

mhtmlmain:

	I wish to talk to the main points in my written submission at the hearings to be held between Monday 11 May 2009 and Monday 18 May 2009.
Are you completing this submission:	On behalf of a group or organisation
If you are representing , how many people do you represent?	30,000
Your Name	Michael Gorman
Organisation Name (if applicable)	Christchurch City Mission
Organisation Role (if applicable)	City Missioner
Contact Address	P O Box 1032 Christchurch
Postcode	8140
Phone No (day)	03 371 0606
Phone No (evening)	027 432 0443
Email (if applicable)	citymissioner@citymission.org.nz
Email Address for Copy of Submission	dleeming@comptonfundraising.co.nz
Date	16 April 2009
Your Submission	Full submission document delivered to the Council on 16th April, 2009.

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Christchurch City Council
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CHRISTCHURCH CITY MISSION



WILKIE AND BRUCE ARCHITECTS

“Rebuilding the heart of our city”

SUBMISSION TO THE LONG TERM COUNCIL COMMUNITY PLAN 2009-2019



Rebuilding the heart of our city

April 2009

Christchurch City Mission

Hereford Street, Christchurch

SUBMISSION TO LTCCP

APRIL 2009

Cover Statement

- This submission is a request for a 'one-off' capital grant of \$1,968,000, as the Christchurch City Council's contribution to the urgently required redevelopment of the Christchurch City Mission.
- I wish to speak to the main points in this submission at the hearings to be held between Monday, May 11th and Monday, May 18th 2009.



Contact name	Michael Gorman
Organisation name	Christchurch City Mission
Phone (day)	03 371 0606
Phone (mobile)	027 432 0443
Email	citymissioner@citymission.org.nz
Contact address	P O Box 1032, Christchurch 275 Hereford Street, Christchurch

Christchurch City Mission

Hereford Street, Christchurch



SUBMISSION TO LTCCP

April 2009

EXECUTIVE SUMMARY

This submission is a request for a 'one-off' capital grant of \$1,968,000, as the Christchurch City Council's contribution to the urgently required, significant redevelopment of the Christchurch City Mission. The cost of the new building complex is \$8.6 million and the associated costs of reconfiguring the remaining buildings are estimated at \$1.9 million. We have already raised 30% of the money we need.

This submission is based on the following key points:

- The Christchurch City Mission is our city's historic response to meeting the needs of Christchurch's most vulnerable and disadvantaged citizens. The first clerical Missioner chaired the Mayor's Coal and Blanket Fund (now known as the Mayor's Welfare Fund). The Mission has a proud 110 year history of service in Christchurch.

- The Christchurch City Mission is incredibly well supported because so many in our community have a sense of 'ownership' of the Mission. This is demonstrated by:

- The 170 plus regular volunteers who work at the Mission and the additional 300-400 who volunteer each Christmas.
- The 8,000 people who regularly donate money for the operational day-to-day costs of running the Mission.
- The thousands of people who donate goods to their fellow citizens via the Mission's foodbank and opportunity shops each year. For example, last year for the first time we printed paper grocery bags and asked people to use them to donate food to our foodbank. We printed 93,000 bags (enough for nearly one in every four people living in Christchurch), we have 1,750 bags left, tens of thousands have been returned and they are still arriving. The people of Christchurch support the Christchurch City Mission.

- The Christchurch City Mission is stitched into the fabric of Christchurch and is intrinsic to ensuring we build a strong community. Further we believe the work of the Mission fits like a glove with the cities agreed community outcomes in the LTCCP.

● The Christchurch City Mission succeeds because the leaders of our community support it, as they have for over 100 years. It also succeeds because it appeals across denominations, cultures and socio-economic groups.

● We acknowledge that the Council capital budget is under pressure and that the current economic climate makes an increase in rates to cover additional expenditure untenable at this time.

● The Mission needs the funds at the earliest over the 2010-2012 periods. We ask that the Council consider the option of using funds from the Capital Endowment Fund to ensure this project is prioritised and completed but the Council may have other equally appropriate sources of funds.

Christchurch City Mission

Hereford Street, Christchurch



SUBMISSION TO LTCCP

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Christchurch City Mission

Hereford Street, Christchurch



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Christchurch City Mission Redevelopment Plan

Introduction

The origins of the Christchurch City Mission go back to 1898 when Thomas Smaill, City Evangelist, began visiting inmates at the Lyttelton Jail and patients at Sunnyside Hospital.

The Reverend Percy Revell established the Christchurch City Mission as an organisation in 1928. The City Mission helped families during the Depression, providing meals, second-hand clothes and accommodation. During the Second World War the City Mission supported servicemen and their families.

Today the City Mission provides a night shelter for men, a foodbank, budgeting services, social work support and independent living programmes, work experience and skills programme, mental health assistance, weekly medical clinic, alcohol and drug counseling for adults and young people and the only alcohol and drug social detox service in the South Island.

The demand for all our services is continuing to grow. The City Mission has increased the number of food parcels it gives out each day four times in the last twelve months.

The City Mission currently runs services from a number of buildings on both sides of Hereford Street, between Barbados Street and Fitzgerald Avenue. These buildings are too small to meet growing need, several are very old, over 100 years and they are expensive to operate and maintain. Staff and volunteers working in isolation in these different buildings are at risk if intoxicated or mentally ill clients become abusive or distressed.

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This paper describes the plan to fund and construct a purpose designed building on several sections owned by the Christchurch City Mission on the south side of Hereford Street.

Project Vision

The Christchurch City Mission plans to build a purpose designed building on property owned by the City Mission on the south side of Hereford Street, in the block between Barbados Street and Fitzgerald Avenue.

The City Mission is planning to increase services to men living on the streets and will include an area to run a day programme for men in the new building. This will mean that men staying at the night shelter will no longer have nowhere to go during the day. The men will be able to attend a programme that will help them build skills needed to live successfully in the wider community.

The current Night Shelter can barely accommodate the 25-27 men who stay at the Shelter each night and with an additional 30-40 men coming for supper four evenings each week the Night Shelter facility is stretched beyond realistic capacity.

The present buildings used by the City Mission are cramped. The shortage of space in the residential alcohol and drug social detox service has the City Mission placing up to three beds in a bedroom. The CDHB who fund 5 beds in the unit want to see the City Mission move to individual rooms for clients using the service. The new building will accommodate clients in small individual rooms with an ensuite bathroom shared between two rooms.

The safety of staff on night work is of particular concern. At present one staff member works alone overnight at the night shelter and another at the alcohol and drug detox unit.

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These staff members are located on separate properties. If a client is abusive or disturbed due to mental health issues staff members must manage the situation alone until help is available. The new building will allow for direct access by staff between these two services. They will be able to provide back up support to each other.

The new building will house the following services:

- Men's Emergency Night Shelter
- Men's Day Service – social work and independent living support
- Foodbank
- Alcohol and Drug Residential Social Detox Service (known as Thorpe House)
- Women's Day Service – social work and independent living support (known as Walsh House)
- Alcohol and Drug Counselling Service for Adults and Young People
- Women's Alcohol and Drug Day Programme (known as Wahine Whai Ora)
- Budgeting Service
- Mission Administration
- Medical Clinic

The building design is functional, future proofed and inviting, it will fit in with the character of the neighbourhood and the culture of the City Mission.

The Project vision is to develop a purpose designed and built facility on land owned by the City Mission. It will ensure the safety of staff, volunteers and clients and will afford the ability to flexibly meet community need in to the future.

Christchurch City Mission

Hereford Street, Christchurch



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Organisational Structure

The Christchurch City Mission is a division of the Social Service Council of the Diocese of Christchurch – known as AnglicanCare. The Social Service Council of the Diocese of Christchurch legally operates under the 'Social Service Council of the Diocese of Christchurch Act 1952'.

The City Mission operates and is managed independently of AnglicanCare, but all accounting is channeled back through AnglicanCare, through the Social Service Council's account with the National Bank. The City Mission has a separate cost code, to enable individual accountability and is responsible for its own fundraising, expenditure and employment.

A Divisional Committee oversees the management of the Christchurch City Mission.

City Missioner Michael Gorman

Divisional Committee Members

Chair Fr Peter Williams

Deputy Chair Ross McQueen

Members	Ven Peter Axcell	Pamela Hindin-Whitewood
	Bill Hopkins	Rev'd Nelson Kennedy
	Carlie Jones	Rhondda Moffitt
	Cam Moore	Sue Peddie
	Jocelyn Richards	Denny Richardson
	Paul Straubel	Alison Wilkie

Registered Office 153 Hereford Street, Christchurch

Bankers National Bank, Victoria Square, Christchurch

Solicitors White, Fox and Jones

Auditors Williams Accountants

Christchurch City Mission

Hereford Street, Christchurch



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A copy of the Auditor's Report and Financial Statement for the year ending 30th June 2008 is appended.

The City Missioner meets monthly with the Divisional Committee.

The Christchurch City Mission is a not-for-profit organisation and generates revenue from donations and fundraising activities. The City Mission also has contracts for service with the CDHB, the Ministry of Social Development and Work and Income. These contracts represent 24% of the funds required to operate the services provided by the City Mission. The City Mission does not charge clients for any of these services.

Additional funding is provided by the:

The Christchurch City Mission Foundation

The Christchurch City Mission Foundation was established in 1999, is incorporated under the Charitable Trusts Act 1957 and is registered with the Charities Commission (Charities Commission Registration Number CC24160).

Trustees	Chair	Sir Gilbert Simpson
		Justice William Young
		Fr Peter Williams
		Mrs Margaret Hopkins
		Mrs Carlie Jones
		Rev'd Nelson Kennedy

A copy of the full Trust Deed is appended.

All funds for this project will be receipted, managed and expended by The Christchurch City Mission Foundation.

The Christchurch City Mission Foundation has committed \$1.5 million in funding for this project.

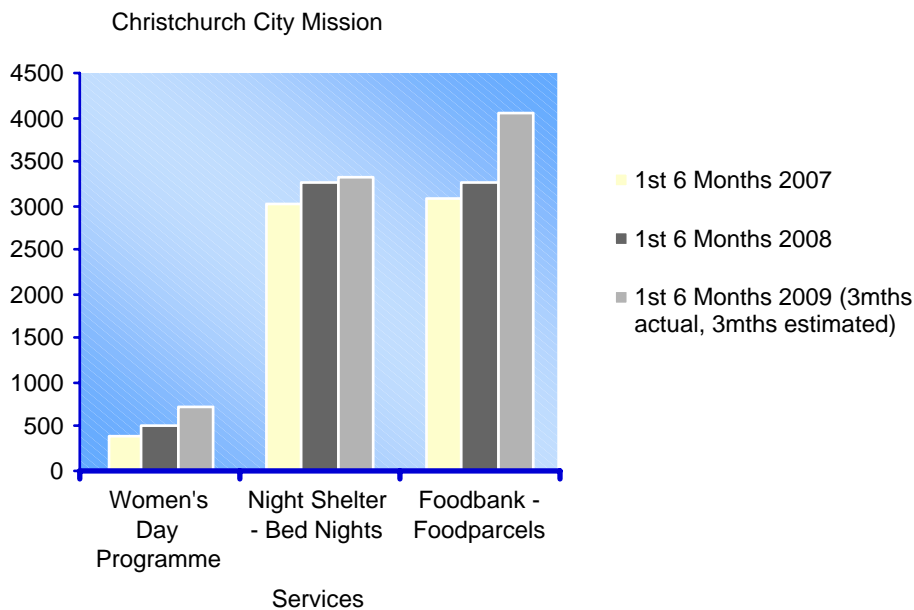
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What is the issue?

The Growth in Community Need

The demand by the community for the services provided by the Christchurch City Mission has continued to grow in recent years.



The Christchurch City Mission holds a unique place in the fabric of our city. People come to the City Mission because they know they will receive help without judgment. The City Mission helps families and individuals in crisis and continues to work with them (often in partnership with the other helping agencies in our city) to see them get back on their feet. Without the City Mission there would be more homeless men living on our streets with nowhere to go.

Christchurch City Mission

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Concept Plan

To meet the needs of the community the City Mission's vision is to build a purpose designed facility. Wilkie and Bruce Architects have worked closely with the City Mission to create a Concept Plan that will meet the varied and complex needs of the City Mission and it's clients. The Plan they have presented addresses the issues of future growth and potential changes in service provision, it provides a safe environment for staff, volunteers and clients.

The Plan addresses the needs of the people using the services. For example people using the residential detox service have a separate entrance as physically distant as possible from the entrance to the night shelter where the men using this service are often users of alcohol and drugs.

The Architects Concept Drawings are appended.

Preliminary Cost Plan

Rawlinson's Quantity Surveyors have prepared a budget estimate of construction costs, based on the Concept Plan. Using this as a base the Preliminary Cost Plan is structured as follows:

Men's Night Shelter and Day Centre	\$2,502,000
Alcohol and Drug Residential Detoxification (Thorpe House)	\$1,586,000
Women's Alcohol and Drug Centre (known as Wahine Whai Ora)	\$1,222,000
Women's Day Centre (known as Walsh House)	\$1,468,000
Foodbank	\$ 500,000
Reception and Administration	\$1,322,000
Total Cost	\$8,600,000

An additional estimated \$1.9 million is needed to reconfigure buildings and services on the north side of Hereford Street.

Total estimated project cost **\$10,500,000**

These figures are GST exclusive. Letter from Rawlinson's Quantity Surveyors is appended.

Christchurch City Mission

Hereford Street, Christchurch



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Development Programme

A critical path has been prepared setting out the planning, design and construction programme. Estimated durations and logic links have been used to coordinate the various tasks.

The Christchurch City Mission initiated discussion about future capital development needs in late 2006 and the final decision to proceed with the project was made in July 2008. The Concept Plan has been completed and a resource consent application has been submitted to the Christchurch City Council.

The City Mission has committed to the full design process and is now working on the fundraising campaign for construction to start early 2010.

Funding/Cashflow

The Christchurch City Mission made the decision to undertake the project following a Fundraising Resources Study conducted by Compton Fundraising Consultants Pty Ltd (Report appended). The Fundraising Resources Study involved confidential one-on-one interviews with many key supporters of the City Mission including individuals and people representing trusts and businesses. Those interviewed overwhelmingly indicated that they viewed the project as urgent and necessary, and the fundraising campaign target as achievable. On this basis, Compton's recommended that the fundraising campaign proceed and they have been contracted to undertake the management of the campaign.

The Christchurch City Mission Foundation has already committed to \$1.5 million in funding for the project and the City Mission owns the land on which the building will be erected. The City Mission has to date raised 30% of our target or \$3,122,400. These funds have come from people totally committed to the work of the Mission. Our governing Committee, senior management, staff, volunteers and voluntary fundraising team have pledged personal funds to this project.

We now need to raise a further \$7+ million to complete the project.

Christchurch City Mission

Hereford Street, Christchurch



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We are currently in the Intensive Phase of the campaign, approaching potential major donors before we go to the wider community.

Iain Harvey is chairing the campaign. To date we have confirmed the following voluntary leaders:

Sir Gil Simpson, Joy, Lady Simpson, Peter Wardell, Jonathan Eaton, David Kerr, Gendy Brown, Hamish Doig, Max Bremner and Mike Baddeley to work alongside Iain.

Summary

The proposed project will allow the Christchurch City Mission to meet current and projected community need. The new building will be a safe place for staff, volunteers and clients and will be warm and inviting for those who seek the Mission's help. There will be the space to adequately run current services as well as allow the City Mission the flexibility to meet changing community needs in to the future.

The Christchurch City Mission has a long and respected track record. It is the place for people to turn to when all other options have been exhausted. The people of Christchurch have long supported the City Mission to 'be there' for people who have nowhere else to turn. There is a real sense of community ownership of the City Mission.

