

TOWN HALL REBUILD MINUTES - PROJECT STEERING GROUP MEETING

Meeting Number 16

11:00 am, 12 September 2017

Christchurch City Council, Civic Offices Room 2:08

Present	
Brian Wood	Chair
Darren Burden	Vbase GM
Peter Vause	Development Director
Alistair Pearson	Manager Major Projects Vertical Capital Delivery
Patrick Cantillon	Project Director
Chris Caselton	Commercial Manager
Apologies	
Liam Nolan	Manager Vertical Capital Delivery & Professional Services
Michael Down	Finance Manager
Todd Turner	Project Advisor, Vbase
Distribution	Dave Adamson , GM City Services
	Mary Richardson, GM Customer and Community

1.	Apologies	
1.1	Peter Vause, Liam Nolan, Michael Down	
2.	Conflicts of Interest	
3.1	None.	
3.	Approval of minutes of previous meeting	
	The minutes from the 4th July meeting were accepted as a true and accurate record of the meeting with corrections:	
4.	Review of action list	

EXECUTIVE SUMMARY

- General Overview
 - The project is progressing well and relationships between all parties' remains strong with a strong desire to succeed,

-
- Presentations at Council Committees
 - No presentations undertaken
 - Stakeholder Engagement
 - No presentations undertaken

- The project team will continue to review the risk register on a quarterly basis, with the next workshop scheduled July 2017
- Programme – Current planned/completion dates supplied by Hawkins

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	

OUTPUTS REQUIRED FROM THE PSG

SCOPE

All work remains within scope as set out in the Council resolution 11 June 2015, with design work progressing for the functionality improvements, which include:

- Kitchen improvements – *design progressing*
- Limes Room fit out – *design progressing*
- Function room (formerly known as Boaters) fit out – *design progressing*
- Constellation system – *agreed and implemented*
- Validation of the music venue brief, once received, or if no longer required confirmation the constellation system will fulfil the requirements – *validation confirmed at PSG meeting 31 Jan 2017*

Design

- James Hay Theatre modifications and functionality improvements defined at the 30 August 2016 PSG meeting
 - Reconfiguration to provide a multi-purpose venue of 650 seats including retractable seating – *agreed and implemented*
 - The venue is to be able to accommodate up to a 1000 maximum occupants utilising retractable seating – *agreed and implemented*
 - Project Team confirms the agreement made at the 31 January 2017 PSG meeting that the James Hay Theatre will be a music venue that can cater for all genres of music – *Confirmed and brief implemented*
- Update on PS2 from Beca for Structural Peer reviews for Building Consent to the following areas:
 - Double tees
 - Limes room (ramp up) – *PS2 received*
 - Foyer – *PS2 received*
 - Stair case/promenade – *PS2 received*
 - James Hay fly tower roof strengthening – *PS2 received*
 - Flying rig and secondary steelwork – *PS2 received*
 - James Hay lower roof – *PS2 received*
- Update on PS2 from Olsson Fire and Risk for Fire Peer reviews for Building Consent to the following areas
 - JHT smoke extract – *PS2 received*
- Design
 - JHT mechanical treatment design to be concluded; which is being coordinated with the flying rig system support steelwork design

Operations

No operational issues are required to be included in this report

PROGRAMME

Current Completion Dates forecasted in the issued August 2017 programme, which has been accepted.

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	
Auditorium/Foyer					
Remainder of the building					

Construction Progress for the last period

- September 2017 update.
 - Second fix to auditorium continues
 - HVAC to underside of ground floor bleachers
 - Plywood cladding to bleachers progressing
 - Vinyl to upper levels laid
 - Services to service tunnel progressed
 - Foyer columns complete
 - Marble to columns fitted
 - Seismic gap constructed above lift 1
 - First fix commenced of stalactite ceiling
 - All temporary steel props to boaters removed
 - BRB Braces installed on GL 7
 - Limes Room copper roof progressed
 - Header beams to James Hay flytower installed
 - Roof structural steelwork completed
 - Blockwork to GL 12 completed
 - Green room floor slab poured
- 6 week look ahead.
 - Limes Room copper roof continuing

- Auditorium concourse FRP plaster to be laid
- Final boaters columns reconstruction to progress
- Fly tower steelwork continues
- James Hay Theatre BOH construction to continue
- Northern foyer entrance windows and door install to commence
- Bond beam to GL 12 to be completed
- Roof to BOH area to be constructed
- Temporary steelwork to GL 12 to be removed
- JHT lower western roof repair continues

