

Terms of Reference:

Mayor's Advisory Group for the World War I Centenary Memorial Project

DRAFT 19 July 2017

Background

1. In 2016 the Governing Body endorsed the recommendation of the WW1 Centenary Memorial Working Party to select the concept design Te Takuahi – The Hearth, for development at the Auckland Domain. The consortium behind the design is led by Wraight Athfield Landscape + Architecture.
2. The project is estimated to cost up to \$3million of which council agreed to contribute \$1million and is to be completed by November 2018.
3. The Mayor has convened an advisory group to work alongside him to ensure the project can be completed without the council being required to put in any additional funding other than the \$1million it agreed to contribute.
4. In addition to the advisory group council has established a Project Team with key responsibility for the operational delivery of the project including being the primary point of contact for the design team.

Purpose

5. The purpose of the advisory group is to:
 - a. ensure that key stakeholders are kept informed of progress on the World War I Centenary Memorial Project (Project); and
 - b. provide leadership and support for the fundraising efforts needed to fund of the Project; and
 - c. Provide advice as may be required
6. In order to meet these objectives, the advisory group may receive reports from the Project Team. The advisory group has no responsibility for governance, which is the role of the Governing Body, or for design or delivery, which are the roles of the Project Team.

Membership

7. The membership of the advisory group shall be: Mayor Phil Goff (Chair), Cr Desley Simpson, Cr Christine Fletcher, Sandra Coney, Colin Davis, Shale Chambers, Renata Blair, David McGregor and David Gaimster.

Meetings

8. The advisory group will meet no less than once per month until the completion of the Project – unless the group decides he can meet less often.
9. Minutes will be taken at each meeting.