This project will ensure the Christchurch City Mission is able to continue to be 'the heart of our city' for as long as it is needed.

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Redevelopment location



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WORKING TOGETHER – CHRISTCHURCH CITY COUNCIL AND CHRISTCHURCH CITY MISSION

Submission as it relates to the nine agreed Community Outcomes

a safe city

CCC – Key Community Outcome
Indicators - A Safe City

We will know we are succeeding
when:

*Rates of crime and injury
decline*

- *Rates of juvenile offending
decline*
- *Child abuse & family
violence decrease*
- *Vehicle crashes decline*
- *Alcohol is a less significant
cause of crime & injury*

*People feel safe at all times in
Christchurch*

- *We feel safe in our homes
& neighbourhoods*
- *We feel safe in the central
city, especially at night*
- *Pedestrians, cyclists,
motorists & people with
disabilities can safely
move around our city*
- *We feel safe using public
transport*
- *We are well prepared for
natural hazards*

*We have excellent safety
networks, support people and
services*

- *We know our neighbours*
- *Excellent support and
prevention services are
readily available*
- *We are confident in our
Police, judiciary and other
justice services*

The Christchurch City Mission contributes to the safety of our city through the provision of :

- A safe place for men without a home to stay until they can be supported into appropriate accommodation. This helps the men who have no home as well as contributing to the safety of other citizens using the central city at night. Twenty-seven men can stay at the Night Shelter each night. An additional 30-40 men come for supper four evenings a week.
- The Mission works with young people, we provide safe emergency accommodation at the Night Shelter for young men and alcohol and drug counseling specifically designed for young people.
- The Mission's Walsh House provides social work support and life skills education for women. This service is a safe place for women, many of whom have experienced and are experiencing abuse in their relationships. Many of the women who attend have children in CYF care, for these women we provide parenting education in conjunction with Barnardos.
- Counselling, social detox and treatment services for men, women and young people wanting to deal with their drug and/or alcohol addiction.

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● Food and other aid (provision of power, school supplies etc) is distributed to families without resources.

● Budgeting education and financial advocacy.

● Transition back into employment support (Governors Bay Vicarage and Gardens Project).

These goals are in part achieved through the Mission’s collaborative approach to working with other government and non-government organisations including:

● WINZ

● CYF

● Christchurch City Council

● CDHB

● Probation Service

● Rolleston Prison

● Other foodbanks and social service organisations – Salvation Army,

Presbyterian Support, Barnardos, Methodist Mission, 0800 Hungry, Waipuna Trust, Narcotics Anonymous, Alcoholics

Anonymous, Nova Lodge, Elm Tree Lodge,

Vincentian Programme, Odyssey House,

GP’s, Primary Health Organisations,

Familial Trust, ADANZ, ALAC, He Waka

Tapu



City Missioner
with donated food

“I feel privileged to be able to assist the Christchurch City Mission in the small way that I do.

Being a part of an organisation that positively impacts people’s lives at the grass roots level – food, clothing, shelter and healthcare is truly rewarding.”

Steve Whitnall, Volunteer

SUBMISSION TO LTCCP

April 2009

a city of inclusive and diverse communities

CCC – Key Community Outcome Indicators - A City of Inclusive and Diverse Communities

We will know we are succeeding when:

Our city is built on strong communities

- *Everybody feels a sense of community belonging*
- *There is a sense of connectedness within neighbourhoods*
- *Everybody has access to excellent community resources & facilities*
- *Our voluntary sector is well supported and valued for its contribution to our city*

A diverse range of people feel at home in Christchurch

- *All people feel welcome & safe in Christchurch*
- *People can retain their languages & cultures*
- *We are sensitive to the different views, values and aspirations of people within Christchurch*
- *Our services respond to the diversity of our population*

Everybody is able to participate, particularly those who are most vulnerable

- *Disadvantage is reduced, particularly for people on low incomes, refugees and new migrants, Maori & Pacific Island people and people with disabilities*
- *Everybody has excellent access to appropriate & affordable services*
- *We support our children and their families/whanau*

The Mission supports inclusive and diverse communities:

● Whilst the Anglican Church founded the Christchurch City Mission it can today be accurately described as belonging to the whole Christchurch community. Christchurch has a sense of owning the Mission. This is best demonstrated by the contributions, of funds and goods, from people of all cultures, ethnicities and religious denominations. The Christchurch City Mission embraces all peoples whether they come to work at the Mission, volunteer at the Mission or seek the Mission's help.

● The Mission provides excellent community resources, this project will ensure that we provide from a facility that is safe, functional and flexible in its ability to meet community need now and in to the future.

● The Mission is viewed as a vital voluntary organisation in the city of Christchurch, Council support for this project will ensure this key service is valued for its contribution to the city.

● The Mission's work focus's on the provision of services for vulnerable people who daily face disadvantage because of economic hardship, disability and illness.

● As most of the people accessing the Mission are economically and socially deprived, all Mission services are provided free of charge.

● Supporting families at times of distress is a core function of the City Mission

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a city of people who value and protect the natural environment

CCC – Key Community Outcome Indicators - A City People who Value and Protect the Natural Environment

We will know we are succeeding when:

Everybody takes responsibility for their impact on the natural environment

- *The amount of rubbish sent to landfill decreases*
- *More rubbish is recycled*
- *Freshwater is conserved and pollutant free*
- *Cleaner energy sources are used more often*
- *Our reliance upon non-renewable resources declines*

Biodiversity is restored, protected and enhanced

- *Plantings expand in and around Christchurch city*
- *Streams and waterways are clean*
- *Ecological heritage sites are retained*

We manage our city to minimize damage to the environment

- *We develop solutions for minimizing our impact on the environment*
- *Our sewage and waste water systems protect the quality of our oceans and freshwater resources*
- *Air pollution is reduced*
- *Our quality soil reserves are retained and maintained*

The Christchurch City Mission works to model an understanding of the importance of protecting our environment for staff, volunteers and clients.

● The Mission recycles all cardboard that comes to the shops and foodbank.

● The Mission recycles copper wire – a volunteer strips cords on old non-saleable electrical appliances.

● All metals on non-saleable donated items are recycled.

● The Mission operates seven recycled clothing and two recycled furniture shops. Donated items are sorted; saleable items are then distributed to the shops for sale. Non-saleable clothing items are sent to a rag business and unsuitable blankets are sent to dog shelters. Items are also distributed at no cost by our social work and foodbank services to clients in need.



City Mission Opportunity Shop

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a well-governed city

CCC – Key Community Outcome Indicators - A Well-Governed City

We will know we are succeeding when:

Everybody actively participates in public decision making

- *More people are involved in decisions that affect them*
- *Consultation processes allow meaningful public participation*

Everybody feels represented by their decision-makers

- *Maori views, values and models for decision-making are incorporated in decision-making processes*
- *Our decision-makers represent the diversity of our population*
- *Decision-makers actively respond to community input*

Our decision-makers plan for a sustainable Christchurch

- *We plan collaboratively*
- *Public funds are managed responsibly with consideration to future needs*
- *We prioritise investment in people through education, health, housing and our voluntary organisations*
- *We protect, enhance and restore our natural environment*

A core activity of the Christchurch City Mission is to advocate on behalf of people who because of their mental health, disability, vulnerability or lack of literacy and communication skills are unable to advocate for themselves.

- Recently the Mission delegation to the NZ Coalition to End Homelessness Conference run in conjunction with the CCC, included staff and two homeless clients.

- Individual clients are assisted in their interactions with government and non-government agencies, for example, WINZ, Housing NZ and health services.

- The Mission comments publicly on issues of relevance to our clients in the interests of raising public understanding and awareness.

- The Mission participates in networks that advocate on behalf of the sector, for example, the Christian Council of Social Services.



City Missioner,
Michael Gorman

SUBMISSION TO LTCCP

April 2009

a prosperous city

CCC – Key Community Outcome Indicators - A Prosperous City

We will know we are succeeding when:

Christchurch has a strong healthy economy

- *Christchurch has a range of successful businesses*
- *New businesses are attracted to our city*
- *Christchurch city attracts and retains skilled people*
- *Unpaid and voluntary work is recognised for its contribution to our economy*

Standards of living improve for everyone

- *Fewer people live in poverty*
- *Participation in employment increases, particularly among Maori, Pacific Island peoples, new migrants, refugees, people with disabilities and older people*

Our economic development prioritises future well-being

- *Our business practices protect and enhance the natural environment*
- *Our infrastructure supports a sustainable economy*

The Christchurch City Mission works to improve the standards of living of people living in poverty. Under the current economic recession the need is even greater.

- The Mission provides food for people in need – our expectation is that we will provide in excess of 8,000 food parcels this year. Previous annual total number of food parcels 5,800+.
- The Mission provides budget advice and teaches budgeting skills to ensure the people who come to us have the skills they need to manage money.
- The Mission assists families with children to purchase school uniforms and supplies and pay for attendance at school camps.
- The Mission provides set up a breakfast programme and provides the food for breakfasts at a low decile school.
- We are significantly supported by the 170 volunteers who work at the Mission. We provide support, recognition and training for all our volunteers.
- Nearly 8,000 active supporters donate money to the Mission each year to address the social and economic inequities in our community.
- Thousands of Christchurch citizens donate food and goods to the Mission to help those less fortunate than themselves.



Volunteer working in the Mission foodbank

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a healthy city

CCC – Key Community Outcome Indicators - A Healthy City

We will know we are succeeding when:

We all have access to affordable health services that meet our needs

- *People of all incomes can access excellent health services*
- *Health services are prepared for the needs of an ageing population*
- *Health services are suitable for people of different ethnicities, languages and cultures*
- *People who experience mental illness are supported by strong service networks*

More people in Christchurch live healthy lifestyles

- *More people are physically active*
- *Alcohol and drug abuse declines*
- *Rates of obesity decline*
- *More people have a healthy work/life balance*
- *Rates of smoking decline, particularly among young people*

Our city environment supports the health of the community

- *Air pollution levels meet acceptable standards*
- *Everyone lives in safe, warm and dry homes*
- *Our urban environment encourages active transportation and recreation*

The majority of people who seek the Mission's help are dealing with physical and mental health issues. All of our health services are provided free of charge.

- The Mission employs a nurse to minister to minor medical emergencies and provide mental health support for our clients.
- As part of our response to community need the Mission has developed two health plans specifically to meet the needs of Maori and Pacific peoples.
- In partnership with Pegasus Health the Mission operates a weekly clinic attended by our nurse and a volunteer doctor.
- Our nurse with the support of a podiatrist runs a foot clinic – particularly necessary for people living on the street.
- Our nurse is also piloting an outreach health service for people living on the streets.
- Our women's drop in service, Walsh House has a volunteer female doctor offering a regular women only clinic.
- We operate the only alcohol and drug social detox service in the South Island. Thorpe House provides residential care and we have a nurse who in conjunction with GP's supports people detoxing at home.
- We have two alcohol and drug counselors (for adults and young people) working to support clients addressing addiction issues.
- Wahine Whai Ora provides support for women dealing with their own or a significant others' drug and/or alcohol problem.

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a city for recreation, fun and creativity

CCC – Key Community Outcome Indicators - A City for Recreation, Fun and Creativity

We will know we are succeeding when:

More people participate in leisure activities

- *We organize our lives to include free time*
- *Everybody can access leisure services and facilities*
- *We enjoy a healthy work/life balance*

More people participate in physical and sporting activities

- *We value active leisure time*
- *We all have access to excellent facilities and environments for physical activities*
- *A range of local, national and international arts and events can be experienced in our city*

Everybody is included in the creation and enjoyment of the arts

- *Our arts and cultural activities reflect the diversity of people in Christchurch city*
- *We enjoy a range of quality festivals*
- *A range of local, national and international arts and events can be experienced in our city*

The Christchurch City Mission places value on the opportunity for participation in leisure and sporting activities.

- Our social work service is able to support children in families struggling financially into sporting activities through access to funds that will pay for sports club levies, uniforms and equipment.
- Our women's drop in service, Walsh House promotes active lifestyles through group activities, including a gardening club and netball team.
- Creativity is promoted in our alcohol and drug treatment services as part of the therapeutic process.

Art work by Walsh House clients



Walsh House Garden Club members

a city of lifelong learning

CCC – Key Community Outcome Indicators - A City of Lifelong Learning

We will know we are succeeding when:

Everybody receives a good basic education

- *We have access to high quality, supportive education services*
- *Participation in Early Childhood education increases*
- *Fewer school students are suspended or stood down*
- *Levels of adult literacy and numeracy increase*

Christchurch people are skilled people

- *Qualification rates among school leavers improve*
- *More people gain post-school qualifications*
- *Training and re-training helps people to develop and retain work relevant skills*

A broad range of learning opportunities are available in Christchurch

- *Everyone has access to a local library*
- *Refugees and new migrants can access quality English language services*
- *We can participate in a wide range of community education programmes*

The Christchurch City Mission is committed to contributing to both formal and informal education.

- Mission staff are encouraged to take-up training and post graduate education opportunities.
- Staff and volunteers receive specific de-escalation training.
- The Mission provides life skills education for our clients – including, budgeting, self-care, and cultural awareness.
- The Mission supports the educational well-being of children and teenagers through the provision of healthy food to schools and families.
- The City Missioner and other staff regularly speak to school groups at their school and when hosting these groups on visits to the Mission.



The City Missioner hosting a group from Hohepa Canterbury at the Mission

SUBMISSION TO LTCCP

April 2009

an attractive and well-designed city

CCC – Key Community Outcome Indicators – An Attractive and Well-Designed City

We will know we are succeeding when:

Christchurch is attractive and well-maintained

- *Our city is clean and free of litter*
- *Graffiti and vandalism decline*
- *City buildings and public spaces are attractive and well-maintained*
- *We have access to a range of quality open spaces*

Our heritage is protected for future generations

- *The central city remains an important destination for all people in Christchurch*
- *We protect the integrity of heritage buildings, places and objects*
- *We plan for and encourage additions to our heritage*

We design our city to meet current needs and future challenges

- *Our houses meet our social, cultural and economic needs*
- *Our city can be easily accessed on foot, by bus and bicycle, and by people with disabilities*
- *Vehicles move freely and efficiently in and around Christchurch city*
- *Our electricity, communications, sewage, water and waste water systems grow with our population*
- *Urban sprawl is minimised*

The Christchurch City Mission campus is currently a conglomerate of buildings varying vastly in age and functionality. Most of our buildings are in need of repair and refurbishment, are uneconomical to run and do not support the Mission in meeting the current needs of our society. The planned redevelopment will see three of our oldest buildings demolished or removed; two making way for the planned new building, others on the north side of Hereford Street will be refurbished and reconfigured to meet ongoing needs. The planned redevelopment will significantly enhance the appearance of the Mission as well as address the practical needs of the organisation, currently and in to the future.

- The planned building has been specifically designed to fit in with the surrounding residential environment.
- The building design is future proofed with the ability to reconfigure the interior layout as service and community needs change.
- The building has been designed taking environmental considerations into account.
- The Mission's heritage chapel will be protected and moved on the Mission site to enable greater access for the public.



City Mission Chapel

SUBMISSION TO LTCCP

April 2009

Submission as it relates to the Council's 'Strengthening Communities Strategy'

Challenges identified in the Strengthening Communities Strategy –

An ageing population

- Older people still want to participate in the community in a way that gives them a sense of meaningful contribution. The Christchurch City Mission has a regular volunteer base of 170 people. Seventy-five percent of our volunteers are of retirement age or older. These volunteers work in all aspects of Mission services, from governance to helping in our opportunity shops, or picking up vegetables from the Rolleston Prison garden. Without the work done by volunteers the Mission could not offer the range or quality of services that it does.

