

4 May, 2006

TO WHOM IT MAY CONCERN

Re Christchurch City Council's Draft 2006-2016 Long-Term Community Plan

Enclosed are two submissions in relation to the above process. They are:

1. A submission by the Dean and Chapter of Christchurch Cathedral in support of the retention of the Community Grants Programme within the LTCCP and seeking an assurance for the provision of an on-going grant to the Cathedral, from the above programme.
2. A submission by the Dean and Chapter of Christchurch Cathedral in support of a "one-off" grant from the City Council, as a contribution to the costs of urgently required, essential and significant repair of the fabric of the 125 year old Cathedral.

These two submissions clearly have different purposes and therefore have been lodged separately, even although they both concern the Cathedral.

I would also ask that two "slots" be set aside for myself and others to speak to these two submissions, in the order above.

If you have any enquiries, please do not hesitate to contact me.

Yours sincerely



**The Very Reverend Peter Beck
Dean, Christchurch Cathedral**

The Dean of Christchurch
The Very Reverend Peter Beck
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Submission on behalf of

ChristChurch Cathedral

to the Christchurch City Council's Draft 2006-2016
Long Term Community Plan

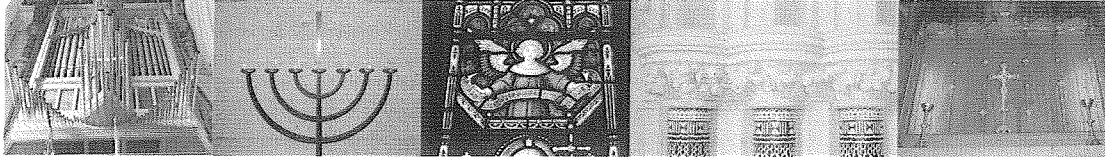


- Submission refers to Community Support pp 97 - 101
- I wish to talk to the main points in my submission at the hearings to be held between Thursday 25 May and Wednesday 7 June 2006.

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Submission
to the Christchurch City Council by the
Dean and Chapter of ChristChurch Cathedral



To support the retention of the Community Grants programme within the LTCCP.

To seek an assurance from the City Council for an on-going annual grant, subject of course to appropriate reporting and accountability on the use of the same.

Such assurance will enable us to plan the continuing and effective contribution that the Cathedral makes to the city on a secure basis.

*By The Very Reverend Peter Beck
Dean, Christchurch Cathedral*

5 May 2006



Index

1. Purpose of this submission
2. Submission to support the retention of the community grants programme within the LTCCP
3. Submission for the continuance of the annual grant to support the Cathedral Operating budget.
4. The Cathedral in the heart of our city
5. The use of the grant since its inception in July 2004
6. Conclusion

Appendices

1. Submission to the Strategy and Finance Committee, Christchurch City Council. 1 December 2003
2. Annual report to Christchurch City Council on the use of funds granted to ChristChurch Cathedral in 2004/5
3. Examples of new marketing designs and brochures



1. Purpose of this submission

This submission to the LTCCP on behalf of the Dean and Chapter of ChristChurch Cathedral is in two parts with the objectives:

- To support the retention of the Community Grants programme within the LTCCP.
- To seek an assurance from the City Council for an on-going annual grant, subject of course to appropriate reporting and accountability on the use of the same. Such assurance will enable us to plan the continuing and effective contribution that the Cathedral makes to the city on a secure basis.

The importance of the Cathedral as the city's leading icon, one of its principle visitor attractions and its regular and increasing use for civic and community events and celebrations, is well accepted and affirmed. The City Council in its agreement to provide an annual grant to support the operating budget of the Cathedral acknowledges the Cathedral's role in the life of the city, and the warm partnership between the City Council and the Dean and Chapter.

In order to ensure a secure basis for the future, the Cathedral seeks an assurance for an on-going annual grant for its operating budget.

2. Submission to support the retention of the Community Grants Programme within the LTCCP

The Dean and Chapter of ChristChurch Cathedral wish to give their strong support for the continuance of the Community Grants as forecast in the LTCCP. (Vol. 1 p.101) This contestable funding scheme is vital to our Community Organisations in order that they are able to provide Community facilities and assets that contribute toward achieving the Council's desired outcomes expressed in the LTCCP and City Plan and through its 'Strong Communities' Strategic Direction.

It has assisted in the past with a grant for seismic strengthening that ensures this iconic building which sits at the heart and soul of the city is retained for the future. Through the assistance of the annual grant process the Cathedral has been able to continue to provide and develop its many and varied services to the community and including visitor services to its 700,000 visitors annually.



For this we are very grateful and in turn it gives us great pleasure and pride to know that we are assisting to achieve the Council's objectives to keep the City Centre vibrant and alive and foster strong and inclusive communities in the City.

3. Submission for the continuance of the annual grant to support the Cathedral Operating budget.

The following part of this submission gives an overview of how we have been utilizing the annual grant and its on-going importance in enabling the Cathedral to offer the quality of service that is rightly expected of such an icon.

In December 2003 The Dean and Chapter of ChristChurch Cathedral made a detailed submission to the City Council seeking an annual grant to support and enhance the Cathedral's pivotal role in the life of the City. [Copy attached appendix 1]

On 23rd February 2004, The Director of Strategic Investment, Bob Lineham presented a report to the Annual Plan sub-committee which largely supported the Cathedral's submission.

There was considerable public support for the Cathedral's application for funding from across the community at large. The Dean in addressing the Strategy and Finance Committee stated that 'we delight at the Cathedral in being the city's leading icon, for many the heart and soul of the city. We rejoice that so many people of all faiths and none visit this great building, and in the close involvement we have in the civic and community life of Christchurch. We cherish the warm and close relationship we have with the City Council and the support that the City has given over the years. However in order to offer the very best we can we need some help.'

The City Council agreed to a grant of \$240,000 per annum for an initial period of three years, with a review to establish the need for further on-going funding.

The grant was made for two separate components:

- **To provide assistance to improve the quality of the visitor experience, bringing it up to the standard of Christchurch's other leading tourist attractions.**
- **To assist with those costs which the Cathedral incurs as part of its availability as a visitor attraction and icon of the city over and above what is estimated it costs to exist solely as a place of worship.**



4. The Cathedral in the heart of our city

The Cathedral performs an enormous public and civic service to the City of Christchurch, and without question, is the icon of the City, as the Council's own logo will attest.

The image of the Cathedral features more prominently than any other representative image of Christchurch City, both domestically and globally. (See Appendix 1 – 2003 submission).

The Cathedral clearly speaks of the hopes and aspirations of the Canterbury Association settlement for the physical and spiritual development of Christchurch, as we know it today.

The Cathedral is a unique and distinct heritage icon in the City. Its neo-gothic architecture, carvings, mosaics, stained glass, organ, bells and tower make it the most recognised building in Canterbury, and indeed, nationally.

It is a nationally recognised Heritage Building, which has been accorded the highest level of heritage recognition by both the Council and the New Zealand Historic Places Trust – Pouhere Taonga.

The foundations for the Cathedral were laid in 1864 and it was completed in 1904; so, as is the situation with many other buildings of this era, maintenance is an ongoing and expensive issue. Identification of the future conservation and maintenance needs of the building has to be done now to ensure a proactive approach in addressing the building's future.

While the Cathedral conducts 15 regular services weekly, totaling approximately 9.5 hours of scheduled worship; it is open to the public approximately 68 hours per week, 365 days a year, to ensure it meets its spiritual and civic duties to the City.

The Cathedral has 9 full-time paid employees and 11 part-time paid employees and a further 350 volunteers involved in the life of the Cathedral, working as guides, guardians, receptionists, shop assistants, vergers, custodians, administrative assistants, etc.

The Cathedral provides approximately 3000 sq metres of land in the Square for pedestrian right-of-way. The Council and the public presently have free access to this land.

Community activities are currently being undertaken at a direct cost to the Cathedral (See Appendix 2 – the report on the use of the City Council annual grant in 2004/5 gives a detailed list)



The Cathedral considers its position no different than other Council-funded organisations such as Christchurch and Canterbury Marketing, The Arts Centre, Canterbury Museum, Christchurch Art Gallery and Ferrymead Historic Park, in that it provides a core service to the community with a subsidiary commercial activity.

5. The use of the grant since its inception in July 2004

Staffing

- The Cathedral has been drastically understaffed. With visitors totaling almost 700,000 p.a., there has been a full time staff of 7 to manage the operation [Salisbury Cathedral in England with 600,000 visitors has a full time staff of 68!]. The Grant has allowed the appointment of a Publications Manager [October 2004] and a Development and Marketing Manager [March 2005]. These positions are working to improve the quality of our print material, publicity, marketing, web site, and in enhancing CAVEX [The Cathedral Visitor Experience].
- In addition, these appointments have allowed some restructuring of other staff positions. This has allowed existing staff to manage and to support more efficiently our 350 volunteers, and ensure our Human Resources, health and safety and other legal requirements are being properly addressed.
- The appointment of a full-time Director of Music has significantly enhanced the quality and potential of the Cathedral Choir, which is one of the key attractions of the Cathedral.

The Cathedral Visitor Experience [CAVEX]

- Good progress is being made in upgrading signage, with a new triangular 1.5 metre footpath sign being the 'pole star' for the future enhanced design. [This sign received a bronze award from the National Signwriters' Association in April 2006]
- A flag system for outdoor promotions has been produced
- Plans for improved outdoor signage are well in hand
- Redesign of the shop and reception area has begun. Lighting Enhancement in Visitors' Centre is well into its planning stages. We have had designed and built a Promotional Banner System for Visitors' Centre.
- A new lit display system (3) for the Cathedral Interior has been purchased and is being installed.
- A Multipurpose Board / Meeting Room in Visitors' Centre is being opened in May 2006



- In liaison with the museum the opportunity to display the Erebus Chalice as part of an Antarctic Cathedral Connection is being progressed.
- A contemplative self-tour booklet 'A window to God' has been published and launched at the end of April 2006, and is being positively received.
- The Cathedral guide book is in process of being re written, with an intention to root the Cathedral in its historical context in the Province of Canterbury.
- A series of tour options is being developed to extend the present offering
- Further training for volunteers is now being provided to ensure we give best possible service to our visitors on an on-going basis.
- As a foundation partner in the Cultural Precinct, the City Council grant is enabling us to play a full part in working with our partners to enhance the overall cultural experience which residents and visitors alike can expect.
- Being open 365 days a year, Cathedral pastoral staff are able to provide more support for visitors in some distress.
- The Cathedral continues and is committed to provide free entry for our visitors

Development and Marketing

- The 'Rose Window' image has been introduced to enhance the current logo
- A style guide has been developed for the use of the logo.
- Current print material and signage using new brand specifications has been designed and is being introduced. Examples are in Appendix 3
- Advertisements have been re-designed using new brand specifications
- Brochures, business cards, Cathedral publications, product designs, and booklets for the various Cathedral organizations have been re-designed to be in line with the new branding images.
- Work is progressing in developing a comprehensive data base.
- The Cathedral Website has been completely rebuilt. It came active on 1 April 2006 and can be found at www.christchurchcathedral.co.nz
- Sponsorship relationships are being developed with a wide variety of suppliers who support the Cathedral and see value in being allied with its role in the city.
- There has been a complete upgrade of computer hardware making for more effective use of time and resources.



Events

- As well as the regular traditional worship services in which the Cathedral Choir play a prominent part, the jazz services and service for people 'who don't go to church much', some of the civic and community events we have hosted in the last eighteen months include:

A series of discussions surrounding the 'Hikoi of Hope – five years on'

Annual Festival of Flowers Floral Festival

Commonwealth Day Service

ANZAC Day

Donor Transplant Service

Citizens Service

KidsFest

Antarctic Service

Seafarers Service

Animal Services

St John's Investiture

Dean's Reception to thank Cathedral Sponsors & Supporters

Art Auction Fundraiser

Annual Shrove Tuesday Pancake Race

Major Fabric Art / Icon Exhibition Feb-April 2006

Adult literacy debate

Heritage week tours

'It's Time to Talk' discussion to discuss issues which effect the life of the community

A Concert Series developed with the Christchurch Symphony Orchestra for the 150th Anniversary year

125th Celebration Plans including a major event in July 2006 to celebrate the 150th anniversary of the city and diocese.

A full list of events in 2004/5 is in the Annual Report to the City Council of 20 May 2005 on the use of the grant [Appendix 2], and a similar list will be provided in the report for the current year to be submitted by 26 May 2006.

Cathedral fabric and maintenance

- The administration offices have been restructured and improved to meet the needs of the increased number of staff.
- A contract has been let to commercial cleaners which has significantly improved the overall cleaning of the building.



- In 2005 the Dean and Chapter undertook to commission a Building Conservation Plan and Condition Assessment Report for the Cathedral. No such comprehensive analysis of the building had been undertaken before, and it was clear through this report that there were several serious issues with respect to the building fabric, in particular regarding the roof and the electrical circuits and lighting. As a result it was decided to mount a capital appeal for funds to restore the fabric. A target of \$4,780,000 is sought in this 150th anniversary year of the city and diocese to secure the long-term future of this most significant iconic building of Christchurch. A separate submission to the LTCCP is being made to enlist the Council's support for this restoration by making a grant of \$1,162,000 for the internal electrical systems and lighting within the Cathedral.
- An overhaul of the Cathedral organ was completed by the end of July 2005.

Visitor Feedback

- An in depth report on Visitor satisfaction was last carried out in 2001. As indicated in the 2004/5 report to Council, we intended to commission a new visitor Survey in 2006. This commenced at the beginning of April 2006. Anecdotal comments from many visitors are extremely positive as are the remarks written in the Cathedral visitors' book.
- We are exploring a cost effective and accurate way of gauging visitor numbers.

Cathedral Choir

- There has been an undoubted huge rise in the standard of the Cathedral Choir since the appointment of Brian Law as Director of Music. In the this anniversary year of 2006, the Cathedral will also be launching an appeal to secure the future of the Choir



6. Conclusion

Now in the second year of the grant, the Cathedral has significantly enhanced its role in the life of the city with the provision of a higher quality service and experience for Christchurch citizens and visitors alike. Our on-going task is to maintain and continue to enhance the contribution we can make to the city. We can only achieve this with the continuing support of the City Council. As Dean Peter Beck stated in the submission of December 2003:

'We delight at the Cathedral in being the city's leading icon, for many the heart and soul of the city. We rejoice that so many people of all faiths and none visit this great building, and in the close involvement we have in the civic and community life of Christchurch. We cherish the warm and close relationship we have with the City Council and the support that the City has given over the years. However In order to offer the very best we can we need some help.'



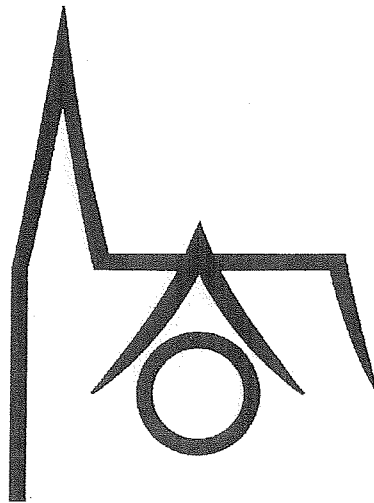
Appendix 1



Submission to the Strategy and Finance Committee,
Christchurch City Council, 1 December 2003

**Submission to the
Strategy and Finance Committee
Christchurch City Council**

Monday 1 December 2003



**The Very Reverend Peter Beck
Dean, Christchurch Cathedral**

Christchurch Cathedral Submission for an Annual Grant

1. Introduction

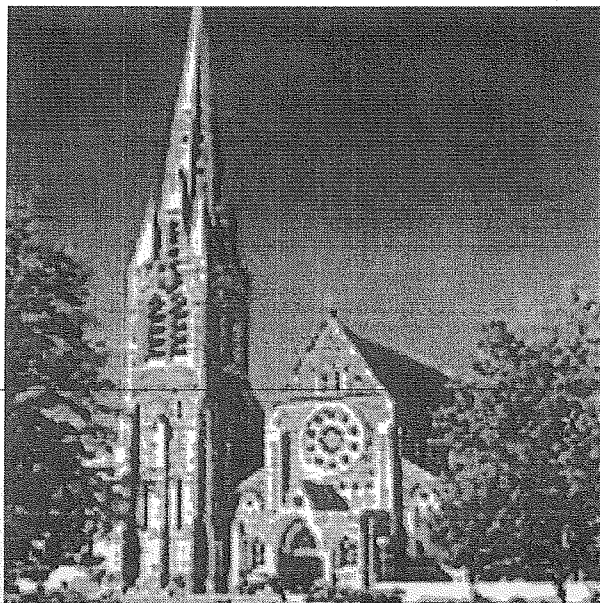
This submission justifies the need for ongoing financial support for the Cathedral in each of these four areas.

- **Resourcing the Cathedral properly to ensure it remains accessible to the citizens of Christchurch, as the Spiritual and Civic Heart of the City**
- **Financial assistance to improve the quality of the Visitor Experience, bringing it up to the standard of Christchurch's other leading tourist attractions**
- **Long term financial assistance for the fabric of Christchurch's most recognised Historic building**
- **Remuneration for the use of Cathedral land in the Square.**

The Cathedral acknowledges with gratitude the City Council's recent financial support for earthquake strengthening – this has been a vital step in ensuring not only the preservation of the built fabric, but that the Cathedral meets current building code requirements.

We, the Anglican community and citizens of Christchurch are the Stewards of the Cathedral that the Dean calls: "Our Place – a place for everyone, the heart and soul of our City."

The Cathedral values the close relationship it has with the Council and the people of Christchurch.



2. Facts

- The Cathedral performs an enormous Public and Civic service to the City of Christchurch and without question it is the icon of the City, as the Council's own logo will attest.
- The image of the Cathedral features more prominently than any other representative image of Christchurch City, both domestically and globally. (See Appendix 1).
- The Cathedral clearly speaks of the hopes and aspirations of the Canterbury Association settlement for the physical and spiritual development of Christchurch, as we know it today.
- The Cathedral is a unique and distinct heritage icon in the City. Its neo-gothic architecture, carvings, mosaics, stained glass, bells, organ, and tower make it the most recognised building in Canterbury and, indeed, nationally.
- It is a nationally recognised Heritage Building which has been accorded the highest level of heritage recognition by both the Council and the New Zealand Historic Places Trust – Pouhere Taonga.
- The foundations for the Cathedral were laid in 1864 and it was completed in 1904, so, as is the situation with many other buildings of this era, maintenance is an ongoing and expensive issue. Identification of the future conservation and maintenance needs of the building has to be done now to ensure a proactive approach in addressing the buildings future.
- While the Cathedral conducts 15 regular services weekly totalling approximately 9.5 hours of scheduled worship, it is open to the public approximately 68 hours per week, 365 days a year, to ensure it meets its spiritual and civic duties to the City.
- The Cathedral has 6 full-time paid employees, 11 part-time paid employees and a further 350 volunteers involved in the life of the Cathedral, working as guides, guardians, receptionists, shop assistants, vergers, custodians, administrative assistants, etc.
- The Cathedral provides approximately 3000 sq metres of land in the Square for pedestrian right of way. The Council and the public presently have free access to this land.

However all this comes at a real financial cost and financial assistance is now imperative.

3. The Cathedral and the Future

The Dean and Chapter have adopted the following Vision and Mission Statements:

Our vision is that Christchurch Cathedral will be increasingly acknowledged as the heart and soul of the City and a focus for the life of the Diocese.

In order to achieve our vision Christchurch Cathedral will be:

- *A living house of prayer for the City and Diocese seeking excellence in Christian worship*
- *A place of welcome ministering to people of all faiths and none*
- *A nationally and internationally acknowledged symbol of Christchurch, engaging with the issues of the world*

The Cathedral Vision and Mission Statement aim to enhance the Cathedral's role and position within the City. Very few Cities have such a focus and such an obvious centre and icon

We believe that these statements and this submission meet the criteria for Funding Allocation in the Strategic Goals and Objectives of the Christchurch City Council Financial Plan and Programme Draft 2004:

- a) There is a direct future community benefit
- b) The community activities are currently being undertaken at a direct cost to the Cathedral (See Appendix 3)
- c) There is a time frame
- d) There is a beneficial social impact
- e) There will be positive economic, environmental and cultural benefit to the City.

The Draft Plan also identifies in the Economic Development and Employment Section, City Centre, "Maintaining the City Centre as the focal point of the City by marketing the City Centre as a place to shop, visit and do business."

The Cathedral considers its position no different than other Council funded organisations such as CCM, The Arts Centre, Canterbury Museum, Christchurch Art Gallery Te Puna o Waiwhetu and Ferrymead Historic Park in that it provides a core service to the community with a subsidiary commercial activity.

4. Resourcing the Cathedral

The Cathedral is seeking Council assistance for:

- **Resourcing the Cathedral adequately to ensure it remains accessible to the citizens of Christchurch, as the Spiritual and Civic Heart of Christchurch.**
- **Financial assistance to improve the quality of the Visitor Experience, bringing it up to the standard of Christchurch's other leading tourist attractions**

4.1 Facts

- The Cathedral conducts **15** regular services weekly totalling approximately **9.5 hours** of scheduled worship.
- The Cathedral is open to the public; Winter: **61** hrs per week
 Summer: **74** hrs per week
- The Cathedral is visited by approximately **700,000** people annually. This makes the Cathedral possibly the City's most visited attraction. (See Appendix 2).
- The Cathedral has **6 full-time** paid employees and 11 part-time paid employees
- Salisbury Cathedral in England has fewer visitors per year (approximately 600,000) and they employ 119 staff (68 full-time and 51 part-time). All Cathedrals in England also receive State funding.
- Of the 42 Cathedrals in England, only 8 have more visitors than Christchurch Cathedral.
- The direct cost to the Cathedral to remain open to the public, other than for worship services is approximately **\$188,543** annually. This covers the additional cost of staff, heating, power, cleaning, telephone, administrative and caretaking costs.
- In addition to this direct financial cost, there is an estimated **33,020 hours** per year of volunteered time employed directly in the Cathedral Visitor Centre. This is made up of **350 volunteers**. Volunteers contribute to the life of the Cathedral, working as guides, guardians, receptionists, shop assistants, vergers, custodians, administrative assistants, etc.
- The volunteer culture is very important to the Cathedral, but volunteers need to be well trained and resourced to maintain a high level of service.

- An accepted employee to volunteer standard is a ratio of 1 paid employee to every 20 volunteers. It is also an accepted practice to factor employee wages by an additional 30% for budgeting purposes to cover leave, sickness, holidays, training, etc. At this time the Cathedral is only able to fund a half time position to coordinate 350 volunteers.
- The Cathedral has started the process to become an accredited Investor in People organisation. This is an internationally accepted standard that provides a sustainable catalyst for continuous organisational improvement through the focused and managed development of people.
- Investors in People have already identified the need to rearrange our organisational structure to increase productivity. This can only be achieved through additional staffing resources and training.
- In addition to the hours worked in the Visitor Centre there is typically an additional **254.5 hours** approximately employed in the planning, coordination and running of a special service.
(See Appendix 3).
- The following list is an example of the types of services and events that were held in the Cathedral for the City.

Festival of Flowers Floral Carpet
 Commonwealth Service
 ANZAC Day
 Donor Transplant Service
 Citizens Service
 KidsFest
 Remembering 9/11
 Antarctic Service
 Christchurch Art Gallery Te Puna o Waiwhetu Opening Service
 Seafarers Service
 Animal Services
 St John's Investiture
 Probus Service
 Queen Mother's Memorial
 Crop and Food Memorial service

- The Cathedral hosts "Children in the Square" every wet Thursday of the school term. This brings vibrancy and life into the centre of the City and Cathedral. The Cathedral is occupied for approximately 2 hours each time.
- Many members of the public and tourists use the toilet facilities in the Cathedral even when they are not visiting the Cathedral as part of a tour. There are costs involved with this such as Rentokil \$230 a month (paper, cleaning, soap, rubbish. This is a constant area of cost to the Cathedral, as

people perceive the Council facilities as unacceptable for reason of hygiene and security.

- As the Cathedral raises its profile within the City and internationally we anticipate visitor numbers to increase. It is necessary to cater to as many of their needs as professionally as possible. The Cathedral feels that technology such as an Audio Tour available in different languages would be most beneficial. The Technology proposed is similar to that used in the Christchurch Art Gallery Te Puna o Waiwhetu, Canterbury Museum and the International Antarctic Centre.
- The Cathedral is an active participant in developing the whole Cultural Precinct with its partner cultural venues.
- The Cathedral is in discussion with CCM to develop a tour of inaccessible places in the Cathedral. CCM considers such a tour to be a significant attraction to those visitors coming to Christchurch with Arts and Heritage as the major reason for visiting the City.
- The Cathedral plans to exhibit at TRENZ next May, promoting itself internationally as Christchurch's most significant tourist attraction.
- In addition a report has been commissioned to review the entire Visitor Experience at the Cathedral. The report by Jude Benson of Benson and Associates and Tony Paine from The Arts Centre will investigate all aspects of the visitor experience in the Cathedral, making recommendations on improvements.
- Results of a survey of visitors to Christchurch Cathedral completed by the University of Canterbury Geography Department are attached.
(See Appendix 4).

4.2 Funding Implications:

While it would be desirable to employ several more full time staff, the Cathedral considers it essential to employ:

- A full time Publicity and Marketing Coordinator
- A Human Resource Manager / Volunteer Coordinator to employ, manage, train and schedule rosters for paid and volunteer staff. Organisations with a similar number of volunteer staff such as The Foundation for the Blind and The Cancer Society employ full time coordinators.
- A full time CAVEX (Cathedral Visitor Experience) Manager, to develop education, tourist and creative programs.

5. Protecting our City Icon

Long-term financial support for the fabric of Christchurch's most recognised Historic building is needed.

- The Cathedral's neo-gothic architecture, carvings, mosaics, stained glass, bells, organ, and tower make it the most recognised building in Canterbury. It is continuously featured as the icon for Christchurch, and its situation sets the tone for the City centre. (See Appendix 1).
- Maintenance of the Cathedral fabric is a significant annual cost. The Cathedral spends approximately **\$50,000** from its operating budget each year on building maintenance, and this covers only essential maintenance. Graffiti and vandalism in the tower is a major issue. In real terms \$150,000 is needed to maintain to a minimum standard.
- A roof report compiled by Sir Miles Warren, ONZ KBE, Architect, identified urgent work needing to be done on the roof totalling **\$162,056**.
- An estimate of cost for electrical upgrading and lighting, from Pedersen Read Professional Electrical Engineers is **\$656,000**.

5.1 Funding Implication:

The Dean and Chapter are aware that the roof and electrical upgrading are only part of the overall conservation and development needs to ensure the building is maintained to the highest possible standard, with facilities enabling it to perform its function in the City and Diocese.

In the first instance the Cathedral intends to commission a Building Conservation Plan and a Building Maintenance Report to review the current condition of the fabric of the Cathedral.

These reports will form the basis for ensuring the correct course of action and to identify areas of concern.

6. The Cathedral Land

Remuneration for the use of Cathedral land in the Square.

6.1 Facts:

- The Cathedral owns approximately 7000 sq meters of land in the Square. 2968 sq meters of which the Cathedral makes available as pedestrian right of way to the public.

(See Appendix 5).

- The Council and Cathedral have been in discussion regarding the updating of the 1963 agreement, regarding Council use of Cathedral land, since October 2001.
- In September of 2001 a formula of a percentage of Depreciation of the Building Capital Value was discussed, and conversations have not progressed much further since then.
- There is significant benefit to the City and the Council in having this land made available to the public and for this land to remain in its current use.
- The Council leases part of its land in the Square to The Cathedral Square Market under a commercial arrangement. It also charges a licence fee for short-term use of Square land.
- The Cathedral works along side many community organisations and Council funded events that are held on Cathedral land in the Square.

Community events the Cathedral does not charge for include:

SummerTimes events
Valentines Day Dance
Montana Christchurch Winter Carnival
Le Race
Santa Parade
City to Surf
Car Rallies
Armed Forces Parades
KidsFest
New Years Eve concert stage
Showtime Canterbury Launch
Carter Group Heritage Week
Civic welcomes: Americas' Cup
Ranfurly Shield
Para Olympics

- Many community and voluntary organisations are allowed to have stalls and displays on Cathedral land throughout the year. The Cathedral further assists these groups by providing power, tables, chairs, etc at no cost.
- The Cathedral provides parking spaces for the volunteers manning the NZ Police Kiosk as well as providing vehicle parking for Council contractors City Sweeping, and the Wizard.
- The Cathedral is a member of the Cathedral Square Stakeholders Group.

- The Cathedral works closely with different Council departments. Supporting the recent lighting upgrade, the Square Stage 5 proposal. The City Arborist, City Streets – Roading and Lighting, City Solutions, CCM, Connetics, City Property Unit.

6.2 Funding Implication:

The Cathedral seeks remuneration for use of Cathedral land in the Square as part of an annual grant.

7. Summary

The Cathedral needs financial assistance to:

- Meet basic infrastructure and building fabric needs
- Purchase essential equipment
- Resource itself in an appropriate manner.

The funding request takes into consideration the responsibility of the Cathedral to perform by providing an enhanced service to the City.

1. The Cathedral seeks an annual grant to assist with the following costs:

- \$150,000 to employ a Volunteer coordinator, a Publicity and Marketing Coordinator and a Visitor Centre (CAVEX) manager.
- \$188,543.00 to cover the additional financial burden of the public and Civic role the Cathedral provides the City of Christchurch.
- \$100,000 as remuneration for use of Cathedral land in the Square. This money will be used as a means to fund the immediate and long-term maintenance costs, identified in the Building Conservation Plan and Building Maintenance Report.

2. A one off grant of:

- \$146,000 to purchase Acoustiguide equipment.
- \$20,000 for a Building Conservation Plan and Building Maintenance report.

Appendix 1

Christchurch

Scenic Drive Guide

Christchurch City Centre

walks

Canterbury, New Zealand

Enjoy the unique magic of the Garden City

Christchurch City Centre is perfect for exploring with much to see and do. This guide of walks has been compiled to help you explore the city's history, architecture and natural beauty. It features 10 walks of varying lengths, covering the city's main landmarks and parks. However, it's worth noting that some walks may only be available from the 1st of February onwards.

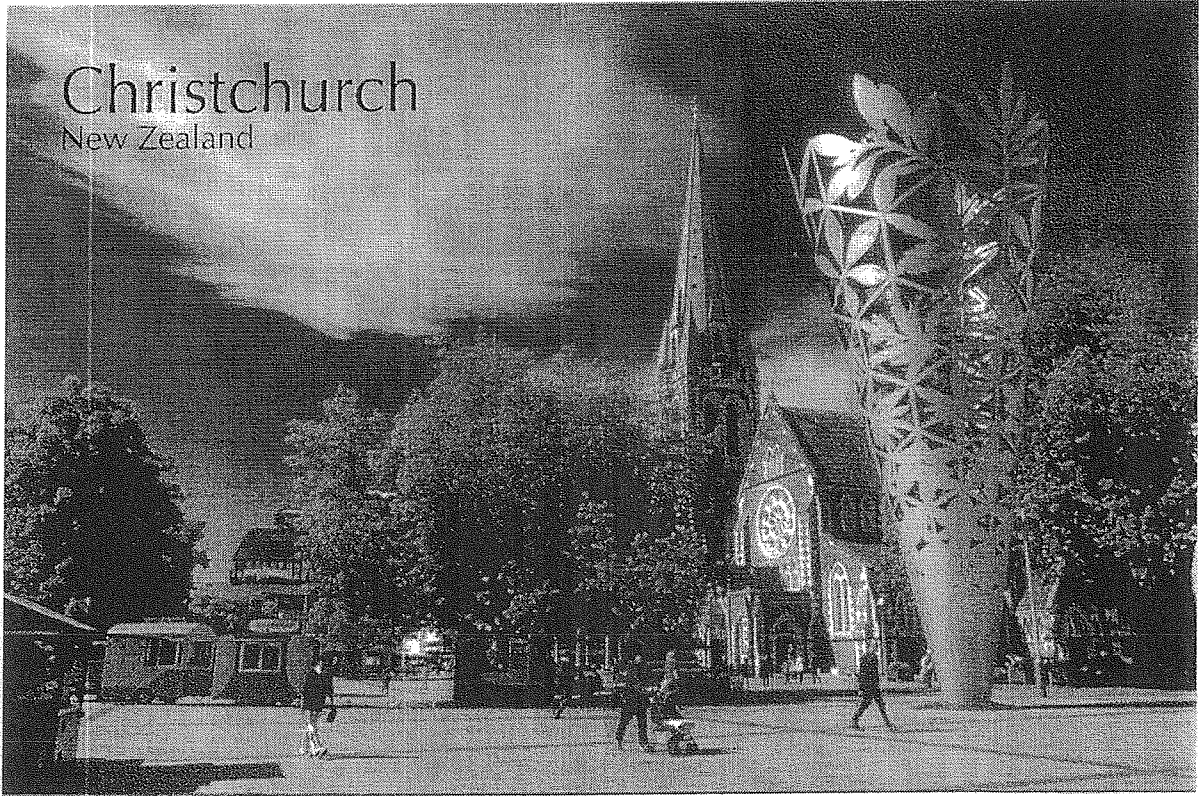
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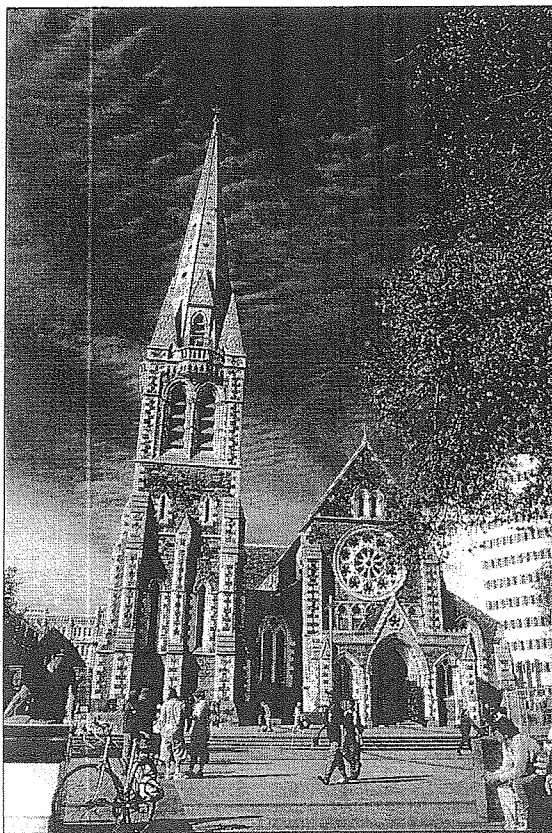
Canterbury • New Zealand

THE FACTS

Includes two maps of Christchurch with the Christchurch Cathedral as the central landmark.

