

Mayor and Councillors
COUNCIL

16 JULY 2015

Meeting Status: **Public**

Purpose of Report: For Information

**MAHARA GALLERY REDEVELOPMENT PROJECT -
STEERING GROUP APPOINTMENT**

PURPOSE OF REPORT

- 1 This report provides an update on the status of the Mahara Gallery Redevelopment Project and the requirement to appoint an Elected Member to the Project Steering Group.

DELEGATION

- 2 Council has the authority to consider this matter.

BACKGROUND

- 3 Council approved the Agreement for the Mahara Gallery Upgrade on 13 November 2014, signatories being the Kapiti Coast District Council, the Mahara Gallery Trust and the Field Collection Trust. That Agreement sets out the Scope, Joint Objectives and Obligations, and the Obligations of each party.
- 4 The Council's Obligations include the establishment and operation of a Steering Group to provide project governance. This was due to be established by 1 February 2015. The membership of the Steering Group is to consist of: one Elected Member, one representative from each Trust, and one senior staff member from Council.

PROJECT STATUS

- 5 The Project is now being formally established. Council's Arts and Museums Development Officer, Catherine Scollay, has been appointed as the Council Project manager, until construction begins, at which point an experienced construction project manager will be engaged.
- 6 A detailed project plan is being prepared and will include a thorough review of previous project-related documentation and budget information.
- 7 The Project Manager is now scheduling the first meeting of the Project Steering Group, potentially on Thursday 23 July 2015, and is seeking to confirm representatives from each party.

CONSIDERATIONS

Policy considerations

- There are no policy considerations.

Legal considerations

- 8 There are no legal considerations.

Financial considerations

- 9 There are no direct financial considerations. However, the Mahara Gallery Upgrade Project has an overall budget of \$5.2 million.

Tāngata whenua considerations

- 10 Both the Council and the Mahara Gallery Trust actively engage with iwi on matters relating to the Mahara Gallery.

SIGNIFICANCE AND ENGAGEMENT

Degree of significance

- 11 This matter has a moderate level of significance under Council policy.

Consultation already undertaken

- 12 No external consultation has taken place on this matter.

Publicity

- 13 A communications plan is being developed as part of this project, and a media release will be prepared to inform the community of the Steering Group formation and meeting.

Recommendation

- 14 That Council appoints _____ as the Council representative on the Mahara Gallery Upgrade Project Steering Group.

Report prepared by **Approved for submission** **Approved for submission**

Catherine Scollay

Sharon Foss

Wayne Maxwell

**Arts & Museums
Development Officer**

**Acting Group Manager
Community Services**

**Group Manager
Corporate Services**