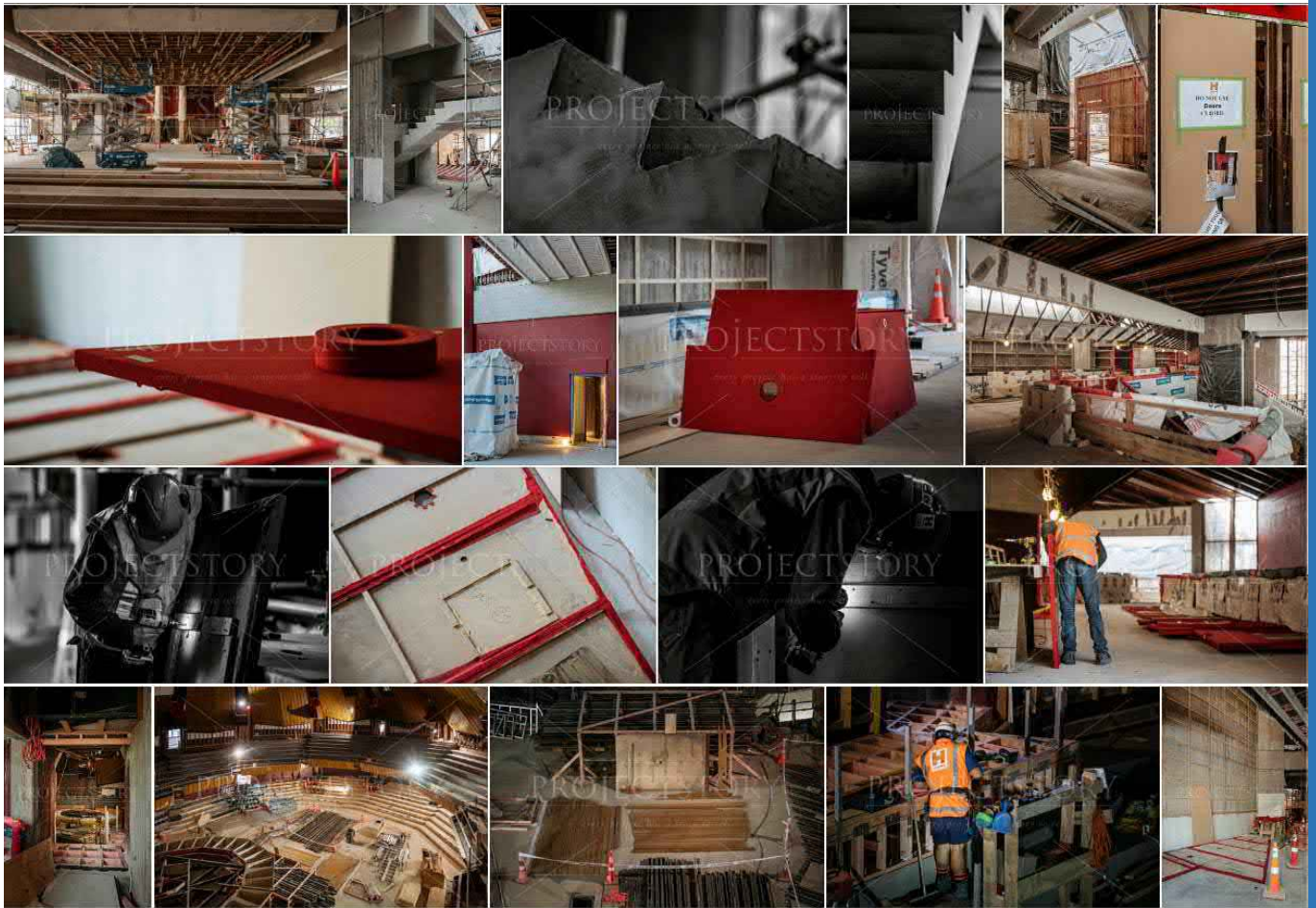
HEALTH AND SAFETY

Town Hall Health and Safety report forms part of the Worley Parson monthly Major Facilities Report. Christchurch City Council continues to discharge its responsibilities as a PCBU under the new H&S Act.

Health and Safety remains at the forefront of our project "Family Values" with the Town Hall statistics:

Safety Statistics	Previous period	For the Project
Accidents/Incidents (FAI)		
Loss time injuries (LTI)		
Near Misses		
Medical Treatment Injury (MTI)		
Return to Work Injury (RWI)		
Total Man Hours on Site	377,053	404,327
Site Inductions	1297	1354
Worksafe Site Visits	4*	4*
Positive Actions		

*Worksafe have issued no Non-Compliance notices



TOWN HALL REBUILD

PROJECT DIRECTOR'S REPORT 18

05 December 2017

Abstract

This report provides information to the Project Steering Group to enable it to exercise oversight of investment decision making on the Town Hall repair Project in accordance with current project mandate and the agreed Terms of Reference.

The Project Steering Group monitors, budgetary strategy, value improvement, defining and realising benefits, monitoring risks, quality and timeliness. Its purpose is to ensure the project continues to be delivered in accordance with the approved business case and investment decisions

AGENDA

Project Steering Group – Town Hall Rebuild

Meeting Number 18

11:30hrs, 05 December 2017

Christchurch City Council, Civic Offices Room M2.08

Chair: Brian Wood.