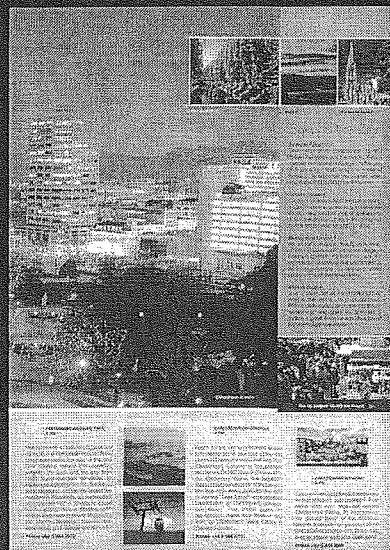


Christchurch
New Zealand



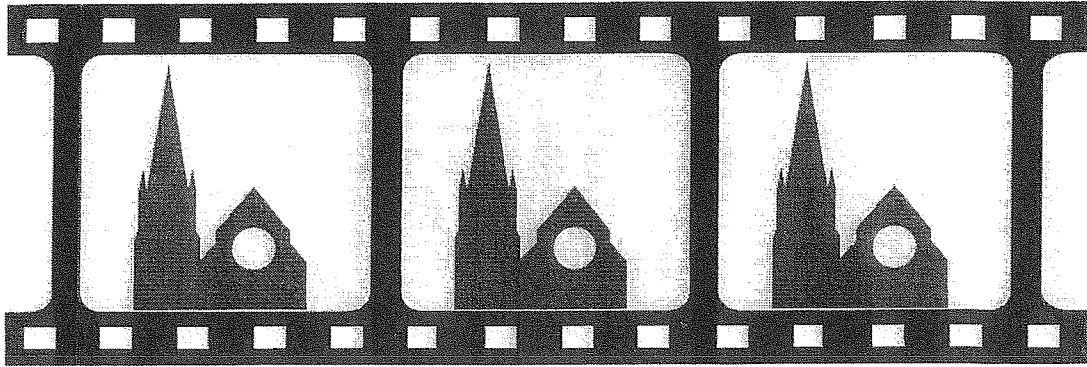
Inside Front Cover – A4 image

Christchurch City Council and Christchurch & Canterbury Marketing joint initiatives prominently feature images of the Cathedral.



Page 3

CHRISTCHURCH



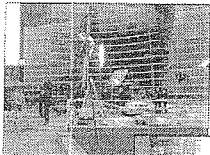
a film friendly city

CHRISTCHURCH

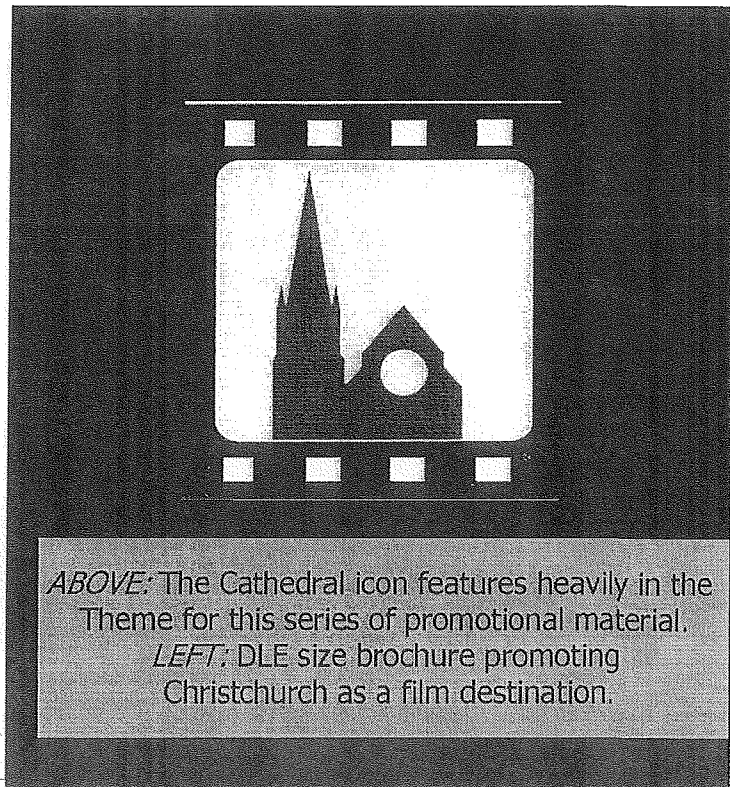


a film friendly city

Filming in
Christchurch



CHRISTCHURCH



ABOVE: The Cathedral icon features heavily in the Theme for this series of promotional material.

LEFT: DLE size brochure promoting Christchurch as a film destination.

Appendix 2

An example of an average week of Visitors to the Cathedral:

WEST DOORS

	Tue 11	Wed 12	Thur 13	Fri 14	Sat 15	Sun 16	Mon 17	
8.30 - 9.00	53	14	51	14	13	69	99	313
9.00 - 10.00	114	77	66	120	98	210	207	892
10.00 - 11.00	173	95	159	142	135	142	41	887
11.00 - 12.00	220	108	126	135	110	125	133	957
12.00 - 1.00	108	148	152	105	136	142	113	904
1.00 - 2.00	226	125	105	125	136	169	172	1058
2.00 - 3.00	223	127	160	168	242	163	245	1328
3.00 - 4.00	194	286	172	242	256	216	141	1507
4.00 - 5.00	273		165	377	166	166	224	1371
5.00 - 6.00	214			234		284	151	883
6.00 - 7.00	109					195	119	423
7.00 - late	775					171		946
Total	2682	980	1156	1662	1292	2052	1645	11469

VISITOR CENTRE DOOR

	Tue 11	Wed 12	Thur 13	Fri 14	Sat 15	Sun 16	Mon 17	
8.30 - 9.00	23	5	1	7	5		13	54
9.00 - 10.00	20	17	9	20	43		51	160
10.00 - 11.00	28	23	35	50	37		27	200
11.00 - 12.00	26	37	44	45	38	80	34	304
12.00 - 1.00	44	38	40	37	30	46	15	250
1.00 - 2.00	27	35	64	26	22	21	34	229
2.00 - 3.00	31	52	20	19	36	30	52	240
3.00 - 4.00	39	14	8	23	38	40	49	211
4.00 - 5.00	24	18	35	66	16	40	72	271
5.00 - 6.00							23	23
6.00 - 7.00							18	18
7.00 - late								
Total	262	239	256	293	265	257	388	1960

TOTAL 13429

Appendix 3

CHRISTCHURCH CATHEDRAL SERVICE HOURS

ANZAC (800pax)

	Service Staff:	Service time	Pre service	After service	Planning	Total hrs
1	Dean	1	0.5	1	6	8.5
1	Associate	1	1	1	6	9
1	P.A	1	1	1	5	8
1	DOM	1	1		4	6
1	Ass DOM	1	1		1	3
2	Readers	1			1	4
1	Verger	1	2	2	4	9
6	Sides people	1	0.75			10.5
	Sound	/				
1	Custodian	1	2	4	2	9
6	Bell ringers	1	0.75	0.5		13.5
24/18	Choir	1	1		2	168
3	Floral team		2			6
						<u>254.5</u>

Chairs	\$3 each	\$900	
Flowers	\$150	\$150	
Candles	\$1 (60)	\$60	
Service sheets	.20 c (800)	\$160	
		\$1270	per
		service	

Power	17 hrs	(\$9.46 hr)	\$160.82	
Cleaning	4 hrs	(\$20 hr)	\$80	
Insurance	17 hrs	(\$3.59 hr)	\$61.03	\$301.85 per service

Telephone
Tea Coffee
Toilet 400 pax

The cost to the Cathedral in summary for the ANZAC service was:

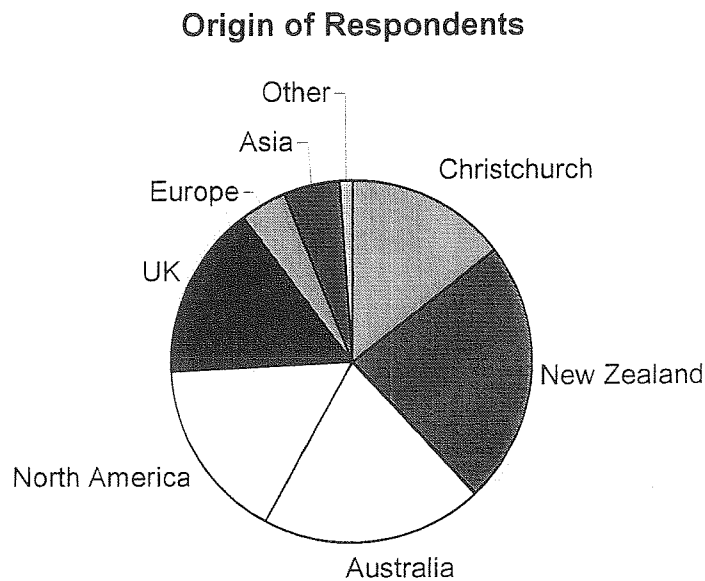
- 254.5 person hours
- There is also a direct operating cost of power, cleaning, and additional overheads
- Additional costs also include candles, service sheets, etc.

These costs are typical for services of this size.

Appendix 4

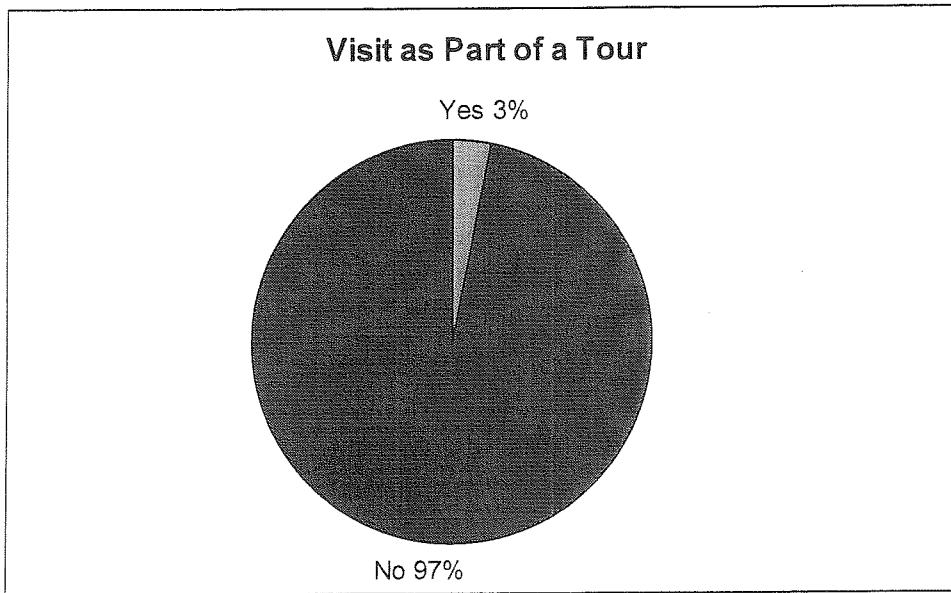
A Survey of Visitors to Christchurch Cathedral

The survey completed by the University of Canterbury Geography Department has identified the following;

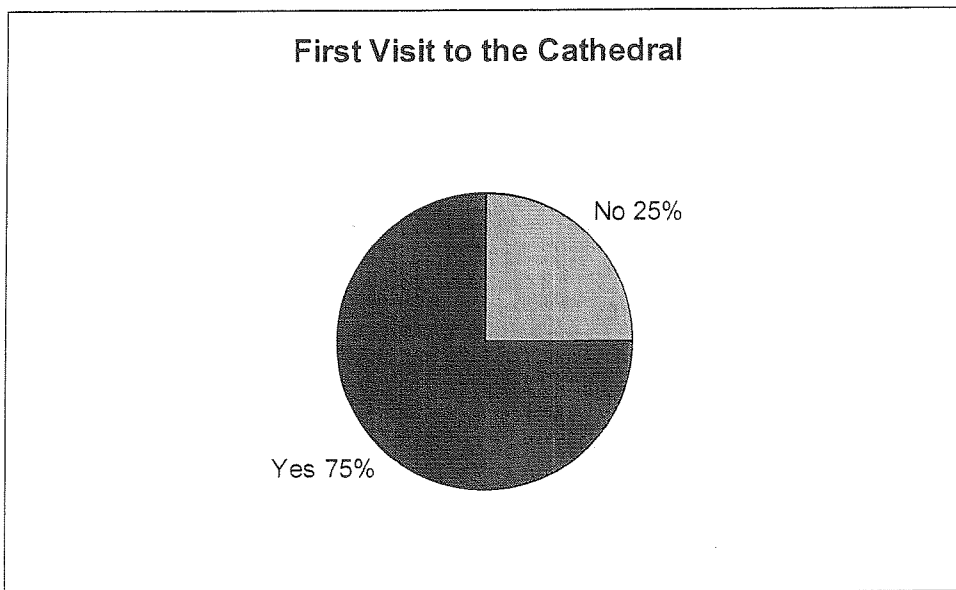


37 % of these surveyed came from New Zealand, with 14% of those residents being from Christchurch. There was no clear pattern emerging from the 23% of visitors from other locations around New Zealand.

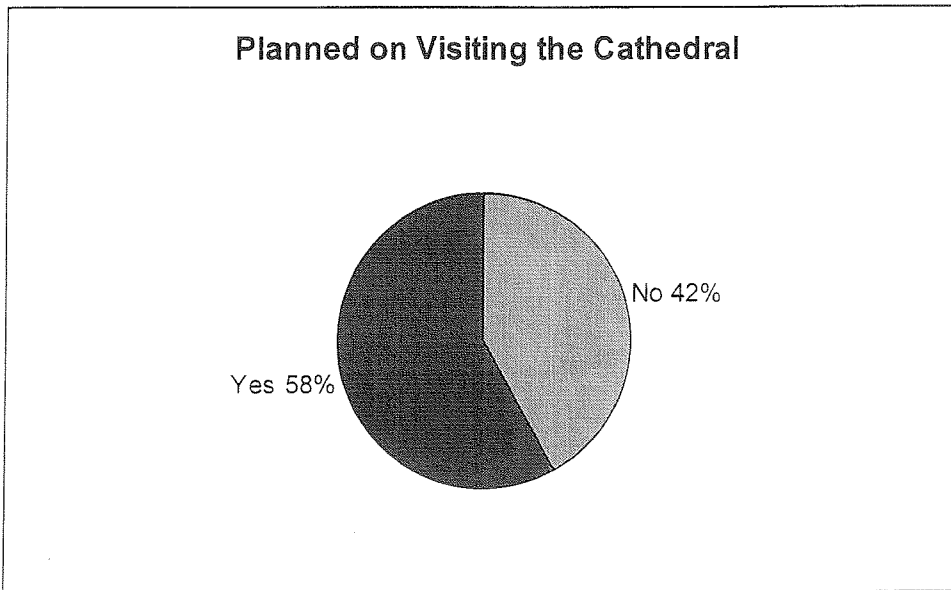
The next largest group was people of Australian origin with 19%; followed by people from North America with 16%; this category includes visitors from Canada and U.S.A. Visitors from European countries account for 19% of visitors with 15% coming from the UK alone. Visitors from Asian countries are represented by 5% with the remaining 1% of visitors came from other countries, which included: South Africa, Israel, Argentina and Brazil.



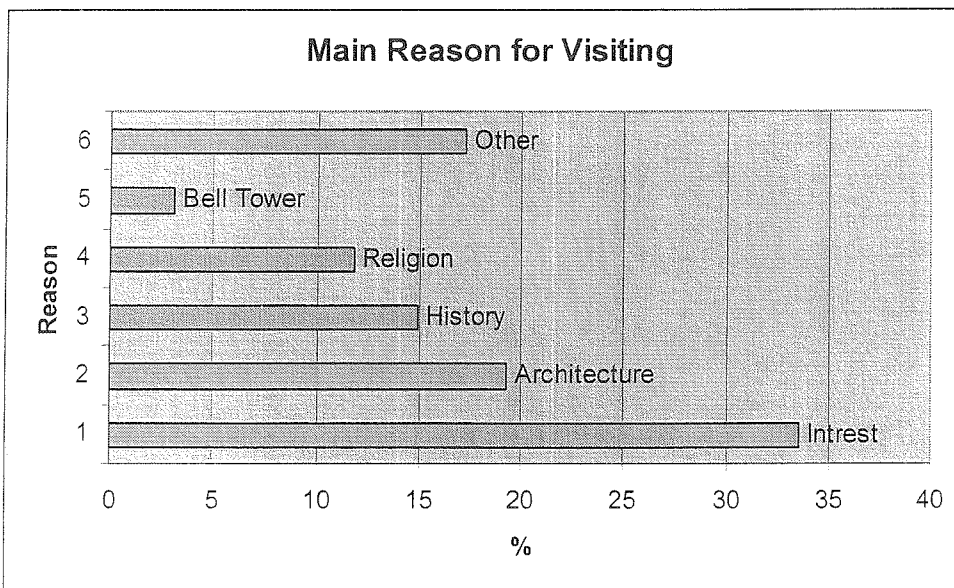
Only 3% of visitors to the Cathedral came as part of an organised tour.



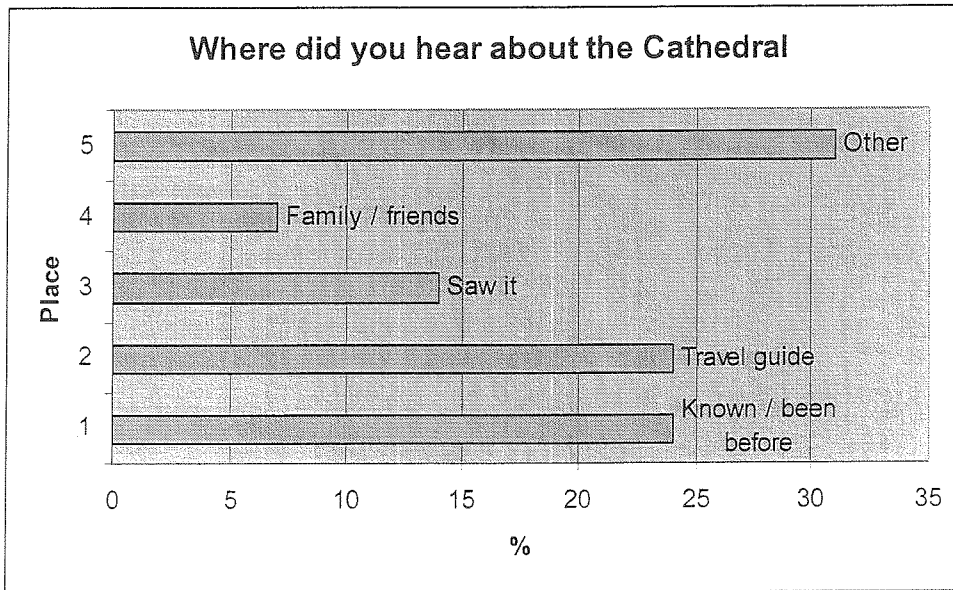
For 75% of visitors to the Cathedral this was their first visit to the Cathedral. Of the 25% of people who had visited the Cathedral before 70% came from locations within New Zealand, and of those 43% were from Christchurch.



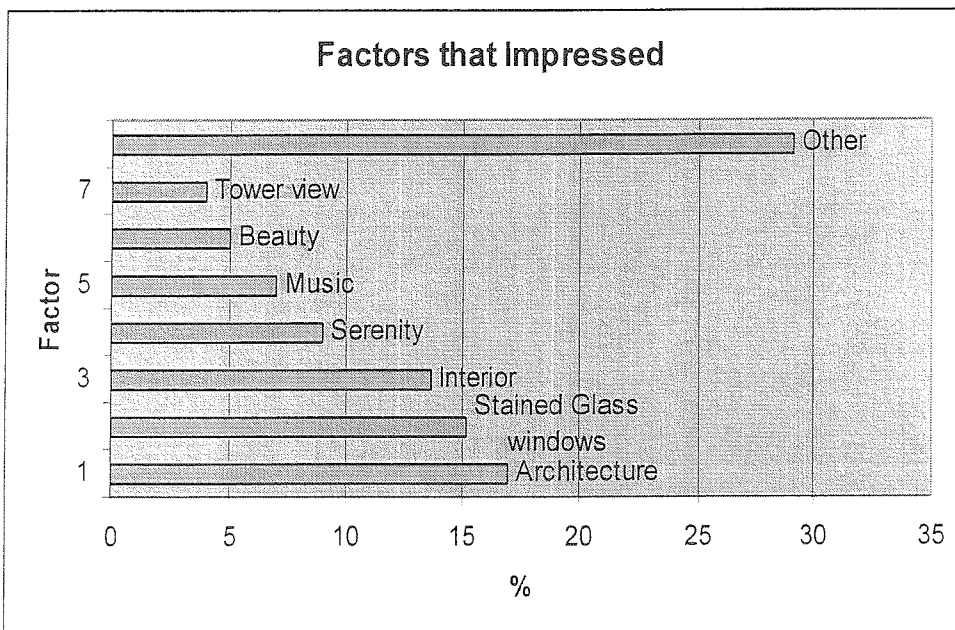
Of the visitors to the Cathedral who do not reside in Christchurch 58% intended on visiting the Cathedral before they arrived in Christchurch.



The most popular reason for visiting the Cathedral was interest with 33.6% of respondents. The second most popular reason was the Architecture of the Cathedral 19.3%, historical and religious significance accounted for 14.9% and 11.8% respectively. To climb the Bell tower 3.1% and 17.3% of respondents for other reasons.



The two dominant categories are from Travel guides and people who have known about the Cathedral or have been before with 24% each. "Saw it", its dominance in the Square and on the skyline accounted for 14 %, 7% had it recommended by friends or family.



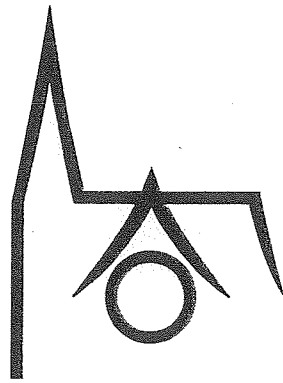
Three things in particular impressed visitors, the Architecture of the building, the Stained Glass windows, and the interior of the building, combined they account for 45.9% of responses. Peace and Serenity, Music, Beauty and the Tower view account for 21%. Other factors were size, memorials, friendly staff, atmosphere, no entry fee, simplicity, history, ceiling, preservation, workmanship, seats, feeling and spirituality.

Appendix 2

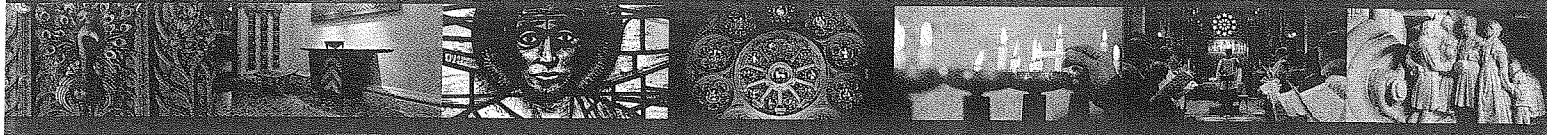


*Annual report to Christchurch City Council
on the use of funds granted to
Christchurch Cathedral, 2004/5*

ChristChurch Cathedral



Cathedral Square
Christchurch, New Zealand
www.christchurchcathedral.co.nz



ChristChurch Cathedral

New Zealand

20 May 2005

Annual Report to Christchurch City Council on the use of funds granted to ChristChurch Cathedral in 2004/5

Introduction

In December 2003 The Dean and Chapter of ChristChurch Cathedral made a detailed submission to the City Council, seeking a grant to support and enhance the Cathedral's pivotal role in the life of the City.

On 23rd February 2004, The Director of Strategic Investment, Bob Lineham presented a report to the Annual Plan sub-committee, which largely supported the Cathedral's submission.

There was considerable public support for the Cathedral's application for funding from across the community at large. The Dean, in addressing the Strategy and Finance Committee, stated that 'we delight at the Cathedral in being the city's leading icon, for many the heart and soul of the city. We rejoice that so many people, of all faiths and none, visit this great building, and in the close involvement we have in the civic and community life of Christchurch. We cherish the warm and close relationship we have with the City Council and the support that the City has given over the years. However, in order to offer the very best we can, we need some help.'

The City Council agreed to a grant of \$240,000 per annum for an initial period of three years, with a review to establish the need for further ongoing funding.

The grant was made for two separate components:

1. To provide assistance to improve the quality of the visitor experience, bringing it up to the standard of Christchurch's other leading tourist attractions.
2. To assist with those costs which the Cathedral incurs as part of its availability as a visitor attraction and icon of the city, over and above the estimated costs to exist solely as a place of worship.

The Dean and Chapter offer this report on the first year of the use of the grant, with our grateful thanks to the Council for their support and ongoing encouragement.

Included in this report as requested are:

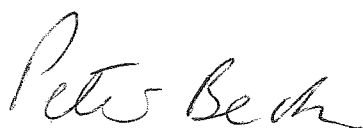
Section 1: A full set of our audited accounts for our year-end January 2005, together with budget indicating how the grant has been and will be applied, to end June 2005.

Section 2: A copy of the Reports from the Cathedral Regulars Annual Meeting in March 2005.

Section 3: A short report on the impact of the grant on the Cathedral and Visitors Centre operations for the corresponding year.

Section 4: A forecast utilisation of the 2005/6 grant for the year ending 30 June 2006

If Council requires any further information, the Dean is more than happy to meet and provide it, and always looks forward to opportunities to welcome councillors and officers of the Council at the Cathedral.



The Very Reverend Peter Beck
Dean
ChristChurch Cathedral

SECTION 1

**Annual Financial Report
Year ended 31 January 2005
and Grant Budget end June 2005**

Christ Church Cathedral Chapter

Annual Financial Report For the Year Ended 31 January 2005

<u>Contents</u>	<i>Page</i>
Statement of Financial Performance	1
Statement of Financial Position	2
Statement of Movements in Equity	3
Notes to the Accounts	4
Report of the Auditor	13

Christ Church Cathedral Chapter
Statement of Financial Performance
For the Year Ended 31st January 2005

	Note	2005 \$		2004 \$
INCOME				
Offertories & Donations	2	213,447		183,284
Grants	3	145,000		14,687
Endowments & Investment Income	4	135,250		100,982
Visitors Revenue	5	352,499		351,381
Events Revenue	6	15,258		18,950
Fundraising & Development	7	<u>67,465</u>		<u>29,326</u>
Total Income			928,919	698,610
LESS EXPENDITURE				
Worship & Ministry	8	162,807		150,518
Music Costs	9	163,515		115,529
Missions & Grants	10	21,313		10,536
Publications	11	8,556		-
Human Resources	12	56,609		62,237
Visitors Costs	13	59,912		55,695
Marketing & Development	14	30,320		27,932
Administration	15	112,009		114,090
Property Maintenance	16	173,988		171,710
Interest	17	31,538		31,339
Depreciation & Amortisation	18	28,499		65,952
Transfer Designated Funds not Disbursed	19	<u>37,204</u>		<u>-</u>
Total Expenditure			886,270	805,538
NET SURPLUS (DEFICIT)			<u>\$42,649</u>	<u>(\$106,928)</u>

This Statement is to be read in conjunction with the accompanying Notes to the Accounts and Audit Report.

Christ Church Cathedral Chapter

Statement of Financial Position
As at 31st January 2005

	Note	2005 \$	2004 \$
ACCUMULATED & SPECIAL FUNDS			
Accumulated Funds		6,953,088	(97,216)
Special Funds	20	880,932	845,010
		<u>\$7,834,020</u>	<u>\$747,794</u>
This is represented by:-			
CURRENT ASSETS			
Cash & Balances at Bank	21	269,688	4,326
Accounts Receivable	22	17,854	19,744
Shop Inventory		45,981	51,178
		<u>333,523</u>	<u>75,248</u>
LESS CURRENT LIABILITIES			
National Bank of New Zealand		-	61,913
Accounts Payable		71,534	58,658
Canon Almoners Working Capital Advance		53,000	-
Grants in Advance & Funds held pending Disposition	23	248,991	-
The Church Property Trustees <12mths		20,000	20,000
		<u>393,525</u>	<u>140,571</u>
Net Current Assets		<u>(60,002)</u>	<u>(65,323)</u>
NON CURRENT ASSETS			
Tangible Assets:			
Cathedral & Visitors' Centre	24	7,270,000	-
Equipment & Furniture	24	143,954	166,788
Building Costs to be Amortised	25	-	262,345
Investments:			
CPT Special Funds Invested	20	880,932	819,010
		<u>8,294,886</u>	<u>1,248,143</u>
LESS NON CURRENT LIABILITIES			
The Church Property Trustees >12mths	26	400,864	435,026
Net Non Current Assets		<u>7,894,022</u>	<u>813,117</u>
NET ASSETS		<u>\$7,834,020</u>	<u>\$747,794</u>

This Statement is to be read in conjunction with the accompanying Notes to the Accounts and Audit Report.

Christ Church Cathedral Chapter

Statement of Movements in Equity
For the Year Ended 31st January 2005

	Note	2005 \$	2004 \$
ACCUMULATED FUNDS			
Balance at Beginning of Year		(97,216)	9,712
Add:			
Net Surplus (Deficit) for the Year		42,649	(106,928)
Land & buildings incorporated into accounts	24	7,270,000	-
Less building costs (prior years) amortised	25	<u>262,345</u>	<u>-</u>
		7,007,655	-
Equity at End of Year		<u>\$6,953,088</u>	<u>(\$97,216)</u>
SPECIAL FUNDS			
Balance at End of Year	20	\$880,932	\$845,010
TOTAL EQUITY		<u><u>\$7,834,020</u></u>	<u><u>\$747,794</u></u>

This Statement is to be read in conjunction with the accompanying Notes to the Accounts and Audit Report.

**Notes to the Financial Statements
For the Year Ended 31st January 2005**

1. STATEMENT OF ACCOUNTING POLICIES

Reporting Entity

Christ Church Cathedral Chapter is the governing body of the Christ Church Cathedral, a ministry unit within the Anglican Diocese of Christchurch, and a cultural amenity for the people of Christchurch.

Basis of Compiling Financial Statements

The financial statements have been prepared in accordance with generally accepted accounting practices and applicable financial reporting standards.

Differential Reporting

The entity qualifies for differential reporting as it is not publicly accountable nor large in terms of the Framework for Differential Reporting. Advantage has been taken of all available exemptions.

GENERAL ACCOUNTING POLICIES

Measurement Base

The measurement base is Historical Cost except for land and buildings which are included at rating valuation.

SPECIFIC ACCOUNTING POLICIES

Specific accounting policies effecting the accounts are:

Volunteers Hours

Many hours are donated by volunteers to the Cathedral. Volunteers staff the visitors centre and shop, conduct guided tours and supervise visitors attending the Cathedral. The estimated number of hours donated during the year is in excess of 33,000.

Non Current Tangible Assets

Furniture, plant and equipment acquired since 1 February 1995 has been capitalised and depreciated. Assets purchased prior to that were charged as an expense in the year of acquisition.

Land and buildings have been incorporated in the financial statements this year for the first time. They are recorded at the latest rating valuation which Chapter considers to be an approximation of market value. A market valuation by a registered valuer has not been obtained as it is considered the cost would exceed the benefit. At the same time remaining building costs which were still to be amortised have been written off to equity. Title to the property is vested in the name of The Church Property Trustees who hold it in trust for the Cathedral.

These Notes form part of, and are to be read in conjunction with the accompanying Financial Statements.

**Notes to the Financial Statements
For the Year Ended 31st January 2005**

Depreciation

Depreciation is calculated on furniture and equipment on a straight line basis writing the cost off evenly over the estimated economic lives of the assets.

Accounts Receivable

These have been stated at their expected realisable value.

Accounts Payable

These have been stated at the expected amounts payable.

Goods and Services Tax

GST has been accounted for on an exclusive basis.

Taxation

The charitable nature of the entity exempts it from income tax.

Classification of Income & Expenditure

The reporting format has been changed from that adopted in previous years. In some instances comparative figures have been reclassified to enable a better comparison with the current year.

Dean & Chapter Estate Funding

The Dean & Chapter Estate, administered by The Church Property Trustees, has in previous years funded the dean's stipend and some of his allowances on behalf of the Cathedral. These transactions were not reported in the Cathedral accounts. In the current year the full amount of the expenditure and the amount funded by the Estate have been included in the Statement of Financial Performance. The comparative figures have also been adjusted.

