

**Te Ahu Charitable Trust**

**Special Meeting (to replace cancelled meeting 2nd March 2009)**

4<sup>th</sup> March 2009 starting at 5:30pm – Meeting closed 7:00pm  
FNDC Service Centre – Board Room, Kaitaia

**Attended by:**

Ian Bamber	Eric Shackleton
Phil Cross	Haami Piripi
Mary Jane Ardley	Kevin Robinson
Mark Osborne	Bronwyn Hunt

**Apologies:**

**Facilitated by:** Ian Bamber

**Scribe:** Mark Osborne

The following resolutions were passed.

Note – All figures are GST exclusive.

**1. KEN GORBIEY REPORT DATED 17<sup>TH</sup> FEBRUARY**

Resolved:

That the Ken Gorbey report titled "Te Ahu Concept Design Review" dated 12<sup>th</sup> February 2009 and attachment titled "Te Ahu: Vision" be endorsed as the key guiding document for the vision and concept development of Te Ahu.

**2. OPERATIONAL STRUCTURE**

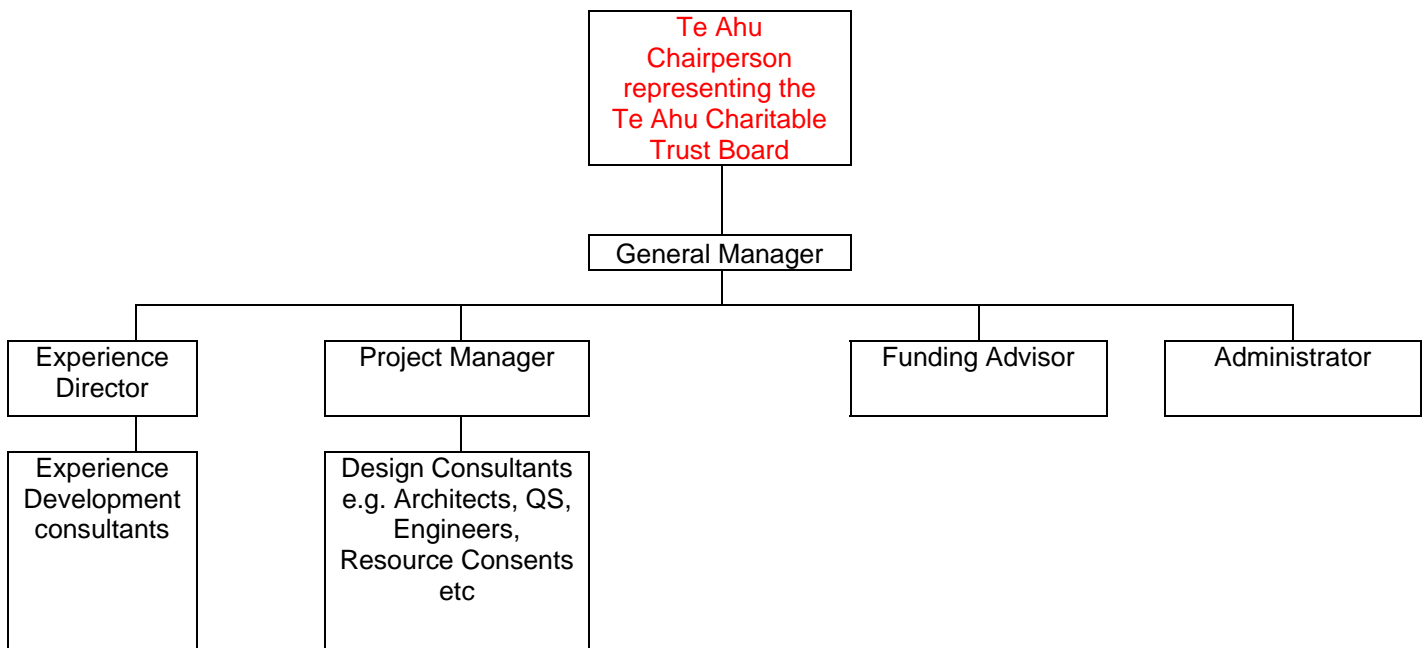
Explanatory note:

Please refer to the attached confidential summary of consultant terms of engagement.

Resolved

“**That** the operational staff and consultant structure below for the establishment phase of the Te Ahu project is confirmed.”

**Operational Structure for Te Ahu**



### 3. GENERAL MANAGER (DESIGNATE) POSITION

Resolved:

**That** the Trust endorses the continuous role of Doubtless Consulting as General Manager (Designate) based upon the terms as per the attached summary.”

**And that** the work programme and the required monthly time allocation to be agreed in advance with the Chair, Te Ahu Charitable Trust. “

**And further**, if the position requires this monthly allocation to be exceeded, it must be approved in advance and agreed to by the Chair, Te Ahu Charitable Trust. This arrangement will apply until the review date as described below.”

Please note:

At this time, intent for position to be continued until March 31, 2010. In June 2009, or following the results of the Audit, whichever occurs first, future terms of the General Manager (Designate) to be reviewed and mutually agreed.

### 4. PROJECT MANAGER POSITION

Resolved

**That** the Trust endorses the continued role of APP Corporation as Project Manager based on an agreed maximum number of hours per month and rate, as per the attached summary.”

**And that** the work programme and the required monthly time allocation to be agreed in advance with General Manager (Designate).”

**And further**, if the position requires this monthly allocation to be exceeded, it must be approved in advance and agreed to by the General Manager (Designate). This arrangement will apply until the review date as described below.”

Please note:

At this time, intent for position to be continued until the conclusion of construction. In June 2009, or following the results of the Audit, whichever occurs first, future terms of Project Manager to be reviewed and mutually agreed.

### 5. STRATEGIC FUNDING ADVISOR

Resolved

**That** the Trust endorses the continued role of SGL Funding Ltd as Strategic Funding Advisor, on reduced monthly rate, as previously advised.”

At this time, intent for position to be continued until June 30, 2010. In June 2009, or following the results of the Audit, whichever occurs first, future terms of the Strategic Funding Advisor to be reviewed and mutually agreed.

Resolved

**And that** the Trust endorses the continued role of all other consultants and contractors be approved in advanced based on agreed fee and scope basis.”

### 6. CONSULTANTS / CONTRACTORS

Resolved

**That** all other consultants and contractors are engaged on the following basis:”

- Proposals to be received by the General Manager (Designate) stating clear fee and scope of services to be provided.
- Proposals costing less than \$10,000 in total can be approved by the General Manager (Designate).
- Proposals greater than \$10,000 in total must be approved by the Te Ahu Charitable Trust.

## 7. CONCEPT DESIGN AND BUDGET

Resolved

**That** based on a maximum construction budget of \$13M, and a total maximum budget, including all costs of no more than \$15M, that Chow Hill's Concept 'Option A' dated December 2008 be modified (taking into account integration) and endorsed as the preferred concept design for Te Ahu."

Please note:

The Trust to communicate 'total' budget, not as a split of construction and other costs.

## 8. DESIGN AND BUILD PROGRAMME

Resolved

**That** the current design and build programme is based on a 9 month design process, beginning post confirmation of Council funding in mid June 2009, with the construction contract proposed to be let in April 2010."

**And that** the Project Manager is asked to make a case for, and with clear cost estimates, for the preparation of traffic management solutions and other key resource consent related items during the period April to June 2009."

**Chairperson**  
**04 / 03 / 2009**