

Rt Hon Jacinda Ardern

Minister for Arts, Culture and Heritage

NATIONAL EREBUS MEMORIAL – OCTOBER PROGRESS REPORT

Date:	18 October 2018	Priority:	High
Security classification:	Sensitive	Reference:	BR2018/568

Minister	Action Sought	Deadline
Rt Hon Jacinda Ardern Arts, Culture and Heritage	<p>Note that due to the delays with the site approval an 'Expression of Interest' will be run to select teams to submit designs, ensuring the project remains on schedule.</p> <p>Approve the draft run sheet provided in Appendix 1 for the 28 November meeting with Families and Ice Phase members</p>	25 October 2018

Contacts			
Name	Position	Contact	1 st Contact
Tamsin Evans	Group Manager, Delivery	9 (2) (a)	
Sarah Ingram	Principal Adviser, Delivery	9 (2) (a)	✓

Minister's office to complete <input type="checkbox"/> Approved <input type="checkbox"/> Declined <input type="checkbox"/> Noted <input type="checkbox"/> Needs change <input type="checkbox"/> Seen <input type="checkbox"/> Overtaken by events <input type="checkbox"/> See Minister's notes <input type="checkbox"/> Withdrawn
Comments:

Purpose

1 This briefing:

- updates you on the budget for the Memorial project;
- updates you on recent work on the National Erebus Memorial project, the approval of the proposed Auckland site, and signals the next milestones;
- **Out of scope of the request**
- provides an update on planning for the 28 November Auckland meeting with Families and seeks your approval of the proposed meeting programme.

Key Messages

- 2 Planning is underway for the 28 November 2018 event in Auckland, 130 family members and Operation Overdue members are expected to attend.
- 3 Decisions on budget (Cabinet) and confirmation of the site for the Memorial (Local Government) are in progress and can happen in parallel to the Expression of Interest phase of Design Selection.
- 4 Certain matters require your confirmation or agreement in order that we can progress them.

Recommendations

5 The Ministry for Culture and Heritage recommends that you:

- 1 **Note** the progress being made regarding the process to gain approval of the site. **YES / NO**
- 2 **Note** that due to the delays with the site approval an Expression of Interest will be run to select teams to be invited to submit memorial designs. **YES / NO**
- 3 **Agree** to MCH appointing the Judging Panel members as listed in paragraph 16. **YES / NO**
- 4 **Approve** the draft run sheet provided in Appendix 1 for the 28 November meeting with Families and Ice Phase members **YES / NO**

9(2)(a)

Tamsin Evans
Delivery Group Manager

Rt Hon Jacinda Ardern
Minister for Arts, Culture and Heritage

_____ / _____ / 2018

Background

- 6 The Ministry last provided you with a substantive briefing on the National Erebus Memorial in August 2018 (BR2018/471 refers).
- 7 A draft Cabinet Paper (BR2018/532 refers) was submitted to your office on 27 September seeking Cabinet's agreement to the funding required to design, build and maintain the National Erebus Memorial, and resource some of the associated work streams. We understand support parties are being consulted on the paper ahead of it being lodged in time for the Cabinet Social Wellbeing Committee meeting on 31 October.

Budget

- 8 A budget for the project has been prepared based on your confirmation of \$3.5m as the total for the work programme, including design and construction. Below is a summary:

Operational costs (including consents and advice)	\$400,000
All design and construction costs	\$3,000,000
Construction contingency	\$100,000
Total budget:	\$3,500,000

As we advised [BR2018/532 refers] \$0.900 million is available to be reprioritised from Pukeahu National War Memorial Park and the balance will be sought from the 2018/19 between budget contingency.

Memorial Site in Auckland

- 9 After your confirmation of Dove-Myer Robinson Park (also known as Parnell Rose Gardens), the Waitemata Local Board and local iwi Ngāti Whātua were approached seeking permission to use the land for the Memorial. Initial discussions with both the Board and Ngāti Whātua have been positive but the process for receiving formal approval has been slower than expected.
- 10 It is hoped the site will be confirmed by mid-November. This would keep the project on track for completion in May 2020 and would allow you to announce the site before the meeting with families on 28 November.

Design Selection Process

- 11 Due to the process for confirming the site is taking longer than expected, we will take a different approach to the design selection which will avoid any further delays.