CHANGES IN ACCOUNTING POLICIES

Apart from the change in policy regarding inclusion of land and buildings, and the method of accounting for expenditure funded by the Dean & Chapter Estate, there have been no changes in accounting policies. The effect of introducing land and buildings is to increase net assets and equity by \$7,007,655. There is no change in the surplus (deficit) resulting from the reclassification of income and expenditure from the previous year, nor from the increased reporting of Dean & Chapter Estate funding. All policies have been applied on bases consistent with those used in previous years.

Christ Church Cathedral Chapter

Notes to the Financial Statements
For the Year Ended 31st January 2005

	2005	2004
	\$	\$
2. OFFERTORIES & DONATIONS		
Offertories	114,342	107,379
Donations General	14,651	14,196
Donation Box	64,534	61,709
Donations - Tsunami Relief	9,920	-
Donation for Equipment (Air curtain)	10,000	-
Total Offertories & Donations	<u>\$213,447</u>	<u>\$183,284</u>
3. GRANTS		
Chch City Cncl re Operating Costs	240,000	-
Less carried forward to 2005/6 year (5 mths)	<u>(100,000)</u>	-
	140,000	-
Chch City Cncl re E'quake Strengthening	-	14,687
Community Trust re Choir Trip Wgtn	5,000	-
Lion Foundation re Organ Renovation	75,000	-
Pub Charity re Organ Renovation	<u>25,000</u>	-
	100,000	-
Less carried forward to 2005/6 year	<u>(100,000)</u>	-
	-	-
Canterbury Foundation re Conservation Plan	11,700	-
Less carried forward to 2005/6 year	<u>(11,700)</u>	-
	-	-
Total Grants	<u>\$145,000</u>	<u>\$14,687</u>
4. ENDOWMENTS & INVESTMENT INCOME		
Endowments (Note 27)	7,450	4,640
Special funds (Note 20)	39,291	37,671
WS Richards Estate	36,976	10,400
Russell Estate	11,370	-
LS Durey Estate	3,564	6,245
Dean & Chapter Estate	30,264	41,791
Interest:		
National Bank of New Zealand	1,995	235
ADFund	<u>4,340</u>	-
Total Endowments & Investment Income	<u>\$135,250</u>	<u>\$100,982</u>

These Notes form part of, and are to be read in conjunction with the accompanying Financial Statements.

Christ Church Cathedral Chapter

**Notes to the Financial Statements
For the Year Ended 31st January 2005**

	2005	2004
	\$	\$
5. VISITORS REVENUE		
Shop Sales	318,765	333,408
Less Purchases & Expenses	<u>213,621</u>	<u>218,711</u>
	105,144	114,697
Tower Fees	121,710	110,564
Cafe Income	43,903	23,523
Surplus on Transfer of Lease	-	6,892
Guided Tours	15,666	21,153
Camera Permits	4,216	5,008
Tower Certificate Income	1,906	1,824
Brass Rubbing Income	106	92
Audio Visual Income	65	126
Votive Candle Sales	28,779	29,995
Brochure Donations	28,764	35,570
Christmas Tree Donations	<u>2,240</u>	<u>1,937</u>
Total Visitors Revenue	<u><u>\$352,499</u></u>	<u><u>\$351,381</u></u>
6. EVENTS REVENUE		
Floral Festival	5,176	15,683
Recitals	4,282	3,267
Concert	<u>5,800</u>	<u>-</u>
Total Events Revenue	<u><u>\$15,258</u></u>	<u><u>\$18,950</u></u>
7. FUNDRAISING & DEVELOPMENT REVENUE		
Donations for new chairs	7,350	7,220
Tower Upgrade Appeal	-	300
Parking	4,807	2,560
Sponsorship Ballantynes Ltd	5,000	-
Sponsorship Sharp Corp of NZ re photocopier	4,003	-
Cathedral Companions	120	120
Friends of the Cathedral	-	2,055
Hire of Facilities	-	1,759
Canon Almoners Gifts	-	2,000
Donations Canon Almoners Fund	27,169	-
Less Canon Almoners Costs	-	(960)
Columbarium Funds Received	<u>19,016</u>	<u>14,272</u>
Total Fundraising & Development Revenue	<u><u>\$67,465</u></u>	<u><u>\$29,326</u></u>

These Notes form part of, and are to be read in conjunction with the accompanying Financial Statements.

Christ Church Cathedral Chapter

**Notes to the Financial Statements
For the Year Ended 31st January 2005**

	2005	2004
	\$	\$
8. WORSHIP & MINISTRY		
Salaries & Allowances	112,317	102,030
Sacramental Supplies	3,366	5,907
Flowers	3,703	2,691
Laundry & Drycleaning	443	497
Fellowship & Hospitality	7,835	11,724
Printing, Stationery & Photocopying	30,230	26,340
General Worship Expenses	2,705	1,329
Deans Discretionary Fund	2,000	-
Assoc Dean's Discretionary Fund	208	-
Total Worship & Ministry	<u>\$162,807</u>	<u>\$150,518</u>
9. MUSIC		
Salaries	90,160	58,423
Godley Singers	-	2,044
Choristers Scholarships	40,000	33,778
Cathedral Singers	2,300	2,050
Cathedral Singer Expenses	1,099	921
Music Purchases	5,925	-
Organ Maintenance	5,394	4,820
Choir Expenses	13,637	13,233
Choir Trip to Wellington	5,000	-
Robes Maintenance	-	260
Total Music Expenditure	<u>\$163,515</u>	<u>\$115,529</u>
10. MISSIONS & GRANTS		
Anglican Missions Board	4,000	4,000
Christian World Serv Xmas Tree	2,240	1,937
Christian World Serv Easter Appeal	-	1,126
Tsunami Relief	9,920	-
Sundry Grants	5,153	3,473
Total Missions & Grants	<u>\$21,313</u>	<u>\$10,536</u>
11. PUBLICATIONS		
Salaries	6,667	-
Printing & Stationery	673	-
Photocopying	1,216	-
Total Publications	<u>\$8,556</u>	<u>-</u>

These Notes form part of, and are to be read in conjunction with the accompanying Financial Statements.

Christ Church Cathedral Chapter

**Notes to the Financial Statements
For the Year Ended 31st January 2005**

	2005 \$	2004 \$
12. HUMAN RESOURCES		
Salaries	40,667	40,000
Staff Development	722	1,067
Clergy Study Leave Provision	741	-
ACC & Workplace Insurance	1,481	1,312
Appointment Expenses	8,846	6,006
Motor & Travel	3,259	9,130
General H.R. Expenses	893	4,722
Total Human Resources	<u>\$56,609</u>	<u>\$62,237</u>
13. VISITORS COSTS		
Salaries	45,274	41,920
Cafe Expenses	-	9,285
Camera Permit Costs	2,276	1,413
Tower Certificate Expenses	16	(331)
Brochure Production Costs	7,131	(3,964)
Votive Candle Costs	4,738	5,641
Signage	477	1,731
Total Visitors Costs	<u>\$59,912</u>	<u>\$55,695</u>
14. MARKETING & DEVELOPMENT		
Advertising	29,230	26,372
Radio Broadcasting	1,090	1,560
Total Marketing & Development Costs	<u>\$30,320</u>	<u>\$27,932</u>
15. ADMINISTRATION		
Salaries	53,926	52,120
Telephone	10,062	11,942
Printing & Stationery	2,020	1,436
Photocopying	3,648	3,583
Postage	7,361	3,235
Legal Expenses	-	562
Diocesan Administration Contribution	26,609	26,216
Audit	1,250	1,500
Legal Expenses	427	-
General Administration Expenses	6,706	13,496
Total Administration	<u>\$112,009</u>	<u>\$114,090</u>

These Notes form part of, and are to be read in conjunction with the accompanying Financial Statements.

Christ Church Cathedral Chapter

Notes to the Financial Statements
For the Year Ended 31st January 2005

	2005 \$	2004 \$			
16. PROPERTY MAINTENANCE					
Salaries	38,996	33,378			
Caretaking & Cleaning	13,913	23,097			
Power	33,257	29,452			
Rates	4,338	2,138			
Insurance	32,576	32,040			
Security & Fire Protection	12,682	11,844			
Repairs & Maintenance	37,767	26,256			
Office Renovations	459	-			
Earthquake Strengthening	-	13,505			
Total Property Maintenance	<u>\$173,988</u>	<u>\$171,710</u>			
17. INTEREST					
CPT Term Loans	30,889	29,104			
National Bank Current Acct	649	2,235			
Total Interest	<u>\$31,538</u>	<u>\$31,339</u>			
18. DEPRECIATION & AMORTISATION					
Depreciation	28,499	32,564			
Visitors Centre Costs	-	20,000			
Columbarium	-	14,272			
Loss (Gain) on Sale of Fixed Assets	-	(884)			
Total Depreciation & Amortisation	<u>\$28,499</u>	<u>\$65,952</u>			
19. TRANSFERS OF DESIGNATED FUNDS PENDING DISBURSEMENT					
Air Curtain Donation	10,000	-			
Columbarium Receipts	4,015	-			
Canon Almoners Endowment	11,189	-			
Office Refurbishment Grant	12,000	-			
Total Transfers	<u>\$37,204</u>	<u>-</u>			
20. SPECIAL FUNDS					
	Balance 1/2/04	Transfers ex Cathedral	Income /Mov'ts	Transfers to Cathedral	Balance 31/1/05
Fabric Maintenance Fund	110,777		9,477	(1,750)	118,505
Organ Renovation Fund	25,711		2,424		28,136
Canon Almoners Fund	436,550	87	40,140	(26,573)	450,204
Operating Endowment Inc	271,972		23,084	(10,968)	284,087
	<u>845,010</u>	<u>87</u>	<u>75,125</u>	<u>(39,291)</u>	<u>880,931</u>

These funds are all invested with The Church Property Trustees.

These Notes form part of, and are to be read in conjunction with the accompanying Financial Statements.

Christ Church Cathedral Chapter

**Notes to the Financial Statements
For the Year Ended 31st January 2005**

	2005	2004
	\$	\$
21. CASH & BALANCES AT BANK		
Cash on Hand	740	4,326
National Bank of New Zealand	300	-
National Bank Call Account	100,000	-
ADfund (Anglican Development Fund)	168,648	-
Total Balances	<u>\$269,688</u>	<u>\$4,326</u>
22. ACCOUNTS RECEIVABLE		
Accounts Receivable	3,966	9,363
Interest Accrued	2,451	-
Motor Vehicle Loan	3,400	4,600
Current Account Soc'y of Bellringers	611	-
GST Refund Due	7,426	5,781
Total Balances	<u>\$17,854</u>	<u>\$19,744</u>
23. GRANTS IN ADVANCE & FUNDS HELD PENDING DISPOSITION		
Canon Almoners Donations	11,276	-
Conservation Plan Grant Funds	11,700	-
Air Curtain Donation Unspent	10,000	-
Columbarium Funds Held	4,015	-
Office Renovation Funds	12,000	-
Chch City Council - 2004/5 Operating Grant	100,000	-
Organ Renovation Funds	100,000	-
Total Grants in Advance	<u>\$248,991</u>	<u>-</u>
24. NON CURRENT TANGIBLE ASSETS		
<p>Land & buildings are included in the financial statements this year for the first time. They are stated at the latest rating valuation (1/8/04) which Chapter considers to be an approximation of current market value. Title is vested in The Church Property Trustees who hold them in trust for the Cathedral. Building costs were previously being amortised over an extended period. Any remaining costs which had not been amortised have been written off against equity.</p> <p>Equipment and furniture acquired since 1/2/95 is capitalised and depreciated over the estimated life of the asset. Acquisitions prior to that date were written off in the year of purchase.</p>		
Equipment & Furniture at Cost	313,922	308,257
Less Accumulated Depreciation	169,968	141,469
Total Depreciable Assets	<u>\$143,954</u>	<u>\$166,788</u>

These Notes form part of, and are to be read in conjunction with the accompanying Financial Statements.

Christ Church Cathedral Chapter

Notes to the Financial Statements
For the Year Ended 31st January 2005

	2005	2004
	\$	\$
25. BUILDING COSTS TO BE AMORTISED		
In prior years the cathedral land and buildings were not included in the financial statements and costs of upgrading were being written off over an extended period. With the change in method of accounting for land and buildings the remaining balances have now been written off to equity.		
Visitors Centre Building	-	148,206
Columbarium	-	114,139
Total Building Costs	<u>-</u>	<u>\$262,345</u>

26. LOANS CHURCH PROPERTY TRUSTEES

Visitors Centre & Tower Rest'n Loan	274,562	294,562
Columbarium Loan	126,302	140,464
Total CPT Loans	<u>\$400,864</u>	<u>\$435,026</u>

27. ENDOWMENT FUNDS

The following endowment and associated funds are recorded for information purposes to show the income which has been transferred to the Cathedral. The funds balances are not included in the financial statements as only the income is available to the Cathedral.

	Balance 1/2/04	Add'ns	Income	Transfers to Cathedral	Balance 31/1/05
Gilbert Choir Scholarship Fd	49,152		3,877	(1,500)	51,530
Est RJ Reynolds Memorial Fd	172,239		13,990	(5,950)	180,279
Est AK Warren	13,856		1,389		15,245
War Memorial Fund	6,923		424		7,347
	<u>242,171</u>	<u>0</u>	<u>19,680</u>	<u>(7,450)</u>	<u>254,400</u>

28. CONTINGENT LIABILITIES

There are no known contingent liabilities. (2004: Nil).

29. EVENTS SUBSEQUENT TO BALANCE DATE

There are no known events occurring after balance date which would have a significant effect on the position or results reported in the financial statements.

30. FINANCIAL INSTRUMENTS

All financial instruments are recognised in the Statement of Financial Position. No off-balance sheet instruments have been entered into. All instruments are recognised at cost.

**Auditor's Report
For the Year Ended 31st January 2005**

AUDITOR'S REPORT

To the readers of the financial report of Christ Church Cathedral Chapter

I have audited the financial report on pages 1 to 12. The financial report provides information about the past financial performance of Christ Church Cathedral Chapter and its financial position as at 31 January 2005. This information is stated in accordance with the accounting policies set out on page 4 and 5.

Chapter's Responsibilities

The Cathedral Chapter is responsible for the preparation of the financial report which fairly reflects the financial position of the Christ Church Cathedral Chapter as at 31 January 2005 and of the results of its operations for the year ended 31 January 2005.

Auditor's Responsibilities

It is my responsibility to express an independent opinion on the financial report presented by the Cathedral Chapter and report my opinion to you.

Basis of Opinion

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

- the significant estimates and judgements made by the Cathedral Chapter in the preparation of the financial report; and
- whether the accounting policies are appropriate to the Christ Church Cathedral Chapter's circumstances, consistently applied and adequately disclosed.

I conducted my audit in accordance with generally accepted auditing standards in New Zealand. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary. I obtained sufficient evidence to give reasonable assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial report.

Other than in my capacity as auditor I have no relationship with or interests in the Christ Church Cathedral Chapter.

Qualified Opinion

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

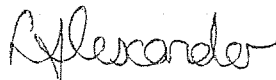
The Cathedral & Visitors' Centre are stated at rating valuation instead of market value. This is a departure from SSAP 17 made because the cost of compliance is considered to far exceed any benefit to readers in meeting the requirements.

I have obtained all other information and explanations I have required.

In my opinion:

- Proper accounting records have been kept by the Cathedral Chapter as far as appears from my examination of those records; and
- Except for any adjustment that might have been found necessary had I obtained the information described above, the financial report on pages 1 to 12:
 - comply with generally accepted accounting practice; and
 - give a true and fair view of the financial position of the Christ Church Cathedral Chapter as at 31 January 2005, and of the results of its operations for the year ended on that date.

My audit was completed on 25 May 2005 and my qualified opinion is expressed as at that date.



LYNDA ALEXANDER
Chartered Accountant

Christchurch, NZ

**CHRISTCHURCH CATHEDRAL
STATEMENT OF UTILISATION OF CHRISTCHURCH CITY COUNCIL GRANT
FOR THE YEAR ENDED 30 JUNE 2005**

	Note ref	7 Months to 31/1/05 (Actual)	5 Months to 30/6/05 (Forecast)	12 Months to 30/6/05
GRANT RECEIVED				
Grant for the 12 months ended 30 June 2005	3	<u>\$140,000</u>	<u>\$100,000</u>	<u>\$240,000</u>
GRANT UTILISATION				
Music:				
Director of Music salary (PART)	9	22,000	2,500	24,500
Choir scholarships Cathedral Grammar School (PART)	9	11,000	6,000	17,000
Choir expenses (PART)	9	4,000	1,000	5,000
Music purchases extending music repertoire	9	<u>5,500</u>	<u>0</u>	<u>5,500</u>
		42,500	9,500	52,000
Publications:				
Publications Officer salary (PART)	11	6,000	11,000	17,000
Publications Assistant		<u>0</u>	<u>2,000</u>	<u>2,000</u>
		6,000	13,000	19,000
Promotion & development:				
Development Manager salary (PART)		<u>0</u>	<u>16,000</u>	<u>16,000</u>
		0	16,000	16,000
Human resources:				
H.R. Manager/Volunteer Co-ordinator salary (PART)	12	6,000	16,000	22,000
Appointment exp Publications Officer, Development Mngr (PART)	12	8,000	0	8,000
Office layout alterations (PART)	19	<u>12,000</u>	<u>0</u>	<u>12,000</u>
		26,000	16,000	42,000
Cathedral visitor experience (Cavex):				
Advertising (PART)	14	12,000	5,500	17,500
Signage (PART)	13	500	0	500
Stock Controller salary (PART)	13	2,000	3,000	5,000
Printing, stationery & photocopying (PART)	15	3,000	2,000	5,000
Power (PART)	16	7,000	4,000	11,000
Security & fire protection (PART)	16	7,000	3,000	10,000
Insurance (PART)	16	5,000	2,000	7,000
Repairs & maintenance (PART)	16	12,000	13,000	25,000
Custodians' & administration salaries (PART)	16, 15	10,000	4,000	14,000
Cleaning & caretaking (PART)	16	<u>7,000</u>	<u>9,000</u>	<u>16,000</u>
		65,500	45,500	111,000
TOTAL UTILISATION		<u>\$140,000</u>	<u>\$100,000</u>	<u>\$240,000</u>

**CHRISTCHURCH CATHEDRAL
UTILISATION OF GRANT FOR THE YEAR ENDED 30 JUNE 2005
ANALYSED INTO THE TWO COMPONENTS PER THE ORIGINAL SUBMISSION**

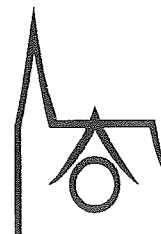
	7 Months to 31/1/05 (Actual)	5 Months to 30/6/05 (Proposed)	12 Months (5 mths grossed up)
Grant to be for: (per letter dated 18/2/05)			
New Positions:			
Director of Music salary (PART)	22,000	2,500	
Publications Officer salary (PART)	6,000	11,000	
Publications Assistant	0	2,000	
Development Manager salary (PART)	0	16,000	
H.R. Manager/Volunteer Co-ordinator salary (PART)	6,000	16,000	
Appointment exp Publications Officer, Development Mgr (PART)	8,000	0	
Office layout alterations to accommodate new positions (PART)	12,000	0	
Music purchases extending music repertoire with new position (PART)	5,500	0	
	59,500	47,500	
5 MONTHS converted to ANNUAL basis			\$114,000
Existing costs:			
Choir scholarships Cathedral Grammar School (PART)	11,000	6,000	
Choir expenses (PART)	4,000	1,000	
Advertising (PART)	12,000	5,500	
Signage (PART)	500		
Stock Controller salary (PART)	2,000	3,000	
Printing, stationery & photocopying (PART)	3,000	2,000	
Power (PART)	7,000	4,000	
Security & fire protection (PART)	7,000	3,000	
Insurance (PART)	5,000	2,000	
Repairs & maintenance (PART)	12,000	13,000	
Custodians' & administration salaries (PART)	10,000	4,000	
Cleaning & caretaking (PART)	7,000	9,000	
	80,500	52,500	
5 MONTHS converted to ANNUAL basis			\$126,000
	140,000	100,000	\$240,000

NB The first 7 months' grant has been allocated on a different basis from the normal annual allocation as it took time to appoint people to the new positions. In this initial period, a greater proportion than normal has been applied on "existing visitor costs" and a lesser proportion on "new positions". In the latter period additional "new position costs" eg further office renovation costs will be met by the Cathedral.

SECTION 2

Reports from Cathedral Regulars' Annual Meeting

Cathedral Regulars' Annual Meeting 20 March 2005 REPORTS



INTRODUCTION

It's my privilege to introduce this report to the Regulars at our annual meeting. It gives just a taste of the extraordinary diversity that goes on in and around the Cathedral, and is very different from the reports that I give to the Chapter and diocese about the Cathedral's budgets, buildings, staffing and future planning.

For the Regulars are a community of people who don't carry responsibility for any of these things, yet who are the life blood and heart beat which make this place a living Cathedral. The Regulars' community are the living stones of this great house of prayer, through whom the central activity of worship and welcome are nourished and sustained.

Now in my third year as Dean I am beginning to appreciate more and more the particular and unique nature of the Cathedral community. I am helped by some words of my predecessor, John Bluck that he wrote as an introduction to an annual meeting: 'not a parish family, increasingly diverse in the range of ages, backgrounds, beliefs we hold together, focussed outward to the city on our doorstep, Anglican yet ecumenical in our embrace, bound more by the questions we pose than the answers we hold, sitting light to the requirements for membership, better at being a front window and a first port of call than a secure and permanent mooring.'

Cathedrals have been described as 'Flagships of the Spirit'. I quite like that image, seeking to present as we do, symbols and signs of the presence of God in word and action to the hundreds of thousands who visit this holy place, and engaging with the issues of the city and world.

Thank you to all of you who are part of the Regulars' community. I look forward, as always, to the times of worship, of social gathering, and sharing of ideas and views as we meet throughout the year.
Dean Peter Beck

THE CATHEDRAL CHAPTER

Two anniversaries, one the centennial of the completion of the Chancel and the other the 150th anniversary of the consecration of Henry John Chitty Harper as the first Bishop of Christchurch, have been the subjects of discussion at recent Chapter meetings.

For the centenary of the Chancel it was hoped to install an aumbry, but this had to be delayed to fit in with the programme of the chosen craftsman, Mark Whyte. We were however, able to mark the occasion with the dedication on All Saints Day 2004, of a new altar table for the Chancel. Plans for the aumbry are well underway. The cost will be met by the Friends of the Cathedral from a bequest from the late Alan Summerell, one time verger of the Cathedral. From the same bequest, ten chairs have been donated in memory of Alan.

For the 2006 celebrations, Chapter is planning to re-orientate the effigy of Bishop Harper to give this beautiful memorial

greater prominence. The painting of Bishop Harper at present displayed in the tower room will be hung alongside and it is planned to make this a 'Harper' corner. Previous to this decision Chapter had considered the possibility of a stained glass window in the south transept. This would have been very costly and efforts to find interested sponsors were not successful.

One area though in which success was achieved was the approach to the City Council to recognise the important role of the Cathedral as 'the heart and soul of the city'. This met the approval of the Council and a worthwhile grant was made, initially for a period of three years. Included in the presentation to Council was the maintenance of this beautiful historic building, the tourism aspect of the Cathedral and the provision of more staff to cope with the increasing busy-ness of the Cathedral. Chapter is very mindful of the criteria under which the grant was approved.

One of the requirements of the Council is to have a comprehensive conservation plan prepared, and Jeremy Salmond, an architect who specialises in this type of work, has been engaged to bring a report to Chapter.

The provision of additional staff has also been made possible by the grant and we are pleased that Deborah Luney has been appointed as PA for the Dean and Craig Dixon has been employed in the role of Development and Marketing Manager. Chapter has also been pleased to appoint Brian Law as the Cathedral's Director of Music. Brian's considerable music experience is certainly proving its worth to the Cathedral and Chapter is grateful for the valuable contribution he is making. Paul Ellis has continued on in the role of Assistant Director of Music and we were indeed grateful to him for all his work in the interim period.

One of the major items of maintenance undertaken this year has been repairs to the stained glass windows, especially those on the south side which were damaged by vandalism when the Square was being upgraded and loose stones were lying around. The windows have now been protected on the south side by toughened glass. A first class job was carried out by Kemps Glass Ltd.

Another contract which has been signed is for the much needed overhaul of the Cathedral's organ. Work will commence immediately after Easter with a completion deadline of July 20th. During this period a section of the Chancel will be closed off to provide a work area.

A much appreciated sponsorship has provided a colour photocopier from the Sharp Business Centre which has moved into Christchurch. As part of its sponsorship Sharp has also provided an excellent data projector.

On the financial side, the Springfield Road property, which was purchased when Peter Beck took up the position of Dean, has been sold. Peter and Gay have purchased their own

property in Richmond and proceeds from the sale of Springfield Road not only assist with the Dean's housing allowance, but have also provided the nucleus of a fund which could be used sometime in the future to provide a suitable Deanery. The property at 751 Colombo Street bequeathed to the Cathedral from the Richards Estate has also been sold and this will assist the financial position of the Dean and Chapter Estate. With considerable help from Canon Bruce Williams, the Cathedral's investment strategy is being carefully reviewed.

Included in changes to the membership of Chapter have been the filling of vacancies by the appointments of the Reverend Geoffrey Haworth and Mr Bruce Williams. Chapter was also pleased to welcome Mrs Thelma Willett following her election as a Regulars' representative at last year's annual meeting. Robin Hobern's four year maximum term finishes this year and a replacement will be announced at the annual meeting. Robin has proved to be a valuable and hard-working member of Chapter. Another vacancy for a clerical canon will occur as the Reverend Craig Dixon retires from Chapter following his appointment to staff. Another of our canons, the Reverend Jill Pask, who has retired from Opawa has been licensed by the Bishop to officiate at the Cathedral.

For many years it has been the custom for the Dean to act as Chairman for the Chapter meetings but, at the suggestion of our present Dean, this has now changed and Canon Anthony Wright has taken on this responsibility.

Chapter is very appreciative of the provision by Mr Colin East of a heat curtain above the west doors. We will certainly feel the benefit of this during the colder months. This practical gift is in memory of Colin's late wife, June.

Noel Woods

Chapter Secretary

REPORT OF DIRECTOR OF MUSIC 2004

The year has been one of change and development for the Cathedral Choir. I was appointed Director of Music in July after Paul Ellis had done a superb job holding the choir together during the 8 months interregnum following Lennox Willett's retirement. I had helped out with choir during this time and so by the time The Dean asked me in June to apply I had a good idea of what a privilege and challenge the post of Director of Music brought with it

Through the year the Choir and Godley Scholars have sang at over 250 services, which takes an enormous commitment of time and energy from the boys, their parents and the Gentlemen of the Choir. Highlights for the boys included singing for the Prime Minister at the Canterbury Business Awards and travelling to Wellington with the Oxfords and Godley Scholars to sing Evensong in St Paul's Cathedral. At the end of the year three long serving gentlemen have decided to hang up their vocal chords. Neil Thompson, Peter Banens and Albert Riseley - between them

have nearly a century of singing in the Cathedral Choir and their contribution over this time has been truly awesome.

The Cathedral Singers under the direction of Russell Kent and Rosemary Allison have continued their invaluable contribution to the worship of the Cathedral. With Lennox Willett (now Organist Emeritus) at the console they provide a vital and beautiful enhancement of our worship on the occasions when the Cathedral Choir is not in residence.

A special thank you to Paul Ellis, for his continuing contribution to the musical life of the Cathedral in so many ways.

Brian Law

THE CATHEDRAL SINGERS

What a busy year we have had – we are wondering where the time has gone. The choir has grown in strength and in numbers and I must say we have enjoyed the singing for the love of Church and its music. We have been in demand for various services, including the wedding of one of our members; Anne Giles at St Stephen's church, Shirley. One very sad occasion was the funeral service for June, the wife of one of our singers; Colin East.

Other commitments outside the Cathedral saw the choir joining with the Cathedral Singers from St Andrew's, Sydney, during one of our practices, followed by a Pot Luck Tea. Wonderful to hear from another similar group and to compare their experiences in the singing world with ours. St Mary's, Merivale, invited the choir to take part in two services – it's really great to share in these times with other parish churches. Our visit to Akaroa early last year was well received by their parishioners and we were delighted to see the Rev. Robin Smith from our own Cathedral leading the service. Again, at the end of 2004 we travelled by bus to St John's, Hororata, where we led the Choral Eucharist – very early morning start! Recently, the Singers were invited to All Saints, Burwood, for their Choral Evensong.

It is always a joy to sing in our Cathedral and Palm Sunday Another momentous occasion in September was combining with other parish choirs at the RSCM Service, and we must not forget the Antarctic Service with the Cathedral Brass – another great service. It was an honour to be invited to sing at the Deans' Conference Service on 19 September and at the Ordination Service held on 27 November. We look forward to another Ordination Service on 19 March. In October an invitation to sing at the AAW Festival Communion service was received. These are all big services and test our ability in a grand way. ANZAC Day, being a Sunday last year, we joined with the Cathedral Brass in an evening service to remember those war years but having a good sing with the stirring songs of those times.

So, it can be seen, we have had an extraordinarily busy year with even more commitments to come. However, the culmination of our musical enjoyment was once again conveyed in our Christmas Concert, with the Cathedral Brass, and featuring the "Christmas Classic Celebration" arranged by Patrick Liebergen.

In conclusion, I wish to thank my Associate Conductor, Rosemary Allison, the wonderful help from Lennox Willett, Emeritus Organist of Christ Church Cathedral, who had the unenviable task of playing many different organs, Helen McGowan, accompanist, and last but not least, all the members of the Cathedral Singers, who regularly attend choir practices each Wednesday evening. I am also indebted to my Committee, and to the Cathedral Staff, who so ably assist me and the Cathedral Singers to accomplish the many singing commitments with confidence and enjoyment.

Russell Kent

Musical Director

CATHEDRAL MORNING TEAS

Morning Tea after the Sunday 10 am service remains very popular. Numbers continue to grow and we now serve 80 – 100 cups of tea and coffee each Sunday morning. The interaction between Regulars and visitors is very rewarding and we constantly get very good feedback from all concerned.

We have a very good team of helpers with everyone very willing to give a hand, and our thanks to them all. Richard is a great help and we are very grateful to him for all the preparation and clearing up.

Elizabeth Handley-Packham

OFFERTORY RECORDINGS 2004/05

This year's report is very similar to my two previous reports. We now have 77 envelope donors (last year 80) and Direct Credits 33 (last year 26)

The total receipts are as accurate as possible, allowing for the two weeks until the end of the financial year. We will again have another Palm Sunday and Easter offering in this year's figures.

2005 figures to 13 th March :	env:	\$35868.15
	d.c:	\$21050.00
	off:	\$49535.50
	Total:	\$106451.60

Palm Sunday 2004	env:	\$625.00
	off:	\$1048.00

Easter Sunday	env:	\$1090.00
	off:	\$3996.00

It is hoped that this year's offerings will be similar to the 2004 figures.

Comparison figures for the year ending 2004:

env:	\$32501.00
d.c:	\$15921.00
off:	\$37881.30
Total:	\$86303.30

It seems that we will have an overall increase this year which is very encouraging.

Elizabeth Handley-Packham

HOSPITALITY TEAM

My last report, and what a wonderful journey it has been! Celebrations, anniversaries, weddings, funerals, special events, both sad and joyous. Thank-you to all the team members over the years who have worked hard and supported me.

This year my role has been shared around; Sue Rutter will co-ordinate the Lenten dinner, Rosalie Druery the City Rites soup programme and Sally Mountfort the Mid-Winter dinner. I will be in the background only in an advisory capacity. And I am sure all will run smoothly.

2004 saw a Victorian afternoon tea party at Bishops Park for our Cathedral Regulars who are Regulars there, 13 in all. Two hospitality team members helped Rosalie Hoddinott and Nicky Lee, Diana and Peter serve the tea. The Lenten Liturgical Meal followed in April. 48 people enjoyed a moving service and an interesting meal. In June we supplied soup and rolls for the 'workers' of our Busy Bee. 26 came and did a great job. Mid-Winter Dinner on July 3rd and again held at St Margaret's School. The theme being Oscar Night and was enjoyed by 160. Good food, good entertainment.

During August-September Food for Faith saw 60 people over 4 nights enjoying soup and rolls. We welcomed 20 new comers to lunch in October. Our anniversary Pot Luck Lunch on November 7th was held again. A rather cold dismal day greeted us for our stall at the end of November, but we did make \$650 for Meru Diocese in Kenya. December 11th; a successful Women's Group was held. Revd Rosalie Hoddinott gave a great talk on her adventures in the States and Germany.

Julie Andrews

Hospitality Team Co-Ordinator

CATHEDRAL CONTACTS 2005

The Cathedral Contacts Team is a group of 31 people who are in touch with those who are on the Regulars role. As individuals they have a list of people whom they contact from time to time during the year. As a team they come together for meetings or, as in October 2004, a retreat day.

That particular occasion was a very enriching day when Rev Clarice Greenslade led us for a reflective day together at St. Mary's Merivale. Last September a luncheon was held for the new Regulars who had become a part of our community in the preceding year. In April an Afternoon Tea was held at Bishopspark Retirement complex for all the residents of Bishopspark who attend or are connected in some way to the Cathedral.

Sue, Mike, Rosalie

Co-convenors Cathedral Contacts.

SIDESDUTY REPORT - 10am

Regular teams have been in attendance each Sunday morning at 10am and have been working well in presenting a welcoming face as people enter the Cathedral. Various situations can, and do arise from time to time, and each team has shown a willingness and ability to cope with the unexpected.

Good co-operation with the Cathedral Staff, and in particular the Administrator, has enabled the teams to perform their tasks more confidently, especially when new ideas are being explored.