Increasing cultural and ethnic diversity

- People of all cultures and ethnicities seek support from the Christchurch City Mission. The Mission has good networks with government and non-government agencies that provide services to people of varying ethnic and cultural groups including the Refugee and Migrant Service, and specific Maori and Pacific peoples organisations.



Celebrating Matariki 2008 at the Night Shelter

SUBMISSION TO LTCCP

April 2009

Differing levels of disadvantage between population groups

- In Christchurch, the Mission sees many of the people who are suffering most due to disadvantage, we recognise the range of factors that contribute to this. We work with people to overcome the issues they face by providing practical support and resources enabling them to achieve positive goals and participate more fully in our society.

The complexity of factors which contribute to social exclusion

- Many of the people who come to the Mission for help have had to face challenges beyond the comprehension and understanding of the majority of us. We anecdotally estimate that 80% of our clients using the night shelter and other services have suffered abuse (sexual, physical and/or emotional abuse) as children or young people. These people and others are often afflicted by addiction, which is then compounded with a mental health condition that may or may not have been diagnosed. When these factors combine the level of support needed to help people climb out of the continuing cycle of exclusion is immense. The number of interventions needed to help people achieve what may only be a satisfactory level of participation is often numerous. The Mission doesn't turn people away (excepting in particular circumstances where the safety of others is of concern) and will frankly welcome people in need for as long as is required, always working to help people achieve for themselves.



Two of the Mission's
extraordinary volunteers

SUBMISSION TO LTCCP

April 2009

The capacity of voluntary and community groups

- The Christchurch City Mission is justifiably proud of the contribution it makes to the well-being of our community. As a community organisation we always struggle to balance the needs of the organisation to work at optimum levels of effectiveness with the needs of directly providing services to the people in our community who seek our help. As one of our most significant supporters, Sir Gil Simpson says, "the Mission is the last bus stop for many of the people who come for help – the Mission provides an opportunity for people to get off and turn their lives around, there is no stop further down the line for them to get the help they need". It is only by working in partnership with supporters that the Mission can offer the level of community support that it does on a daily basis – this partnership involves our volunteers, donors and funders. For the Mission, working with the Christchurch City Council is of significant importance to building our capacity as an effective community organisation and achieving a strong community in Christchurch.

Decreasing civic engagement

- The world bank has defined civic engagement as:
"Civic Engagement is the participation of civil society organizations and citizens-at-large through direct and indirect interactions with government, multilateral institutions and business establishments to influence decision making and share control over priority setting, policy making, resource allocations and access to public goods and services." The Christchurch City Mission, a Christian social service agency, contributes as a civil society organisation seeking to increase levels of civic engagement by working inclusively with local government.

SUBMISSION TO LTCCP

April 2009

Conclusion

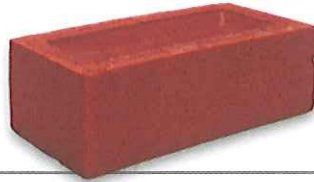
The Christchurch City Mission would welcome an active partnership with the Christchurch City Council in making this new initiative a reality.

We therefore invite the Council to consider the opportunity of making a commitment to include capital funding for the much-needed redevelopment of the Christchurch City Mission in the cities Long Term Council Community Plan 2009 – 2019. Expenditure commitment could be arranged over several years.

The City Missioner and executive members of our team would welcome the opportunity to speak to this submission and to answer any questions the Councillors may have about the project.

Thank you for the opportunity to present our submission for consideration.

Appendix i – Comment from the City Missioner



Rebuilding the heart of our city

To Mayor Bob Parker and all Christchurch City Council Councillors

For many years the City Mission has enjoyed a close relationship with the Christchurch City Council, together, we have worked to advance the wellbeing of those who eke out an existence in this city and region.

We greatly value this relationship and we appreciate the Council's financial support and the personal interest you all take in the work we do.

Our priority has always been to work with the people who live on the margins of our community. We work with those who are in the grip of addiction and those trying to manage their chaotic lives in the midst of poverty and isolation. The support you have given us has been used wisely to promote the welfare of our less fortunate fellow citizens.

The current economic climate is making most New Zealanders feel insecure and is placing additional pressure on our services.

We carry out this work in less than satisfactory buildings in many ways and the time has come to redevelop our physical surroundings so that we are able to continue and extend our care for the people we serve.

As our new development unfolds we are determined to keep all our existing services operating.

I hope the Christchurch City Council will share this challenge and our sense of excitement - together we can continue our proud tradition of helping those most in need in our community.

Kind regards



Michael Gorman
City Missioner

Appendix ii – Letters of Support

Canterbury
District Health Board
Te Poari Hauora o Waitaha
CHAIRMAN'S OFFICE

2nd Floor, H Block
Princess Margaret Hospital
Cashmere Road
CHRISTCHURCH

Telephone: 0064 3 364 4108
Fax: 0064 3 364 4101
e-mail: alister.james@cdhb.govt.nz

25 November 2008

Michael Gorman
City Missioner
Christchurch City Mission
P O Box 1032
Christchurch

Dear Michael,

I have received the plans for the redevelopment of the Christchurch City Mission and note that you will need to raise \$10million for this project.

The Mission plays a critical role in supporting and assisting those disadvantaged persons in our community who present with health issues, particularly mental health and alcohol and drug addictions. I regret the call on your services is greater and appreciate that what the mission achieves assists our population health.

Unfortunately you are strained by your limited resources and current buildings. There is much more that you can achieve for Christchurch with the planned re-development.

I very much support your work and wish you well in obtaining the necessary funds so that the new facility becomes a reality.

Kind Regards



Alister James
Chairman



Building mainland
business

CANTERBURY
EMPLOYERS'
CHAMBER OF
COMMERCE

29 October 2008

TO WHOM IT MAY CONCERN

Re - Christchurch City Mission Redevelopment Project

The Canterbury Employers' Chamber of Commerce is pleased and proud to support the Christchurch City Mission redevelopment project. As a leading business support agency in the South Island, we understand the importance of the linkage between a sustainable profitable business and a healthy community.

The City Mission plays a wider role in providing services for need in our city and is one of the key players in ensuring that support is given and the quest for good community outcomes and individual welfare.

We are always pleased to support the City Mission and its various undertakings as we know it is an institution of high integrity which does indeed make a real difference to our city. We know that the buildings currently utilised by the City Mission are well beyond their use by date and that this redevelopment is both essential and timely.

We wish the City Mission well and every success in its redevelopment project..

Yours faithfully

A handwritten signature in blue ink, appearing to read "Peter R Townsend".

Peter R Townsend
CHIEF EXECUTIVE



Michael Gorman
City Missioner
Christchurch City Mission

Re: Support letters for the Christchurch City Mission Redevelopment Project

Dear Michael

I am writing to offer my support to the Christchurch City Mission's redevelopment project. The Department of Corrections has had a long standing relationship with the City Mission. In particular this is as a result of the excellent work done by your service for those in our community who are in need of emergency housing, and those needing assistance with their alcohol and drug addictions. The City Mission also has a long history of assisting individuals and families with the basics of daily living including food and furniture. We have a lot of clients in common and Probation staff in this Area would make almost daily referrals to your service.

There is a clear need in our community for the services that the City Mission provides. The committed, caring and professional manner in which this service is provided is a credit to the City Mission and of enormous benefit to the city as a whole.

I understand that you have a need to improve the state of the buildings that you are currently working out of. Clearly these improvements would allow you to enhance the service you are providing but more importantly the right modifications would allow you to provide a healthy and safe work environment for your staff and volunteers. Having visited your site on a number of occasions I can see the need for a project to redevelop your buildings. I am hopeful that if you are successful in your attempts to gain the required funding that you will be able to focus your energy and resources on direct service delivery rather than having to pay for the upkeep of facilities.

I am happy to discuss this letter of support with anyone, and I wish you well in your attempts to gain sufficient funding to complete the redevelopment of the City Mission.

Yours truly,

Nick Scott
Area Manager
Community Probation & Psychological Services
Christchurch

10 November 2008

TO WHOM IT MAY CONCERN

LETTER OF SUPPORT – CHRISTCHURCH CITY MISSION REDEVELOPMENT PROJECT

Work and Income Canterbury has contracted with the Christchurch City Mission for a number of years largely due to the community need for the Benefit Agency services programme that the Mission provides. The Benefit Agency programme is an essential service for a number of our Work and Income clients.

Under the Benefit Agency services programme, the Mission acts as a financial “agent” for Work and Income clients who are unable to access benefit payments through the conventional banking system. Where appropriate, the Mission works with the client to assist them in gaining financial independence by assisting them in obtaining their own bank account to receive their benefit payments. Work and Income clients are referred to this service by Case Managers. From 1 July 2007 to 30 June 2008, 34 Work and Income clients were provided with this service by the Mission.

More recently from 1 July 2008, Work and Income Canterbury has contracted with the Mission to provide a Life Coaching Programme where the Mission helps clients identify their own personal barriers and develop achievable strategies for overcoming these, promote to clients the benefits of participating in the labour market and assist each client to develop their own, individualised client plan. This programme is still in the beginning stages with results due out at a later stage.

A number of other services have been provided by the Mission during the years which has included Employment Coaching and Work Confidence programmes.

The services that the Mission has provided and currently provides to our Work and Income clients makes a difference in their lives with the social development aspect of the programmes being significant.

Yours sincerely



Michelle Mitchell
Regional Commissioner for Social Development
Canterbury

Merivale
Christchurch

28th January, 2009

To whom it may concern

I have been a supporter of the Christchurch City Mission for many years, broadly aware of the community's needs and the Mission's purpose to alleviate the stresses that some of our citizens struggle with everyday.

When my children had long since left home and my husband died 18 years ago, I decided to become a volunteer Night Shelter cook, a job I have been doing two or three times a month ever since.

Naturally, working at the Mission makes one much more aware of the needs of the community and the services that the staff and volunteers provide to help their clients. The dedication of the staff, the generosity of individual donors as well as larger businesses enable the Mission to function in difficult premises, and do an amazing job!

A purpose built facility with all its services located together, will surely make the work of the Mission more efficient and less stressful for all.

I am glad to be able to give back some of the love and grace I have received in life by supporting this great venture, the redevelopment of Christchurch's City Mission.

Yours sincerely

Diana Satterthwaite

Diana Satterthwaite
Volunteer and Supporter

28th January 2008

RE: Funding application for proposed Christchurch City Mission redevelopment.

To whom it may concern:

It was without hesitation that I agreed to write this letter supporting a funding application for the proposed new Men's night shelter and accompanying services facility.

I have been a part time volunteer at the medical clinic, attached to the night shelter, for over a year now and during this time have gathered a thorough understanding and appreciation of the essential nature of the overall facility.

The facility offers an increasing number of displaced and vulnerable men within Christchurch a place that they can use as a stepping stone whilst rebuilding their lives and finding some degree of normality in what, for most of them, has been a life of turmoil.

The existing facility is well past its use-buy date and is struggling to accommodate not only the homeless men but also the services that they are offered and desperately need.

I believe that the new proposed facility will enable the staff to assist these men in a far more efficient manner allowing them to not only cater for more vulnerable people, but also increase the effectiveness of the work they provide for existing clients.

During my time as a volunteer I have witnessed dramatic and positive changes in the lives of many men who have passed through the City Mission and believe that the new facility is to become an essential component within the services offered to vulnerable men within Christchurch.

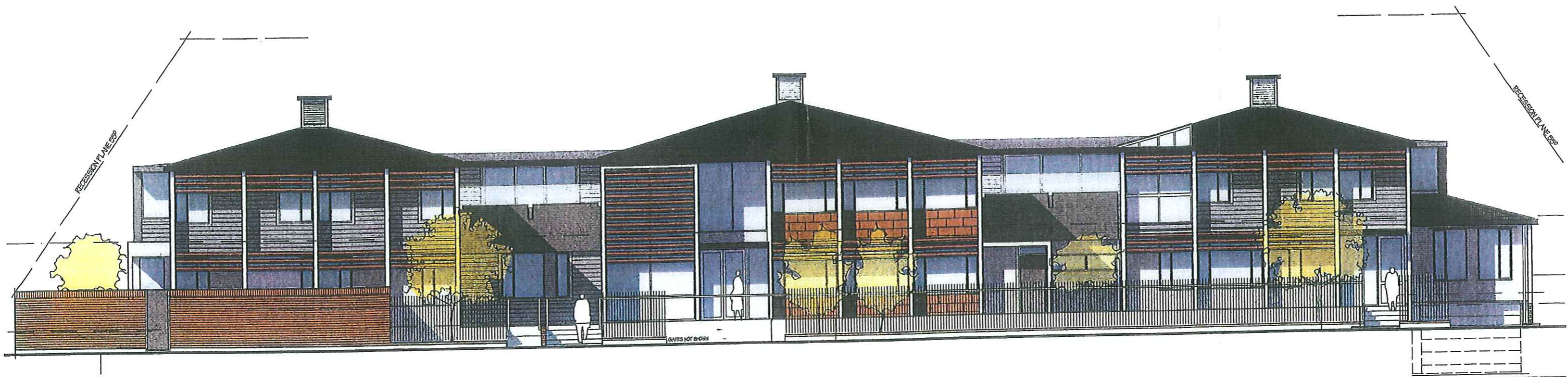
If you have any questions, or require any further information regarding the contents of this letter, please don't hesitate to contact me at anytime.

Kind Regards

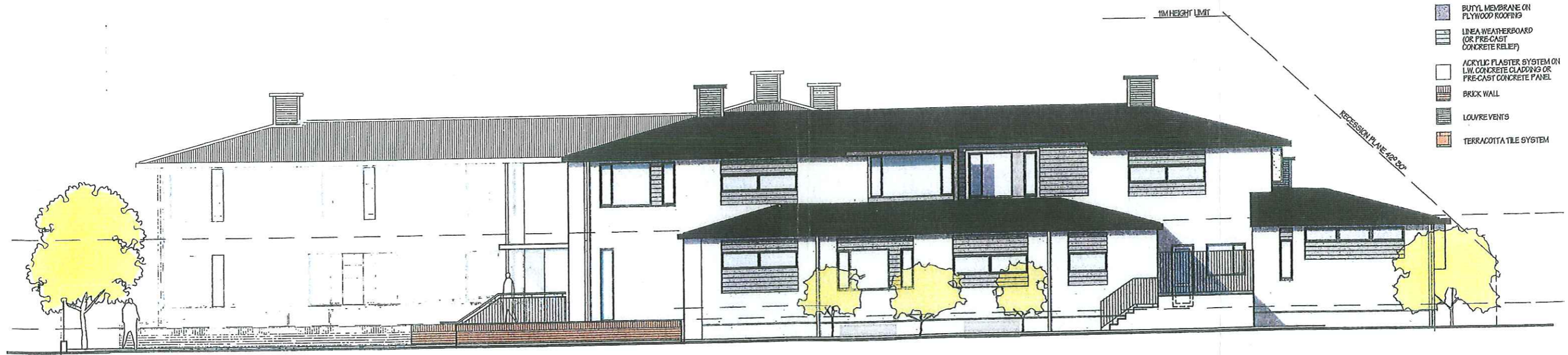
A handwritten signature in black ink, appearing to be 'Steve Whitnall', written in a cursive style.

