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07 November 2017

Graeme Ebbett
Titahi Bay Residents Association
Titahi Bay
PORIRUA CITY

Dear Graeme

I understand you have been asking about the timing of any report to the Council about the Marines' Hall. As you know the intention was to put a paper before the Council in November, that is, this month.

I have reviewed the business case you have provided to officers and it is deficient in a number of respects. These have been largely outlined in Tamsin's Evans email of 27 September 2017.

As with any project Council is involved in we need:

1. Confidence around costings.
2. Security around other funding – we expect the Council to be "last in". That is we expect all other funding to be sourced so that the Council can be confident that it will not be called on for further funding after the project is started.
3. An operational plan for usage after completion – who will use the hall and what for.
4. Details around project management.

I understand that there is an offer of assistance from the New Zealand Army. I gather that this is unlikely to materialise until the New Year so after some informal discussion with elected members I propose that we defer putting the matter in front of councillors until next year to give you an opportunity to confirm the Army's support and source alternative funding to meet your funding gap. I therefore suggest 30 March 2018 as the deadline for a refreshed business case. Let me know if you agree.

In the meantime Tamsin Evans returns from leave on Thursday this week and you should use her as a first point of contact.

Yours faithfully

A handwritten signature in black ink that reads 'Wendy Walker'.

Wendy Walker
CHIEF EXECUTIVE