It can be hectic in the tourist season, when large numbers of people congregate in the entranceway of the Cathedral during the service, and my thanks go to the Sidesduty teams who cope so well under difficult circumstances.

The regular attendance and devotion to duty of the Sidesduty teams is very much appreciated.

Jennifer Hobern

March 2005.

CHRIST CHURCH CATHEDRAL PRAYER GROUP

This group meets in the Pacific Chapel on Wednesdays at 12.40pm after the midday service. We offer the prayers which have been left on the prayer board in the North Transept during the previous week.

During the year 2004 we had over 9000 prayers - some in thanksgiving, others for healing, others for help in difficult situations and a number in foreign languages.

It is a privilege to share in this time. If you are interested in joining us, please come along, or contact Elizabeth Purchas on 365 8412.

Elizabeth Purchas

Convenor

SERVERS

During 2004 the number of young people choosing to serve on a regular basis at the Sunday morning Eucharist rose to 21, with a further 4 testing out their wings as 'probationers'. This is the healthiest the roster has been for many years and can be attributed in part to the fine job that Trish Daniels has done in supporting recruitment from her position at The Cathedral Grammar School. Robbie and I have very much appreciated Trish's efforts over the past few years and know that when she retires later this year it may mean we need to consider other ways of attracting a solid core of young servers.

Of course, those already on the roster are also an active source of new recruits, and often new servers come along because their friends are already involved at the Cathedral. Friendship is an important aspect of serving and the servers develop strong relationships with each other and this place, often returning to visit, even when they have stopped regular church going and may be exploring other aspects of their own spirituality.

Fun is another important component of serving.....especially when the sermon seems to be going on for a very long time!!! The popcorn trail that was sourced to the downstairs kitchen one Sunday morning, Robbie dressed as Mother Christmas and Chris Oldham's face when he came back to report a late night visit from the Police [who were responding to a call from the public who heard children calling out from the bell tower in the dark], are all sights from 2004 that won't be forgotten in a hurry.

I would like to thank everyone who has supported the servers during 2004 – the parents who have transported their children to the Cathedral, Joyce for her ongoing patience with the cassocks and surplices, Trish, Jon Scott, Diana, Aaron, Chris Oldham, Sisters Sandra and Manu, the various vergers who have been co-opted into helping in moments of chaos and to those of you who have provided constructive feedback to the Co-ordinators and servers this year. Serving is a team effort...and we appreciate your help.
Robyn Georgieff & Linda McGilvary
Co-ordinators

THE VOLUNTEERS

This year has proved to be busy for our volunteer community. Whether it is the support needed for the services of worship here or the welcome we extend to visitors who come here as part of their time in the city's Cultural Precinct, this place requires a high level of support by our many volunteers - and this is willingly given. It is a big request to ask for seven day coverage of rosters to welcome our visitors. Weekend rosters give more difficulty than weekday ones and our need for new volunteers is always a concern. I have valued the support of the Canterbury Volunteer Centre in recruiting volunteers and the efforts of existing volunteers introducing others to come and work with us. Seventeen new volunteers joined our teams of guardians and shop assistants during the year and the support and friendship offered to these new volunteers by those more experienced has been appreciated.

These days we speak of "multi-tasking" and certainly our volunteers are wonderful examples of this, many of them generously giving their time and their skills to more than one aspect of the ministry here. Although most do not expect a thank you for all they do, and quietly work in the background, their efforts are noticed and appreciated.

During the year we had several meetings of groups of volunteers. These gatherings are times of training but also generate ideas and suggestions for improving the way we do things. I am grateful to the volunteer group co-ordinators who help to link these groups together, involve themselves with planning events and give ongoing help with training. Michael Beaven, our co-ordinator of Cathedral Guides and Guardians, undertakes the training of new volunteers in the Nave, supports others and remains good humoured! That level of support is particularly valuable to the Cathedral. I would also like to thank Richard Foster who offers his quiet and patient support to our shop assistant volunteers.

With an increasing awareness of our requirements to meet occupational health and safety regulations in the Cathedral

I am thankful for the training sessions Jon Scott has run this year on First Aid and also on evacuation procedures in the building.

My thanks to all volunteers who support the Cathedral. They are a big group in number and big in their giving to this place. The work of the volunteers holds the ministry of the Cathedral together - their goodwill and commitment is reflected in all we offer here.

Nicky Lee
Co-ordinator of Volunteers

DIALOGUE

Each year the Dialogue programme builds on the year before and in 2004 there were 24 students who made the journey and were confirmed. The students primarily come from St Margaret's College and Christ's College and make an individual choice to learn about their Christian faith in an informal way. At the beginning of the Dialogue journey they are generally a little reserved but by the second or third week it is hard to get them to stop talking. The topics covered include the Bible, prayer, the Church, other faiths, what the church does "out there" as well as covering traditional confirmation subjects such as the Sacraments. The journey includes an overnight stay at Rehua Marae and the highlight is the Confirmation Service at Pentecost. I co-ordinate the Dialogue Programme and sessions are led by myself, chaplains from Christ College and St Margaret's College and other outside speakers. It is an amazing gift the Cathedral offers to young people in our church.

Diana Rattray

EDUCATION PROGRAMMES

The Food for Faith Programme in 2004 followed the City Rite service, with music by the Cathedral Singers, and soup and bread rolls. The three sessions used material from Christian World Service on the conflict in Israel and Palestine and Globalisation and Hunger – winners and losers. While numbers attending were small the material was very good and there was plenty of discussion.

Diana Rattray

SYNOD 2004 REPORT

In June, a day long Synod Conference was held for Synod reps, on the issue of Ministry to the Under 40s and the issue of Human Sexuality, when we were able to listen to visiting speakers, have group discussions and reflect.

At Synod in September we were fortunate to have guests from our Companion Diocese of Meru, Bishop Charles Mwendwa and his wife Abishag. They were a joy to meet and hear, teaching Synod to use their greeting from the heart, "Praise the Lord". Abishag brought to our attention her Mothers Union work with Aids orphans, to which our Cathedral community responded with a generous donation.

Bishop David re-iterated our Diocesan Vision Statement: "We the Diocese of Christchurch, in the Anglican Church of Aotearoa, New Zealand and Polynesia, as part of the wider Christian Church seek to be a dynamic and diverse community making Christ known in the society around us through faithful worship, work and witness."

And wisdom from the Chatham Island representative's address:

"The best vitamin for a Christian is B1."

Sue Mardon
Lay Representative to Synod

SECTION 3

**The Use of the Grant
In 2004/2005**

The Use Of The Grant In 2004/5

Staffing

Historically, the Cathedral has been drastically understaffed. With visitors totalling almost 700,000 per annum (Visitor Number Survey, November 2003) there has been a full time staff of 7 to manage the operation (Salisbury Cathedral in England with 600,000 visitors has a full time staff of 68!). The Grant has allowed the appointment of a Publications Manager (October 2004) and a Development and Marketing Manager (March 2005). These positions are working to improve the quality of our print material, publicity, marketing, web site, and in enhancing CAVEX (The Cathedral Visitor Experience).

In addition, these appointments have allowed some restructuring and reassignment of roles for other staff positions. This has allowed existing staff to manage, and to support more efficiently, our 350 volunteers, and ensure our Human Resources, health and safety and other legal requirements are being properly addressed. The appointment of a full-time Director of Music has significantly enhanced the quality and potential of the Cathedral Choir, which is one of the key attractions of the Cathedral.

Cathedral fabric and maintenance

The administration offices have been reorganised and improved to meet the needs of the increased number of staff.

A contract has been let to commercial cleaners which has significantly improved the overall cleaning of the building.

A Building Conservation Plan has been commissioned. The first draft of a Building Condition Report for the Cathedral, attached to this report, indicates a number of areas requiring attention, in particular the roof. A major fund-raising campaign will be planned for 2006 to meet these conservation costs as well as other capital projects to enhance the Cathedral's ministry.

A major overhaul of the Cathedral organ, including re-pitching to international concert pitch for improved utility in public concerts, is well in hand and is due to be completed by the end of July 2005.

CAVEX

Good progress is being made in upgrading signage, with a new triangular 1.5 metre footpath sign being the 'pole star' for the future enhanced design.

Redesign of the shop and reception area has begun.

In liaison with the museum, the opportunity to display the Erebus Chalice as part of an Antarctic Cathedral Connection is being progressed.

The Cathedral guide book[s] is in the process of being re-written, with an intention to embed the Cathedral in its historical context in the Province of Canterbury.

A series of tour options is being developed to extend the present offering.

Further training for volunteers is being provided.

As a foundation partner in the Cultural Precinct, the City Council grant is enabling us to play a full part in working with our partners, to enhance the overall cultural experience which residents and visitors alike can expect. Being open 365 days a year, Cathedral pastoral staff are providing considerable support for visitors in some distress.

Visitor Feedback

An in-depth report on Visitor satisfaction was last carried out in 2001. It is our intention to commission a new report within the next 18 months. Anecdotal comments from many visitors are extremely positive, as are the remarks written in the Cathedral visitors' book. We also note and closely monitor the small amount of negative feedback to ensure that appropriate remedial action is taken. We are also exploring a cost effective and accurate way of gauging visitor numbers.

Events

As well as the regular traditional worship services in which the Cathedral Choir plays a prominent part, the jazz services and services for people 'who don't go to church much', some of the civic and community events we have hosted in the last year are:

- A series of high profile public lectures/discussions surrounding the 'Hikoi of Hope – five years on' including the Prime Minister speak in the Cathedral.
- Followed by: -

July 04

Kidsfest Service with dramatic production
Organ Recital with Chris Hainsworth
Kidsfest Tours (part of Kidsfest; continued Tues-Thurs for two weeks)
"Phantom of the Opera" with Barry Brinson
Interfaith Meditation Group (meets monthly)
Kings' School Sydney School Choir concert – part of Kidsfest
Kids Dance Group – part of Kidsfest
Cholmondeley Children's Home Display
Kapa Haka Group, (Kids in Town programme)
University of Canterbury "Anthropology-Built Environment Course - annual tour
Christchurch School of Music Concert
University of Canterbury sketching class
Evensong series by Oxford Clerkes (duration one month)
Air New Zealand Staff (ex Australia) tour

August

Oxford Clerkes Concert series (Month long visit)
Kids in Town groups
James Armitage Concert
Oxford Clerkes' Organ Recital

Lecture on Working with Young People – Keeping Young People safe.
St Andrew's College event, "10-30 years"
National Secondary Schools' Brass Band Concert
St Matthew's Youth Group Tour

September

Adult Literacy Debate
Concert by Melbourne Lidertafel
Stall for Fellowship of Disabled

October

South to Antarctica Service
RSPCA Blessing of the Animals Service
Photographic Exhibition by University Students
Annual Seafarers' Service
Blessing of Japanese Students – annual event
City Choir Concert
Heritage Week – Tours with 'Bishop Harper'
Heritage Week Evensong with St Margaret's College Choir
Order of St John Service, Laying up of Flag
Round Table 50th Anniversary Service
St Margaret's College Founders' Day Service
South Canterbury Girl Guides' Visit

November

Northern Beaches Chisholm School Jazz Band Concert
Selwyn House Carol Service
Christ's College Carol Service
Cathedral Grammar School Anniversary Service
Blessing of Advent Wreaths with Cathedral of Blessed Sacrament
Ordination Service
25th Anniversary of Erebus Service
St Margaret's College Carol Service
Advent Carol Service
Christmas Tree visits by primary, secondary schools, kindergarten and early childhood centres start, (4 per day) continue until Christmas.

December

Stall for Christian World Service
Plainsmen Concert
Blessing of the Christmas Tree Service
Cursillo Service
Cathedral Grammar School Carol Service
Cathedral Singers & Cathedral Brass Concert
Lohse Scholarship Concert
Nine Lessons and Carols Service
Children's Christmas Service with Animals
Carol Concerts by Christmas Tree
City Mission Carol Service
Christmas Eve Midnight Carols
Christmas Festival Services

January 05

Tsunami Memorial Service

February

Waitangi Day Service

The Floral Festival – runs for two weeks

Jenny Gillies Wearable Flowers Parades

Garden City Festival of Flowers Service

Dallington Oscar Group Tour

Shrove Tuesday Pancake Race

Ash Wednesday Services

Floral Festival Choir Recital

Burwood Day Care for Elderly Visit to Floral Festival

Avonside Girls' High School Visit

Farewell to Christchurch Women's Hospital Service

March

Commonwealth Day Service

Robert Howell Lecture – “Socially Responsible Investment”

Lent Lecture Series

The St Matthew Passion Performance

Cathedral Grammar School Founders' Day Service

Craighead Students' Tour

Maundy Thursday Service

Good Friday Recital & Readings

April

4 Hour Peal of Cathedral bells by visiting English Bellringers

Darfield High School Tour for NCEA History paper

Taiwanese Cultural Performing Group – change/dressing space

Buddha's Birthday Celebration

Anzac Brass Singalong Service

ANZAC Day Civic Service

May

International Egg Art Exhibition – 1 week

Week of Prayer for Christian Unity Service

Oxford Area School Tour

Christchurch Youth Orchestra Concert

Rotary Centennial Service

Christian World Service Display

Donor Transplant Thanksgiving Service

Belfast/Redwood Probus Group Tour

June

Yale Glee Club Massed Choir (USA) Visit and Concert

Founders' Society Group Tour

St Mark's School Wellington, Visit & Evensong

SECTION 4

Grant Utilization Forecast

**CHRISTCHURCH CATHEDRAL
FORECAST OF UTILISATION OF CHRISTCHURCH CITY COUNCIL GRANT
FOR THE YEAR ENDED 30 JUNE 2006**

	Note ref	7 Months to 31/1/06	5 Months to 30/6/06	12 Months to 30/6/06
GRANT APPLICATION				
Grant for the 12 months ended 30 June 2006	3	<u>\$140,000</u>	<u>\$100,000</u>	<u>\$240,000</u>
GRANT UTILISATION				
Music:				
Director of Music salary (PART)	9	5,800	4,200	10,000
Choir scholarships Cathedral Grammar School (PART)	9	5,800	4,200	10,000
Music purchases	9	<u>11,700</u>	<u>8,300</u>	<u>20,000</u>
		23,300	16,700	40,000
Publications:				
Publications Officer salary	11	<u>23,300</u>	<u>16,700</u>	40,000
		23,300	16,700	40,000
Promotion & development:				
Development Manager salary	14	<u>23,300</u>	<u>16,700</u>	40,000
		23,300	16,700	40,000
Human resources:				
H.R. Manager/Volunteer Co-ordinator salary (PART)	12	<u>7,600</u>	<u>5,400</u>	13,000
		7,600	5,400	13,000
Cathedral visitor experience (Cavex):				
Advertising (PART)	14	2,900	2,100	5,000
Signage & facility enhancement	13	14,600	10,400	25,000
Cultural Precinct		5,800	4,200	10,000
Power (PART)	16	5,500	4,000	9,500
Security & fire protection (PART)	16	4,200	2,800	7,000
Insurance (PART)	16	2,300	1,700	4,000
Repairs & maintenance (PART)	16	4,400	3,100	7,500
Visitor Manager (PART)	13	5,300	3,700	9,000
Cleaning & caretaking (PART)	16	<u>17,500</u>	<u>12,500</u>	<u>30,000</u>
		62,500	44,500	107,000
TOTAL UTILISATION		<u>\$140,000</u>	<u>\$100,000</u>	<u>\$240,000</u>

**CHRISTCHURCH CATHEDRAL
 FORECAST UTILISATION OF GRANT FOR THE YEAR ENDED 30 JUNE 2006
 ANALYSED INTO THE TWO COMPONENTS PER THE ORIGINAL SUBMISSION**


	7 Months to 31/1/06	5 Months to 30/6/06	12 Months to 30/6/06
Grant to be for: (per letter dated 18/2/05)			
New Positions:			
Director of Music salary (PART)	5,800	4,200	10,000
Publications Officer salary	23,300	16,700	40,000
Development Manager salary	23,300	16,700	40,000
H.R. Manager/Volunteer Co-ordinator salary (PART)	7,600	5,400	13,000
	<u>60,000</u>	<u>43,000</u>	<u>103,000</u>
Existing costs:			
Choir scholarships Cathedral Grammar School (PART)	5,800	4,200	10,000
Music purchases	11,700	8,300	20,000
Advertising (PART)	2,900	2,100	5,000
Signage & facility enhancement	14,600	10,400	25,000
Cultural Precinct	5,800	4,200	10,000
Power (PART)	5,500	4,000	9,500
Security & fire protection (PART)	4,200	2,800	7,000
Insurance (PART)	2,300	1,700	4,000
Repairs & maintenance (PART)	4,400	3,100	7,500
Visitors Manager (PART)	5,300	3,700	9,000
Cleaning & caretaking (PART)	17,500	12,500	30,000
	<u>80,000</u>	<u>57,000</u>	<u>137,000</u>
	<u>140,000</u>	<u>100,000</u>	<u>\$240,000</u>

Appendix 3

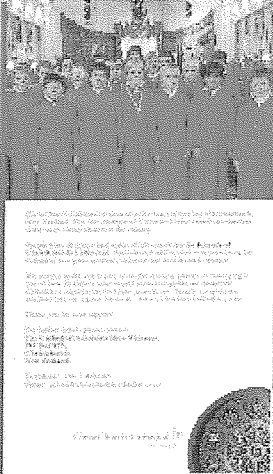


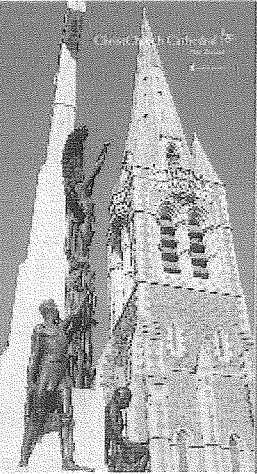
Examples of new marketing designs and brochures





CATHEDRAL FRIENDS
Membership Form



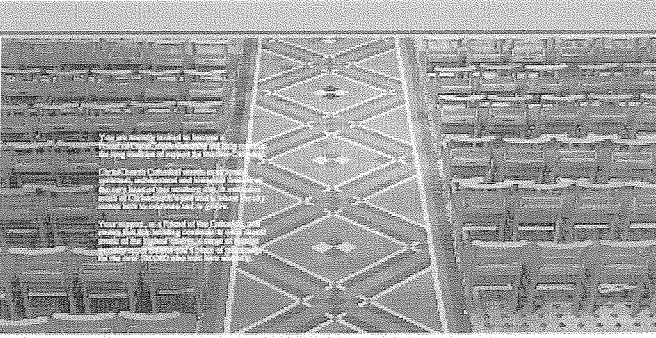


CATHEDRAL FRIENDS

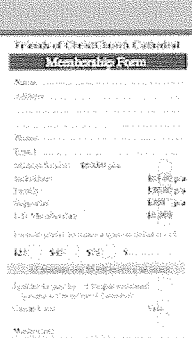
It is the heart of the Cathedral which gives it its life and spirit. It is the heart of the Cathedral which gives it its life and spirit. It is the heart of the Cathedral which gives it its life and spirit.

MEMBERSHIP FORM

NAME: _____
 ADDRESS: _____
 CITY: _____
 COUNTY: _____
 POSTCODE: _____
 PHONE: _____
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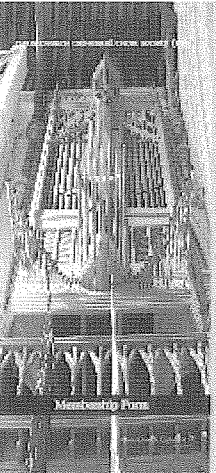
CATHEDRAL FRIENDS
Membership Form



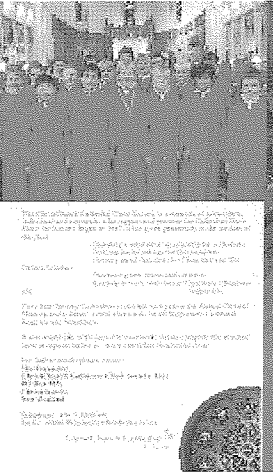
It is the heart of the Cathedral which gives it its life and spirit. It is the heart of the Cathedral which gives it its life and spirit. It is the heart of the Cathedral which gives it its life and spirit.

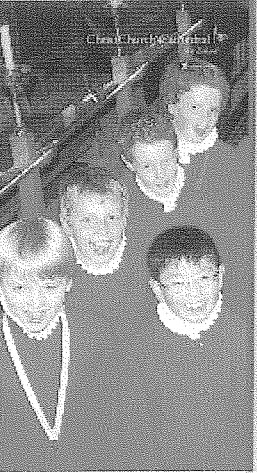
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 ADDRESS: _____
 CITY: _____
 COUNTY: _____
 POSTCODE: _____
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 FAX: _____
 E-MAIL: _____
 DATE: _____



CATHEDRAL CHOR SOCIETY
Membership Form





CATHEDRAL CHOR SOCIETY

It is the heart of the Cathedral which gives it its life and spirit. It is the heart of the Cathedral which gives it its life and spirit. It is the heart of the Cathedral which gives it its life and spirit.

MEMBERSHIP FORM

NAME: _____
 ADDRESS: _____
 CITY: _____
 COUNTY: _____
 POSTCODE: _____
 PHONE: _____
 FAX: _____
 E-MAIL: _____
 DATE: _____



Submission on behalf of

ChristChurch Cathedral

to the Christchurch City Council's Draft 2006-2016
Long term Community Plan

- Submission is a request for a "one off" capital grant \$1.162 million, as the City Council's contribution to urgently required, significant and essential repairs to the fabric of the ChristChurch Cathedral.
- I wish to talk to the main points in my submission at the hearings to be held between Thursday 25 May and Wednesday 7 June 2006.



*Contact Name	The Very Reverend Peter Beck
Organisation Name (if applicable)	ChristChurch Cathedral
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Phone (Evening)	389 6017
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*Contact Address	ChristChurch Cathedral PO Box 855 Christchurch

INDEX

Executive Summary	Page 2
Section I The Cathedral and the City	Pages 3-8
Section II The Cathedral is 125 Years Old and is in need of urgent major repairs	Pages 9-11
Section III The City's draft Communication Plan 2006-2016	Pages 12-14
Appendix I Salmond Reed Architects Condition Assessment Report	
Appendix II Beca Carter Hollings & Ferner Electrical Services Upgrade Proposal	
Appendix III Estimated Cost of Replacing the Slate Roof (Sir Miles Warren)	
Appendix IV Christchurch Cathedral Electrical and Lighting Upgrade (Pedersen Read Professional Electrical Engineers)	

EXECUTIVE SUMMARY

This submission is a request for a “one-off” capital grant, as the City Council’s contribution to urgently required, significant and essential repairs to the fabric of the Christchurch Cathedral. It is based on three key points: -

- ❖ Christchurch Cathedral is Christchurch’s most famous, enduring and endearing symbol. It is at the heart of our city and at the heart of our City Council’s own logo. The connections between the Cathedral and the City commenced in 1850 and have flourished to this day in a unique partnership for the Cathedral and the City.
(Section I)
- ❖ Christchurch Cathedral is one of New Zealand’s most important historic buildings with the highest possible level of Heritage recognition. It is now 125 years old. The ravages of climate and time, as well as some well-intended but misguided maintenance which has damaged masonry, means urgent, essential and significant external repairs are now needed, far beyond routine maintenance.

In the interior of the Cathedral, there is an urgent need for total replacement of the antiquated electrical distribution system (excluding the Visitors’ Centre) and for major replacement and modernisation of the current internal lighting system (excluding the Visitors’ Centre).

The capital sum needed for this range of essential repairs to the fabric of the Cathedral is estimated to be \$4.78 million. We are requesting the City Council to contribute \$1.162 million towards this amount, to enable the replacement and upgrading of the Cathedral’s internal lighting system.

We acknowledge warmly and with gratitude the City support of past capital expenditure projects undertaken by the Cathedral (starting with a significant grant in 1858 towards the building of the Cathedral).

(Section II)

- ❖ This request for a “one-off” grant fits into the City’s Community Plan 2006-2016 in a comprehensive and coherent way.
(Section III)

By The Very Reverend Peter Beck
Dean, Christchurch Cathedral

5 May 2006

THE CATHEDRAL AND THE CITY

Section I

1.1 History

This year - 2006 - is a very important year for both the City and the Cathedral. It is the 150th Anniversary of the City and the 125th anniversary since the consecration of Christchurch Cathedral (on 1 November, 1881). It is also the 150th anniversary of the launching of the first appeal for funds to build the Cathedral, 6 years after the ships of the planned settlement arrived here, carrying the first 1,000 settlers. It is the 150th anniversary of the consecration of Bishop Henry John Chitty Harper as the first Bishop of Christchurch – a Bishop without a Cathedral, however, for another 25 years!

The story of the Cathedral and the City – the beginnings, the challenges and the achievements – are inextricably intertwined.

Christchurch was one of the six settlements of The New Zealand Company, under the auspices of the Canterbury Association; not (as sometimes described) as an Anglican settlement or a Church colony, but as a private company settlement whose key members were Anglican. The “*wish list*” for the early colonists included a university (to rival Oxford), a school (to rival Eton) and a Cathedral and a Bishop!

The Provincial Council, established in 1853, superseded the Canterbury Association and took over its affairs after 3 years; there were no special privileges given to the Anglican Church, including when education funds were divided between the churches which had established schools in the brand new colony, or funds shared to help build churches for a range of denominations.

Although there was no particular privilege for the Anglican Church in the first years of the pioneer settlement of our city, there was, however, a special place for the Cathedral.

Jollie’s Survey Map of 1850, drawn up in the months before the “*First Ships*” arrived, named the central square of the famous grid pattern that was to become Christchurch, “*Cathedral Square*”.

However, it was not until 6 years later that thoughts turned to concrete planning for the building of the Cathedral to grace the centre of the new colonial town.

The following “*snapshot*” bullet points show the years of effort to build the Cathedral – paralleling the years of effort to build our City.

To be particularly noted, is the use of the Cathedral almost from the beginning, for civic functions and also the unique New Zealand situation of

Christchurch Cathedral in that it has no parish. This was historically a relatively common occurrence in heavily populated England cities, but is unique in New Zealand in this respect. This presents (as it always has) a particular challenge to the Dean and Chapter to acquire funds for the Cathedral's day-to-day church functions. It is a challenge willingly accepted.

- Cathedral Square was first named in a survey map (by Jollie) in 1850.
- Between 1850 - 1852 3,549 passengers arrived in Canterbury Association chartered ships.
- 1856 – “*The Letters Patent*” are an extremely important document for Christchurch and the whole Diocese. This document, which was granted by Queen Victoria, and has her seal attached, was the founding document of Christchurch, giving official city status. Christchurch was New Zealand's first official city. This enabled Bishop Henry John Chitty Harper to be consecrated the first Bishop of Christchurch. A funding appeal was subsequently launched for the Cathedral, from England.
- 1858 - Provincial Council grants substantial funds towards building of Cathedral; 1 acre legally set aside in the Square.
- 1859 – Architect, George Gilbert Scott selected, plans drawn up in England; local stone to be used for the essentially English Gothic-style design. Fundraising continued locally; donors, including the “*Lyttelton Times*”, prominent land holders, John Acland, Charles Tripp and the Studholme brothers. Debate about site – Latimer and Cranmer Squares considered as alternatives.
- 1864 – Foundation stone laid on 14th anniversary of arrival of first Canterbury Association settlers (16 December, 1864). Present whereabouts of foundation stone, although 5 feet by 2 ½ feet, is unknown.
- 1865 - Foundations completed. Cathedral Chapter (a Dean and four Canons) created; Henry Jacob appointed the first Dean in 1866 (and was to remain in the position until 1901). He was, however, a Dean without a Cathedral!
- 1867 – Work ceased on the Cathedral building; fundraising had been stalled by economic depression.
- 1872 – Five years later, English novelist, Antony Trollope, wrote “*In the centre, there is a large waste space, in which £7,000 have been buried...not a single brick or stone above the level of the ground. The idea of building the Cathedral is now abandoned*”. But it had not, although there was continued debate about the site.
- 1873 – Benjamin Mountfort was appointed the supervising Architect, to work according to Sir Gilbert Scott's design.

- 1880 – The Cathedral Chapter was expanded to include Lay Canons. The Cathedral was established with no parish (following a common English Anglican model). Christchurch Cathedral is unique in New Zealand in this respect.
- 1881 - The nave, tower and spire completed, thanks to the burst of prosperity created by the expansionary politics of Sir Julius Vogel. Contributions came from as far afield as the Chatham Islands, and ranged from large donations from wealthy landowners to a donation of 2 shillings and 6 pence from “*a working man*”. By the date of consecration, 1 November, 1881, the cost of the building had been met by £25,927 from donations, including the Provincial Council grant, and £19,325 from Anglican Church Synod resources. The Church Property Trustees (created when endowments were transferred as part of the settlement of the Canterbury Association affairs in 1867) was a source of loans which were used as bridging finance.
- The Choir School, The Cathedral Grammar, with 40 boys as the first pupils was established.
- 1882 – The organ (arriving too late to be installed for the consecration) was first used for services on 9 February, 1882; the first church organist was also appointed and an extensive collection of church music was purchased.
- 1883 – Handel’s “*Messiah*” performed in the Cathedral for the first time (by the Christchurch Musical Society).
- 1887 – The Cathedral was used for the Golden Jubilee celebrations of Queen Victoria.
- 1893 – The western porch was built, to a Mountfort design. Some interior enhancement, also mostly Mountfort design. He died in 1898.
- 1902 – Large-scale building resumed to complete the Cathedral; the supervising architect selected was Cyril Mountfort, who had taken over from his father’s practice. Fundraising involved broad community support from individuals and businesses. Premier Dick Seddon gave £10. The Church Property Trustees were a source of loans needed to finish the project.
- 1904 – On 1 November, 1904, the consecration of the completed Cathedral took place. Ascent of the tower is increasingly popular as a tourist attraction (a small fee was charged).
- 1913 – A Memorial Service was held in the Cathedral commemorating Captain Robert Falcon Scott and his companions who had perished trying to reach the South Pole the year before. The Cathedral is increasingly used for a widening variety of civic purposes; examples include Royal Tours of the Duke and Duchess of Cornwall, memorial

services for those killed in the Boer War and then the First World War, in which 2,739 citizens of Canterbury were killed.

- 1915 – The first memorial service was held for those who died on Gallipoli.
- 1918 – The influenza pandemic kills 806 citizens of Canterbury.
- 1919 – The first City Missioner was appointed, his stipend paid for by the Cathedral Chapter. Later a hospital chaplain was also appointed.
- 1922 – The War Memorial Chapel of St Michael and St George was created in memory to those who died in the Second World War.
- 1929 – City social work supported by the Cathedral Chapter expanded during the Depression; the Chapter supported financially several emergency houses.
- 1933 – The first staging of a play in the Cathedral; John Masefield's "*Good Friday*".
- 1937 – The Cenotaph, built on Cathedral land is completed; this has become a major focus of civic services held on ANZAC Day.
- 1948 – The National Broadcasting from the Cathedral of Bach's *Mass in B Minor*, with the National Symphony Orchestra and the Christchurch Harmonic Society. Non-sacred music is also performed; the first being, in 1945, Elgar's "*Spirit of England*".
- 1950 – 20,000 attended the Centennial Celebrations on 17 December.
- 1966 – New Church Rules which provide for the Dean, not the Bishop, to convene and chair Chapter meetings – a significant reform proposed by the late Bishop Pyatt.
- 1978 – Foster-Browne, Master of the Choristers and Organist since 1938 retired.
- 1981 – Major restoration work undertaken, as centennial of completion of the first stage of the Cathedral (1881) was celebrated, including new bells, overhaul of organ, new heating and some repairs to roof and stonework.
- 1990 – a quarter of a million visitors a year are visiting the Cathedral
- 1995 – Opening of Visitors' Centre, by the Queen.
- 1998 – Redevelopment of Cathedral Square by City Council; one goal was "*to pay the Cathedral its due respect*"

Footnote: 'Vision & Reality' by Colin Brown is the source of most of the above historical information

1.2 Today

Today, the Cathedral remains at the heart of our city, in both spiritual and civic roles.

- The Cathedral performs an enormous public and civic service to the City of Christchurch, and without question, is the icon of the City, as the Council's own logo will attest.
- The image of the Cathedral features more prominently than any other representative image of Christchurch City, both domestically and globally.
- The Cathedral clearly speaks of the hopes and aspirations of the Canterbury Association settlement for the physical and spiritual development of Christchurch, as we know it today.
- The Cathedral is a unique and distinctive heritage icon in the City. Its neo-Gothic architecture, carvings, mosaics, stained glass, organ, bells and tower make it the most recognised building in Canterbury, and indeed, nationally.
- It is a nationally recognised Heritage Building, which has been accorded the highest level of heritage recognition by both the Council and the New Zealand Historic Places Trust – Pouhere Taonga.
- While the Cathedral conducts 15 regular services weekly, totalling approximately 9.5 hours of scheduled worship; it is open to the public approximately 68 hours per week, 365 days a year, to ensure it meets its spiritual and civic duties to the City.
- The Cathedral has 6 full-time paid employees and 11 part-time paid employees and a further 350 volunteers involved in the life of the Cathedral, working as guides, guardians, receptionists, shop assistants, vergers, custodians, administrative assistants, etc.
- The Cathedral provides approximately 3,000 square metres of land in the Square for pedestrian right-of-way. The Council and the public presently have free access to this land.
- The following are just some of hundreds of civic activities involving the Cathedral.