Steve Whitnall
Volunteer
PH. 0275 760 522

Appendix iii – Architects Drawings



north elevation
1:100



west elevation
1:100

- materials legend
- V-RIB CORRUGATE PROFILED COLOR STEEL METAL ROOFING
 - BUTYL MEMBRANE ON PLYWOOD ROOFING
 - LINE WEATHERBOARD (OR PRE-CAST CONCRETE RELIEF)
 - ACRYLIC PLASTER SYSTEM ON L.W. CONCRETE CLADDING OR PRE-CAST CONCRETE PANEL
 - BRICK WALL
 - LOUVRE VENTS
 - TERRACOTTA TILE SYSTEM

contractor shall verify all dimensions before commencing work

RC 11/209 RESOURCE CONSENT
issue date amendment

CHRISTCHURCH CITY MISSION REDEVELOPMENT
276 - 284 HEREFORD STREET

ELEVATIONS

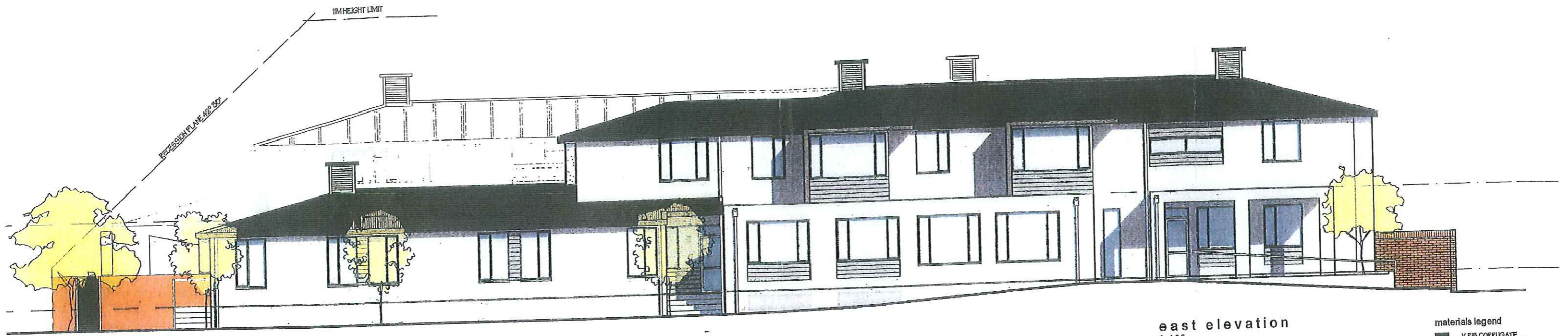
WILKIE + BRUCE
ARCHITECTS LTD

Telephone 03-379 7739 307 Durham St Christchurch, New Zealand
Facsimile 03-379 5478 PO Box 25-141

design: AW
date: 26 MAR 03
drawn: SW
scale: 1/100 @ A2
file: 3869

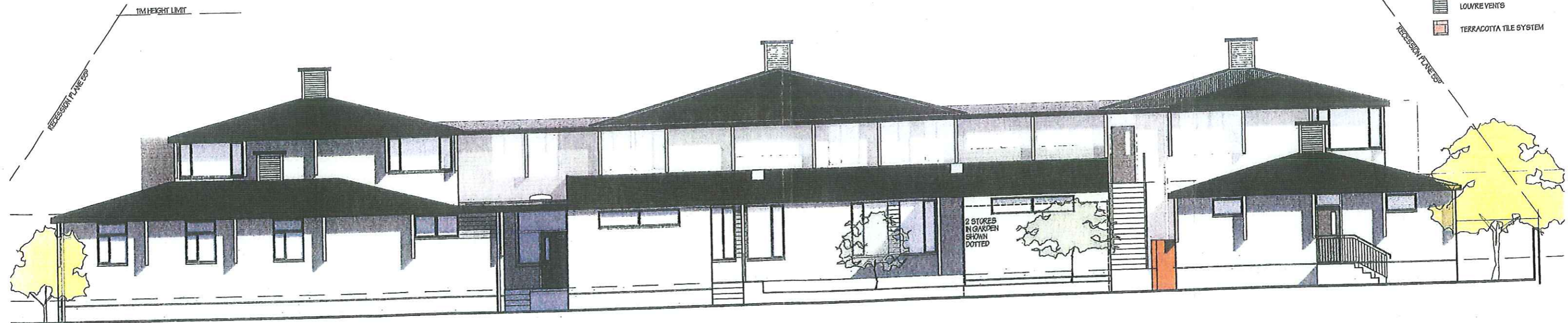
SK3

rev: RC



east elevation
1:100

- materials legend
- V-RIB CORRUGATE PROFILED COLOR STEEL METAL ROOFING
 - BUTYL MEMBRANE ON PLYWOOD ROOFING
 - LINEA WEATHERBOARD (OR PRE-CAST CONCRETE RELIEF)
 - ACRYLIC PLASTER SYSTEM ON LW CONCRETE CLADDING OR PRE-CAST CONCRETE PANEL
 - BRICK WALL
 - LOUVRE VENTS
 - TERRACOTTA TILE SYSTEM



south elevation
1:100

contractor shall verify all dimensions before commencing work

CHRISTCHURCH CITY MISSION REDEVELOPMENT
276 - 284 HEREFORD STREET

ELEVATIONS

WILKIE + BRUCE
ARCHITECTS LTD

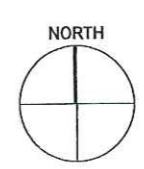
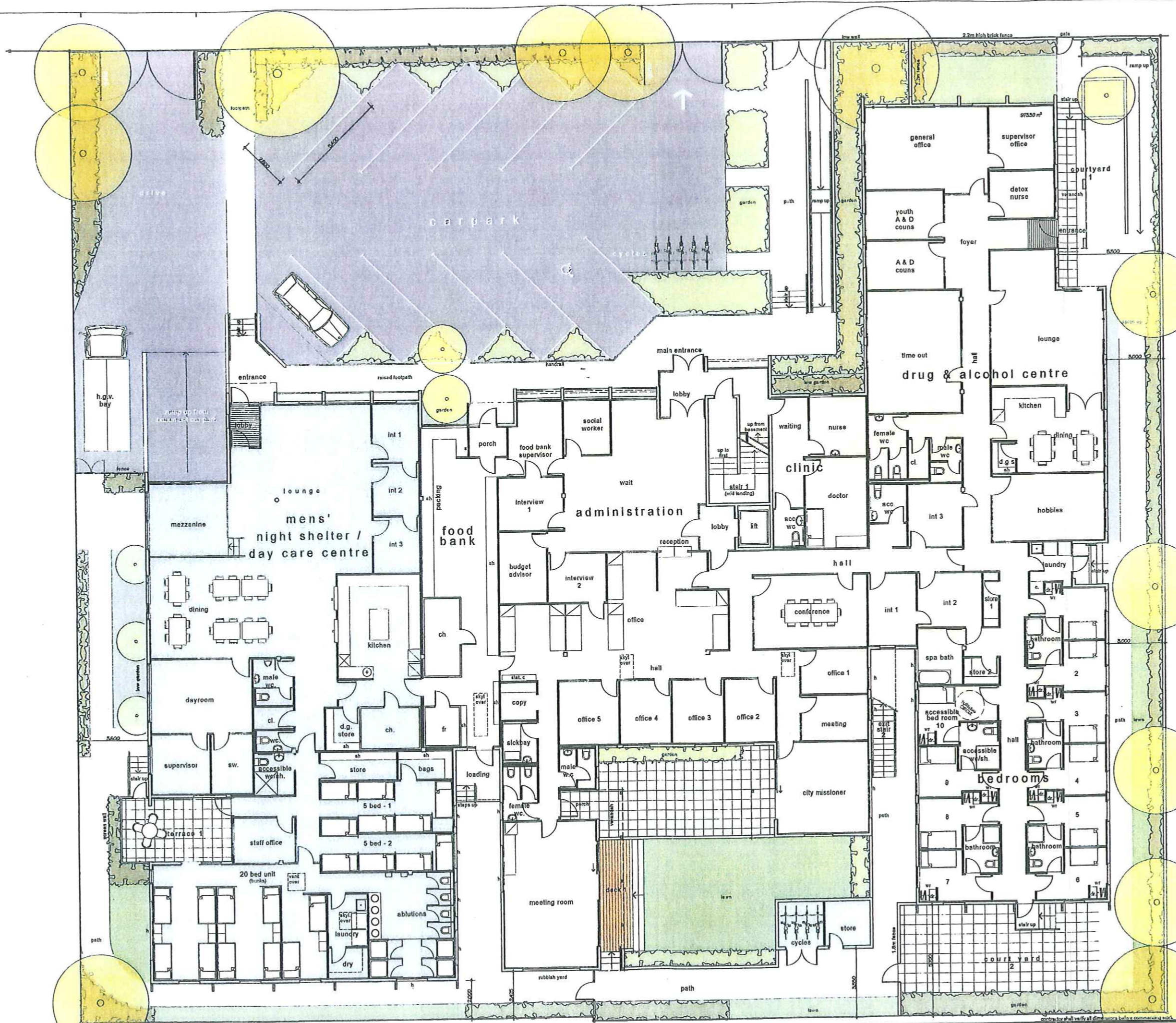
Telephone 03-379 7739 307 Durham St Christchurch
Facsimile 03-379 5478 PO Box 25-141 New Zealand

RC 11/209 RESOURCE CONSEN
Issue date amendment

design: AV
date: 26 MAR 08
drawn: SW
scale: 1/100 @ A2
file: 3869

SK4

rev: RC



GFA

Basement:	937m ²
Ground:	1,393 m ²
Health:	875m ²
Residential:	418m ²
First:	789m ²
Health:	757m ²
sub total:	3118m ²
Roof Terrace 3 & 4:	63m ²
Total:	3182m²

legend

	Health
	Residential

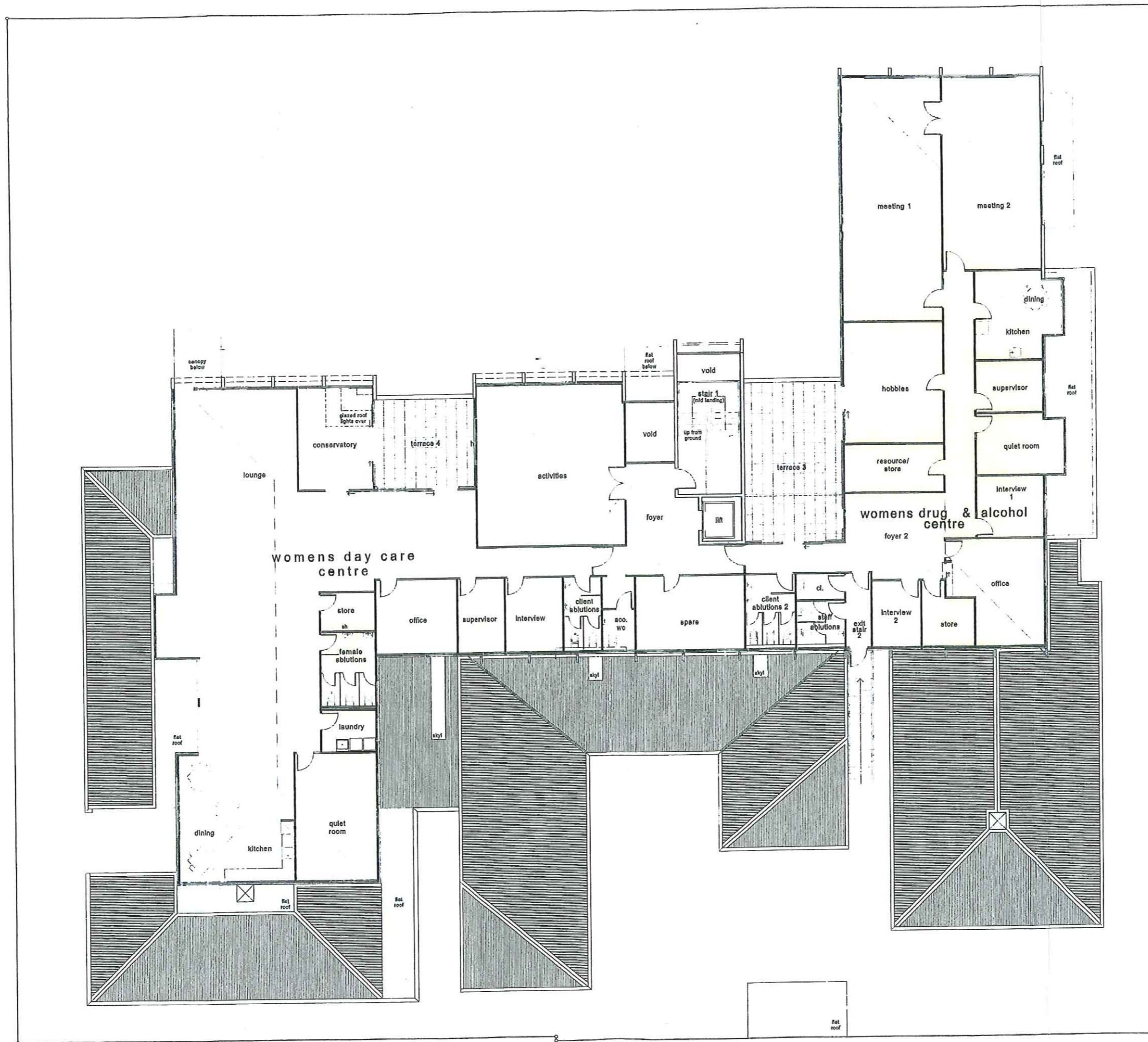
RC 11/09 RESOURCE CONSULT
 B 25/11/09 FRONT OFFICE LANE
 A 02/10/09 GFA AREAS ADDED
 issue date amendment

WILKIE + BRUCE ARCHITECTS LTD
 Telephone 03 379 7739 307 Durham St Christchurch
 Facsimile 03 379 6478 PO Box 25-341 New Zealand
 scale: 1:100 @ A1
 file: 0509 rev RC

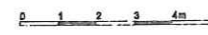
CHRISTCHURCH CITY MISSION REDEVELOPMENT
 276 - 284 HEREFORD STREET

GROUND FLOOR PLAN

SK1



legend
 [shaded box] Health



RC 11/209 RESOURCE CODES
 B 22/11/08 FRONT CARPARK
 A 02/10/08 GFA AREAS ADDED
 issue date amendment