- 12 The initial stage of the design process is an Expressions of Interest (EOI). An EOI document outlining the notional budget and primary criteria for the Memorial will invite interested teams to submit their credentials. A short-list of teams (6-10 depending on the quality of the field) will be invited to submit designs. This approach has been successfully used to select designs for all national memorial projects run by MCH.
- 13 The design brief issued to the short-listed teams will contain all the information about the competition, including the judging criteria, and detailed site information. Feedback from Families and Ice Phase members is also included. This document can only be issued once funding has been agreed by Cabinet and the site agreed by Auckland Council.
- 14 Design submissions will be due in the New Year. Families and other stakeholders such as Auckland Council and Ngāti Whātua will have an opportunity to view the designs and provide feedback on each design (but not preferences) to the judging panel (see next section). The panel will review the design entries and select a final design to be recommended for your approval.
- 15 In order to meet the target date of May 2020 the winning design will need to be confirmed by May 2019.

Panel members

- 16 We now have the candidates for each position on the judging panel:
- New Zealand Institute of Architects President, Tim Melville
 - New Zealand Institute of Landscape Architects President, Brad Coombs
 - Urban Designer, Anna Harley, head of urban design for Wellington City Council (was deeply involved in the development of Pukeahu)
 - Arts representative, Elizabeth Ellis

- Independent Chair, Paul James CEO, Department of Internal Affairs
- 17 The initial meeting to select a shortlist of design teams will occur in November 2018 and the second meeting to select the winning design in the early months of 2019.

Inter-Agency working group

18 Out of scope of the request

19 Out of scope of the request

28 November 2018 meeting with Families

- 20 You requested an Auckland meeting with the family members of the Erebus accident to provide an opportunity to have a meaningful discussion about both the Memorial and the impact of the accident.
- 21 This is a rare opportunity for the families to gather as a group. A number of family members have expressed their thanks for organising this event so that they can meet and support one another on the anniversary. For some, this will be the first time they will have met other family members and many are looking forward to meeting the Ice Phase members of Operation Overdue.
- 22 This event will be the first of three opportunities for those directly affected by the accident to come together as part of this project. The next event is the 40th anniversary of Erebus which will incorporate a ground breaking at the Memorial site, and the Memorial unveiling in May 2020.
- 23 Families were invited to put forward up to two representatives to attend the 28 November meeting in Auckland, and a total of 119 family members and nine Ice Phase (Operation Overdue) members have registered to attend the meeting.
- 24 Air New Zealand is providing around 65 return flights free of charge to Auckland for family members and Ice Phase members, eleven of which are international (from the US, the United Kingdom and Australia). This contribution is hugely appreciated and means a much broader group can come together for the event.
- 25 MCH officials are preparing local ground travel information to assist those who are coming from out of Auckland.

- 26 The meeting will be held in the Dalmatian Community Hall located close to Auckland's CBD starting at 1.30pm. The event consists of the following elements:
- Welcome and introduction provided by the Acting MCH CEO Renee Graham who will also MC the event;
 - Prayer of remembrance provided by Reverend Waugh
 - One minute silence
 - Prime Minister's speech
 - Questions from the floor
 - An opportunity for you to mix with Family and Ice Phase members.
 - You are scheduled depart at 3.15pm.
- 27 A draft run-sheet has been included in Appendix 1, we are in conversation with the Mayor's office regarding his attendance and participation on the day.

Next steps

- 28 We will provide an Aide Memoire closer to the event containing the confirmed run sheet, your speaking notes and Q & A for your discussions with family members.
- 29 We will work with your office on a media release to promote the call for expressions of interest which we hope to issue before the end of October.

Appendices

Appendix 1: Draft run-sheet for 28 November meeting

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Below is the draft run sheet for the meeting on 28 November. The confirmed run-sheet and your speaking notes will be provided closer to the date.

Time	Action
1.10	Invited guests start to arrive
1.15	All in place for arrival
1.25	PM arrives greeted by MCH CE
1.30	MCH CE(MC) intro and welcome, introduces Reverend Richard Waugh
1.33	Richard Waugh leads Prayer of Remembrance
1.37	Richard Waugh hands over to the PM
1.38	PM initiates 1 minute silence
1.39	PM speech (10 mins)
1.49	PM invites questions from the floor
1.59	MC closes formalities and invites all to have afternoon tea, also provides info on PM talking to families
2.01 - 3.10	PM talks and mingles informally with family and Ice Phase members.
3.10	PM escorted to her car by MCH CE
3.15	PM departs