ANZAC Day
 Festival of Flowers Floral Carpet
 Commonwealth Service
 Citizens Service
 City Mission Service
 KidsFest
 Remembering 9/11

Rod Donald's Funeral
Queen Mother's Memorial Service
Crop and Food Memorial Service
Hikoi of Hope
Probus Service
Antarctic Service
Animal Services
St John's Investiture
Christchurch Art Gallery Te Puna o Waiwhetu Opening Service
Seafarers Service
Jazz Service

Summary

Christchurch Cathedral is Christchurch's most famous, enduring and endearing symbol. It is at the heart of our city and at the heart of our City Council's logo. The connections between the Cathedral and the City commenced in 1850 and has flourished to this day in a unique partnership for the Cathedral and the City.

Section II**THE CATHEDRAL IS 125 YEARS OLD AND IN NEED OF URGENT MAJOR REPAIRS**

Because obvious deterioration in the fabric of the building, the Dean and Chapter commissioned a major report on the condition of the Cathedral in 2005 (**Appendix I**) as well as a subsequent detailed report on electrical work needed (**Appendix II**).

In summary, there are five large capital projects which need urgent attention.

a) The Roof and Spires

The slate is in very poor condition and has to be completely replaced. Essentially, the deterioration is through chemical and physical changes which accompany slate weathering over 125 years. Flashings, gutters and ridging also all need to be replaced. Repairs are needed for downpipes. It is likely there are rotted timbers under the roof (because leaks have been occurring for some time with buckets placed for drips) and allowance has been made for replacement of these timbers. Repairs also need to be made to tower louvres. (**Appendix III**)

Cost : \$1.312 million

b) Electrical – Mains and Distribution

The electrical distribution system, including the mains, of the Cathedral (minus the relatively new Visitors' Centre) includes switchboards and cabling that dates to the inception of electricity to the Cathedral. There are currently severe problems with supply capacity, the current draw on the supply into the building is at an absolute limit, and "tripping" or breakdowns are frequent in winter when there is heavy usage with heating. The Cathedral caused an "outage" in the Orion Network in August, 2004. Most of the current electrical reticulation is beyond its useful life and needs total replacement. This would enable two additional benefits of modern concealment of wires, as well as less costly maintenance.

Cost : approximately \$1.million

c) Electrical – Lighting

Along with the electrical distribution system, much of the present lighting on the Cathedral (excluding the Visitors' Centre) is also in major need of replacement and these two projects would be undertaken concurrently. The existing nave and aisle lights are of a variety of age, design and type and are, in modern terms, ineffective and inappropriate by producing both insufficient levels of light and also mixes of colour temperature which are unsympathetic to the Oamaru stone walls (in particular, some emit a most unfortunate yellow colour). The lights which illuminate the West Rose

window have a different colour temperature again. The present lighting control desk can be reused, but relocated.

The aim of this project would be to “layer” illumination, to satisfy architectural, aesthetic and worshipper needs, and bathe the stunning interior of the Cathedral, producing an environment of harmony and calm.

(Appendix IV)

Cost : \$1.162 million

d) The Masonry

The building is constructed from three types of local stone – Oamaru, Heathcote and Halswell Quarry stone. The Oamaru stone has weathered particularly well but unfortunately the actions of well-intended but misguided maintenance, has caused damage. Much of this is the result of a cleaning regime initiated some years ago whereby the surface of the Oamaru stone was ‘cleaned’ by grinding and or scraping off the discoloured surface to reveal new stone. The whole building is in need of a conservation clean to remove biological growths and general air-borne deposits which will have a deleterious effect on the surface of the stone initially, leading to secondary damage as the growth advances.”

Cost : approximately \$300,000.00

e) The Stained Glass Windows

Unventilated glazing, as applied at the Cathedral, causes extremely high temperatures to build up within the cavity (especially on the North and West elevations) which places great stress on the lead comes which hold the glass together. The higher temperatures cause greater expansion of the lead with the resultant acceleration of metal fatigue...cracking, water ingress and fungal growths are evident to the wired protective glass which have been close fitted without ventilation. Modern techniques can restore the windows.

Cost: approximately \$300,000.00

In addition, there are a range of further items, such as heating, fire safety and scaffolding.

The total estimated cost is \$4.78 million

Past Donations For Capital Works

The Cathedral acknowledges warmly and with gratitude the City's support of past capital expenditure projects undertaken by the Cathedral.

These, according to Cathedral records, start with a significant grant of £1,000 in 1858, towards the building of the Cathedral.

In more recent times, the Dean and Chapter warmly acknowledge the following capital grants: -

- \$5,000.00 in March 1995, for the Bell tower upgrade
- \$20,000.00 in 1995/96, for the Visitors' Centre
- \$1million over 5 years for seismic strengthening in 1997 (from Heritage Conservation grants)

We also recognise with gratitude Council's contribution to the Cathedral's operating expenses, through the Community Grants Scheme. A separate submission to the LTCCP is being made on this matter.

Summary

Christchurch Cathedral is one of New Zealand's most important historic buildings with the highest possible level of heritage recognition. It is now 125 years old. The ravages of climate and time on the roof, as well as some well-intended but misguided maintenance which has damaged masonry means urgent, essential and significant external repairs are now needed, far beyond routine maintenance.

In the interior of the Cathedral, there is an urgent need for total replacement of the antiquated electrical distribution system (excluding the Visitors' Centre) and for major replacement and modernisation of the current internal lighting system (excluding the Visitors' Centre).

We acknowledge warmly and with gratitude the City support of past capital expenditure projects undertaken by the Cathedral (starting with a significant grant in 1858 towards the building of the Cathedral).

The capital sum needed for this range of essential repairs to the fabric of the Cathedral is estimated to be \$4.78 million. We are requesting the City Council to contribute \$1.162 million towards this amount, to enable the replacement and upgrading of the Cathedral's internal lighting system.

Section III**THE CITY'S DRAFT COMMUNITY PLAN 2006-2016**

It is our submission that this request for a “one-off” grant towards our major Cathedral Restoration Project fits into the City’s Plan 2006-2016 in a comprehensive and coherent way.

a) The Cathedral is Part of Council’s Vision (Quoted from Page 9)

- It is an integral part of “*our distinctive local character*”
- It is at the heart of “*vibrant central city*”
- It is amongst the most important “*built heritage*” buildings of our city
- If “*celebration is a constant part of the fabric of our communities*”, then the Cathedral contributes significantly as a venue for community and civic celebration and through its world-class choir
- As a “*must-see for visitors*”, the Cathedral is the most visited and photographed tourist attraction in the city – part of the “*array of attractions that provide unforgettable experience for our visitors*”. Unlike many tourist attractions it is free to enter.
- If “*we balance our economic success with a healthy environment and social equity*”, the Cathedral has for decades contributed to helping others, through the City Mission and other Church Outreach projects.

We cannot imagine the City of Christchurch without its Cathedral**b) Financial (pages 20-23, and 59-85)**

We are well aware of the graph which plots likely rating levels over the next few years. When \$1million was granted to the Cathedral in 1997, for essential seismic strengthening, from the Heritage Conservation grants, this was spread over 5 years.

We support the concept of spreading larger grants.

c) Our Economy Today (Pages 39-41)

Tourism is identified as a continuing significant component of the City’s economy – both domestic and international.

Christchurch Cathedral is the best known and most visited church building in New Zealand, within the vicinity of 700,000 visitors annually.

It is the most recognised building in Canterbury.

It is, we believe, the City's most visited and photographed attraction. It is therefore a truly significant and iconic tourist attraction for the city; however, there are significant costs to the Cathedral in being so popular and free to enter, as a tourist attraction.

d) **Community Outcomes** (Pages 43-46)

Of the nine community outcomes identified by the Plan, we submit that the existence of the Cathedral, in all its functions and roles, contributes significantly to four.

1) **Outcome:**

A City of Inclusive and Diverse Communities

The Cathedral's place as the venue for so many inclusive and diverse events – some civic, many for individual community groups – as well as being the site for ANZAC commemorations, means the Cathedral reflects and symbolises in a very visible way, this outcome in a civic sense. It is also recognised as a place of worship which welcomes allcomers.

2) **Outcome:**

A Prosperous City

As a major attraction to tourists – both domestic and international – the Cathedral contributes significantly to the City's tourist-based economic growth. Investment in the Cathedral makes economic sense.

3) **Outcome:**

A City for Recreation, Fun and Creativity

The Cathedral is the venue for an amazing range of events and celebrations, which connect with the Plan's valuing of how citizens benefit from leisure and recreational activities. In addition, the Cathedral Choir sets the highest of choral standards for the enjoyment of listeners to church and non-church music, on an accessible basis.

3) **Outcome:**

An attractive and well-designed City

The emphasis on heritage is one of the City's great strengths, well recognised by other cities and towns in New Zealand. The Cathedral is a nationally recognised Heritage building with the highest level of heritage recognition. We simply cannot and will not let it fall further into decay.

In summary, the Cathedral fits well the Community Plan's vision and values. From its conception the Cathedral has been and remains a key element in shaping special identity for Christchurch.

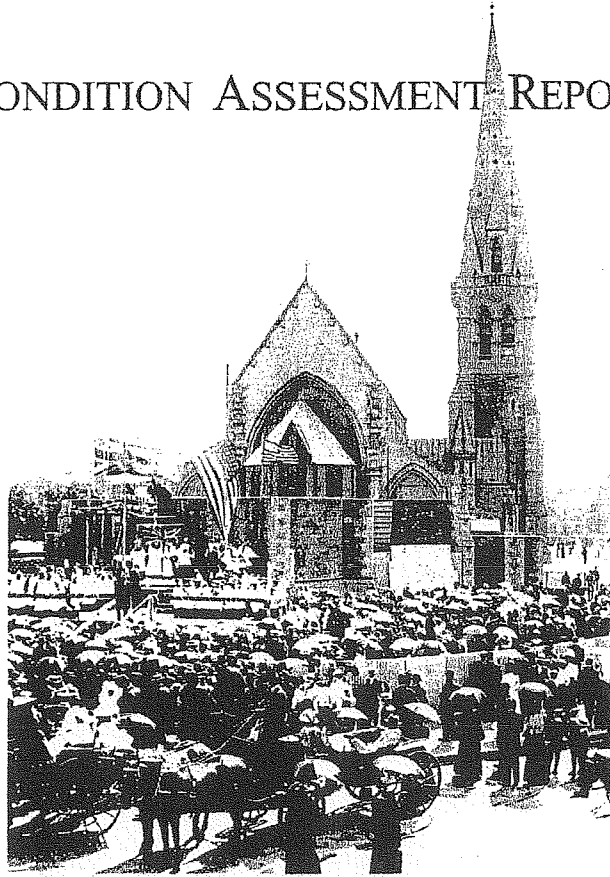
- It provides a link with the Canterbury Pilgrims
- It reinforces the "most English" aspect of the City's image
- Remains prominent in the inner city landscape, despite high rise office blocks
- It graces the heart of our city as a spiritual and cultural centre

Unfortunately, the Cathedral is really starting to show its age and urgent work can wait no longer, if we are to prevent the building falling into decay.

We invite the city, as our unique partner, to assist us in this time of great need

CHRISTCHURCH CATHEDRAL

CONDITION ASSESSMENT REPORT



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OVERVIEW

This report was commissioned by the Christchurch Cathedral to confirm the current state of the exterior fabric and the electrical condition of the building. The inspection was carried out by Peter Reed of Salmond Reed Architects Ltd between the 19 - 21 April 2005. Inspection methods included the use of a 'cherry-picker' for higher level inspection and ground level observation with binoculars.

Maintenance

As with any building, there is a need for constant ongoing maintenance to rectify malicious damage and the ravages of climate and time. Christchurch Cathedral has weathered very well and it is the action of well intended but misguided maintenance that has wrought considerable damage to the buildings' masonry.

DRAFT

MASONRY

The building is constructed from three types of stone. Oamaru stone for the quoins, window and door frames and all decorative or carved work, Heathcote quarry stone for the plinth at the base of the building and Harswell Hoonhay quarry stone for the mass wall construction. The whole building is in need of a conservation clean to remove biological growths and general air-borne deposits which will have a deleterious effect on the surface of the stone initially, leading to secondary damage as the growths advance. The Oamaru stone is in good condition with very little evidence of gypsum crust formation - the black formation usually found on the undersides of window and door openings or other features not subject to rain washing. There is evidence of earlier repairs to lower level corners and some mortar patching has been carried out on wash-stones on the buttresses and tower. There is clear evidence of an earlier 'cleaning' regime which has left scrape marks and badly executed re-profiling of many of the finer features of the carved work. Badly colour matched pointing has been carried out in numerous areas with a Portland cement mortar which is quite different from the original lime mortar.

Damage to the plinth stonework of the Chancel appears to have been caused by vehicles and although this does not pose any structural problem, it is disfiguring.

Numerous areas of stone erosion were observed. This is generally the result of wind action particularly on corners and other architectural features. There is an inconsistency in the quality of the Harswell Hoonhay quarry stone as the lighter coloured stone has eroded at a greater rate than the darker stone and generally at a greater rate than any adjacent Oamaru stone.

Recommended remedial work:

- Conservation clean.
- Biocide and biostat treatment for organic growths.
- Repair impact damage to Chancel. Install bollards or stops.
- Replace Portland cement mortar with lime mortar.
- Piece-in replacement stones to wind-eroded stones or poorly executed previous repairs.
- Repair crack to base of cross.
- Seismic upgrade remedial work; remove rust to exposed metal and repaint.

DRAFT

RAINWATER GOODS

The original cast iron spouting is intact in most areas. A portion has been replaced with folded galvanised sheet on the north porch and adjacent wall of the aisle. (Fig. 1) The downpipes are a mix of original cast iron half round with an ivy pattern on the surface and replacement copper sheet folded to match the original shape. The condition of the drains is unknown and is not part of this report. We are advised, however, that there are no problems with the drains except from the occasional blockage caused by leaves. The custodian has advised that the stormwater drains discharge into the council stormwater system.

The spouting is in need of refurbishment which should be carried out in conjunction with replacement of the slate roofing to enable access to fixing brackets. Leaking at the joins of the spouting is clearly evident and numerous cracks are evident. (Fig.2) The cracks can be repaired by welding. Prolonged leaking will cause damage and staining to the stonework. Replacement of the missing portions with new cast iron is recommended. The spouting along the north aisle has been set too low below the slate and this exposes the slate fixing battens and sarking to rain wetting. The exposed timber is split and weathered. (Fig.3) During refurbishment the spouting in this area should be set at a more appropriate level or if this is not possible, a flashing installed to cover the exposed timber.

In numerous locations the spouting is holding water which indicates that the falls are not ideal and this also should be corrected during refurbishment. (Fig.4)

Replacement downpipes should be formed in cast iron from a pattern of an original. There are clear indentations in the stone where the downpipe fixings brackets were originally located and all replacement brackets should be fixed in the same locations. In one location on the west wall to the north of the entrance porch, a rain water head should replace the unorthodox, albeit original, arrangement for the collection of water from the small valley gutter. (Fig.5) The gutter outlet is compromised as it is reduced to discharge into a cast iron pipe. During inspection this point was found to be obstructed with a plastic drink bottle.

DRAFT

Recommended remedial work:

- Reinstall cast-iron spouting to match original where replaced with galvanised sheet.
- Reinstall cast-iron spouting to match original where replaced with copper.
- Repair cracks and leaks in existing cast-iron spouting.
- Reset or add lead flashing to spouting presently set too low (*Fig.3*), replace excessively split and weathered timbers as necessary.
- Replace non-original downpipes and brackets in cast-iron in original locations.
- New rainwater head to valley collection point noted in *Fig 5*.
- Clean out gutters and repaint

DRAFT

ROOF

Slate

The slate to the roof is in a very poor condition. Numerous *ad hoc* repairs have been carried out over the years with all manner of materials. These include salvaged slates in a range of colours, galvanised sheet, lead sheet, silicone repairs to cracks and exposed nailing. The overall effect is that of a patchwork quilt. The slate on the south of the nave is in a marginally better condition than that on the north. The south side is marginally cleaner and the pattern of the colours can still be made out. Two significant leaks were reported - one at the east end of the north aisle and the other at the west end of the north aisle adjacent to the font. Daylight can be seen through the roof from a location in the Chancel. There is obviously a corresponding gap in the sarking at this location. (Fig.6) A report prepared following an inspection carried out in September 2003 by F M Warren and Paul Needs is appended to this report. Paul Needs has carried out repairs to the roof for some time and is familiar with its condition. It highlights in detail the condition of the various areas but concentrates on the slate rather than all the associated items in their original context.

Analysis of slate samples analysed revealed that of the two colours of slate on the nave roof the lighter coloured green slate is much softer than the blue. Microscope examination reveals that the green slate is formed in a manner similar to schist or mica which makes it vulnerable to degradation through the take-up of moisture along with contaminants and air-born salts. The rate of degradation of this slate can be expected to accelerate as it ages.

The chemical and physical changes which accompany slate weathering cause an increase in absorption and a decrease in both strength and toughness. The tendency of old weathered slates to absorb and hold moisture can lead to an accelerated corrosion of the fixing nails and rot in the underlying timber. Such rot can go undetected for long periods of time since, often, there is no accompanying leak. Due to their loss of strength, weathered slates are prone to breakage, loss of corners, and cracking. A graphic example of the softness of a sample of the green slate is illustrated by the ease of which a paper clip has been pressed by hand through the broken edge of the slate (Fig.7).

The chemical process that takes place in weathering slate is chiefly due to mineral impurities (primarily calcite and iron sulfides) in slate which, in concert with alternating wet/dry and hot/cold cycles, react to form gypsum. Because gypsum molecules take up about twice as much volume as calcite molecules, internal stresses result from the reaction, causing the slate to delaminate. This type of deterioration is as prominent on the underside of the roof as on the exposed surface due to the leaching and subsequent concentration of gypsum in this

area. Consequently, deteriorated roofing slates typically cannot be flipped over and reused.

Slate fixings

It was not possible to ascertain what type of nails were used to fix the slate. Copper nails were the fixing of choice but alternative (presumably cheaper) galvanised clouts have been known to have been used in this country at the time this building was constructed. Both fixings have thin heads relative to their shanks and both corrode over time. The galvanised variety generally have a shorter life.

Ridging.

The ridging to all areas is formed from lead sheet dressed over a timber framing member and lapped onto the top course of slate. This is held in place by wrought iron hoops at approximately one metre centres. The hoops are fixed through the lead sheet with lead head nails into the timber framing. (Fig.8) The lead is in relatively good condition but fatigue cracks are visible. These will only get worse over time and develop into openings to cause leaking. The iron hoops are heavily rusted and, while a great percentage could be refurbished and reused, they probably would not last another eighty to one hundred years. Replacement at a later date will be expensive and will risk damaging any adjacent slate. It is therefore recommended that these be replaced along with the ridging.

Valley gutters.

These are formed in lead sheet but a replacement in copper sheet was observed at the western end of the building adjacent to the tower. Fatigue cracks in the lead are numerous even on the south side which receives less sun strike. Numerous repairs have been carried out with both lead patches and silicone sealant. (Fig.9) Neither of these repair methods are designed as permanent and the gutters need replacing.

Flashings

The flashings to the walls copings and parapets are of lead sheet. These also have reached the end of their useful life and in numerous areas have released from the chase and many have prominent fatigue cracks. (Fig.10) The flashings to the recently installed seismic upgrade members which are fixed to the nave wall pilasters are of galvanised sheet. This product cannot be dressed into the slate in the same manner as lead and, while compatible with lead, is a low grade material with a considerably shorter durability expectation than lead. The structural components have been clad in what appears to be a folded 'colour-steel' flashing and waterproofed at the wall junction with a flexible sealant. The sealant will require constant maintenance to maintain its integrity and water tightness.

Spires

There are four spires around the cathedral - two on the north and two on the south (Fig.11). These are numbered on the attached plans. All

are of the same size and construction and terminate with a wrought iron finial. All are clad with two tone slate - four courses to form a band of colour.

Twenty four courses of slate complete the cladding which is capped with a dressed lead cap and lead clad timber bulb forming the base of the wrought iron finial. The finial is composed of four three leaved petals on radiating branches and terminated by a main fork. (Fig.12) The finials are fine examples of black-smithing displaying forge work, forge welding and rivetting. The iron is seriously rusted on all four but restorable. The condition of the spires is as follows;

Spire 1. South west corner. The lead cladding to the bulb at the base has split apart and the timber former is exposed and split. The lead ridging is in remarkably good condition but a number of slates have released and some, although in place, are split. The drainage channel at the base of the slate formed within the Oamaru stone has been filled in with a cement mortar, presumably to assist the water run-off over the edge.

Spire 2. South east corner. Iron finial is seriously rusted but restorable. The lead ridging is in good condition but a number of missing sections were observed. Numerous slates are missing.

Spire 3. North east corner. Finial seriously rusted. A number of lead cap flashings have slipped and the timber ridge is exposed.

Spire 4. North west corner. Finial seriously rusted. Of the four this spire appears to be in the best condition. All lead ridging and slate is in tact.

Recommended remedial work:

- Replace slates and fixings,
- Replace lead flashings, valley gutters, ridges,
- Allow for the replacement of all underlays and provisional sum for the replacement of rotted timbers,
- Remove iron finials, treat for rust and reinstate.

DRAFT

ELECTRICAL

A full assessment of the electrical requirements of the cathedral will, in due course, need to be carried out by an electrical engineer. An observation of the existing system and a discussion with the maintenance electrician, Andrew Kitchingham of Clarke Electrical, highlighted the following. Clarke Electrical have maintained the electrical requirements of the cathedral for many years. They advise that the current draw on the supply into the building is at the absolute limit and that electrical breakdowns or 'outages' are frequent in winter when there is heavy usage with heating. A comprehensive analysis of the requirements for both heating and lighting and an assessment of new cabling routes should be carried out as a matter of urgency.

There are a number of electrical distribution boards located throughout the cathedral, the oldest is a marble faced antique in the organ blower room beneath the Chancel. (*Fig. 13*) This board is still in use and dates to the time of the introduction of electricity to the building. New distribution boards supply the visitor centre and restaurant and these would not require upgrading. (*Fig. 14*) One of the distribution boards for the lighting, which is located behind a column in the Vestry, (*Fig. 15*) is still fitted with ceramic fuse holders which are now considered dangerous and these should be replaced with resettable miniature circuit breakers (MCBs).

Electrical reticulation throughout the building is an accumulation of surface mounted wiring added to as necessary for additional installations. This is not uncommon in a building designed and constructed before the advent of electricity. As part of a major overhaul of the electrical supply and lighting, consideration should be given to a comprehensive review of these services and their associated wiring. In consultation with an electrical engineer a cable plan should be prepared which should investigate the possibility of under-floor ducts leading to terminal points. From these points branch lines could feed power outlets. A one-off removal of some flooring to install the ducts would ensure that a great majority of the wiring was concealed. The large flagstones running each side of the Nave columns would be the ideal location for a sub-floor duct. One or two of these flagstones have been lifted in the Chancel area for this purpose already. Consideration should also be given to the use of proprietary mineral insulated copper cable. Known as 'Pyrotenax' cable this can be surface mounted or concealed within very discrete chases and, for normal electrical loading, is approximately 6mm in diameter. An example of this product can be found presently supplying the wall mounted lights on the metal lined walls of the publicly accessed area of the tower.

DRAFT

Lighting

The existing Nave and Aisle lighting is provided by a combination of light types which provide different colours due to their design and type. The existing Nave fittings are relatively large and, due to their location, intrusive. These lights are incandescent PAR 56 and are primarily heaters. They are inefficient in lighting large areas and in the way they are presently used.

Mercury vapour lights illuminate the west rose window which have a different colour temperature than the incandescent lights.

High pressure sodium lighting is used in the Aisles which is efficient in electricity consumption but they emit a very unfortunate yellow colour.

Metal halide lighting is utilised in the entrance porch.

The special effect theatre lighting which is suspended between columns and fixed to a tube to enable adjustment of it's position could be tidied up. It is acknowledged that this equipment cannot be hidden and therefore is usually acceptable if kept tidy.

A relatively large lighting control desk (*Fig. 16*) enables dimming and switching of both the general and special effects lighting which is located mid-way along the Nave. Consideration should be given to relocating this to an out of the way location but an outlet be provided to connect into on occasions when lighting control must be carried out from the Nave such as during a performance.

Generally the lighting levels achieved are low and the mix of colour temperatures are unsympathetic to the Oamaru stone walls. A complete appraisal of the lighting requirements should be undertaken and a new design prepared. The cable routes for any new lighting need to be carefully considered and the wiring carried out as part of the electrical re-wiring project. Pyrotenax cable should also be used where the cable will be exposed.

Heating

Heating of the cathedral is provided by surface mounted strip radiant heaters ('short wave' radiant heat) located prominently on the Nave walls and at ceiling level in the aisles (*Fig. 17*). This form of heating relies on the reflector behind the element to project heat forward. As the units age so to does the efficiency of the reflective surface of the reflector. The efficiency of the existing units is now very likely way less than when they were first installed. The aisle heaters are very close to the timber roof framing and their own electrical supply wiring which is feed from above. (*Fig. 18*) The intense heat directly above these units will have seriously baked the varnish on the ceiling timber. As alternative heating cannot be located either beneath the floor or under the seating, the alternatives for replacing or even augmenting the existing are limited. An alternative to be considered is 'long wave' radiant heaters. These work on a different principal

and are not reliant on a highly polished reflector for their efficiency. Supplied in New Zealand under the name of Energostrip, they are distributed in Christchurch by Enersave Products. This form of heating has been used with good results in other heritage buildings and the units can be colour matched to adjacent surfaces. They would be an ideal replacement for the aisle heaters as they could be mounted on the ceiling and colour matched to the ceiling.

Recommended remedial work:

- Commission electrical engineer's report,
- Review mains capacity and routing requirements,
- Refurbish and restore original marble organ-blower switchboard,
- Upgrade vestry switchboard ceramic fuseholders to MCBs,
- Review present wiring routes, conceal or chase cabling wherever possible. Consider centralised ducting,
- Review lighting generally. Engage specialist lighting consultant to select correct lighting types and colour temperatures. Re-fit existing theatre lighting.
- Relocate lighting desk,
- Review heating; consider replacement with 'longwave' heaters,

DRAFT

MISCELLANEOUS

Metal safety rails

The observation decks on all sides of the tower have steel safety railing fitted above the balustrade level to approximately 2.2metres above deck level. Attached to this is an additional steel mesh covering the opening at the top. This presumably is to stop visitors either climbing out or throwing anything from the decks. The openings below the balustrade have been screened off with woven steel fence mesh. All the metal work is rusted and the cobbled together appearance of the safety railing and mesh is unappealing. New purpose made railing or toughened glass should replace the mesh below the balustrade, purpose made railing should replace the overhead concrete reinforcing mesh and the steel rod safety railing requires repainting (*Fig.19*).

Recommended remedial work:

- Redesign and replace safety rails.

TIMBER JOINERY

Tower louvres

The tower bell chamber is ventilated with two sets of four blade timber louvres on each face of the tower. The louvres are painted but have not been repainted for many years and consequently the paint is in a dilapidated state and peeling (*Fig.20*). Repainting now will require removal of the old paint back to bare timber. On close inspection from the interior of the bell chamber it was observed that the louvres are adjustable and can be turned beyond the horizontal position to the interior for cleaning and maintenance (*Fig.21*). The seismic upgrade works have eliminated one bank of louvres from being adjusted but all others have the adjustment mechanism in place. The adjustment mechanism on some units will require repair in order to make it operational. Improved pigeon mesh screens could also be fitted if the louvres were operational. The timber to all louvres is in good condition but splits were observed to the lower edges of the vertical blades on the north and west sides.

The steel adjustment components should also be cleaned, rust protected, repainted and oiled to enable future adjustment and cleaning of the paintwork.

The observation deck level is also ventilated above the doors by a three blade louvre on each of the four faces of the tower. These louvres are in a similar condition to the bell chamber louvres and should be attended to in a similar manner.

A small pair of timber louvres originally provided ventilation to the west end of the Nave. These are located above the large rose window. The lower blades are split and require repair before repainting. (*Fig.22*)

Doors

D1. Main west entrance doors. Well maintained and in good condition, elaborate metal hinge straps are a particular feature. All in good condition.

D2. South entrance to main porch. Timber in good condition but require repainting.

D3. North entrance to main porch. Timber in good condition but require repainting.

D4. South porch entrance. These doors have had the top portion of the gothic arch detail removed to take a glazing transom and their design is now compromised. Timber and paint in good condition (*Fig.23*).

D5. East wall. Good condition, require repainting.

D6. Access door to blower room below Chancel. A seldom used door which is in good condition. D7. East wall. Access door to administration area. Good condition, requires repainting.

D8. Entrance to north transept. Good condition.

D9. North porch access to visitors centre. Now an interior door. Good condition.

D10. Entrance to north porch. Good condition.

D11.

D12.

D13, 14, 15, 16. Doors to observation decks of tower. All are badly disfigured with graffiti to both interior and exterior faces. All require repainting (*Fig.24*).