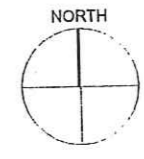
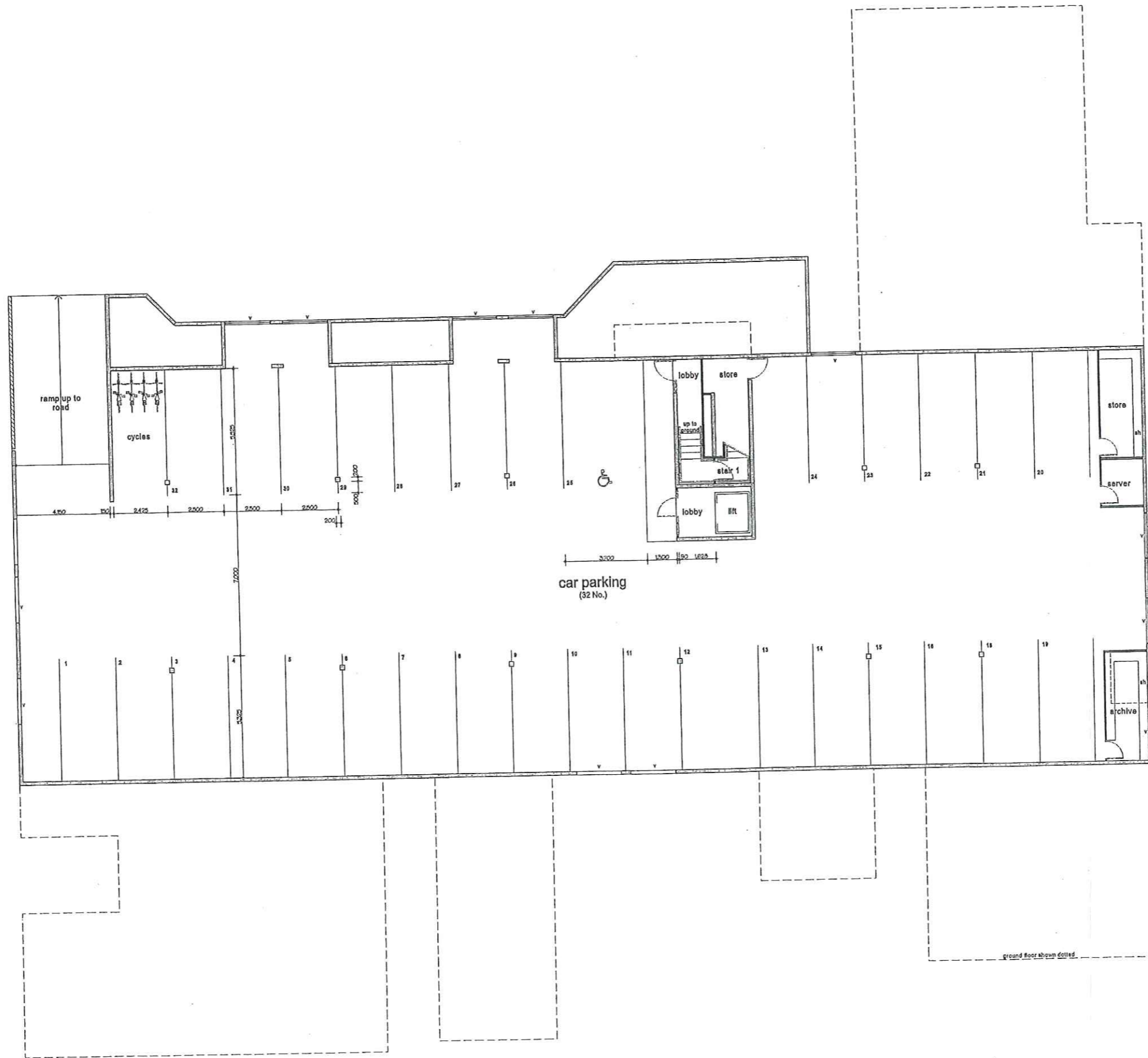
CHRISTCHURCH CITY MISSION REDEVELOPMENT
 276 - 284 HEREFORD STREET

FIRST FLOOR PLAN &
 ROOF PLAN

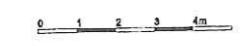
WILKIE + BRUCE
 ARCHITECTS LTD
 Telephone 03-379 7737 307 Durham St Christchurch New Zealand
 Facsimile 03-379 5476 PO Box 25-141
 design: AVJ
 date: 26 MAR 08
 drawn: DM
 scale: 1:100 @ A1
 file: 5369
 rev: RC

SK2

contractor shall verify all dimensions before commencing work



legend



CHRISTCHURCH CITY MISSION REDEVELOPMENT
276 - 284 HEREFORD STREET

contractor shall verify all dimensions before commencing work

BASEMENT FLOOR PLAN

WILKIE + BRUCE ARCHITECTS LTD
Telephone 03-379 7739 307 Durham St Christchurch, New Zealand
Facsimile 03-379 5478 PO Box 25-141

RC 11/209 RESOURCE CODES
B 2011/06 FRONT CARPARK
A 02/1/006 GRAVELS ADDN
design: AW
date: 26 MAR 06
drawn: DM
scale: 1:100 @ A1
file: 3269
rev RC

SKI

**Appendix iv – Preliminary Construction Cost
Estimates**

17 July 2008

City Missioner
Christchurch City Mission
P O Box 1032
CHRISTCHURCH

Attention: Mr Michael Gorman

Dear Sir,

**CHRISTCHURCH CITY MISSION PROJECT
276 – 284 HEREFORD STREET**

As requested we have prepared an estimate for the above project which amounts to \$8,600,000.

The estimate has been prepared from Wilkie & Bruce Architects file 6869 SK0 – SK2.

We have included for the site preparation, building work, floor coverings, services, design fees, siteworks and contingency allowance.

We have not included for GST, loose furniture, equipment, beds etc and provision for escalation.

Trust that this is of assistance.

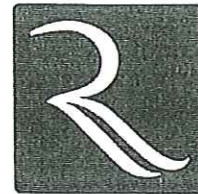
Yours faithfully
Rawlinsons Limited



PR Eggleton
Director

cc Wilkie & Bruce Architects

Ref: CCM Ltr Jul08 doc



RAWLINSONS

QUANTITY SURVEYORS

CONSTRUCTION
CONSULTANTS

COST ENGINEERS

RAWLINSONS LIMITED
L11. PRICEWATERHOUSE-
COOPERS CENTRE
119 ARMACH STREET
PO BOX 2796
CHRISTCHURCH 8140
NEW ZEALAND

☎ +64 3 366 0371

☎ +64 3 365 4984

✉ christchurch@rawlinsons.co.nz

www.rawlinsons.co.nz

29 August 2007



RAWLINSONS

Manager Property and Retail
Christchurch City Mission
PO Box 1032
CHRISTCHURCH

QUANTITY SURVEYORS

CONSTRUCTION
CONSULTANTS

COST ENGINEERS

Attention: Paula Gray

Dear Paula

CHRISTCHURCH CITY MISSION - PROPOSED REDEVELOPMENT

Further to our recent meeting and discussions we have prepared preliminary estimates for the proposed redevelopment summarised as follows:

Detoxification Centre	1,610,000
Womans Alcohol and Drug Centre	1,240,000
Reception and Administration Centre	1,850,000
Night Shelter and Mens Day Centre	2,540,000
Womans Day Centre	1,490,000
Foodbank	220,000
Conversion of existing night shelter to shop	840,000
Building relocations and demolition	160,000
Car parking and landscaping work	<u>1,200,000</u>

Total excluding GST \$11,150,000

The above estimates are based on current construction costs including allowances for professional fees. No allowances are included for escalation or loose furniture and equipment.

We emphasise the building areas used in the above have been calculated by making spatial allowances for the various spaces identified in your briefing document. The areas are approximate only and should be subjected to rigorous validation through both preliminary design and user group consultation.

Yours faithfully
Rawlinsons Limited

J H Mace
Associate

RAWLINSONS LIMITED
L11, PRICEWATERHOUSE-
COOPERS CENTRE
119 ARMAGH STREET
PO BOX 2796
CHRISTCHURCH 8140
NEW ZEALAND

+64 3 366 0371

+64 3 365 4984

christchurch@rawlinsons.co.nz

www.rawlinsons.co.nz

Appendix v – Timeline

Appendix vi – Financial Statements

Social Service Council
of the Diocese of Christchurch

City Mission Division

Statement of Accounts

FOR THE YEAR ENDED 30 JUNE 2008

**SOCIAL SERVICE COUNCIL
OF THE DIOCESE OF CHRISTCHURCH**

CITY MISSION DIVISION

**INDEX TO THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2008**

PAGE

1	STATEMENT OF FINANCIAL POSITION
2	STATEMENT OF FINANCIAL PERFORMANCE
3 - 5	NOTES TO THE ACCOUNTS
6 - 7	AUDITORS' REPORT

**SOCIAL SERVICE COUNCIL
OF THE DIOCESE OF CHRISTCHURCH
CITY MISSION DIVISION**

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2008

	Notes	2008	2007
<u>Funds Employed:</u>		\$	\$
Funds employed to purchase Property, Plant and Equipment	8	1,954,485	2,089,542
 <u>Trust and Funds</u>			
Funds for Specific Purposes	9	725,687	657,187
Total Funds for specific purposes		2,680,172	2,746,729
Funds available for General Operations	9	1,199,149	1,180,515
Total Funds Employed		\$3,879,321	\$3,927,244
 <u>Invested in:</u>			
Non Current Assets			
Property, Plant and Equipment			
Cost		3,428,892	3,597,845
Less Accumulated Depreciation		1,474,407	1,469,525
Net Carrying Value	3	1,954,485	2,128,320
 Less Non Current Liability:			
Property Mortgage	4	-	38,778
		1,954,485	2,089,542
 Investments			
Share of Social Service Council Amalgamated Investment Fund (in respect of Special Purpose Funds)	9	1,924,836	1,837,702
Net Assets		\$3,879,321	\$3,927,244

Signed on behalf of the Divisional Committee:

Executive and Finance Officer *P.S. Murray*

Committee Member *Nelson Kennedy*

Date: 28th October 2008

The information contained in the above statement of financial position has been extracted from the audited Consolidated Accounts of the Social Service Council of the Diocese of Christchurch.

The notes to the financial statements on pages 3 to 5 form part of and are to be read in conjunction with this statement.

**SOCIAL SERVICE COUNCIL
OF THE DIOCESE OF CHRISTCHURCH**

CITY MISSION DIVISION

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2008**

	Note	2008 \$	2007 \$
INCOME			
Appeals and donations		1,066,957	958,273
Clothing & furniture sales		953,580	883,025
Endowments		1,292	2,449
Government contracts		816,852	779,741
Grants		470,202	427,519
Rents		51,715	48,931
Sundry income		1,362	5,119
TOTAL INCOME		<u><u>3,361,960</u></u>	<u><u>3,105,057</u></u>
LESS EXPENDITURE			
Administration		12,748	12,748
Appeals and publicity		216,286	225,290
Computing		5,588	15,346
Consultants		17,243	16,624
Depreciation		87,693	101,452
General		20,709	32,272
Grants		37,393	37,393
Insurance and ACC levy		36,353	33,336
Laundry		12,057	11,412
Power and heating		53,625	51,631
Printing and stationery		33,798	34,166
Programme costs		13,746	6,406
Provisions, supplies & cleaning		142,605	122,827
Rent and rates		185,200	149,814
Repairs & Maintenance		83,040	97,342
Salaries, superannuation and staff training		2,094,374	1,991,014
Security		10,384	10,293
Service Level Agreement		42,175	42,175
Supplementary assistance		138,983	143,156
Telephone		38,489	40,089
Travel and vehicle running		18,144	16,093
Loss on Disposal	3	167,196	0
TOTAL EXPENDITURE		<u><u>3,467,829</u></u>	<u><u>3,190,879</u></u>
OPERATING SURPLUS /(DEFICIT) FOR YEAR		<u><u>(105,869)</u></u>	<u><u>(85,822)</u></u>
Trust Fund Distribution		28,450	70,962
SURPLUS/(DEFICIT) FOR YEAR		<u><u>\$ (77,419)</u></u>	<u><u>\$ (14,860)</u></u>

The notes to the financial statements on pages 3 to 5 form part of and are to be read in conjunction with this statement.

**SOCIAL SERVICE COUNCIL
OF THE DIOCESE OF CHRISTCHURCH**

CITY MISSION DIVISION

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2008**

1. REPORTING ENTITY

The Social Service Council of the Diocese of Christchurch is a Charity registered under the Charities Act 2005. The Social Service Council is formed and domiciled in New Zealand.

The principal activities of the Social Service Council include operating in the Aged Care sector, City Mission, Family & Community and Anglican Care South Canterbury social services areas.

The registered office is located at Allan Pyatt House, 153 Hereford Street, Christchurch.

The City Mission is an operating division of the Social Service Council.

The Social Service Council is an issuer for the purpose of the Financial Reporting Act 1993. The financial statements of the Social Service Council have been prepared in accordance with the Financial Reporting Act 1993 and are required to fully comply with the New Zealand equivalents to International Financial Reporting Standards (IFRS).

Basis of Compiling Financial Statements

The accounting records of the City Mission Division are integrated with those of the Social Service Council of the Diocese of Christchurch. The City Mission Division financial statements are Special Purpose financial statements that have been extracted from the audited financial statements of the Social Service Council.

These Special Purpose financial statements are prepared in accordance with New Zealand law and generally accepted accounting practice for the purpose of providing information to funders. They do not fully comply with New Zealand equivalents to IFRS, as required for the audited financial statements of the Social Service Council. The City Mission Divisional Committee does not consider the provision of financial statements that are fully compliant with the detailed requirements of IFRS to be warranted or meaningful to the readers of these Special Purpose financial statements.

2. STATEMENT OF ACCOUNTING POLICIES:

MEASUREMENT BASE

The accounting principles recognised as appropriate for the measurement and reporting of financial performance and financial position on a historical cost basis have been followed by the entity.

SPECIFIC ACCOUNTING POLICIES

The following specific accounting policies which materially affect the measurement of financial performance and financial position have been applied:

(a) Revenue

Donations

Donations for general purposes have been credited direct to income. Donations for specific purposes have been accumulated in special funds from which transfers have been made as related expenditure has been incurred. In addition to donations received in cash which are disclosed in the financial statements the City Mission received donations of food for redistribution. The value of that donated food, which has been distributed in addition to the cost disclosed as supplementary assistance has been assessed as \$140,943 for the year (2007: \$135,810).

Government Contracts

Government Contract income is of a revenue nature, relating to the provision of social work services and is credited direct to income.

Legacies

Legacies received during the year have been included as Trust Funds income and distributed to areas of work or invested in the Amalgamated Fund.

(b) Depreciation

Depreciation has been provided using the straight line basis, assuming nil residual values and economic lives of 50 years for buildings, 3 to 10 years for equipment and 5 years for motor vehicles.

The residual value and economic lives are reviewed and adjusted if appropriate at each balance date.

(c) Property, Plant and Equipment

Land is stated at cost. Buildings are stated at cost less accumulated depreciation and impairment losses. Furniture and equipment in the office and the opportunity shops that were purchased before 30 June 1978 are stated at valuation on 30 June 1978 less accumulated depreciation and impairment losses since that date. Other property, plant and equipment are stated at cost less accumulated depreciation and impairment losses.

**SOCIAL SERVICE COUNCIL
OF THE DIOCESE OF CHRISTCHURCH**

CITY MISSION DIVISION

NOTES TO THE ACCOUNTS (continued)

FOR THE YEAR ENDED 30 JUNE 2008

(d) Impairment of non-financial assets

Assets subject to depreciation or amortisation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use. If an asset's carrying amount exceeds its recoverable amount, the asset is impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the income statement.

(e) Taxation

The charitable nature of the Social Service Council exempts it from liability to Income Tax.

(f) Goods and Services Tax

GST has been accounted for on a GST exclusive basis.

(g) Investments

The investments recorded in the Balance Sheet represent a share of the Social Service Council , Amalgamated Investment Fund based on the Special Purpose Funds held on behalf of the City Mission. The shares, debentures and government and local authority securities held in the Amalgamated Investment Fund are stated at Fair Value. Mortgages and other short tem investments are stated at cost. At each balance date the Social Service Council assesses whether there is any objective evidence that an investment is impaired and if it is the investment's carrying amount is written down to its recoverable amount.

CHANGES IN ACCOUNTING POLICIES

There have been no changes in the above policies which have been applied on bases consistent with those used in previous years.

3. PROPERTY PLANT AND EQUIPMENT

	Cost or Valuation	Accumulated Depreciation	Net Carrying Value	
			2008	2007
	\$	\$	\$	\$
Land	406,666	-	406,666	406,666
Buildings	1,287,036	406,955	880,081	1,076,536
Equipment	1,006,250	834,758	171,492	132,148
Vehicles	155,819	136,413	19,406	26,701
Mount Grey - Land	101,611	-	101,611	101,610
- Buildings	471,510	96,281	375,229	384,659
	<u>\$3,428,892</u>	<u>\$1,474,407</u>	<u>\$1,954,485</u>	<u>\$2,128,320</u>

The buildings that are planned to be demolished in the City Mission redevelopment plan were written off during the financial year. The total net carrying value written off was \$167,029.

4. PROPERTY MORTGAGE

The mortgage with the Home Mortgage Company Ltd has been paid off during the year.