1. Apologies
2. Conflicts of Interest
3. Health and Safety
4. Project Director's Report No 18 Construction Phase
 - a. Executive Summary
 - b. Scope
 - c. Programme
 - d. Health and Safety
 - e. Financial
 - f. Issues Register
 - g. Decisions Register
5. Other Business
6. Next Meeting

CURRENT PROJECT MANDATE

Christchurch City Council

11 June 2015

ITEM 22 CHRISTCHURCH TOWN HALL CONSERVATION PROJECT

- 1.1. The repair and strengthening of the Christchurch Town Hall forms part of the planned Capital Works Programme included in The Council's Long Term Plan 2015–25 (Capital Programme, item 1024 – Town Hall Rebuild).

- 1.3. Tenders have been received for the repair and refurbishment of the Town hall and these provide the desired confidence and cost certainty that the Town hall restoration can be delivered within the allocated budget

WHY?

The development of a civic and event facility will provide a strong signal that the CBD is returning "to normal". At the same time providing a world class facility to support a vibrant, confident and recognised civic, cultural and performing arts sector will:

- *Support the promotion of the city (and the region) in association with other anchor projects, both nationally and internationally, as a great place to live, work and play; and*
- *Contribute to a focused, timely and expedited recovery.*
- *Identify Christchurch as a vibrant confident World class city.*

TOWN HALL REBUILD MINUTES - PROJECT STEERING GROUP MEETING

Meeting Number 17

11:30-12:3 pm, 07 November 2017, Christchurch City Council, Civic Offices Room 2:08

Present

Brian Wood	Chair
Darren Burden	Vbase GM
Alistair Pearson	Manager Major Projects Vertical Capital Delivery
Patrick Cantillon	Project Director
Chris Caselton	Commercial Manager
Calvin Payne	Programme Manager

Apologies

Liam Nolan	Manager Vertical Capital Delivery & Professional Services
Peter Vause	Development Director

Distribution	Dave Adamson , GM City Services Mary Richardson, GM Customer and Community
Minutes	Rita Estrella

1.	Apologies	
1.1	Liam Nolan and Peter Vause	
2.	Conflicts of Interest	
3.1	None.	
3.	Approval of minutes of previous meeting	
	The minutes from the 02 October meeting were accepted as a true and accurate record of the meeting with corrections:	
4.	Review of action list	

EXECUTIVE SUMMARY

- General Overview
 - The project is progressing well and relationships between all parties' remains strong with a strong desire to succeed, but is currently under strain due to ongoing programme related discussions.

- Presentations at Council Committees
 - No presentations undertaken
- Stakeholder Engagement
 - No presentations undertaken

- Programme – Current planned/completion dates supplied by Hawkins

Task	Planned Completion*		Contract Completion**		Comment
	Previous Period	Current Period	Original	Revised	
Main Project					

OUTPUTS REQUIRED FROM THE PSG

SCOPE

All work remains within scope as set out in the Council resolution 11 June 2015, with design work progressing for the functionality improvements, which include:

- Kitchen improvements – *design progressing*
- Limes Room fit out – *design progressing*
- Function room (formerly known as Boaters) fit out – *design progressing*

Operations

No operational issues are required to be included in this report

PROGRAMME

Current Completion Dates forecasted in the issued August 2017 programme, which has been accepted.

Task	Planned Completion*		Contract Completion**		Comment
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Auditorium/Foyer					
Remainder of the building					

Construction Progress for the last period

- October 2017 update.
 - HVAC to underside of ground floor bleachers complete
 - GL 12 bond beam constructed
 - GL 12 temporary steelwork removed
 - Fit out progressed to foyer toilets
 - JHT northern BOH areas concrete work completed
 - Excavation commenced to reflection pond 1
 - Demolition to foyer/conference room concourse demolished
 - Meranti panels to ground floor concourse installed
 - Final fix to auditorium back of house areas undertaken
 - Seating to concourse level installed
 - Services to service tunnel progressed
 - Foyer stairs' treads installed
 - BRB Braces installed on GL 9
 - Limes Room copper roof progressed on west side
 - Roof to JHT back of house area constructed

- 6 week look ahead.
 - Limes Room copper roof on east side to commence
 - Auditorium concourse floor tiling to commence
 - Final boaters columns reconstruction to progress
 - Fly tower steelwork continues
 - Seating installation continues
 - JHT fly tower steelwork continues
 - Northern foyer entrance windows and door install to commence
 - JHT lower western roof repair continues
 - Kitchen lift basement extension construction continues
 - Pond 1 construction to progress

Current Programme Affects

- Issues affecting the programme:
 - Electrical services associated with the JHT Fly Tower
 - JHT Fly tower steelwork and shop drawing review/acceptance

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