Recommended remedial work:

- Refurbish and repaint tower louvres, Repair, rustproof and lubricate operating mechanisms. Rectify defective mechanism disrupted by seismic upgrade,
- Fit improved birdproofing to tower louvres,
- Refurbish doors and repaint. Lubricate hinges, locks, latches, etc.; recondition as necessary,
- Redesign doors and glazed transom, D4

DRAFT

CHRISTCHURCH CATHEDRAL

WINDOWS

-non-vented protective glazing -lead condition -fixing to stone,
method and condition -steel frames,

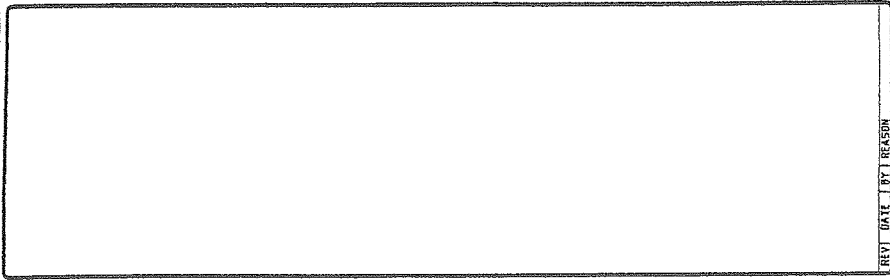
Window No	Condition	Stained glass	Protective glazing	Comments
W1		X	X	Rose window, west
W2	good	X	X	Pentafoil, 5 small leadlights, small break LH corner
W3	ex	X	X	Leadlight
W4	ex	X	X	Leadlight. Circular portion at top deformed
W5	ex	X	X	Leadlight
W6	ex	✓	✓	Two panes cracked at top,
W7	ex	✓	✓	
W8	ex	✓	✓	
W9	ex	X	✓	Three leadlights
W10	ex	X	✓	Three leadlights, cracked on edges
W11	ex	✓	✓	
W12	ex	✓	✓	
W13	ex	✓	✓	
W14	ex	X	✓	Lattice leadlight with two bottom hoppers. Requires cleaning
W15	ex	X	X	
W16	ex	X	X	Steel frame lattice leadlight, one break
W17	ex	X	X	Steel frame lattice leadlight, hopper, fanlight & casement
W18	ex	X	X	Steel frame lattice leadlight, hoppers, fanlights
W19	ex	X	X	Steel frame lattice leadlight, one break
W20	ex	X	✓	Large lattice leadlight
W21		✓	✓	
W22		✓	✓	
W23		✓	✓	
W24				
W25	ex	X	X	Steel frame, lattice leadlight
W26	ex	X	X	Steel frame, lattice leadlight
W27	ex	X	X	Steel frame, lattice leadlight
Window No	Condition	Stained glass	Protective glazing	Comments

CHRISTCHURCH CATHEDRAL

Window No	Condition	Stained glass	Protective glazing	Comments
W28	ex	X	X	Steel frame, lattice leadlight
W29	ex	X	X	Steel frame, lattice leadlight
W30	ex	X	X	Steel frame, lattice leadlight
W31	poor	X	✓	Steel frame, lattice leadlight. Badly deformed, requires work
W32	poor	X	✓	Steel frame, lattice leadlight. Badly deformed, requires work
W33	ex	✓	✓	3 panel, Scott Memorial, isothermal glazing
W34	ex	X	X	Rose window, lattice leadlight.
W35	ex	✓	✓	
W36	ex	✓	✓	
W37	ex	✓	✓	
W38				
W39	ex	X	X	Clear glazed
W40	ex	✓	✓	
W41	ex	X	X	Leadlight lattice
W42	ex	X	X	Leadlight lattice
W43	ex	X	X	Leadlight lattice
W44	ex	X	X	Leadlight lattice
W45	ex	X	X	Leadlight lattice. Rusted steel hopper window at top
W46	ex	✓	✓	Protective glass cracked
W47	ex	X	X	Leadlight
W48-71	good	X	✓	Repetitive leadlight, nave clerestory windows
W72	ex	X	✓	Leadlight lattice
W73	ex	X	✓	Leadlight lattice
Window No	Condition	Stained glass	Protective glazing	Comments

DRAFT

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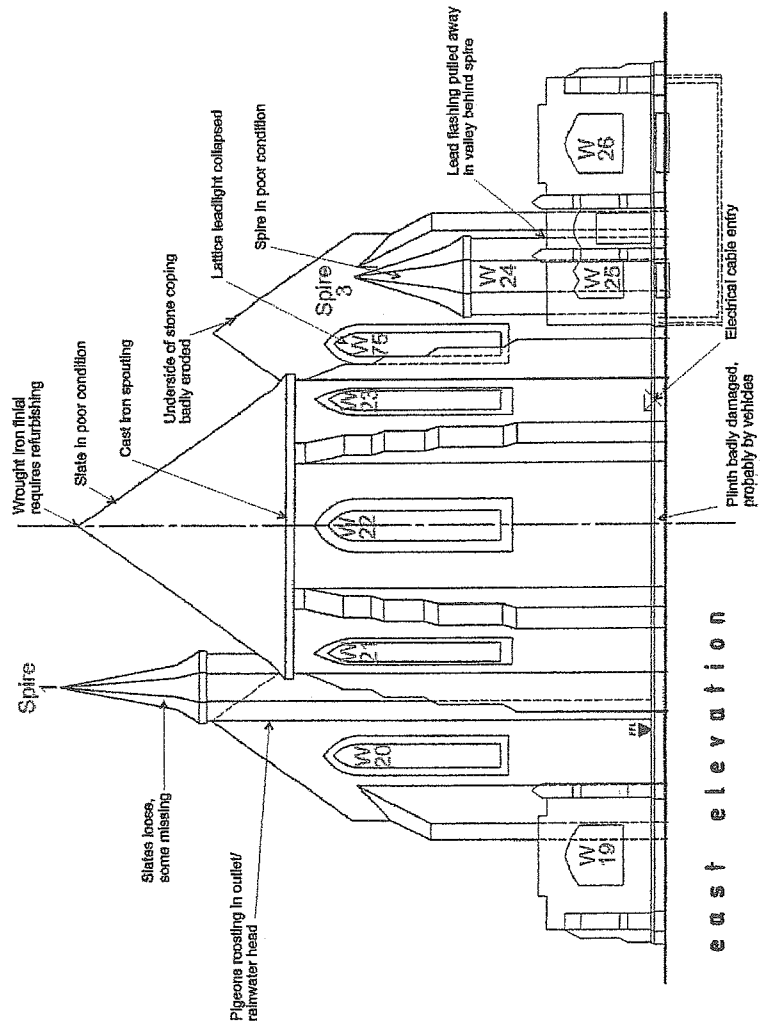
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CHRISTCHURCH
 CATHEDRAL
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 SCALE: 1:100
 APPROVED: ANDREW HODGINS, CHAIRMAN

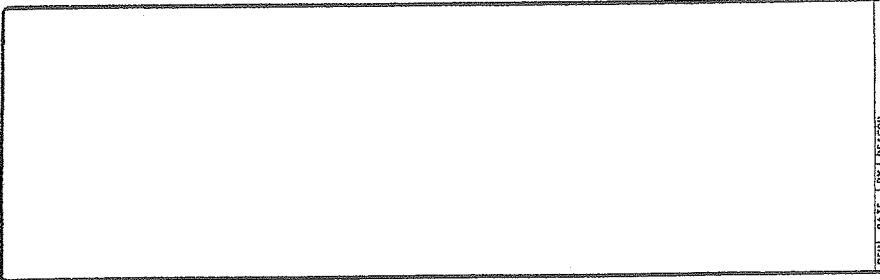
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east elevation

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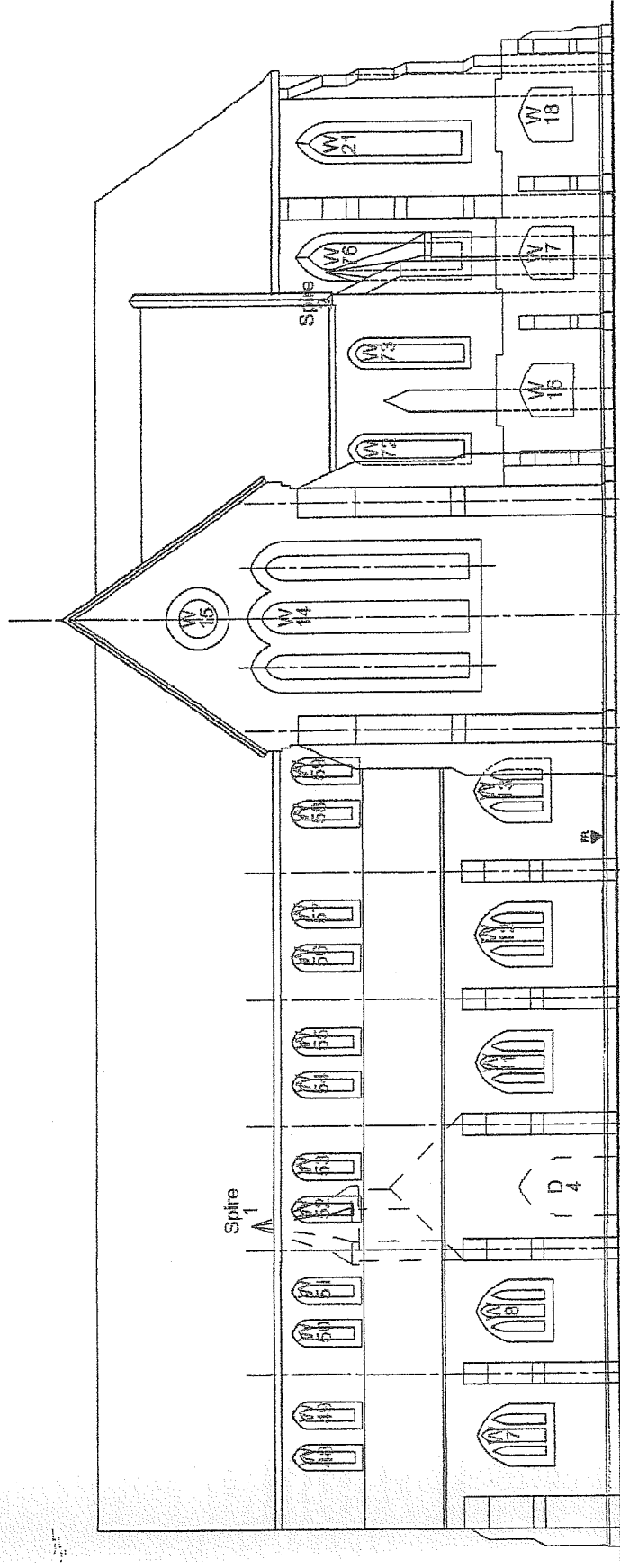
**CHRISTCHURCH
 CATHEDRAL**

**SEISMIC STRENGTHENING
 PROPOSALS**

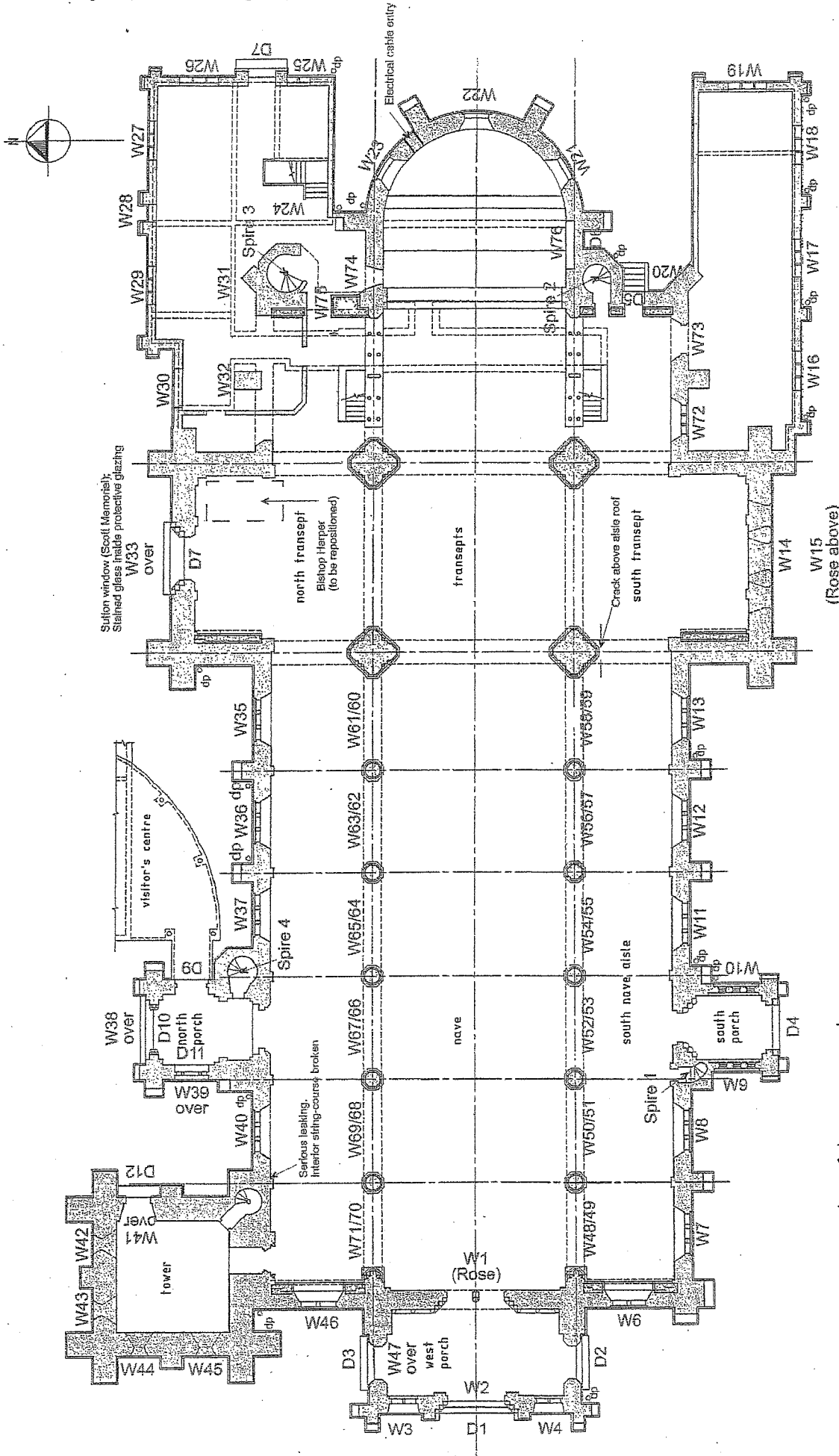
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ELEVATIONS

SHEET NO. **2948**
 REV. **S1-2**
 REV.



south elevation



ground floor plan 1:100

Be discussed in the office or site before making any shop drawings or commencing any work.

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 Approved:
 P.J. HERRON



HolmesConsultingGroup
 STRUCTURAL AND CIVIL ENGINEERS
 Telephone: 388-3368
 61 Cambridge Terrace
 Christchurch

Drawn	Checked	Approved	Scale	Sheet No.	Total No.
WJ	RS	RS	1:100	S1-1	1

CHRISTCHURCH CATHEDRAL
STRENGTHENING

Sheet Title	Sheet No.	Total No.
ground floor plan	S1-1	1

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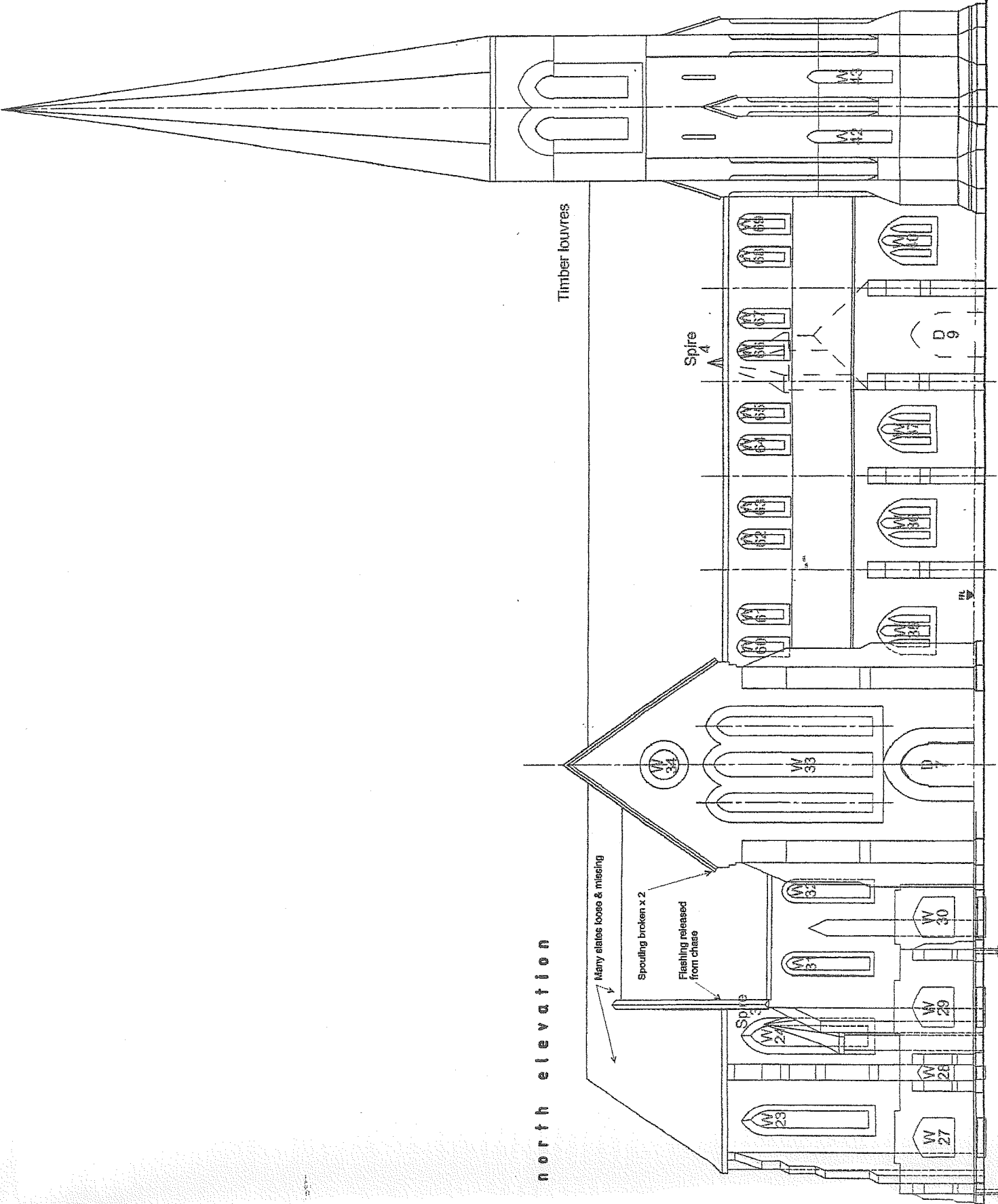
ENGINE CONSULTING GROUP
 ENGINEERS, ARCHITECTS, SURVEYORS, PROJECT MANAGERS, INTERIORS DESIGNERS

**CHRISTCHURCH
 CATHEDRAL**
 SEISMIC STRENGTHENING
 PROPOSALS

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 Scale: 1:100
 Date: 14/08/2018

ELEVATIONS

JOB NO. **2948**
 SHEET NO. **S1-4**
 REV. **REV**



n o r t h e l e v a t i o n

T i m b e r l o u v r e s

S p i r e

Many slate loose & missing

Spouting broken x 2

Flashing released from chases

III
ICOMOS NEW ZEALAND CHARTER
FOR THE CONSERVATION OF PLACES
OF CULTURAL HERITAGE VALUE

ICOMOS New Zealand encourages the wide use of its Charter in conservation plans, heritage studies and other documents relating to the conservation of places of cultural heritage value. Inclusion of the Charter does not, however, constitute an endorsement of the report in which the Charter appears.

IV

**ICOMOS NEW ZEALAND CHARTER
FOR THE CONSERVATION OF
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ICOMOS NEW ZEALAND CHARTER FOR THE CONSERVATION OF PLACES OF CULTURAL HERITAGE VALUE

PREAMBLE

New Zealand retains a unique assemblage of places of cultural heritage value relating to its indigenous and its more recent peoples. These areas, landscapes and features, buildings, structures and gardens, archaeological and traditional sites, and sacred places and monuments are treasures of distinctive value. New Zealand shares a general responsibility with the rest of humanity to safeguard its cultural heritage for present and future generations. More specifically, New Zealand peoples have particular ways of perceiving, conserving and relating to their cultural heritage.

Following the spirit of the International Charter for the Conservation and Restoration of Monuments and Sites (the Venice Charter 1966), this charter sets out principles to guide the conservation of places of cultural heritage value in New Zealand. It is intended as a frame of reference for all those who, as owners, territorial authorities, tradespeople or professionals, are involved in the different aspects of such work. It aims to provide guidelines for community leaders, organisations and individuals concerned with conservation issues. It is a statement of professional practice for members of ICOMOS New Zealand.

Each section of the charter should be read in the light of all the others. Definitions of terms used are provided in section 22.

Accordingly this charter has been adopted by the New Zealand National Committee of the International Council on Monuments and Sites at its meeting on 7 March 1993.

1. THE PURPOSE OF CONSERVATION

The purpose of conservation is to care for places of cultural heritage value, their structures, materials and cultural meaning. In general, such places:

- (i) have lasting values and can be appreciated in their own right;

- (ii) teach us about the past and the culture of those who came before us;
- (iii) provide the context for community identity whereby people relate to the land and to those who have gone before;
- (iv) provide variety and contrast in the modern world and a measure against which we can compare the achievements of today; and
- (v) provide visible evidence of the continuity between past, present and future.

2. INDIGENOUS CULTURAL HERITAGE

The indigenous heritage of Maori and Moriori relates to family, hapu and tribal groups and associations. It is inseparable from identity and well-being and has particular cultural meanings.

The Treaty of Waitangi is the founding document of our nation and is the basis for indigenous guardianship. It recognises the indigenous people as exercising responsibility for their treasures, monuments and sacred places. This interest extends beyond current legal ownership wherever such heritage exists. Particular knowledge of heritage values is entrusted to chosen guardians. The conservation of places of indigenous cultural heritage value therefore is conditional on decisions made in the indigenous community, and should proceed only in this context. Indigenous conservation precepts are fluid and take account of the continuity of life and the needs of the present as well as the responsibilities of guardianship and association with those who have gone before. In particular, protocols of access, authority and ritual are handled at a local level. General principles of ethics and social respect affirm that such protocols should be observed.

3. CONSERVATION PRACTICE

Appropriate conservation professionals should be involved in all aspects of conservation work. Indigenous methodologies should be applied as

Conservation projects should include the following:

- (i) definition of the cultural heritage value of the place, which requires prior researching of any documentary and oral history, a detailed examination of the place, and the recording of its physical condition;
- (ii) community consultation, continuing throughout a project as appropriate;
- (iii) preparation of a plan which meets the conservation principles of this charter;
- (iv) the implementation of any planned work; and
- (v) the documentation of any research, recording and conservation work, as it proceeds.

GENERAL PRINCIPLES

4. CONSERVATION METHOD

Conservation should:

- (i) make use of all relevant conservation values, knowledge, disciplines, arts and crafts;
- (ii) show the greatest respect for, and involve the least possible loss of, material of cultural heritage value;
- (iii) involve the least degree of intervention consistent with long term care and the principles of this charter;
- (iv) take into account the needs, abilities and resources of the particular communities; and
- (v) be fully documented and recorded.

5. RESPECT FOR EXISTING EVIDENCE

The evidence of time and the contributions of all periods should be respected in conservation. The

material of a particular period may be obscured or removed if assessment shows that this would not diminish the cultural heritage value of the place. In these circumstances such material should be documented before it is obscured or removed.

6. SETTING

The historical setting of a place should be conserved with the place itself. If the historical setting no longer exists, construction of a setting based on physical and documentary evidence should be the aim. The extent of the appropriate setting may be affected by constraints other than heritage value.

7. RISK MITIGATION

All places of cultural heritage value should be assessed as to their potential risk from any natural process or event. Where a significant risk is determined, appropriate action to minimise the risk should be undertaken. Where appropriate, a risk mitigation plan should be prepared.

8. RELOCATION

The site of an historic structure is usually an integral part of its cultural heritage value. Relocation, however, can be a legitimate part of the conservation process where assessment shows that:

- (i) the site is not of associated value (an exceptional circumstance); or
- (ii) relocation is the only means of saving the structure; or
- (iii) relocation provides continuity of cultural heritage value.

A new site should provide a setting compatible with cultural heritage value.

9. INVASIVE INVESTIGATION

Invasive investigation of a place can provide knowledge that is not likely to be gained from any other source. Archaeological or structural investigation can be justified where such evidence is about to be lost, or where knowledge may be significantly extended, or where it is necessary to establish the existence of material of cultural heritage value, or where it is necessary for conservation work. The examination should be

carried out according to accepted scientific standards. Such investigation should leave the maximum amount of material undisturbed for study by future generations.

10. CONTENTS

Where the contents of a place contribute to its cultural heritage value, they should be regarded as an integral part of the place and be conserved with it.

11. WORKS OF ART AND SPECIAL FABRIC

Carving, painting, weaving, stained glass and other arts associated with a place should be considered integral with a place. Where it is necessary to carry out maintenance and repair of any such material, specialist conservation advice appropriate to the material should be sought.

12. RECORDS

Records of the research and conservation of places of cultural heritage value should be placed in an appropriate archive and made available to all affected people. Some knowledge of places of indigenous heritage value is not a matter of public record, but is entrusted to guardians within the indigenous community.

CONSERVATION PROCESSES

13. DEGREES OF INTERVENTION

Conservation may involve, in increasing extent of intervention: non-intervention, maintenance, stabilisation, repair, restoration, reconstruction or adaptation. Where appropriate, conservation processes may be applied to parts or components of a structure or site.

Re-creation, meaning the conjectural reconstruction of a place, and replication, meaning to make a copy of an existing place, are outside the scope of this charter.

14. NON-INTERVENTION

In some circumstances, assessment may show that any intervention is undesirable. In particular, undisturbed constancy of spiritual association may be more important than the physical aspects of some places of indigenous heritage value.

15. MAINTENANCE

A place of cultural heritage value should be maintained regularly and according to a plan, except in circumstances where it is appropriate for places to remain without intervention.

16. STABILISATION

Places of cultural heritage value should be protected from processes of decay, except where decay is appropriate to their value. Although deterioration cannot be totally prevented, it should be slowed by providing stabilisation or support.

17. REPAIR

Repair of material or of a site should be with original or similar materials. Repair of a technically higher standard than the original workmanship or materials may be justified where the life expectancy of the site or material is increased, the new material is compatible with the old and the cultural heritage value is not diminished. New material should be identifiable.

18. RESTORATION

Restoration should be based on respect for existing material and on the logical interpretation of all available evidence, so that the place is consistent with its earlier form and meaning. It should only be carried out if the cultural heritage value of the place is recovered or revealed by the process.

The restoration process typically involves reassembly and reinstatement and may involve the removal of accretions.

19. RECONSTRUCTION

Reconstruction is distinguished from restoration by the introduction of additional materials where loss has occurred. Reconstruction may be appropriate if it is essential to the function or understanding of a place, if sufficient physical and documentary

evidence exists to minimise conjecture, and if surviving heritage values are preserved. Reconstruction should not normally constitute the majority of a place. Generalised representations of typical features or structures should be avoided.

20. ADAPTATION

The conservation of a place of cultural heritage value is usually facilitated by it serving a socially, culturally or economically useful purpose. In some cases, alterations and additions may be acceptable where they are essential to continued use, or where they are culturally desirable, or where the conservation of the place cannot otherwise be achieved. Any change, however, should be the minimum necessary and should not detract from the cultural heritage value of the place. Any additions and alterations should be compatible with original fabric but should be sufficiently distinct that they can be read as new work.

21. INTERPRETATION

Interpretation of a place may be appropriate if enhancement of public understanding is required. Relevant protocol should be complied with. Any interpretation should not compromise the values, appearance, structure or materials of a place, or intrude upon the experience of the place.

22. DEFINITIONS

For the purposes of this charter:

adaptation means modifying a place to suit it to a compatible use, involving the least possible loss of cultural heritage value

conservation means the processes of caring for a place so as to safeguard its cultural heritage value

cultural heritage value means possessing historical, archaeological, architectural, technological, aesthetic, scientific, spiritual, social, traditional or other special cultural significance, associated with human activity

maintenance means the protective care of a place

material means physical matter which is the product of human activity or has been modified by human activity

place means any land, including land covered by

water, and the airspace forming the spatial context to such land, including any landscape, traditional site or sacred place, and anything fixed to the land including any archaeological site, garden, building or structure, and any body of water, whether fresh or seawater, that forms part of the historical and cultural heritage of New Zealand

preservation means maintaining a place with as little change as possible

reassembly (anastylosis) means putting existing but dismembered parts back together

reconstruction means to build again in the original form using old or new material

reinstatement means putting components of earlier material back in position

repair means making good decayed or damaged material

restoration means returning a place as nearly as possible to a known earlier state by reassembly, reinstatement and/or the removal of extraneous additions

stabilisation means the arrest of the processes of decay

structure means any building, equipment, device or other facility made by people and which is fixed to the land

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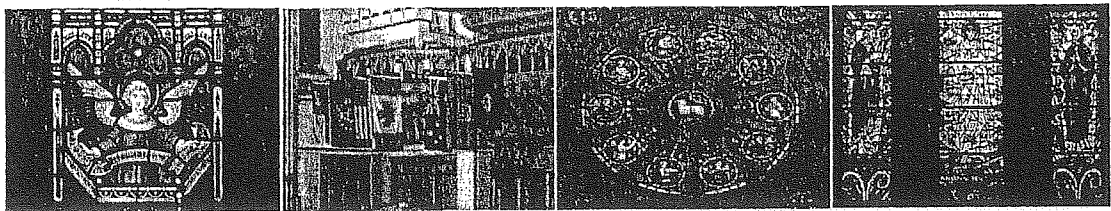
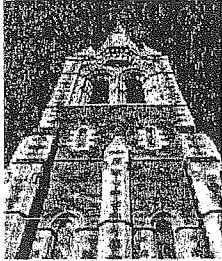
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ICOMOS NEW ZEALAND

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▪ proposal

Christchurch Cathedral - Fee Proposal for the Electrical Services Upgrade

▪ proposal

Christchurch Cathedral - Fee Proposal for the Electrical Services Upgrade

Prepared for
Christchurch Cathedral

By
Beca Carter Hollings & Ferner Ltd

March 2006

Christchurch Cathedral
PO Box 855
Christchurch
NEW ZEALAND

21 March 2006
Our Ref: 5000025
R1:60645-AJ63P02.DOC

Attention: Noel Woods

Dear Sir

Christchurch Cathedral - Fee Proposal for the Electrical Services Upgrade

Thank you for your invitation to submit a proposal for the Electrical Services Upgrade at the Christchurch Cathedral project. We are pleased to submit our proposal, which we trust will be in accordance with your requirements as generally outlined within your 'Request for Proposals' received on 03rd March 2006. We acknowledge our meeting with the Chair of the Cathedral Chapter Anthony Wright and yourself on Tuesday 07th March 2006 where further details of the project were discussed including your request to have budget estimates submitted as part of this proposal.

As a result of your request we have, in good faith, spent a degree of time on site and prepared an initial rough order of cost for what we believe may be required to deliver an electrical solution which will carry the Cathedral through the next 50 years.

We are very keen to engineer this project and are confident that Beca can make a major contribution to its success through our extensive experience and multi-disciplinary skill base.

We look forward to working with you for a successful outcome on this exciting and challenging project.

Yours faithfully
Andrew Jackson
Design Manager/Senior Electrical Engineer

Yours faithfully
Phillip Gillon
Technical Director

on behalf of

Beca Carter Hollings & Ferner Ltd
Direct Dial: +64-3-374 3166
Email: andrew.jackson@beca.com

on behalf of

Beca Carter Hollings & Ferner Ltd
Direct Dial: +64-3-374 3165
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Table of Contents

1	Introduction.....	1
2	Scope of Work.....	1
3	Experience.....	1
4	Key Personnel.....	4
5	Resources.....	8
6	Management Skills.....	9
7	Added Value.....	11
8	Price.....	12
9	Clarification.....	14
10	Programme.....	14
11	Conditions of Engagement.....	15

Appendices

Appendix A – Statement of Understanding

Appendix B – Beca Capabilities of Illumination Engineering

Appendix C – Budget Cost

Appendix D – Historic Energy Usage

1 Introduction

Beca Profile

Beca delivers professional services in architecture, engineering, planning, project management, survey and valuations to clients on a global basis. The company operates from three key market hubs: New Zealand, Australia and Singapore. In addition the group has project and representative offices throughout Asia, the Pacific, South America and the United Kingdom.

An employee-owned, independent company, Beca has an international resource of 1500 technical and decision-support staff. Our service record with existing clients, in many cases over 30 years standing, provides new clients with a powerful record of delivered value and client satisfaction.

Multidisciplinary Services

Beca is a multidisciplinary company and all disciplines are experienced in working together effectively with other engineering, architectural and management disciplines both within and outside Beca.

Christchurch Office

The Beca Christchurch office was established more than 30 years ago and currently employs in excess of 100 professional and technically qualified people in the civil, structural, mechanical, electrical, environmental and planning disciplines, including administrative support.

Thirteen Senior and Associate Shareholders are located in Christchurch.

2 Scope of Work

Christchurch Cathedral is an Anglican place of worship, which is located in the centre of Christchurch and was constructed over 100 years ago. The building is visited by over 700,000 worshipers and visitors each year and is a local icon for the City of Christchurch. A recently commissioned 'Condition assessment Report' has identified that the building requires major upgrades.

The Cathedral Chapter now wishes to implement the recommendations of this report, which includes alterations and modifications to the electrical systems, interior lighting and heating throughout the building. The funds for this work will be established by an appeal, which is to commence in June/July 2006.

3 Experience

Beca have accumulated a wide range of experience on an extensive array of projects. We list below a relevant selection from the past 10 years to indicate the breadth of this experience.

Local -

Project: Christchurch Theatre Royal
Client: Theatre Royal Charitable Trust
Chronology: 2004 - 2005
Function/ Accommodation: Major refurbishment and upgrading of an historical heritage listed performing arts theatre
Beca Disciplines/People: HVAC Services
C Price, N Meeten
Client Referee and Contact Details: Ian Dunn (Theatre Royal)
Ph: (03) 366-6326

Project: Christ's College - School House
Client: Christ's College
Chronology: 2002-2002
Function/ Accommodation: Refurbishment of a heritage listed accommodation building for school boarders
Beca Disciplines/People: Mechanical Services: C Price, N Meeten, H Tait
Client Referee and Contact Details: Mr Jeff Shierlaw, Mercy Hospital, Dunedin,
Ph: (03) 467-6615

Project: Christ's College - Jacobs House
Client: Christ's College
Chronology: 2002 - 2003
Function/ Accommodation: Redevelopment of a heritage listed accommodation building for school boarders
Beca Disciplines/ People: Building Services: C Price, P Gillon and B Bishop.
Client Referee and Contact Details: Mr Ian Martin, Octa Associates, Ph: (03) 366-4816.

National -

Project: Diocesan Schools for Girls
Client: Diocesan Schools for Girls.
Chronology: 1990 - Ongoing
Function/ Accommodation: Ongoing planning and construction advice on the site. Involved with the lighting design and fit-out of the school Chapel.

Project: Kings College Site Development
Client: Kings College Trust Board
Chronology: 2002
Function/ Accommodation: Provide significant improvements and refurbishment to the existing boarding and sports facilities.

Project: Embassy Theatre
Client: Embassy Theatre Trust.
Chronology: 2003
Function/ Accommodation: Extensive redevelopment of the historic building including reconstruction of heritage feature, new lighting power supply, lighting and HVAC systems.

Project: Westpac Trust St James Theatre Complex
Client: St James Theatre Charitable Trust
Chronology: 1998
Function/ Accommodation: Unwilling to see a local icon succumb to demolition, the St James Charitable Trust lobbied to save the theatre by raising funds for its restoration.

Responsible for the HVAC systems and lighting design for the conservation sensitive upgrade and was requested to provide an efficient, cost-effective system compatible with the theatres heritage.

Project: Sky City and Sky Tower
Client: Sky City Limited
Chronology: 1994 - 1997
Function/ Accommodation: A development with the tallest tower in the southern hemisphere to provide the visitors with a unique visual experience of Auckland, along with other facilities which include conference rooms, hotels, theatres, restaurants, retail and a ballroom. Responsible for the full engineering services, including the feature lighting to accentuate the iconic statement of the building.

Project: Macau Tower and Entertainment Centre
Client: Sociedade de Turismo e Diversoes de Macau (STDM)
Chronology: 1998 - 2002
Function/ Accommodation: Development of a convention and entertainment centre to replicate a tower, which would dominate the skyline and be an iconic representative for the City of Macau. Responsible for the full engineering services, including the feature lighting to accentuate the iconic building at night.

Project: The 'Beehive' Parliament Building Foyer and Banquet Hall Upgrade.
Client: Parliamentary Services
Chronology: 2006
Function/ Accommodation: Upgrade and refurbishment of the existing Parliamentary building in Wellington included specialist lighting design to the Foyer and Banqueting Hall.

4 Key Personnel

General

To deliver the electrical services upgrade of the Christchurch Cathedral, we have assembled a proven team of professionals with a wealth of experience. It is clearly the

strength and ability of the individuals and their ability to work as a team that has the greatest influence on the success of a project. The individuals we have nominated for this project can demonstrate their capability through their involvement on successful projects and all have worked in a team setting in the past.

Project Team



Phillip Gillon

Role(s):

Job Director.

Qualifications:

BE (Hons).

Key Relevant Experience:

Phil is an electrical engineer with over 20 years experience in the building and power sectors. Phil is a Senior Shareholder of Beca and manages the Mechanical and Electrical resources in our Christchurch Office.

Phil was the lighting design engineer for the Westpac Centre and the Convention Centre in Christchurch. Phil was also responsible for the delivery of all electrical systems at these facilities including sound reinforcement.



Andrew Jackson

Role(s):

Job Manager and Senior Electrical Engineer.

Qualifications:

HNC, AMIEE, Eng Tech.