5. CAPITAL COMMITMENTS

There were no capital commitments which would have a material effect on the position or performance reflected in the financial statements. (2007: \$Nil)

6. CONTINGENT LIABILITIES

There are no contingent liabilities which would have a material effect on the position or performance reflected in the financial statements. (2007: Nil)

**SOCIAL SERVICE COUNCIL
OF THE DIOCESE OF CHRISTCHURCH**

**CITY MISSION DIVISION
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 30 JUNE 2008**

7. EVENTS SUBSEQUENT TO BALANCE DATE

There are no significant events subsequent to balance date which would have a material effect on the position or performance reflected in the financial statements (2007:Nil).

The City Mission Divisional Committee has recommended to the Trust Board a substantial redevelopment of the City Mission site and are currently working through a project planning process that includes consideration of funding, design and resource consent issues. It is too early in this process to estimate the financial effect of the redevelopment and there were no material contractual commitments in relation to the project at the date of these accounts.

8. ACCUMULATED FUNDS

The accumulated funds of the City Mission are extracted from the accounts of the Social Service Council for information purposes and essentially represent the funding of land, building and equipment purchases and are therefore not available to fund the general operations of the City Mission.

	2008	2007
	\$	\$
Opening Balance	2,089,542	2,109,167
Movement in Property, Plant and Equipment for Year (See Note 3 above)	(173,835)	(24,729)
Mortgage Decrease	38,778	5,104
Closing Balance	\$1,954,485	\$2,089,542

9. TRUST AND FUNDS

	Balance	Net Income	Grants and	Balance
	1-Jul-07	(Expenditure)	Transfers	30-Jun-08
CITY MISSION TRUST				
<u>Funds for Specific Purposes</u>				
Reserved bequests	70,620	0	(70,620)	0
Sanctuary Fund	26,552	2,759		29,311
Street Work Fund	73,030	7,811		80,841
Children's Social Service and Educational Fund	48,513	72,831		121,344
Maintenance Reserve	27,353	2,389		29,742
Asset Replacement Fund	311,119	22,774	(27,490)	306,403
City Mission Redevelopment Fund	100,000	58,046		158,046
	657,187	166,610	(98,110)	725,687
<u>Funds available for General Operations</u>				
Medium term operations fund	893,005	63,791		956,796
<u>Trust Accumulated Fund</u>				
Opening Balance	287,510			
Income Surplus for Year				
Capital Surplus for Year		32,262		
Operating Surplus for Year		(77,419)		
Closing Balance				242,353
	1,180,515	18,634	0	1,199,149
TOTAL	\$1,837,702	\$185,244	(\$98,110)	\$1,924,836

Williams Accountants Limited

CHARTERED ACCOUNTANTS

54 Mandeville Street, P.O. Box 8575, Riccarton, Christchurch 8440
Telephone (03) 343-3348, Facsimile (03) 343-3349, E-mail williamsaccountants@paradise.net.nz

AUDIT REPORT

To the readers of this Special Purpose Financial Report of the City Mission Division of the Social Service Council of the Diocese of Christchurch

We have audited the financial statements of the Social Service Council of the Diocese of Christchurch. The financial statements provide information about the past financial performance of the Social Service Council of the Diocese of Christchurch and its financial position as at 30 June 2008.

The City Mission is a division of the Social Service Council of the Diocese of Christchurch and these Special Purpose financial statements of the City Mission division for the year ended 30 June 2008 on pages 1 to 5 have been extracted from the financial statements of the Social Service Council of the Diocese of Christchurch.

The City Mission Division Committee Responsibilities

The City Mission Division Committee is responsible for the preparation, in accordance with New Zealand law and generally accepted accounting practice, of these Special Purpose financial statements which fairly reflects the financial position of the City Mission Division of the Social Service Council of the Diocese of Christchurch as at 30 June 2008 and of the results of operations for the year ended on that date.

Auditors' Responsibilities

It is our responsibility to express to you an independent opinion on the Special Purpose financial statements presented by the City Mission Division Committee.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the Special Purpose financial report. It also includes assessing:-

- the significant estimates and judgements made by the City Mission Division Committee in the preparation of these Special Purpose financial statements; and
- whether the accounting policies are appropriate to the City Mission Division of the Social Service Council of the Diocese of Christchurch's circumstances, consistently applied and adequately disclosed.

We conducted our audit in accordance with New Zealand Auditing Standards. We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to obtain reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error.

In forming our opinion we also evaluated the overall adequacy of the presentation of information in the Special Purpose financial statements.

These Special Purpose financial statements do not fully comply with New Zealand equivalents to International Financial Reporting Standards, as required for the audited financial statements of the Social Service Council of the Diocese of Christchurch, from which these Special Purpose financial statements have been extracted. Further additional disclosures would be required to fully comply with New Zealand equivalents to International Reporting Standards, which the City Mission Division Committee consider not to be warranted for readers of the Special Purpose financial statements which are prepared for funding purposes.



Other than in our capacity as auditors we have no relationship or interest in the Social Service Council of the Diocese of Christchurch.

Qualified Opinion

As with other organisations of a similar nature, control over income from donations, fundraising and shop sales prior to being recorded is limited, and no practical audit procedures exist to determine the effect of this limited control.

We have obtained all other information and explanations we have required.

In our opinion, except for any adjustment that might have been necessary had we obtained the information described above, these Special Purpose financial statements on pages 1 to 5 fairly reflects the financial position of the City Mission Division of the Social Service Council of the Diocese of Christchurch as at 30 June 2008, and the results of its operations for the year ended on that date.

Our audit was completed on 28 October 2008 and our qualified opinion is expressed as at that date.

Williams Accountants Limited
WILLIAMS ACCOUNTANTS LIMITED
CHRISTCHURCH, NEW ZEALAND

**Appendix vii – Social Service Council of the
Diocese of Christchurch Act 1952**

Social Service Council of the Diocese of Christchurch Act 1952

Private Act 1952 No 1
Date of assent 3 October 1952

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An Act to constitute and incorporate the Social Service Council of the Diocese of Christchurch, and to dissolve certain Boards in order that their functions may be taken over and their property vested in the Social Service Council of the Diocese of Christchurch, and to provide for trusts and incidental matters.

Preamble

WHEREAS on the seventh day of October, eighteen hundred and ninety-two, St Saviour's Guild was incorporated under the Religious, Charitable, and Educational Trust Boards Incorporation Act 1884: And whereas on the fourteenth day of June, nineteen hundred

and twenty-two, St Anne's Guild Society was incorporated under the Religious, Charitable, and Educational Trusts Act 1908: And whereas on the ninth day of July, nineteen hundred and forty-seven, the Anglican Society of the Friends of the Aged Trust Board was incorporated under the Religious, Charitable, and Educational Trusts Act 1908: And whereas the above-mentioned organizations were incorporated to perform in the Diocese of Christchurch in the Church of the Province of New Zealand, commonly called the Church of England, various types of social work as set out in their respective constitutions or rules: And whereas the Synod of the said Diocese in nineteen hundred and fifty appointed a commission to inquire into the advisability of co-ordinating and extending the social work of the Diocese: And whereas the commission duly reported to the said Synod in nineteen hundred and fifty-one and recommended, *inter alia*, that "the amalgamation of all existing organizations doing social work into a new organization be the urgent objective of the Diocese": And whereas the said Synod in nineteen hundred and fifty-one approved the said recommendation and instructed the Standing Committee to submit to Parliament a private Bill to carry out the following:— (a) The dissolution of not less than two of the following organizations— St Saviour's Guild Society or Trust Board, St Anne's Guild Society, and the Anglican Society of the Friends of the Aged Trust Board: (b) The establishment of a society to be known as the Anglican Society of Social Work or such other name as the Standing Committee should approve: (c) The transfer of all assets belonging to the organizations dissolved by the Bill to the society so to be established: And whereas the said Synod recommended the insertion in the Bill of certain provisions concerning trusts and the initial working of the Society established by the Bill, which recommendations are incorporated in this Act: And whereas the said Standing Committee has approved the name the Social Service Council of the Diocese of Christchurch: And whereas the said Synod resolved that no such Bill be submitted to Parliament until two or more of the above-mentioned organizations had given their unconditional assent to dissolution and the Standing Committee had approved the draft: And whereas all of the above-mentioned organizations have given their unconditional assent to dissolution by resolutions passed at meetings duly called

in accordance with their respective constitutions or rules, and the Standing Committee has approved the draft of this Act.

BE IT THEREFORE ENACTED by the General Assembly of New Zealand in Parliament assembled, and by the authority of the same, as follows:—

1 Short Title

This Act may be cited as the Social Service Council of the Diocese of Christchurch Act 1952.

2 Interpretation

The Diocese means the Diocese of the Church of the Province of New Zealand, commonly called the Church of England, of which the City of Christchurch is the Bishop's see

St Saviour's Guild means St Saviour's Guild, a society incorporated under the Religious, Charitable, and Educational Trust Boards Incorporation Act 1884, and commonly called St Saviour's Guild Society or Trust Board.

3 Commencement

Sections one to three and eight of this Act shall come into force on the passing of this Act. The other sections of this Act shall come into force on the day after the date of the meeting of the Standing Committee of the Diocese at which subsections one and two of the said section eight are complied with. A certificate by the Bishop of the Diocese that the said meeting has been held shall be conclusive evidence that such meeting has been held and of the date thereof.

4 Social Service Council of the Diocese of Christchurch established

- (1) There is hereby established a body corporate to be called the Social Service Council of the Diocese of Christchurch (hereinafter referred to as the Council), which shall have perpetual succession and a common seal, and shall be deemed to have been duly incorporated under and to be a trust Board

for the purposes of the Religious, Charitable, and Educational Trusts Act 1908.

- (2) The objects of the Council shall be to perform the work hitherto performed by the Boards dissolved by this Act and in addition any such other charitable work as may come within the scope of the objects of the Council as set out in the rules of the Council.
- (3) The Council shall consist of the persons who are for the time being members thereof pursuant to the rules of the Council.

5 Dissolution of certain Boards

St Saviour's Guild, incorporated on the seventh day of October, eighteen hundred and ninety-two, under the Religious, Charitable, and Educational Trust Boards Incorporation Act 1884, St Anne's Guild Society, incorporated on the fourteenth day of June, nineteen hundred and twenty-two, under the Religious, Charitable, and Educational Trusts Act 1908, and the Anglican Society of the Friends of the Aged Trust Board, incorporated on the ninth day of July, nineteen hundred and forty-seven, under the Religious, Charitable, and Educational Trusts Act 1908 (hereinafter referred to as the former Boards) are hereby dissolved.

6 Vesting of property in Council, subject to trusts

- (1) All real and personal property whatsoever held by the former Boards or any of them is hereby vested without conveyance, transfer, or assignment in the Council, subject to all debts, liabilities, encumbrances, charges, liens, and interests (if any) affecting the same; and the Council shall take over and satisfy all debts and liabilities of the former Boards existing immediately before the commencement of this section and shall hold the said real and personal property for the same estate or interest and upon the same trusts and with the same functions, rights, powers, duties, and obligations as the former Boards held such property immediately before the commencement of this section; and all documents executed, all engagements entered into, or liabilities assumed or payments made or other acts of authority which have been made, performed, or done, by any of the former Boards shall

be deemed to be made, performed, or done by the Council, and shall be binding upon the Council.

- (2) The Council is hereby empowered to accept, at the request of the Standing Committee of the Diocese, and to administer any charitable trust for social work in the Diocese, other than those imposed upon it by virtue of subsection one of this section.
- (3) Any real or personal property which would hereafter, but for the passing of this Act, become vested in any of the former Boards shall become vested in the Council, and any will, deed, conveyance, transfer, assignment, or other instrument whereby any real or personal property is transferred, given, devised, bequeathed, or otherwise disposed of to or for the benefit of any of the former Boards shall be read and construed as if the name of the Council were substituted therein for the name of the Board; but the Council shall hold the said property on the same trusts, with the same functions, rights, powers, duties, and obligations, as those upon which that Board would have held the same.
- (4) Any real or personal property which becomes vested in the Council otherwise than by virtue of subsections one and three of this section shall, in the absence of any effective stipulation to the contrary in any will, deed, conveyance, transfer, assignment, or other instrument, be held by the Council upon trust for the objects of the Council and in accordance with the rules of the Council.

7 Entries in registers relating to property

Every District Land Registrar, and every other person having charge of the register showing the ownership of any property, shall, on written application under the seal of the Council, and upon payment of such fee as may be prescribed in that behalf by any enactment relating to the register, register the Council as proprietor of all estates or interests in land registered under the Land Transfer Act 1915, or, as the case may require, of any other property, vested in the Society by virtue of this Act.

8 Constitution of Council

- (1) Upon the passing of this Act the Standing Committee of the Diocese shall as soon as practicable appoint not less than

twelve persons (of whom one shall be designated Chairman by the said Standing Committee) to administer provisionally the affairs of the Council as its Provisional Executive (hereinafter referred to as the Provisional Executive). Of such persons not less than six shall be members of the Council of St Saviour's Guild, not less than five shall be members of the Committee of the Anglican Society of the Friends of the Aged Trust Board, and not less than one shall be a member of the Council of St Anne's Guild Society.

- (2) The said Standing Committee shall prescribe rules for the Council providing for qualifications for membership, the method of appointment, and terms of office of members of the Committee of the Council, the regulation of the proceedings of the Council and of the Committee, the acquisition and alienation of property the winding up of the Council, and such other matters as may be necessary for the administration of its affairs and for giving effect to this Act.
- (3) The said rules shall remain the rules of the Council until duly altered in such manner as may be therein provided.
- (4) The provisional Executive shall be bound by the said rules.
- (5) The said Standing Committee shall instruct the Provisional Executive to call a general meeting of persons qualifying for membership of the Council under the said rules within three months after the whole of this Act shall come into force for the purpose of electing officers in accordance with the said rules and considering such other business as the Provisional Executive shall consider necessary. If the Provisional Executive fails to call such a general meeting, the said Standing Committee shall have power to do so at any time after the expiration of the said period of three months.

9 Receipts by authorized officer to be valid discharge

The receipt in writing of any Secretary, Treasurer, or Agent of the Council duly authorized in that behalf by the Provisional Executive of the Committee of the Council shall be a good and effectual discharge for all moneys paid to him on behalf of the Council and shall exonerate the person or persons paying such money from seeing to the application thereof.

10 Protection of persons dealing with Board

It shall not be necessary for any purchaser or any person to or with whom any sale exchange or lease shall be made or other transaction entered into under the powers conferred by this Act to inquire into the necessity therefor or the propriety thereof.

11 Costs and charges of Act, how to be paid

All costs, charges, disbursements, and expenses of and incidental to the preparing for, obtaining, and passing of this Act or otherwise in relation thereto shall be defrayed out of and shall be a charge upon the property vested in the Council by virtue of subsection one of section six of this Act in the following proportions:—

Upon property formerly held by St Saviour's Guild, one half:

Upon property formerly held by St Anne's Guild Society, one twelfth:

Upon property formerly held by the Anglican Society of the Friends of the Aged Trust Board, five twelfths.

12 Private Act

This Act is hereby declared to be a private Act.

**Appendix viii – The Christchurch City Mission
Foundation Trust Deed**

THE CHRISTCHURCH CITY MISSION FOUNDATIONDATED this *9~~th~~* day of *March* 19*99***PARTIES**

BETWEEN GILBERT SIMPSON of Christchurch, Company Director
A N D HAMISH GRENFELL HAY of Christchurch, Company Director
A N D PETER AXCELL of Christchurch, Clergyperson
A N D REX ALBERT ANDERSON of Christchurch, Accountant

(the "First Trustees")

BACKGROUND

- A. The First Trustees with a general intention of charity desire to create a charitable trust (to be known as The Christchurch City Mission Foundation) which is declared in this deed.
- B. The First Trustees wish to receive donations for charitable purposes and wish by this deed to formally declare and constitute the trusts and basis upon which they will hold such donations.
- C. The object of the Foundation is to seek, receive and distribute donations and support for the charitable purposes of the Mission from individuals and corporate donors, and from other trusts persons or entities.
- D. The purpose of the Foundation is to apply the Trust Funds in christian love to serve and seek justice in the community.