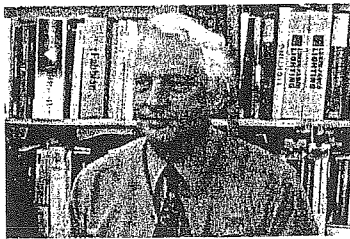
Key Relevant Experience:

Andrew is a senior electrical engineer in the Christchurch office who brings a wealth of international experience and best practice to the company with special competences in modular building services design and construction using pre-assembly and off-site manufacturing, 3D modelling, buildability and construction staging and design management.

His involvement with the design of a range of large 'blue chip' developments over various business sectors in the UK, along

with his contribution whilst resident in New Zealand to projects in the South Island, combine well to give him the all round knowledge and experience required to manage any major project.

Andrew's experience in working for a large multi-disciplined contractor in the UK will be a valuable asset for the management of the project; including cost control, sub contractor management, design liaison between the client and the design team including interface with specialists and the supply chain.



Geoff Waller

Role(s):

Lead Specialist Lighting Engineer.

Qualifications:

City & Guilds Electrical and Electronic Studies Pt III
City & Guilds Electrical Installation Pts A, B & C (Equivalent to Full Technical Diploma)
AAVA Illumination Engineering Certificate
New Zealand National Chapter Councillor and S. & Q. Co-ordinator as a Fellow of the Illuminating Engineering Society of Australia and New Zealand. (The Lighting Society).
Registered Lighting Practitioner (RLP) of the IESANZ.

Key Relevant Experience:

Specialist Illumination Engineering for interior and exterior lighting designs. Specification and design of applications of illumination engineering for hospitality, retail commercial as well as sports, transport, street, industrial and historical and ecclesiastical lighting. Also including intrusive light Bylaw Assistance and Resource Management Consent.

Geoff is a member of the New Zealand Historic Building Trust, an Anglican Campanologist and has an empathy for the ambience required for historic ecclesiastical lighting with an enthusiasm for its challenges.

He is also the Convenor of Judges for the New Zealand National Lighting Awards and has won the Building Research Association of New Zealand (BRANZ) World Study Award.

His extensive experience in the lighting design of specialist buildings is demonstrated with some of the following examples:

- Kings College Chapel - Otahuhu
- Parnell Cathedral Extension - Auckland (lighting concepts)
- Diocesan Girls Chapel
- St John's College Chapel - Selwyn Church
- St Matthias, Selwyn Church - Panmure
- Christian Church - Jurong, Singapore
- Foyer and Banqueting Hall in the Parliament (Beehive) - Wellington.
- One Tree Hill
- Sky Tower - Auckland
- Macau Tower - China



Nick Meeten

Role(s):

Senior Mechanical Engineer.

Qualifications:

NZCE (Mechanical)

Key Relevant Experience:

Nick is a senior mechanical engineer in our Christchurch office, with 15 years experience in building services.

Nick has extensive experience in the design of building services for heritage buildings. These include:

- The Theatre Royal (Christchurch)
- Christ's College - School House (Christchurch)
- Christ's College - Jacobs House (Christchurch)
- Buckingham Palace - Picture Gallery (London)
- Hampton Court Palace (London)

Nick is well known for his ability to "think outside the square" and he was the designer of mechanical services for the Hornby

Mall upgrade in 1996, which was awarded the EECA award for innovation.

5 Resources

Illumination Engineering

At Beca we have an Illumination Engineering Group, which includes a number of engineers who are competent in lighting design, and are supported by the company's illumination specialist Geoff Waller, who works with interior designers, architects and other professionals to give clients cost effective and appropriate luminaire selection.

Geoff is a full time lighting designer for Beca and offers advice that is completely independent, with no manufacture bias.

Computer modelling of schemes can be generated, to identify and clarify the desired effect of the lighting. This gives the added benefit of being able to understand the finished solution and agreeing a scheme prior to completion of the project.

Intellectual Property

Our people are well-trained highly skilled individuals and are the single most important resource we have at Beca.

As a result we place particular importance on training and continuing professional development and have developed specific procedures to ensure we are sharing knowledge throughout the group and upskilling at every opportunity.

We are one of the largest employers of Graduate Engineers in New Zealand and we pride ourselves in preparing these Graduates for a career in engineering through sound and structured on-the-job training.

The individuals proposed for this project have the necessary skills to undertake the work.

Information Systems

Beca routinely uses computer systems and information technology to transfer electronic information, including CAD drawings, to our other offices and to the offices of other consultants in a project team.

We employ seven senior CAD experienced designers in our Christchurch Office. Each designer has in excess of 10 years CAD experience.

Beca have the use of the following design tools and CAD platform:

- AutoCAD 2004 running on minimum Pentium IV 2.8 GHz, twin 17" LCD monitors and 128MB OpenGL graphics cards.
- AGI Lighting Design.
- Excel based semi automated spread sheeting for cable selection, distribution board scheduling and maximum demand assessments.

- Carrier E20 HVAC load calculations software is utilised for thermal load calculations.
- Scanning technology, enabling almost instant dissemination of sketches, diagrams to other members of the Project Team.

Local Resources

The Beca Christchurch office was established more than 30 years ago and currently employs in excess of 100 professional and technically qualified people in the civil, structural, mechanical, electrical, environmental and planning disciplines, including administrative support. Thirteen Senior and Associate Shareholders are located in Christchurch.

Beca has acquired significant experience in the design and construction of all project types. Resources led and drawn from the Beca Christchurch office will have access to backup and expertise drawn from the whole of Beca's resources.

We commit to maintain the nominated key personnel on this project throughout its duration. We have built our reputation for client service by ensuring that key people remain committed to their projects and are accessible to the Client.

Based on our current workload, we can confirm that we will have the appropriate key personnel available for this commission.

6 Management Skills

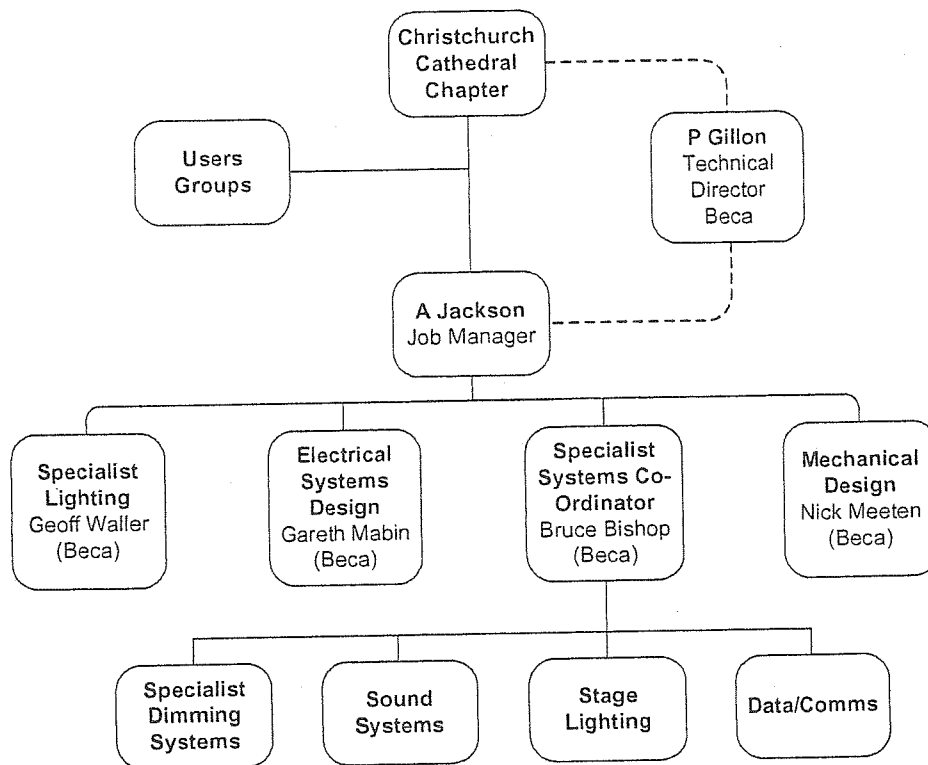
Management Structure

Without the appointment of a "project manager" and architect to act as a "lead designer", which we believe will add unnecessary costs to the project, we propose to undertake these duties as part of our commission.

The job manager will not only perform his normal managerial duties in-house, but will expand these to provide the external project manager's role. Our tasks will include:

- Design meetings - chair, structure, co-ordinate, and minute
- Project meetings - chair, structure, co-ordinate, and minute
- Client liaison
- Tendering (including preparation of documentation and contract)
- Contract administration
- Sub-contract interface
- Programme
- Cost control

We propose the following management structure for this commission:



Design Process Issues

We understand that Beca will have to drive and lead the design process involving all the necessary user groups for input and approval. This process will be structured and traceable with information gathering provided through workshops including, where applicable and appropriate, users, designers and the supply chain. Design solutions shall be presented to the 'Chapter' for final approval at various design stages ensuring the needs of the Cathedral are fully addressed.

We have proven on other projects to be accommodating in our approach to Client change, particularly when this change occurs during the design process. However, we would expect the Client to understand the issues surrounding abortive works when changes are requested which have a significant impact on programme and previously agreed design solutions and direction.

Quality Management

Beca Group New Zealand Companies operate on a foundation of commitment to quality, perceived as being integral with achieving customer satisfaction. Comprehensive documented procedures support the companies' goals to:

- Cost effectively meet client requirements
- Provide consistently high standards of service
- Develop appropriate solutions for clients, resulting in good value.

Beca operating companies were certified in 1994 to International Standard for quality management AS/NZS ISO 9001, and the companies have since maintained certification continuously as confirmed through regular audits by JAS-ANZ accredited auditors. Audit

reports have been very positive, recognising Beca companies' commitment to achieving service of a high standard, having ongoing improvement programmes and conducting comprehensive internal quality auditing.

Beca is presently certified to the current Standard, AS/NZS ISO 9001:2000.

Particular emphasis is placed on understanding the client's business and needs, on planning, peer review and verification, and on assigning appropriately qualified personnel to undertake technical work and manage projects. Verification plans identify review and checking activities to be performed by qualified personnel at all stages of the work.

7 Added Value

Design Option Communication

Beca is proud of its leadership in conveying engineering options to our clients in a straightforward and interesting way throughout the design process. Aided by costings from the quantity surveyor and recommendations from Beca, clients can decide, item by item, how they want to prioritise their expenditure.

Key to the success of this process are the Design Brief and Design Features Report, which aim to enhance clear communication with the client and within the consultant team. Tabled early in the engineering design process, the report is updated and reissued as work progresses to the end of Developed Design. It is a "live" document that can grow as further options are identified and contract as decisions are made. By referring to technical reports appended to the document, all parties can, at any time during the design process, see what decisions have been taken (and why) and those that still need to be made.

Design and Co-Ordination

We pride ourselves in supporting creating architectural solutions, laying a solid foundation for the vision of our clients and other creative consultant team members. Our methodology allows creative and innovative solutions to be considered, thoroughly tested and then coordinated into the whole design teams solution.

Innovation

Beca engineers have developed effective solutions to the unique design challenges presented by various building projects. We have a proven track record for innovation and client satisfaction supported by numerous awards for engineering excellence.

Benchmarking

We dedicate senior designers and technical directors to provide peer reviews at each critical milestone of a project. We offer international benchmarking across a number of specific building areas, which creates value for our clients and their projects.

Resourcing

The Beca design team remains committed to the delivery of quality services throughout a project.

Beca Buildings has over 250 specialists. They are supported by over 1500 staff from the Beca group of companies. Our substantial team means we can meet client needs efficiently and consistently and delivery large projects within challenging timeframes.

8 Price

Scope of Professional Services

Project Definition and Costing Phase

This phase will include the required input for the preparation of the appeal and final confirmation of the target funds needed for the restoration works. This will generally include the following:

- Assessment of total existing electrical load, and determination of future load.
- Review the adequacy of the existing main supply reticulation and provide a proposal for replacement if necessary.
- Review the adequacy of all switchboards and distribution boards and provide a proposal for replacement if necessary.
- Review the adequacy of existing submains and subcircuit cabling in terms of size, type and concealment, and provide a proposal for replacement if necessary.
- Provide a design concept for electric heating given the intermittent occupation of the Cathedral.
- Provide a design concept for general purpose power reticulation, review of the adequacy of existing general purposes power outlets, fixed wired connections etc. and include replacement or relocation where necessary.
- Provide a design concept for relighting the interior of the Cathedral in total as further herein defined.
- Provide a fully detailed costed works schedule including a contingency allowance and professional fees, for all the development items above, with which the project will subsequently be designed in accordance with.

Detailed Design Phase

This phase will include the detailed design and the preparation of tender documentation for the elements identified in the Project Definition Phase. The design shall be sufficiently detailed to show the exact routes of cables etc., and such that the successful electrical contractor does not need to provide design input into the installation.

It will include for liaison with specialist consultants, suppliers and sub-contractors to ensure the Chapter requirements are addressed in full. These will be documented

accordingly to ensure that 'cheap' alternatives are not proposed which will detract from the expected quality of the finished project.

Provide documentation for tender, construction, Building Consent and other authority approvals were necessary.

Tendering Phase

This phase will consist of tender project management, review of tender documentation returned and the subsequent recommendation for the engagement of a Contractor to carry out the works.

Construction Phase

Include on site observation and inspection to ensure that the installation is carried out in accordance with the design as defined in the contract documents to CM3 level.

Contract administration including project management of the electrical contractor and specialist trades.

Completion Phase

Carry out witness testing, functional operation, completion inspections, issuing defects notices to the Contractor, obtaining the Certificate of Compliance from the Contractor, and handing over the completed fully commissioned works to the Client.

Review of the As Installed documentation and the Operating and Maintenance (O&M) manuals.

Professional Fee Breakdown

We propose that our fee be split between the two stages of the project, as detailed in Section 10 of this proposal, with a lump sum provided to carry out the 'Project Definition and Costing Phase' and a percentage fee for the remainder of the work, which will be converted into a lump sum fee during the costing phase. These are broken down as follows:

Project Stage	Project Costs
Project Definition and Costing	\$ 35,000.00*
Detailed Design of Electrical, Lighting and Heating Services	7.5% of project cost
Project Management	1% of project cost
Provisional Sums:	
Architect/Interior Consultant	\$ 10,000.00
Surveyor/Draughtsman	\$ 10,000.00
Acoustic Specialist	\$ 10,000.00
Audio Visual Specialist	\$ 15,000.00

GST shall be added to all prices noted above.

Note:

As identified in the breakdown table above, we have included some provisional sum costs for specialist advice, which we believe, may be necessary to provide a successful conclusion to the project. These are generally as follows;

- Architect/Interior Consultant - some input may be required in conjunction/liaison with our specialist lighting engineer to ensure the right effect is achieved.
- Surveyor/Draughtsman - may be required to survey the building to provide detailed electronic documentation for the plans of the church if this is not already available. This will have added benefits for this project and future projects to ensure all services are correctly identified and documented.
- Acoustic Specialist - due to the nature of the building specialist acoustic advice and tests would be required if the sound and audio systems are to be improved/enhanced.
- Audio Visual Specialist - specialist advice would be required to review the existing systems within the building and advise on their suitability and upgrade to provide the services required by the Cathedral.
- Refer to Appendix B for Budget Cost for the project.

9 Clarification

Design

- The Cathedral shall provide if available or, Beca, as managers, shall employ a third party to undertake a survey of the existing Cathedral building to provide AutoCAD drawings in 'dwg' format. This facility will provide further benefits to the Cathedral for future developments and the recording of engineering services incorporated into the building. The cost of a third party, should this be necessary, will be treated as a disbursement.
- No allowance has been made for 'energy conservation studies'.
- No alterations or additions to fire engineering or protection have been allowed.
- No alterations or additions to security system have been allowed.
- Excludes all external lighting.

10 Programme

Due to the nature of the project and funding required from an appeal for the refurbishment of the Cathedral, the project shall be split into generally two distinctive stages. These shall generally be:

- Project Definition and Costing
- Detailed Design and Construction

The project definition and costing shall be completed within four (4) weeks of the acceptance of our proposal and confirmation to proceed. This shall generally include

further detailing and confirmation of the feasibility and concept proposals as issued with our fee proposal.

The detailed design stage shall be programmed once the funding has been achieved from the appeal. Appropriate resource levels and key milestones shall be agreed once this is known and available.

11 Conditions of Engagement

Conditions of Contract

We acknowledge and accept the conditions of engagement proposed in the request for proposal, these being, Conditions of Contract for Consulting Services, Second Edition, January 2005, Issued by ACENZ/IPENZ.

Insurance

If successful we shall provide the following insurances;

- a. Professional Indemnity Insurance to the minimum value of \$1,000,000.00 renewed annually.
- b. Public Liability Insurance to the maximum sum of \$5,000,000.00.

- Appendix A

Statement of Understanding

▪ Report

Statement of Understanding

Prepared for
Christchurch Cathedral

By
Beca Carter Hollings & Ferner Ltd

March 2006

Table of Contents

1	Introduction.....	1
2	Electrical Services	1
3	Lighting.....	3
3.1	General.....	3
3.2	Layers of Light	3
3.3	Proposed Approach.....	5
4	Audio/Visual System.....	6
5	Space Heating.....	8
6	References.....	9

Appendix I – Existing Electrical Services

Appendix II – Lighting Images

Appendix III – Heating Image

1 Introduction

The first settlers of Canterbury in the South Island in 1850 wanted to build a city around a cathedral with a spire that dominated the skyline. It was not until 1904 that the Cathedral was fully completed. Now, one hundred and two years on, the building remains and is the best known and most visited Cathedral in New Zealand, and more importantly, has become the iconic representation of the City of Christchurch.

The Cathedral is 60m long, 30m high to the roof, and has a capacity to seat 1,000 people. This lends to the Cathedral being visited by an estimated 700,000 people each year to worship, visit, and enjoy the splendour of the building. The Cathedral is in the centre of the city opening out onto Cathedral Square and is a focal point for the many tourists.

The magnitude and importance of the Cathedral speaks volumes. It is therefore extremely important that any alterations to the building services do not deflect the qualities expected from the building and only aim to enhance and accentuate its profile, both nationally and internationally.

Our focus will be based on delivering quality, aimed at providing not only a design service, but ensuring the project is managed professionally, and achieved with all parties involved in a collaborative working environment.

2 Electrical Services

The Christchurch Cathedrals existing electrical services vary widely in age and condition from the new distribution board provided for the relatively new Visitors Centre to the old marble-faced switchboard that dates to the inception of electricity to the Cathedral. The services are also poorly documented in part due to the fact that they have evolved over the years to suit changing requirements. One of the important goals for this refurbishment is to provide a redesigned electrical services system that allows for simple maintenance and easy addition in the future without the need for exploratory work. A detail showing the existing electrical infrastructure present in the Cathedral is presented in Appendix I.

Orion Network Connection

The Christchurch Cathedral is supplied from Orion Networks' Press LN sub-station via a 400 V Link Box located on Worcester Street. This incoming supply enters the east façade of the Cathedral and terminates into the MSB. Clarke Electrical have advised us that the existing capacity is regularly pushed to its limits. A review of the current supply capacity will be required to determine whether the capacity problem is best alleviated by increasing the energy efficiency of the Cathedral or upgrading the network supply. Orion advise that there is sufficient network capacity to facilitate such an upgrade if required.

Details obtained from TrustPower indicate the average per annum energy use of the Cathedral is approximately 300 MWhr with 120 MWhr of this for the Cathedral and 180 MWhr for the Visitors Centre. This is consistent with the Link Box maximum demand figure of 280 A sourced from Orion.

We understand there are severe problems with the supply capacity to the Cathedral and that nuisance tripping has resulted on a number of occasions. Furthermore, Orion have advised that the Cathedral services caused an "outage" on the Orion Network in August 2004. Work has been undertaken by Orion to rectify the fault however further communication will be necessary to ensure that additional loads are accommodated without further complications.

Electrical Distribution

The existing MSB for the Cathedral is located on the lower level adjacent the northeastern stair well and comprises a number of separate enclosures as shown in Figure 3 of Appendix I. Modern switchboards employ a modular design to allow the required level of segregation while also providing effective cable management and allowing for simple expansion as desired. Furthermore, they implement protection using moulded case circuit breakers (MCCBs) which provide much greater convenience, flexibility and safety compared to the currently installed ceramic fuses. For these reasons we propose the MSB be replaced with a single Form 3b modular assembly switchboard incorporating all necessary (MCCBs), controls and meters. The Cathedral and Visitors' Centre shall remain separately metered.

The MSB supplies five other distribution boards including the Visitors' Centre DB installed in 1995. This Visitors Centre DB is modern and we do not envisage a need to replace it.

The Cathedrals' old marble-faced MSB (denoted DB-M) is located in the pipe organ blower room and dates back to the introduction of electricity into the building (see Appendix I Figure 1). The board is currently active and supplies the pipe organ and a number of ancillary services towards the east end of the Cathedral. The board holds high historical value and hence we propose is disconnected and retained as a possible showpiece of a Cathedral tour. A new distribution board would be provided in the blower room to supply the services that are currently fed from DB-M.

Two boards are located in the vestry (denoted DB-L and DB-G) and together provide power for the majority of the electrical services throughout the Cathedral. DB-L, located adjacent the sound rack (see Appendix I Figure 5), primarily supplies luminaires and provides luminaire switching. The board is an old fuse box that we propose to upgrade. DB-G, located adjacent the dimmer units (see Appendix I Figure 4), comprises a combination of fuses and old circuit breakers and supplies the heating circuits and some luminaires. We propose to combine the functions of DB-L and DB-G into a single new DB located in the existing DB-G position.

The tower distribution board (DB-T) is a modern 6 way TP&N board with miniature circuit breakers (MCBs) and may be reused in its existing location (see Appendix I Figure 6). We understand the major load on DB-T is the air curtain over the main entrance. The existing fire and security panel may also be retained and reused in its current location.

Electrical Reticulation

Places of cultural and historical significance require that careful consideration be given to the design of the electrical services as they can significantly detract from the atmosphere where not installed to the highest standard. It is therefore imperative that the electrical

services not only operate suitably but also that this operation is not detectable to patrons and visitors alike.

The existing electrical reticulation will be removed and redesigned with an aim to providing as near to complete concealment as physically possible. Where visible cable runs are unavoidable they will be designed to blend into the building fabric to ensure that the visual impact is minimal. Generally mineral insulated metal sheathed (MIMS / pyrotenax) type cable will be used for cable runs where concealment is not possible. MIMS cable can be painted without the risk of damage to the insulation and hence is ideal for concealing cable in this type of installation. By nature of the cable type this will age with the building and generally blend into the fabric.

We propose to install chases under the floor tiles serving two riser locations to separately feed the north and south nave columns. These riser locations will be chosen to have minimal visual impact on the Cathedral and a preference will be given to locating them in staff areas. Once at high level cables can be run either along the existing ledge (currently used to supply the spot luminaires and radiant heaters) or amongst the ceiling rafters where equipment (i.e. luminaires) are located within the ceiling.

3 Lighting

3.1 General

Places of worship are unique and require special care and attention to enhance their appearance. The design and lighting of these environments requires not only of satisfying the need for visibility, but also in achieving appropriate emphasis and modelling of the building.

Architectural features should be enhanced where possible without causing distraction and visible lighting should be designed to harmonise with the interior both by day and by night.

Care must be taken in the selection of luminaires as both aesthetic appearance and performance are essential to creating an appropriate internal environment. The planning of a scheme is therefore paramount so that luminaires are concealed where possible or harmonized with the fabric of the building.

Further considerations are the efficiency of the lamps and luminaires; switching and control systems, which can have dramatic effects when designed and installed correctly. These may be used to change the emphasis of various services during the church calendar as well as for musical and theatrical events.

3.2 Layers of Light

To explain how a lighting designer develops a lighting system in layers, think of how an artist proceeds with painting a beautiful landscape. The artist starts with a background layer of paint, and from there the background is developed. Next, the middle and

foreground elements are added using colour, texture, and shadowing. As the painting develops, the artist could add many more elements to the final composition. Some of those elements vary in prominence: subtle background versus secondary and primary focal points.

Overall, these layers of paint, colour, texture, light, and composition work together to create a work of art. When skilfully and successfully created, the composition is one that evokes a strong personal feeling – something that the viewer can relate to.

Like an artist, the lighting designer envisions the space in its entirety, as if it were a composition. The designer evaluates the composition, studying how the various focal points and elements will be incorporated and enhanced to create the desired visual experience. Various lighting techniques, differing illuminance levels, and patterns will be layered to create a visual sense of importance.

Ambience

The first layer of illumination to be "painted" is ambient lighting. Like that of the artist's background layer of paint, ambient lighting is a base layer to which other lighting is added. It provides a low, general level of light that allows the congregation to travel through the space and view the faces of others. The congregation will also appreciate the vertical surfaces surrounding them, and even the ceiling plane above them. There are many ways to create an ambient layer of light: it can come from indirect sources, general glow of pendants, specific use of wall washing, and others.

The second layer of illumination is task lighting. This layer is very important and generally is found to be lacking in worship spaces that were designed 30 to 100 years ago. Task lighting provides the congregation with the appropriate light levels for reading music and scriptures.

Task lighting must take into account the age of the occupant. A 60-year-old, for example, may need up to twice the illuminance level for reading as that of a 20-year-old. Therefore, task lighting must be carefully designed to allow both young and old to read easily, without annoying glare.

Accent

Successful lighting design requires a second layer of illumination: accent and architectural lighting. This layer is used selectively to highlight items of visual and hierarchal importance, such as areas of focused activity or significant architectural or interior features as the eye is naturally attracted to areas of greater visual brightness. This layer comes from focused beams of light that provide approximately three to ten times the light level of the ambient or task lighting. Accent or architectural lighting might be used to highlight the altar, pulpit, lectern, baptistry, or other interior architectural or worship features.

Sparkle

The last layer of light to be added is sparkle. Like a candle in a restaurant or the light of a setting sun reflected off ocean waves, sparkle is an integral element to any successful lighting design. In worship spaces, it might come from stained glass windows, candles, or

be a part of a decorative chandelier or wall sconce. Sparkle can also come from creative architectural lighting: a glint of light off of a gilded light fixture, sculpture, or other interior element.

3.3 Proposed Approach

The lighting system, as generally described above, when installed within these places should be required to perform several functions whilst maintaining a religious atmosphere. Functioning of the religious assemblies must be possible whilst relaxing the congregation and allowing full appreciation of the architecture and furnishings of the building.

The High Altar –

During religious events the main focus will likely be on the high altar and chancel areas of the cathedral. Here the aim will be to focus the concentration of the congregation onto the ceremonial tasks, this will be achieved by ensuring sufficient vertical illumination onto the area. It is also important that sufficient horizontal illumination is achieved to this area and public areas where the need to concentrate and read is required.

General Ambience –

The general ambience lighting must perform several functions whilst preserving the religious atmosphere. Initially the requirement will be to make the functioning of the religious assemblies possible and to relax the congregation. Here a lower illuminance level should be used to ensure this effect is achieved.

In addition to the general ambience a full appreciation of the architecture and furnishings is necessary for the congregation and visitors. To achieve the illumination on the 'monumental' aspects it will be necessary to provide a higher level of illumination than that identified above for the ambience. The two levels of illumination can be provided at appropriate times.

There are a number of ways that this could be achieved. The two more common approaches would be to provide suspended or wall mounted luminaires to illuminate the space. The selection of the preferred mounting method will be dependant upon the architecture of the building and details or decorations requiring illumination.

Feature and Monumental Lighting –

Features, monuments, details and decoration of a place of worship, are extremely important to its history and will require to be emphasised as a unique character of the building. This can be achieved from either the same luminaire, or at the least the same location as the luminaires for the congregational spaces, providing that these do not lead to reflection, glare or visual discomfort to the visitor or congregation.

Luminaires used for these applications need to be positioned accurately with aiming and beam angles specified to cater for each unique application, preventing shadowing and reflection. The correct colour temperature of the lamp is also vitally important, ensuring that all the colours and features of the monument or decoration are detailed in full.

4 Audio/Visual System

The Christchurch Cathedral is a critical listening environment for speech and music. As such the sound system must provide adequate acoustic gain, intelligible speech and even coverage to all listener seats. The best value in a sound system is one that meets all of these criteria. Such a system will provide years of trouble-free service and serve to complement your worship services and events throughout the calendar year.

There is much more to a sound system than acquiring some equipment. We understand that there is currently an existing system in place, which has been identified as having limitations. We shall try to work with this system 'if possible' to minimise cost but will reserve judgement on this until a full test can be conducted on site to establish its functionality. We propose that our audio professional will be involved during the planning stages and throughout the detailed design, to ensure your requirements are understood and to provide solutions that are appropriate for the environment. Most importantly, you will have a system that has been tailored to your specific performance needs and aesthetic requirements, and money spent in the future can be used to compliment the existing system rather than replace it. Outlined below is a list of key items that will need to be considered in the design stage along with the understanding of how the operator wishes to use the facility:

Dynamic Range

Church sanctuaries are usually quieter than other "places of gathering," and as such the sound system must be quieter than usual to prevent audible noise in the audience area. As such, it is important to mitigate the annoying "hiss" that can be heard in the background on some systems during quiet portions of the service. Audible hiss can be eliminated from a sound system if its gain structure is adjusted properly. This process is carried out after the system is installed, and when done properly, will result in the maximum potential of all equipment to be realized.

Energy Ratio's

Many listening environments have a "sweet spot" for which the sound system performance is optimized. In a house of worship, every seat must be optimized for adequate signal-to-noise ratio and suitable early-to-late energy ratios.

Uniform Coverage

Many auditoriums are plagued with "hot" and "cold" spots in the sound coverage. This can usually be attributed to interaction between multiple loudspeakers and is unavoidable when more than one loudspeaker is required to provide sound coverage for the audience. A good design assures that there is even coverage in the audience area, and that no seats are rendered unusable by loudspeaker interaction.

Versatility

While it is possible to design sound systems that are optimized for speech OR music, the system for the Cathedral must perform well for both speech AND music. Since the attributes of these two types of systems are often at odds, this can be a difficult task. The system shall have the accuracy and clarity required for speech reproduction, while

maintaining the extended frequency response and power handling required for music.

Hum and Buzz

Audible hum is a detrimental to a church sound system. It usually results from improper grounding practices, either in the installation of the wiring or the actual equipment. The system shall be grounded properly, and all system wiring shall be routed and shielded properly.

Gain-Before-Feedback

When ever a microphone is placed in the same room as a loudspeaker, the potential for feedback exists. Things that aggravate this further are multiple microphones and long distances - necessities for the Cathedral. For the system to work properly the sound system must be extremely stable, meaning that loudspeaker array design and microphone placement is critical to the end result.

Wireless Microphones and RFI

Sound systems can be adversely affected by frequencies above the audible band. They must be properly shielded against such, and appropriate filtering devices must be installed when required.

Wireless microphones provide some excellent benefits for houses of worship. These are actually small radio stations that broadcast on a specific frequency. The selection of frequency is critical to the microphones proper operation to ensure that the system does not suffer from RFI cause by other radio frequency transmissions in the area.

"Clean" Installation Practices

An important, yet often overlooked aspect of a sound system design is the installation of the system. It is imperative that proper interconnect practices are carried out, and that all applicable electrical codes are observed. A "clean" installation means that wiring has been concealed as much as possible, and that the finished system blends well with the decor of the building. Wall plates and connectors must be wired properly for the system to work correctly.

Professional Equipment

There are many brands of equipment available in the audio marketplace. Fortunately, there are many reputable professional audio companies that make equipment suited for your needs. We propose only to use high quality equipment to ensure that the installed system will provide years of trouble free operation. In addition, all equipment shall meet applicable codes for fire safety and radio frequency emissions. Emphasis will be placed on reuse of existing equipment wherever this is possible with out compromise to the desired audio result.

Calibration, Training and Documentation

A properly calibrated sound system will be much easier for your personnel to operate. A significant amount of expertise is required to make a system "user friendly." The proposed system must be calibrated using advanced audio and acoustic instrumentation. Upon

completion of this process, all controls that do not require user adjustment must be rendered inaccessible.

5 Space Heating

Providing heating within the Cathedral will present some challenging problems. It is a large clear space with a very high roof. The sidewalls are clean and architecturally critical. The building is intermittently occupied and therefore needs to have a heating system, which is focused on the areas where people are present, fast acting and minimise energy consumption.

Currently 'short wave' radiant heating is provided in the building, but has been identified as inefficient and a fire risk affecting both the property and the safety of the visitors.

The two main alternative methods of providing heating to the building would be either general heating via long wave radiant heating from a high level, or low intensity radiant heating at low level where the space is occupied.

In the case of the Christchurch Cathedral, it is unlikely that low intensity heating would be appropriate, since the heating units are normally mounted either under pews, or on the back of pews which are fixed. We understand however that in the case of Christchurch Cathedral, the seating is not fixed and therefore this method is not appropriate.

Due to the height of the Cathedral roof, long wave radiant heating or infrared radiant heating appear to be only suitable methods which can operate at heights up to ~20 m. Radiant heating is appropriate for use since the heating energy heats the surfaces on to which the heaters are directed, and not air (which is a relatively poor conductor of heat and is easily lost).

Infrared radiant heating has the advantage of being fast acting (the heating effect is felt almost immediately) however the units utilise a mirror like reflector and the heating lamps glow red when in use. We consider that these would be visually intrusive and not conducive to the creation of a relaxed ambience, which is necessary in a facility such as the Cathedral. We therefore do not consider that Infrared heating is the most appropriate heating method for this application.

Long wave radiant heating can be used at heights up to ~15 m, and hence would be suitable for use within the Cathedral. The bodies of the long wave-heating units can be painted to allow them to blend in with the building architecture, and since the elements do not glow, they would not be visually intrusive. They are also silent in operation and low maintenance. They are not as fast acting as the infrared units, but would provide an acceptable compromise between energy efficiency and practicality. We believe that long wave radiant heating would be the most appropriate method of heating the Cathedral.