THE PARTIES AGREE as follows:**1 DEFINITIONS AND CONSTRUCTION****1.1 Defined Terms**

In this deed, unless the context requires otherwise:

"Balance Date" means 31 March or any other date which the Trustees adopt by resolution as the date up to which accounts are to be made in each year.

"Bishop" means the Anglican Bishop of the Diocese of Christchurch.

"Designated Gift" means a gift which is subject to a trust for a specific purpose that comes within the charitable purposes of the Trust Fund.



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"Divisional Committee" means the committee or body exercising administrative control of the Mission.

"Income Year" means any year or other accounting period ending on a Balance Date.

"Mission" means The Christchurch City Mission (a division of the Social Service Council of the Diocese of Christchurch).

"Missioner" means the City Missioner being the head of the Mission from time to time.

"Related Person" for the purposes of clause 9.5 and in relation to any business to which section CB 4(1)(e) of the Income Tax Act 1994 applies, means a person specified in paragraphs (i) to (iv) of the second proviso to that section, the persons currently specified being:

- 1.1.1 a settlor or trustee of the trust by which the business is carried out; or
- 1.1.2 a shareholder or director of the company by which the business is carried on; or
- 1.1.3 a settlor or trustee of a trust that is a shareholder of the company by which the business is carried on; or
- 1.1.4 that person, where he or she and the settlor, trustee, shareholder or director already mentioned in this definition, are associated persons for the purposes of the Income Tax Act 1994;

"Teleconference Meeting" for the purposes of rule 17 in the schedule means a meeting where the participants are contemporaneously linked by telephone or some other means of instant audio or audio and visual communication.

"Trust" means The Christchurch City Mission Foundation created by this deed.

"Trust Deed" when appearing in the rules set out in the schedule, means this deed.

"Trust Fund" or "Trust Funds" means any money, investments or other property paid or given to or acquired or agreed to be acquired by the Trustees after this deed has been signed with the intention that it be held by the Trustees subject to the trusts and other provisions set out in this deed.

1.2 Construction

In the construction of this deed, unless the context requires otherwise:

- 1.2.1 a reference to the "Trustees" is a reference to the trustees for the time being of the Trust Fund, whether original, additional or substituted.
- 1.2.2 a reference to an enactment is a reference to that enactment as amended, or to any enactment that has been substituted for that enactment.
- 1.2.3 a reference to the schedule is a reference to the schedule forming part of this deed.
- 1.2.4 headings appear as a matter of convenience and shall not affect the construction of this deed.
- 1.2.5 if there is a conflict between the rules and the other provisions of this deed the other provisions of this deed shall prevail.

2 CREATION OF THE TRUST

2.1 Acknowledgement of trust

The Trustees acknowledge that they hold the Trust Fund upon the trusts and with the powers set out in this deed.

2.2 Name of Trust

The Trust created by this deed is to be known as The Christchurch City Mission Foundation or by such other name as the Trustees may determine by resolution from time to time.

3 PURPOSES

The Trust is established:

- 3.1 For any charitable purpose which is in furtherance of the objects set out in Background C of this deed;
- 3.2 To promote or assist the Christchurch City Mission and any other organisations in New Zealand having a charitable purpose similar to that set out in clause 3.1 by providing funding to those organisations to assist the Trustees in achieving the charitable objects of the Foundation.
- 3.3 To receive donations, gifts, bequests and to otherwise raise money by all lawful means including enlisting financial or other aid from individuals and local and national and multinational corporate donors, and from other trusts and local, regional and national governmental agencies, and conducting fund raising campaigns;
- 3.4 To apply the funds of the Foundation as the Trustees think fit towards the purposes set out in clause 3.1 above and for the performance of



any other social service within the Diocese of Christchurch pursuant to the Social Service Council of the Diocese of Christchurch Act 1952.

4 INCOME TRUSTS

4.1 Power to pay, apply or appropriate income

The Trustees may pay, apply or appropriate, or decide to pay apply or appropriate as much of the income arising from the Trust Fund in an Income Year as they think fit for or towards one or more of the purposes of the Foundation. And if the Trustees provide for more than one purpose they need not treat each purpose equally.

4.2 Provisions relating to payments applications and appropriations of income

4.2.1 The Trustees, by written resolution, may appropriate any investments for one or more of the purposes of the Foundation in anticipation of a payment or application under clause 4.1

4.2.2 In any Income Year, the Trustees may appropriate all or part of the income derived or to be derived from the Trust Fund during that Income Year even though, at the time of appropriation, they have not received the income being appropriated.

4.3 Powers to retain or accumulate income

4.3.1 The Trustees may retain or decide to retain all or part of the income arising from the Trust Fund in an Income Year to establish or augment any reserve fund which may be used at any later time for any purpose for which income arising from the Trust Fund may be used.

4.3.2 The Trustees may accumulate or decide to accumulate all or part of the income arising from the Trust Fund in an Income Year. The accumulated income shall be added to the capital of the Trust Fund so that it becomes part of the Trust Fund and is held on the same trusts and with the same powers. But the Trustees may still resort to the accumulated income at any time and pay, apply or appropriate all or part of it as if it were income of the Trust Fund.

5 CAPITAL TRUSTS

At any time the Trustees may, or may decide to, pay, apply or appropriate as much of the capital of the Foundation as they think fit for or towards one or more of the purposes of the Foundation. And if the Trustees so provide for more than one purpose they need not treat each purpose equally. Any payment, application or appropriation of capital may be made either in addition to or in place of any payment, application or appropriation of income.

6 ANNUAL DISTRIBUTION OF FUNDS

Subject to provisions of clauses 4 and 5 above, the Trustees shall, as soon as reasonably possible after the Balance Date in each Income Year, distribute such part of the Trust Fund as the Trustees resolve is available for that purpose.

7 RECEIPTS

7.1 Receipt of gifts

The Trustees may receive solicited and unsolicited gifts of any real or personal property for the purposes of the Foundation or for any specific purpose that comes within the purposes of the Foundation.

7.2 Separate specific trusts

7.2.1 If the Trustees accept a Designated Gift they must keep that Designated Gift and any income derived from it separate from the general assets of the Foundation, and administer it as a separate specific charitable trust in terms of the trust under which it was given.

7.2.2 The Trustees shall not use the assets of any separate specific charitable trust to make good any deficit, loss, damage or breach of trust relating to any other separate specific charitable trust. Similarly, the Trustees shall not use the general assets of the Foundation for such purposes.

7.2.3 Each separate specific charitable trust shall bear its own administration expenses plus a fair proportion (determined by the Trustees) of the administration expenses applicable to the general purposes of the Foundation.

7.3 Receipts for payments

The receipt of the secretary, treasurer or other person or persons appearing to the Trustees to be authorised to give receipts on behalf of the recipient of any payment made under the terms of this deed, shall be a completed discharge to the Trustees for that payment.

8 INCORPORATION UNDER THE CHARITABLE TRUSTS ACT 1957

If they consider it appropriate the Trustees may apply under the Charitable Trusts Act 1957 for incorporation as a Board.

9 RULES

The rules (with any valid alterations) set out in the schedule which govern the appointment, retirement and proceedings of the Trustees subject to the provisions of this deed, will bind the Trustees both before and after their

incorporation as a Board under the Charitable Trusts Act 1957.

10 GENERAL PROVISIONS

10.1 Appointment and Removal of Trustees

- 10.1.1 There shall never be less than 4 nor more than 8 Trustees;
- 10.1.2 The Trustees shall elect their own chairperson to be the Chairperson of Trustees.
- 10.1.3 The statutory power of appointment of new Trustees shall be vested in the Bishop in consultation with the Chairperson for the time being of the Trust Board of the Social Services Council of the Diocese of Christchurch.
- 10.1.4 The Missioner shall be entitled to attend meetings of the Trustees in an advisory capacity but not to vote.
- 10.1.5 Should there be more than five Trustees at any time at least two of those Trustees shall be members of the Divisional Committee one of whom shall be the chairperson of the Divisional Committee.
- 10.1.6 Should there be five or less Trustees at any time at least one of those Trustees shall be the chairperson of the Divisional Committee.
- 10.1.7 The Bishop shall have power to remove any Trustee without being obliged to give any reason.

10.2 Alterations to deed

- 10.2.1 This deed may be altered only by a resolution of at least two thirds of the Trustees present and voting at a duly convened and conducted meeting of the Trustees.
- 10.2.2 The secretary of the Foundation shall give each Trustee written notice of any proposed resolution for the alteration of this deed at least 14 days before the date of the meeting at which it is to be considered.
- 10.2.3 Clauses 10.4, 10.5, 10.9 and this clause 10.2.3 shall not be altered without first obtaining written confirmation from the Commissioner of the Inland Revenue that the proposed alteration does not prejudice the charitable nature of the Foundation.
- 10.2.4 Any alteration to this deed in terms of clauses 10.2.1 and 10.2.2 shall not be made without the trustees from time to time first obtaining the consent to any proposed alteration from the

Divisional Committee.

10.2.5 Notwithstanding the foregoing clauses of this paragraph no alteration shall be made which would authorise a purpose outside those described in paragraph 3 of this deed.

10.3 Advice of counsel

If the Trustees are in doubt over any matter relating to the administration of the Foundation or over the exercise of any power vested in them, they may obtain and act upon the opinion of a barrister of the High Court of New Zealand of at least 7 years standing. And they may act upon the barrister's opinion without being liable to any person who may claim to be beneficially interested in respect of anything done in accordance with that opinion. This right to obtain and act upon a barristers opinion, however, will not restrict the Trustee's right to apply to the High Court of New Zealand for directions.

10.4 Dealing with "interested" Trustees

10.4.1 Any trustee who is or may be in any other capacity whatever interested or concerned directly or indirectly in any property our undertaking in which the trust is or may be in any way concerned or involved shall disclose the nature and extent of that Trustee's interest to the other Trustees.

10.4.2 Any Trustee who is or may be interested or concerned pursuant to clause 10.4.1 shall not be prohibited from taking part in any deliberations of the Trustees concerning the matter in which the Trustee is interested or concerned where the purpose of the Trustee's participation in the deliberations is the furtherance of the charitable objects of the Missions.

10.5 Prohibition of benefit or advantage

No private pecuniary profit shall be made by any person from the Foundation, except as provided for in this deed. In addition, but subject to the provisions of this deed, in the carrying on of any business under this deed, and in the exercise of any power authorising the remuneration of Trustees, no benefit, advantage or income shall be afforded to, or received, gained, achieved or derived by any Related Person where that Related Person, in his or her capacity as a Related Person is able in any way (whether directly or indirectly) to determine, or to materially influence the determination of:

10.5.1 the nature or amount of that benefit, advantage or income; or

10.5.2 the circumstances in which that benefit, advantage or income is, or is to be, so afforded, received, gained, achieved or derived.

10.6 Liability of Trustees

A Trustee shall be liable only for any loss attributable to his or her dishonesty or to his or her wilful commission or omission of an act which he or she knows to be a breach of trust. In particular, no Trustee shall be bound to take, or be liable for failing to take, any proceedings against a co-Trustee for breach or alleged breach of trust.

10.7 Indemnity

Any Trustee, officer or employee of the Foundation shall be indemnified out of the assets of the Foundation against any liability which he or she incurs in successfully defending any civil or criminal proceedings issued because of his or her actions in relation to the Foundation. An employee may be indemnified out of those assets to the extent that the Trustees in their discretion think just and equitable.

10.8 Charges

If any of the Trustees is engaged in a profession or business that Trustee may charge fees for work done by the Trustee or that Trustee's firm (so long as the work is of a professional or business nature) on the same basis as if that Trustee were not one of the Trustees but employed to carry out the work on their behalf.

10.9 Liquidation

If at any time the Trustees consider that for any reason it is no longer practicable or desirable to carry out the objects of the Foundation then the Trustees may, by resolution of at least 75% of the Trustees at a duly convened and conducted meeting of the Trustees decide to liquidate the Foundation. If upon the liquidation of the Foundation there remains after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid out or distributed other than to the Social Service Council of the Diocese of Christchurch for the purposes set out in its empowering Act or alternatively in accordance with any application for variation of trusts made pursuant to the Anglican Church Trusts Act 1981.

11 DUTIES

In addition to fulfilling the obligations imposed on them by law and by this deed, the Trustees shall:

- 11.1 From time to time (preferably each year) formulate a plan for the raising of funds for the Foundation.
- 11.2 Carry that plan into effect so far as they reasonably can;
- 11.3 Distribute funds received in accordance with clauses 4.5 and 6 of this deed.

12 GENERAL POWERS

The Trustees may exercise the powers, authorities and discretions conferred by this deed in addition to, and not so as to limit, the powers, authorities and discretions conferred upon trustees generally by the Trustee Act 1956 and upon boards by the Charitable Trusts Act 1957. But all the Trustees' powers, authorities and discretions shall be subject to any direction to the contrary in any instrument evidencing or conferring a gift accepted by the Trustees, whether the gift is a Designated Gift or is generally for the purposes of the Foundation.

13 POWERS

The Trustees shall have the following powers and may exercise them either alone or with any other person(s):

13.1 To raise funds

To raise money for any of the purposes of the Foundation by all lawful means, including the conduct of fund raising campaigns.

13.2 To invest

To invest the Trust Fund and the income from it in any form of investment, and to vary any such investment from time to time. Where, for the time being there is more than one person acting as a trustee of the Foundation, and one or more, but not all of them is or are engaged in a profession employment or business which is or includes acting as a trustee or investing money on behalf of others, then in exercising any power of investment that trustee or those trustees (as the case may be) shall not be required to exercise the care, diligence and skill that a prudent person engaged in that profession, employment or business would exercise in managing the affairs of others. Rather, that trustee or those trustees (as the case may be) shall be required only to exercise the care, diligence and skill that a prudent person of business would exercise in managing the affairs of others.

13.3 To retain investments

To retain any investments coming into the Trustees hands as part of the Trust Fund for as long as the Trustees think proper, even if they are not investments which could be properly made by a trustee.

13.4 To sell

To sell any real or personal property forming part of the Trust Fund in the manner and on the terms and conditions the Trustees think fit, including (without limitation) power to allow such part of the purchase price as the Trustees think fit to remain on loan with or without security



or to be payable by instalments.

13.5 To postpone sale

To postpone the sale of any real or personal property forming part of the Trust Fund for as long as the Trustees think fit without being liable for any resultant loss to the Trust Fund.

13.6 To let

To let any real and personal property at such rent and on such terms and conditions (including an option to purchase) as may be reasonable and proper, provided that any rent will be on such terms as the Trustees shall from time to time determine, and to accept surrenders of any leases and tenancies.

13.7 To borrow

To borrow any money at whatever rate of interest and upon whatever other terms and conditions may be reasonable and proper provided that the rate of interest must not exceed the current commercial rates having regard to the terms and conditions of the loan. For this purpose the Trustees may give security for repayment over the entire Trust Fund or any of it, whether or not any part over which the security is given benefits from the borrowing.

13.8 To carry on business

13.8.1 To carry on any business anywhere in New Zealand, whether in partnership or otherwise, for as long as the Trustees think fit. They may use any part of the Trust Fund as capital in the business, and may also employ in the business such managers, agents, employees and other persons (including any Trustee unless that Trustee is the sole Trustee of the Foundation) as they think fit.

13.8.2 The Trustees shall be absolutely indemnified out of the Trust Fund for any losses which they may sustain in so carrying on any such business.