6 References

Extracts from the following references have been used in the preparation of this Statement of Understanding.

- Iguzzini Lighting - 'La Luce per le Chiese'.
- Targetti Lighting - Project Images.
- Internet Search - Sound Systems for Churches
- Enersave - Heating Panels

▪ Appendix I

**Existing Electrical
Services**

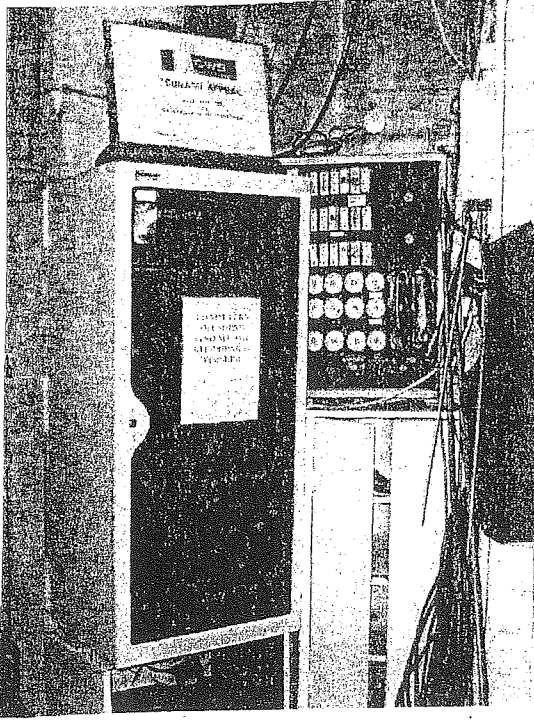


Figure 2 - MSB

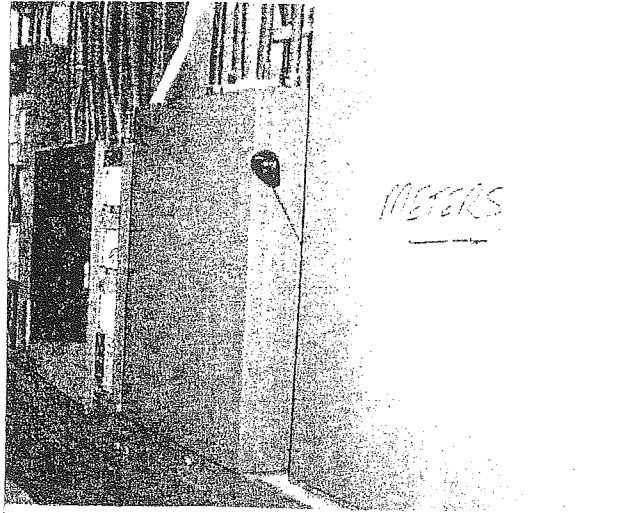


Figure 3 - MSB

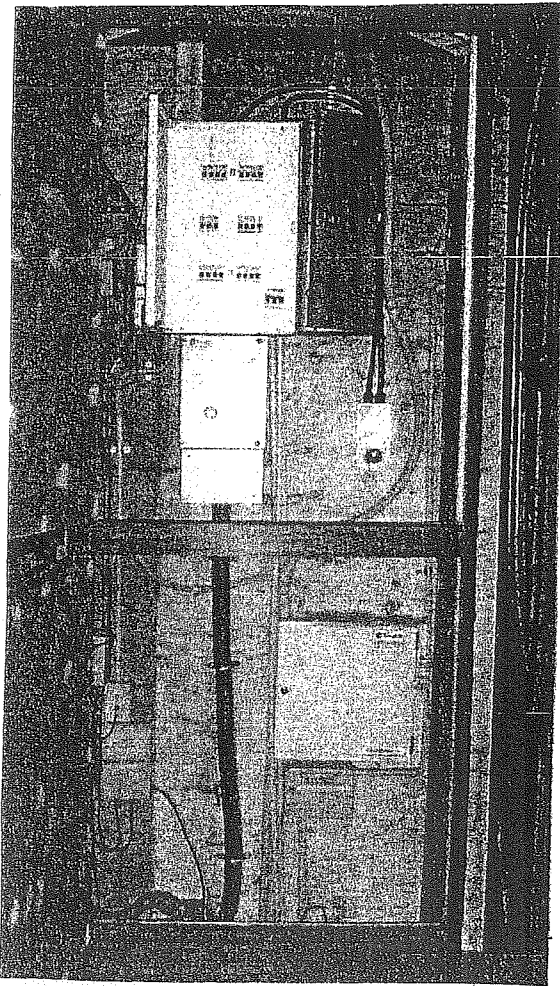


Figure 4 - MSB

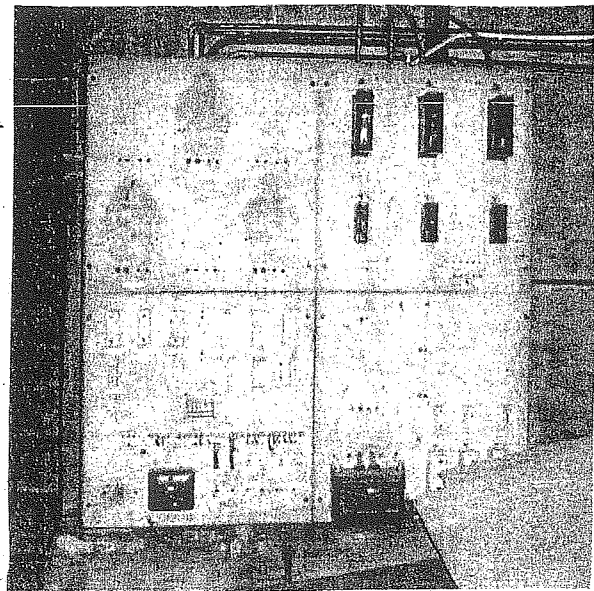
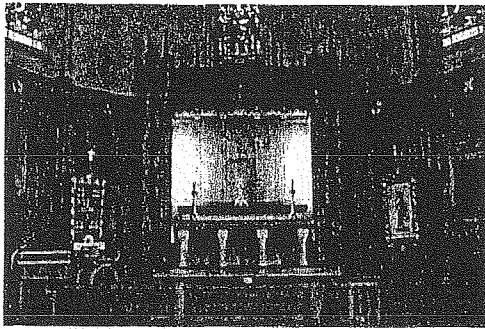
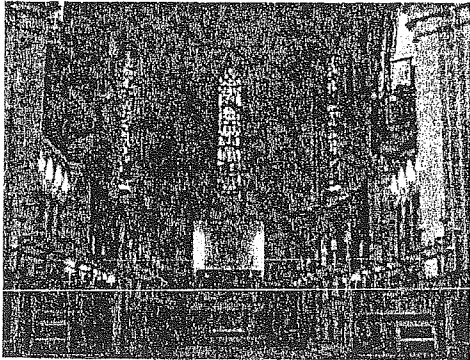


Figure 5 - DB-M

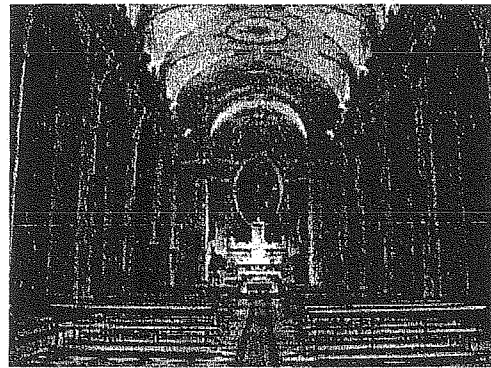
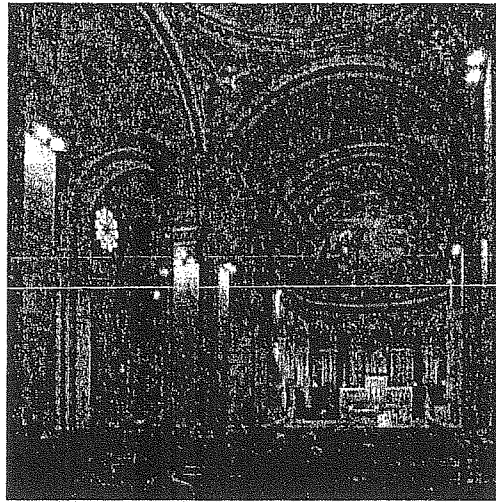
▪ Appendix II
Lighting Images

The 'High Altar'-

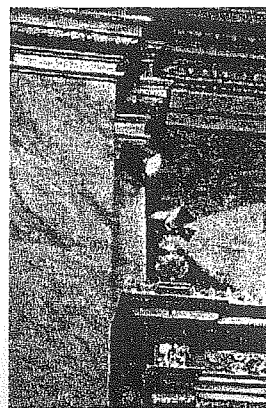
Existing Visual Appearance



Possible Desired Visual Appearance

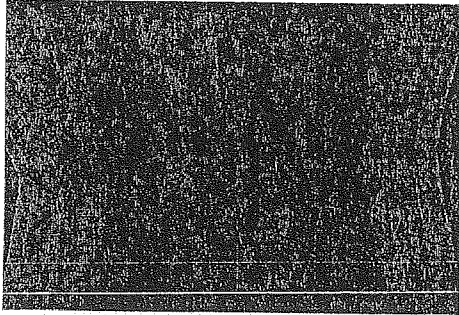


The lighting affect in specific areas could be achieved by used appropriate spotlights with the correct aim, beam angle and colour temperature to achieve the correct desired effect.

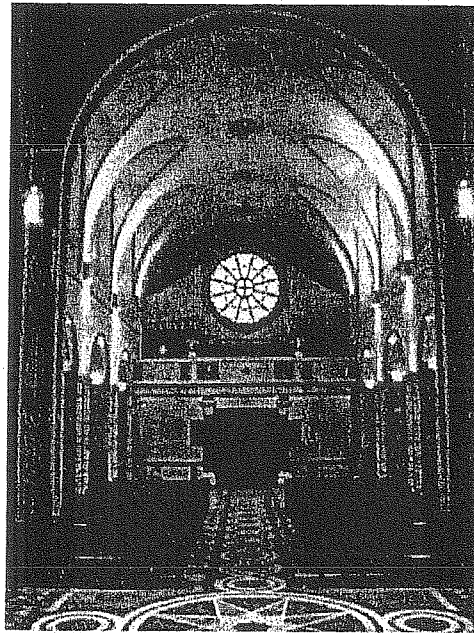


General 'Ambience' – Wall Mounted:

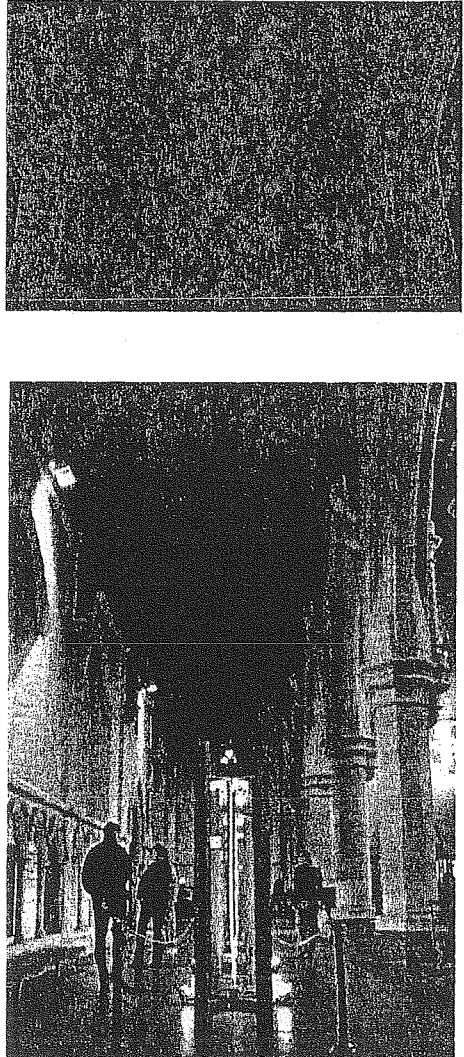
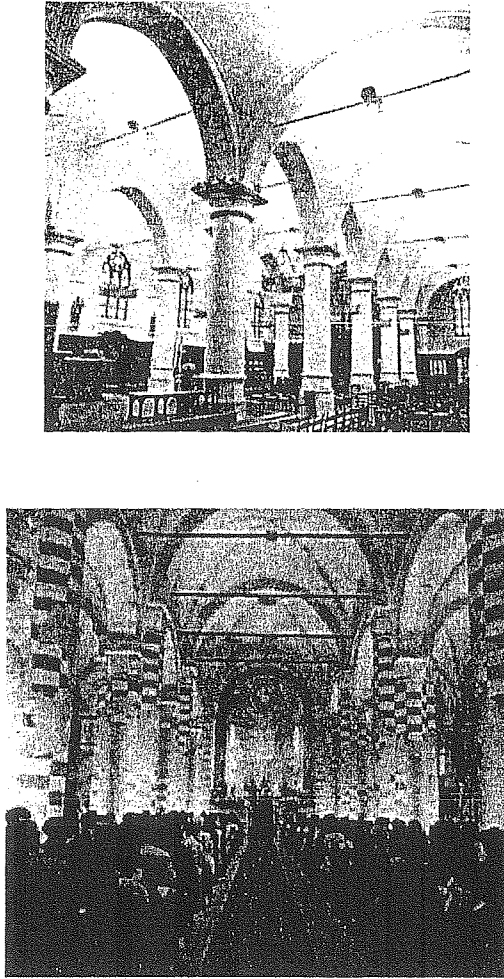
Existing Visual Appearance



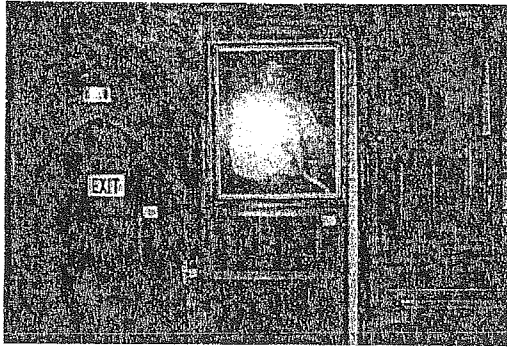
Possible Desired Visual Appearance



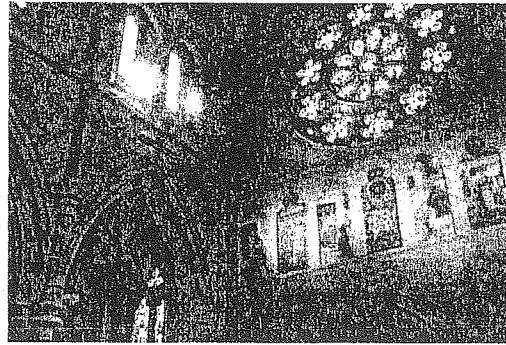
The general ambience can be used to lift and accentuate the roof details along with illuminating the congregational area. Again this can be achieved by locating either linear luminaires or floodlights with the correct aim, beam angle and colour temperature to achieve the desired effect.

General 'Ambience' – Suspended: Existing Visual Appearance	Possible Desired Visual Appearance
	
	<p>The general ambience can be used to lift and accentuate the roof details along with illuminating the congregational area. Again this can be achieved by locating suspended luminaires from the ceiling (or rafters of the wooden beams). The luminaires would have both a direct and indirect light distribution with the correct location, beam angle and colour temperature to achieve the desired effect.</p> <p>Generally these luminaires would be bespoke for the project to match and blend in with the architecture and colouring</p>

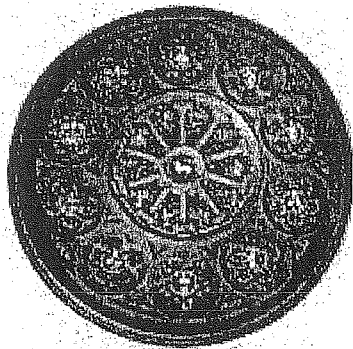
Existing Examples of Feature/Monumental:



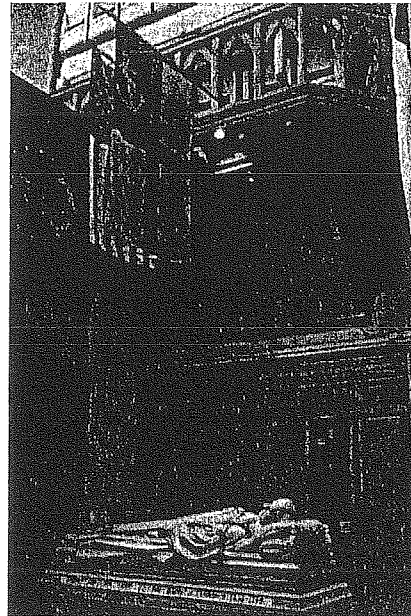
Poor lighting ruins the visual impact for artwork.



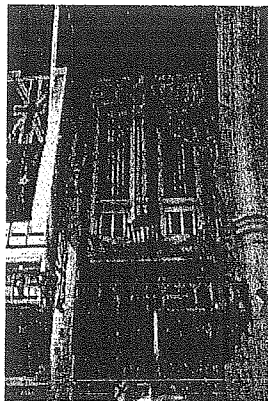
Uneven distribution of light over Mosaic.



Uneven distribution of light over the 'Rose Window'.



Uneven distribution of light to the monument.

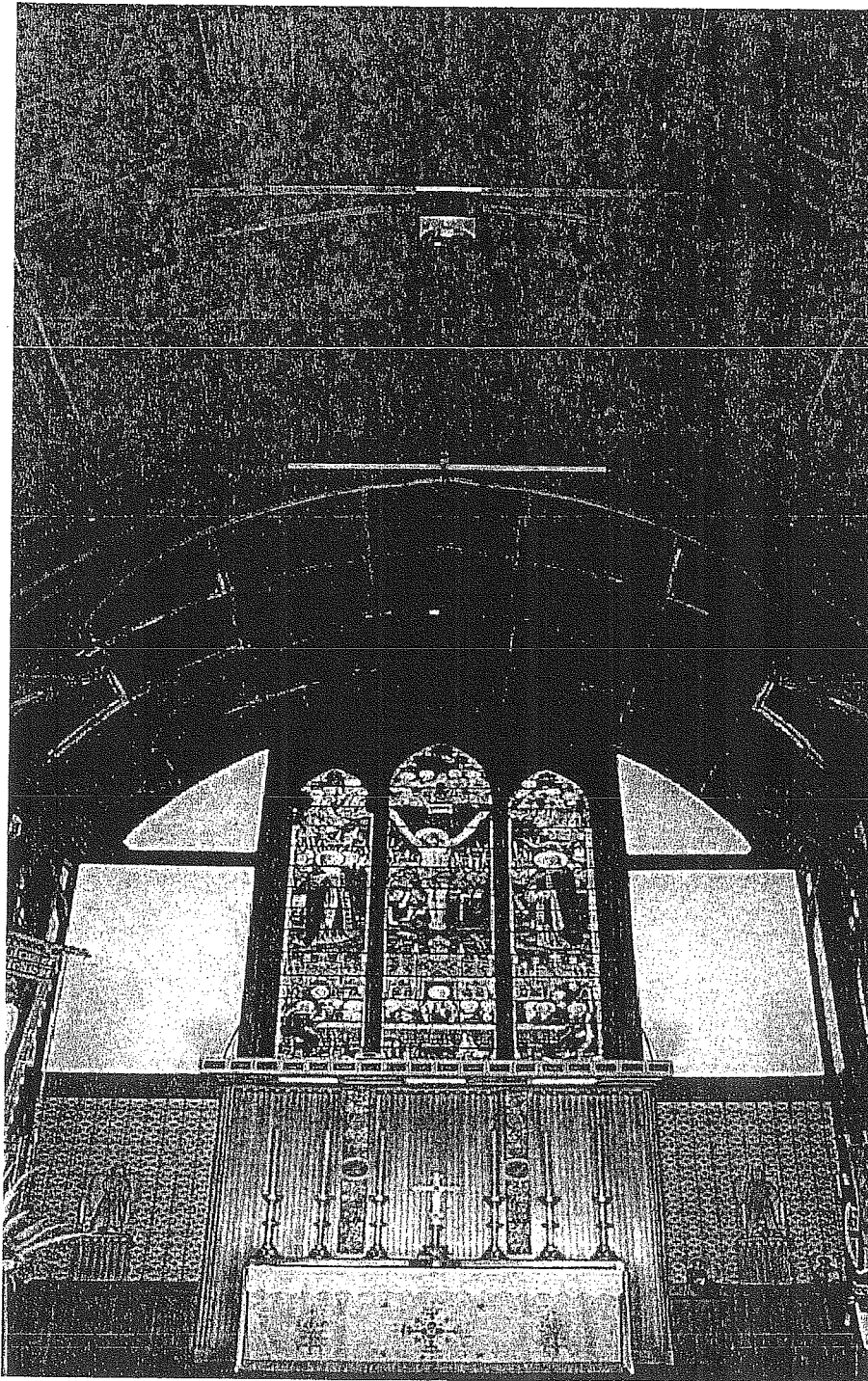


Lack of lighting illuminating the organ and pipes.

Spotlights will be used to create the right visual effect on features, walls, columns, monuments, etc. The luminaires chosen will provide an even distribution of light over the area and will be provided with the correct aim, beam angle and colour temperature.

▪ Appendix III
Heating Image

'Long Wave' Radiant Panel Heater:



As indicated in the image, the 'long wave' radiant panel heaters blend into the wooden beam ceiling and provide effective heating to the occupied space below. The units can be colour matched to suit the surrounding architectural finishes.

▪ Appendix B

Beca Capabilities of Illumination Engineering

Illumination Engineering and Lighting Design



www.beca.com

Beca can combine the technical and aesthetic elements of illumination engineering and lighting design to offer a complete lighting solution.

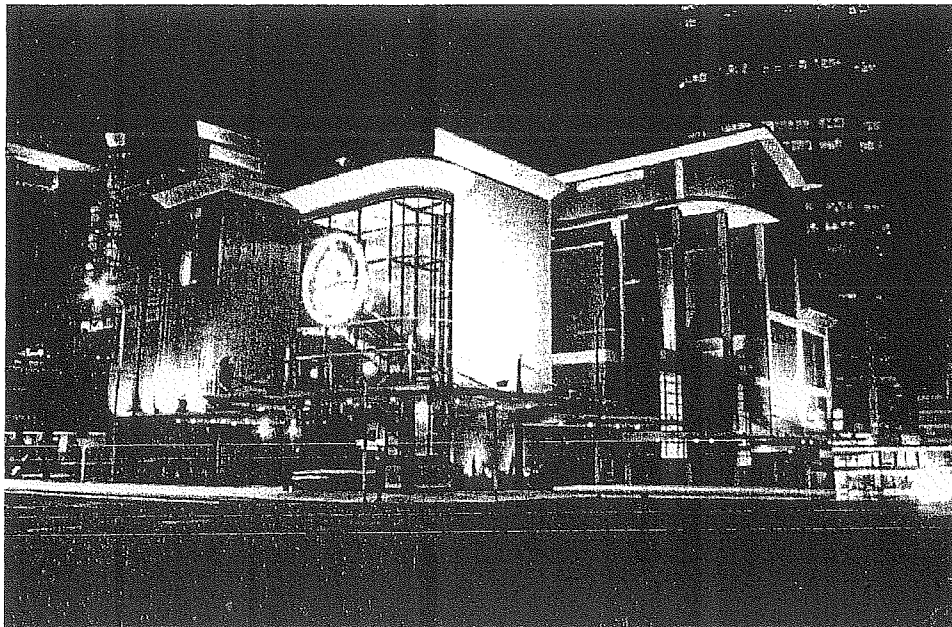
Beca can provide lighting solutions for all disciplines within the architectural and engineering professions as a specialist service for both interior and exterior lighting projects.

Illumination engineering and lighting design is now seen as a separate profession because the breadth of the areas it encompasses now requires the expertise of both engineering and art. Many professional architects can provide good lighting design but do not appreciate the technicalities of lamp technology and quantifying light. There are also electrical engineers who have difficulty with aesthetics, form, shape and space where quality or ambience of light is more important than quantifying light. As Registered Lighting Practitioners with the Illuminating Engineering Societies of Australia and New Zealand we have personnel who are experienced at amalgamating both challenges to provide a homogeneous solution.

We also provide a design and specification service which is wholly independent of lighting supply and manufacturing companies, which means we can recommend the most appropriate product for the particular task or the impression to be created.

Specifically, our experience in this area includes:

- legal work
- environmental resource management issues
- spill light calculations
- illumination bylaw formation
- interior commercial and retail lighting design
- sports and recreational lighting design
- amenity, educational, road, car park, shopping precinct, transport and industrial lighting.



- Appendix C
Budget Costs

Christchurch Cathedral



Electrical Services Upgrade
Budget Costs -

Revised Budget Costs Resulting from the Works Committee Meeting

Item	Description of Service	Budget Cost (\$)
1	Main LV Switchboards/Gear and Replacement	\$75,000.00
2	Mains LV Reticulation	\$80,000.00
3	Sub-Distribution Switchboards (including sub-distribution reticulation)	\$200,000.00
4	Lighting:	
a	Place of Worship	\$700,000.00
b	Back-of House	\$20,000.00
c	Stage/Performance	\$50,000.00
d	Dimming	\$75,000.00
5	Emergency Lighting	\$60,000.00
6	Small/General Power	\$80,000.00
7	Mechanical Services - Space Heating	\$90,000.00
8	Structured Cabling - Data/Communications	\$70,000.00
9	Audio/Visual Systems Enhancement:	
a	Audio Systems	\$70,000.00
b	Visual Display Systems	\$30,000.00
10	Visitors Centre - 'Code Compliance' Enhancement	\$30,000.00
11	Statutory Approvals - Building Consent/Heritage, etc.	\$10,000.00
12	Preliminaries	\$50,000.00
	Sub - Total:	\$1,690,000.00
	Contingency	\$174,000.00
	Total:	\$1,864,000.00
	Professional Fees:	
12	Heritage Architect	\$10,000.00
14	Acoustic	\$10,000.00
15	Audio Visual	\$10,000.00
16	M&E Design:	
a	Electrical	\$100,000.00
b	Mechanical	\$10,000.00
c	Specialist Lighting	\$30,000.00
17	Project Definition and Costing	\$35,000.00
18	Project Management	\$10,000.00
	Sub - Total:	\$215,000.00
	Contingency	\$21,000.00
	Total:	\$236,000.00
	Grand Total:	\$2,100,000.00

Note: The costs indicated above are purely budgetary and speculative only. Costs to be firmed during the 'Project Definition and Costing Phase'.

CHRISTCHURCH CATHEDRAL - ELECTRICITY USAGE

Date	No. of Days	Meter AN9025:1		Meter AN9025:2			
20/02/2006	33	R	7980	242	R	11880	360
18/01/2006	33	I	8400	255	I	12840	389
16/12/2005	31	R	5460	176	R	12120	391
15/11/2005	29	I	8520	294	I	11520	397
17/10/2005	32	R	8400	263	R	14760	461
15/09/2005	31	I	15300	494	I	20460	660
15/08/2005	39	R	19260	494	R	25740	660
7/07/2005	31	R	20280	654	R	30420	981
6/06/2005	31	I	7740	250	I	13140	424
6/05/2005	31	R	6720	217	R	13620	439
5/04/2005	32	I	8940	279	I	13080	409
4/03/2005	28	R	6900	246	R	12600	450
4/02/2005	25	I	5460	218	I	9660	386
10/01/2005	33	R	7320	222	R	11940	362
8/12/2005	34	I	9720	286	I	14160	416
4/11/2004	27	R	7920	293	R	10740	398
8/10/2004	32	P	8940	279	P	13800	431
6/09/2004	31	R	27240	879	R	44340	1430
6/08/2004	31	I	8640	279	I	12660	4081
6/07/2004	32	C	8400	263	C	12720	398
4/06/2004	30	I	8400	280	I	12240	408
5/05/2004	30	R	10260	342	R	12900	430
5/04/2004	31	I	6780	219	I	12000	387
5/03/2004	30	R	6840	228	R	11220	374
4/02/2004	30	I	6240	208	I	12000	400
5/01/2004	31	R	3060	98.71	R	7500	242
5/12/2003	30	I	10560	352	I	14460	482
5/11/2003	30	R	4800	160	R	5280	176
6/10/2003	32	I	15120	473	I	20940	654
4/09/2003	29	R	17580	606	R	24600	848
6/08/2003	14	I	5340	381	I	7320	523
23/07/2003	29	E	11100	383	E	15240	526
24/06/2003	27	R	10320	382	R	14160	524
28/05/2003	34	OF	11460	337	OF	12000	353
24/04/2003	30	R	9720	324	R	12600	420
25/03/2003	28	R	7380	264	R	11100	396
25/02/2003	29	R	7440	257	R	12600	434
27/01/2003	34	R	8700	256	R	11460	337

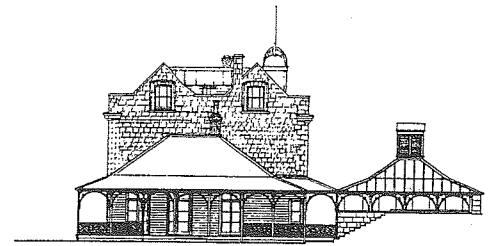
R = Actual reading

I, C = Estimated account

P = A reading provided by the customer

OF = A reading that TrustPower have double checked

2nd Mayl 2006



O H I N E T A H I
 GOVERNORS BAY
 LYTTTELTON R.D.1
 TEL 03 -329 9852
 FAX 03 -329 9842

CHRISTCHURCH CATHEDRAL

ESTIMATED COST OF REPLACING THE SLATE ROOF

Including flashings, valleys, hips, etc and repairs to spouting and downpipes

A. Supply of Slates

- Refer to attached estimate prepared by Mr Peter Carmine of Meriton Ltd.
 - Supply of 1600m² Longstones Chinese blue/gray roofing slates \$184,600.00
 - Supply of 700m² Barcamp Brazilian grey/green roofing slates \$168,250.00
- \$252,850.00 + GST**

Note: The above allows for the existing pattern of green and blue/grey slates on the roof of the nave, sanctuary and apse to be retained with the green slate the predominant background.

B. Estimate for Fixing Slates Prepared by Chris Cooper Roofing

based on an estimated total roof area of 2300m²

Inspection, sort and fix client supplied slates to 50 x 50 H3 Radiata battens on 50 x 20 H3 Radiata counter battens on underlay over existing T+G boarding

	Description	Quantity	Unit	Rate	Cost
1.	To roof to nave, sanctuary and curved apse with green and blue grey pattern	1114	M ²	\$101	\$112,514.00
2.	To roofs of side aisles, transepts and adjoining roofs without patterns	1186	M ²	\$50	\$59,300.00
3.	To 4 turrets with lead hips	4	M ²	\$5,000	\$20,000.00
4.	Supply and fix underlay	2300	M ²	\$10	\$23,000.00
5.	Supply and fix H3 50 x 20 radiata counter battens	2300	M ²	\$13.00	\$29,900.00
6.	Supply and fix H3 50 x 50 Radiata battens	2300	M ²	\$20	\$46,000.00
7.	Rake and cut valleys		L/M	\$25	
8.	Rake and cut valleys with pattern		L/M	\$80	
9.	Retain existing lead ridge strapped with wrought iron		L/M	\$30	
10.	Remove existing slate, horse hair felt and battens from roof to ground				\$138,000.00
11.	Provision for craneage 83 pallets up, old slate off	170	Lifts	\$250	\$42,500.00
12.	Skips and dumpage	100	Ton	\$150	\$15,000.00
13.	Contingencies – offset by selection, storage and sale of sound slates from existing roof				
14.	Traffic management OSH requirements, waterproofing walk areas, parking and storage, security area for container				\$82,764.60
					\$568,978.60 + GST

C.	<u>Scaffolding</u> estimate prepared by Brazier Scaffolding Ltd including 8 weeks rental for each 45m section including the erection and dismantling periods.	\$184,960.00
D.	New copper valleys, butynol flashings to gables, repairs to cast iron, spouting, repairs to copper downpipes and remaining cast iron downpipes – assuming lead ridges retained Estimate	\$60,000.00

Summary:

A.	Supply of slates	\$252,850.00
B.	Fixing of slates	\$568,978.60
C.	Scaffolding	\$184,960.00
D.	Valleys, flashings, spouting and downpipes	\$60,000.00
E.	Contingencies	<u>\$100,000.00</u>
	TOTAL	\$1,166,788.60
	Plus 12.5% GST	<u>\$145,848.58</u>
		<u>\$1,312,637.18.</u>

Fm Warren

Sir Miles Warren
Architect

PEDERSEN READ
PROFESSIONAL ELECTRICAL ENGINEERS



01 May 2006

The Administration Manager
ChristChurch Cathedral
P O Box 855
Christchurch

Attn Chris Oldham

Re ChristChurch Cathedral Electrical and Lighting Upgrade

Pedersen Read Ltd participated in a process of careful review of the Beca budget proposals with the Works committee of the ChristChurch Cathedral Chapter.

We have now received from Beca the revised and lowered schedule of budget costs.

We support the Beca budget for these works and are of the opinion that the works should be able to be scoped within this budget.

It must be borne in mind, however, that this is a budget and not an estimate. The budget will allow for fund raising to be undertaken, but the estimate can only be determined when Beca have been engaged and completed sufficient investigation work to determine the scope of work to be undertaken.

PEDERSEN READ LTD

per 

Mel Pedersen

P E D E R S E N R E A D L I M I T E D

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Email choffice@pedersen.co.nz