13.8.3 Subject to the terms and conditions on which any business is carried on by the Trustees, the net annual profits from any business shall, at the Trustees' discretion, be distributable as income in the Trustees' hands without having to be first applied in making good any earlier business losses. Any business losses for any year, unless the Trustees decide otherwise, shall be borne by the capital of the Trust Fund and not recouped out of later profits.

13.9 To accept payment in company securities

In the sale of any business to a company, to accept payment for all or part of the purchase price in ordinary deferred or preference shares (whether fully paid or partly contributory) or debentures or debenture stock of such company. In exercising this power the Trustees shall not be taken to be exercising a power of investment.

13.10 To promote a company

To promote a company or companies for the purpose of acquiring any business or the assets of any business.

13.11 To act in relation to certain companies

In respect of any company in which the Foundation holds or is the beneficial owner or shares, note, stocks or debentures:

13.11.1 to act as a director of the company and to receive and retain fees or other remuneration for so acting without having to account to the Foundation unless the Trustees otherwise require.

13.11.2 to provide out of the Trust Fund on such terms as the Trustees think fit further capital for the company either by way of advances, loans, deposits or otherwise (with or without security) or by taking further shares in the company.

13.11.3 to concur in the liquidation, reconstruction or amalgamation of the company or in the modification of its regulations, on whatever terms the Trustees think fit; and

13.11.4 generally to act in relation to the company in whatever manner the Trustees consider to be in the best interests of the Foundation.

13.12 To subdivide

To subdivide any real property forming part of the Trust Fund and to meet the costs of subdivision out of the Trust Fund.

13.13 To maintain property

To maintain, manage and improve property which or any interest in which, forms part of the Trust Fund, in whatever manner the Trustees think fit. For those purposes, the Trustees may pay and apply any of the capital and income of the Foundation as they think fit.

13.14 To develop

To spend any sums out of the capital or income of the Foundation the

Trustees think fit in developing any real property forming part of the Trust Fund, and to dedicate any roads required in respect of the development.

13.15 To purchase property

To purchase as an asset of the Foundation any property or interest in property which the Trustees consider will benefit the Foundation. In exercising this power the Trustees shall not be taken to be exercising a power of investment.

13.16 To grant and acquire options

To grant, acquire, dispose of and exercise any option to purchase, lease or exchange any interest in real or personal property of any value, whether the option is incidental to, or independent of, any sale, lease, exchange or other disposition. An option may be granted acquired or disposed of on such terms and conditions as the Trustees think fit and in respect of a grant, may be granted at a price determined at the time of the grant or at such later date as the Trustees think fit. The Trustees shall not be personally liable for any loss arising from their exercise of this power and shall be indemnified accordingly out of the Foundation.

13.17 To make loans and advances

To make any loans or advances (with or without security) for any of the purposes of the Foundation in such manner and on such terms and conditions as may be reasonable and proper.

13.18 Capital, income and blended funds

To determine whether any money is to be considered as capital or income, and which expenses should be paid out of capital and out of income respectively, and also to apportion blended funds. Each determination or apportionment shall be final and binding on all persons beneficially interested in the Foundation.

13.19 Depreciation or replacement funds

To set up and maintain any depreciation or replacement funds for any purpose the Trustees may consider advisable, and in this regard to determine in their discretion:

13.19.1 the amount of income to be credited from time to time to any of those funds.

13.19.2 whether those funds are income or capital.

13.20 Bank accounts

To open any bank accounts in any name(s) either on the Trustees own behalf or jointly with some other persons(s), and to overdraw any such account with or without giving security. The Trustees may also make arrangements with any bank for any one or more of the following persons to operate on any of the Trustees' accounts at that bank.

13.20.1 the Trustees; and

13.20.2 any delegate(s) named in writing by all the Trustees.

13.21 To insure

To insure any building or other insurable property to any amount up to its full insurable value, or at the Trustees' option up to its full replacement value, against destruction or damage by fire, earthquake, fire following earthquake and such other risks as the Trustees think fit. The Trustees may pay the premiums out of income or capital as they think fit.

13.22 To waive debts

Without being liable for loss, to waive any debts due to the Foundation either absolutely or on such terms as may be reasonable and proper.

13.23 To deposit funds

To deposit all or part of the Foundation's Trust Funds in any currency in a savings or other interest or non-interest bearing account with any bank, trust, company or other financial or investment institution in any jurisdiction in the world. In making any deposit the Trustees shall not be liable for any loss due to devaluation or any foreign exchange or other governmental restriction.


13.24 To hold the Trust Fund uninvested

To hold any part of the Trust Fund uninvested and in any currency for as long as the Trustees think fit without being liable for any loss due to devaluation or any foreign exchange or other governmental restriction.

13.25 To protect or enhance assets

To enter into any type of contract whatever to protect maintain or enhance the value of any assets acquired or held by the Trustees or which they have the right to acquire or hold.

SIGNED by GILBERT SIMPSON as
Trustee in the presence of:



Peter Connal Champion
Solicitor
CHRISTCHURCH




SIGNED by HAMISH GRENFELL HAY)
as Trustee in the presence of:)



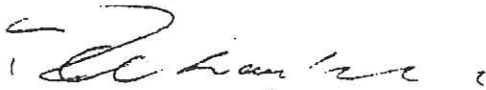
Peter Connal Champion
Solicitor
CHRISTCHURCH

SIGNED by PETER AXCELL as Trustee)
in the presence of:)



Peter Connal Champion
Solicitor
CHRISTCHURCH

SIGNED by REX ALBERT ANDERSON)
as Trustee in the presence of:)



Peter Connal Champion
Solicitor
CHRISTCHURCH

THE CHRISTCHURCH CITY MISSION FOUNDATION**SCHEDULE****RULES GOVERNING THE APPOINTMENT, RETIREMENT AND PROCEEDINGS
OF THE TRUSTEES****PART 1 - CONSTITUTION OF THE TRUSTEES****1 The Trustees**

The first Trustees shall be the First Trustees.

2 Term of Office

A trustee shall hold office for a term not exceeding three years from the date of appointment. A Trustee shall be eligible for reappointment.

3 Quorum

Not fewer than 75% of the number of Trustees shall constitute a quorum at meetings of the Trustees.

4 Termination of office

A Trustee shall cease to hold office if he or she:

- 4.1 retires from office by giving written notice to the Trustees or the secretary of the Foundation.
- 4.2 completes his or her term of office.
- 4.3 refuses to act.
- 4.4 is absent without leave from 3 consecutive ordinary meetings of the Trustees.
- 4.5 becomes physically or mentally incapacitated to the extent that in the opinion of the other Trustees, expressed in a resolution, he or she is unable to perform the duties of a Trustee properly.
- 4.6 becomes bankrupt or makes any composition or arrangement with his or her creditors.
- 4.7 is convicted of an indictable offence; or

4.8 in the opinion of the other Trustees expressed in a resolution, is for any other reason unfit to carry out the duties of a Trustee.

4.9 is removed from office by the Bishop.

5 **Record of changes of Trustees**

Upon every appointment, retirement or termination of office of any Trustee the Trustees will ensure that an entry is made in the minute book of the Foundation to that effect and that any statutory requirements as to the vesting of the Trust Funds in the Trustees are satisfied.

6 **Validity of Proceedings**

Where, for any reason, a Trustee is not properly appointed or is disqualified from holding office, anything done by that Trustee (or by a meeting at which he was present as a Trustee or committee member) before discovery of the irregularity, shall be as valid as if that Trustee had been duly appointed or had not been disqualified (as the case may be).

7 **Appointment of secretary and others**

The Trustees may appoint a secretary and any other officers or employees that the affairs of the Foundation may require on such terms and conditions as they think fit. The Trustees may also remove and replace any persons so appointed.

8 **Do all other necessary or desirable things**

The Trustees may do all other lawful things that are necessary or desirable for the carrying out of the purposes of the Foundation.

PART II - ADMINISTRATIVE PROVISIONS

9 **Ordinary meetings**

The Trustee shall meet as often as they consider desirable for the efficient and proper conduct of the affairs of the Foundation, but in any event at least once in each Income Year.

10 **Special meetings**

A special meeting may be called at any time by two or more Trustees.

11 **Notice of meetings**

11.1 Written notice of every ordinary or special meeting, shall be either hand delivered, posted, sent by facsimile, transmitted by electronic or computer message to each Trustee at least 7 days before the date of the meeting. The secretary or some other person acting under the direction of the Trustees, or in the case of a special meeting acting,

under the direction of those Trustees calling the meeting, shall give the notice of the meeting. No notice shall be required for adjourned meetings except to those Trustees who were not present when the meeting was adjourned.

11.2 Every notice of a meeting shall state the place, day and time of the meeting, and in the case of a notice of a special meeting shall also state the subject matter of the meeting.

11.3 The requirement for notice of a meeting may be waived if all of those Trustees who are for the time being in New Zealand give their written consent to such a waiver.

12 Chairperson

The chairperson shall take the chair at all the meetings of the Trustees and shall have a casting as well as a deliberative vote. If the chairperson can not be present, or is not present within 10 minutes of the time appointed for any meeting, the Trustees present shall elect one of their number to be chairperson of the meeting.

13 Adjournment

If a quorum is not present within 30 minutes after the time appointed for any meeting the Trustee of Trustees present may adjourn the meeting. The chairperson may adjourn any meeting on the adoption of a resolution for its adjournment.

14 Committees

The Trustees may appoint sub-committees, ad hoc committees or executive committees as they may from time to time think expedient for carrying out the purposes of the Foundation. Any such committee may co-opt any other person, whether a Trustee or not, to be a member of that committee. And subject to these rules and to any directions that the Trustees might give, each committee may regulate its own procedure.

15 Resolutions

15.1 Except where these rules or the Trust Deed provide otherwise, a resolution is validly made when it is passed by a simple majority of those present and voting at a duly convened and conducted meeting of the Trustees or of a committee (as the case may be).

15.2 The Trustees may vary or cancel any resolution at an ordinary or special meeting.

15.3 A written resolution signed by all the Trustees or by all the members of a committee shall be as effective for all purposes as a resolution passed at a properly convened and conducted meeting of the Trustees or of that committee (as the case may be). Such resolution may

comprise several documents in like form, each signed by one or more of the Trustees or members of the committee (as the case may be).

16 Minutes

- 16.1 The Trustees shall keep a proper record in a minute book of all decisions taken and business transacted at every meeting of the Trustees.
- 16.2 Any minute of the proceedings at a meeting which is purported to be signed by the chairperson of that meeting or by the chairperson of the next succeeding meeting shall be evidence of those proceedings.
- 16.3 Where minutes of the proceedings at a meeting of the Trustees have been made in accordance with the provisions of this rule then, until the contrary is proved, the meeting shall be deemed to have been properly convened and its proceedings to have been properly conducted.

17 Teleconference Meetings

For the purpose of these rules a Teleconference Meeting whether audio or electronic between a number of Trustees or committee members who constitute a quorum, together with the secretary or another person acting as a secretary, shall be deemed to constitute a meeting of the Trustees or the committee members (as the case may be). All the provisions in these rules relating to meetings shall apply to Teleconference Meetings so long as the following conditions are met.

- 17.1 all of the Trustees or committee members (as the case may be) for the time being entitled to receive notice of a meeting shall be entitled to notice of a Teleconference Meeting and to be linked for the purposes of such a meeting. Notice of a Teleconference Meeting may be given on the telephone.
- 17.2 throughout the Teleconference Meeting each participant and the secretary or person acting as a secretary must be able to hear each of the other participants taking part.
- 17.3 at the beginning of the Teleconference Meeting each participant must acknowledge his or her presence of the purpose of that meeting to all the others taking part.
- 17.4 a participant may not leave the Teleconference Meeting by disconnecting his or her telephone or other means of communication without first obtaining the chairperson's express consent. Accordingly, a participant shall be conclusively presumed to have been present and to have formed part of the quorum at all times during the Teleconference Meeting unless he or she leaves the meeting with the chairperson's express consent.
- 17.5 a minute of the proceedings at the Teleconference Meeting shall be

sufficient evidence of those proceedings, and of the observance of all necessary formalities, if certified as a correct minute by the chairperson of that meeting and by the secretary or person acting as a secretary.

18 Reimbursement of Expenses

Each Trustee or committee member shall be entitled to be reimbursed out of the assets of the Foundation for all reasonable expenses which he or she properly incurs in administering the Trust.

19 Annual report and financial statements

At their first ordinary meeting in each Income Year (other than the first Income Year) the Trustees shall present a report dealing with the affairs of the Foundation supported by a statement of the Foundation's income and expenditure during the previous Income Year and a statement of its assets and liabilities at the end of that Income Year.

20 Audit

The Trustees will ensure that the financial statements of the Foundation for each Income Year are audited by a chartered accountant in public practice within 4 months after the end of that Income Year. The person appointed as auditor must not be a Trustee.

21 Control of funds

All money received by or on behalf of the Foundation shall be paid immediately to the credit of the Foundation in an account or accounts with a Bank or Banks selected from time to time by the Trustees. All cheques and other negotiable instruments withdrawal slips and receipts for money shall be signed, drawn, accepted, endorsed or otherwise executed (as the case may be) on behalf of the Foundation in such manner as the Trustees decide from time to time.

22 Custody and use of common seal

If the Trustees become incorporated as a board under the Charitable Trusts Act 1957 they shall have custody of the common seal, and from time to time by resolution, they may adopt any seal they think fit. The common seal must not be affixed to any document unless the Trustees have already authorised its use on that document. And when a document is to be sealed on the prior authority of the Trustees, the seal must be affixed to the document in the presence of two Trustees who must sign the document.

PART III - ALTERATIONS TO RULES

23 Alterations to Parts I, II and III

Parts I, II and III of these rules may be altered only by a resolution of the

Trustees present and voting at a duly convened and constituted meeting of the Trustees.

24 **Restraints on Alteration**

A resolution for the alteration of any Part of these rules shall be effective only if:

- 24.1 each Trustee was given written notice of the proposed resolution at least 14 days before the date of the meeting at which it was to be considered;
- 24.2 the alteration does not conflict with the provisions of the Trust Deed; and
- 24.3 the alteration does not prejudice the charitable nature of the purposes of the Foundation.

25 **Resolution of Disputes'**

- 25.1 Subject to clause 10.3 of the Trust Deed if the Trustees believe that a dispute between them has arisen regarding the affairs of the Foundation or the duties of the Trustees they may give written notice to the other Trustees of the existence of such a dispute an the particulars of it.
- 25.2 The Trustees shall then meet in good faith and seek to resolve the dispute and if it is not resolved within 14 days of the notice referred to in clause 25.1 the Trustees shall refer the dispute to the Bishop for resolution by the Bishop or his or her nominee.



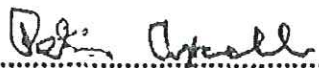
THE CHRISTCHURCH CITY MISSION FOUNDATION


RESOLVED this 9th day of March 1999

- 1 THAT an Application be made by The Christchurch City Mission Foundation for incorporation of the Trustees as a Board under the Charitable Trusts Act 1957.
- 2 THAT GILBERT SIMPSON be authorised to make a declaration in support of the Application by the Trustees for incorporation of the Trustees as a Board.


.....
Gilbert Simpson


.....
Hamish Grenfell Hay


.....
Peter Axcell


.....
Rex Albert Anderson

**Appendix ix – Charities Commission
Certificates**

Certificate of Registration

Social Service Council of the Diocese of Christchurch

Registration number: CC27132

This is to certify that Social Service Council of the Diocese of Christchurch was registered as a charitable entity under the Charities Act 2005 on 30 June 2008.



Sid Ashton
Chair



Trevor Garrett
Chief Executive

Certificate of Registration

The Christchurch City Mission Foundation

Registration number: CC24160

This is to certify that The Christchurch City Mission Foundation was registered as a charitable entity under the Charities Act 2005 on 9 May 2008.



Chair
Charities Commission



Chief Executive
Charities Commission