



## **St Joseph's Parish Redevelopment Expression of Interest (EOI)**

EOI requirements for a consultant team to take part in a Master Planning and Concept Design competition for the redevelopment of St Joseph's Parish, Papanui, Christchurch, New Zealand

**June 2015**



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## 1.0 QUICK REFERENCE INFO

Client:	St Joseph's Parish (Papanui), Roman Catholic Diocese of Christchurch, New Zealand
<b>Contact Details:</b>	
EOI Contact Person	François Baudet
EOI Contact Person Contact Details	Email: <a href="mailto:fbaudet@savills.co.nz">fbaudet@savills.co.nz</a> Phone: +64 (0) 211900154
Questions	All questions shall be raised by email and to the email address defined above.  All answers will be given directly to the party that raised the question and notified on the St Joseph's Parish website via the following link <a href="http://stjosephspapanui.weebly.com/building-anew---project-control-group.html">http://stjosephspapanui.weebly.com/building-anew---project-control-group.html</a>  Respondents should access this location periodically up until the defined 'close of questions' date.
<b>Your Response:</b>	
Hard Copies	Five Hard Copies to be provided
Other Formats	An electronic copy of your response in Adobe PDF issued to: <a href="mailto:st.josephs.pcg@gmail.com">st.josephs.pcg@gmail.com</a>
Address for hard copies to:	Attn: St Joseph's Planning Group c/o Fr John Adams EOI – St Joseph's Redevelopment PO Box 5014 Papanui 8542 Christchurch New Zealand
<b>Timeline:</b>	
Questions to be asked before	Monday 15 June 2015 – 4pm (NZST)
Response received by (closing date)	<b>Friday 26 June 2015 – 4pm (NZST)</b>  Note: Receipt of the digital version will constitute a submission.
Possible week for interviews	Monday 13 July 2015
Target date for notification of outcome:	Week Commencing Monday 27 July 2015



## 2.0 BACKGROUND

St Joseph's Parish is located in the north west of Christchurch city (New Zealand) with the original church on the site established in 1922. Today the parish has approximately 3,500 registered parishioners.

The September 4<sup>th</sup> 2010 and February 22<sup>nd</sup> 2011 seismic events have had a significant influence on life within Christchurch. The ramifications of these events will have long lasting impact on the people of the region and the places within which they interact. Catholics in particular have a very close association with their place of worship; not only as a building to gather and worship but a place that witnesses our beliefs to the wider community, a landmark for the faithful and non-faithful alike. The Roman Catholic Diocese of Christchurch has sustained significant damage to its buildings. The damage has been wide ranging and continues to affect the operation and mission of the Church. St Joseph's Parish has suffered the loss of its historical worship space which is now demolished. The Parish is utilising the smaller St Gregory's Church in Bishopdale for all Mass and liturgical celebrations.

In March 2015 we published a document titled '*St Joseph's- Phase I Making a case for change*'. This reviewed the impact of the earthquakes on the Parish, the opportunities that this presented, options on how we could come to the provision of a new worship space and a possible process to deliver this. This document is included as Appendix A and forms the basis for this EOI.

Appendix B provides an aerial image of the site giving details of existing structures, some services, entry/exit points etc.

Appendix C provides a copy of the Diocesan *House of God* design guidance document. This is a critical reference for understanding the desired liturgical design philosophy for any new church in our Diocese.

Analysis of the appendices will be critical for the proposed consultant team to provide a focused response.

## 3.0 PURPOSE

The purpose of this Expression of Interest (EOI) is to establish a shortlist of three design teams to take part in a design competition.

A design competition is an excellent avenue for developing a concept design for a vision that is yet to be visualized. The St Joseph's redevelopment provides the winning consultant an opportunity to be a critical link and a leader in an exciting new development.

## 4.0 EOI RESPONSE REQUIREMENTS

In order for St Joseph's Parish to establish the desired shortlist we require the provision of the following information in the response:

- Proposed Consultant Team
- Relevant Experience
- Possible Bulk Location Plan
- Completed EOI response form (Appendix E)

### 4.1 Proposed Team

Due to the desire to get significant value out of the proposed design competition we are looking to request the design does not just provide architecturally led concepts but gives greater granularity in the solution. The proposed team should include reference to the following disciplines:

- Lead Consultant Architect
- Liturgical Architect/Advisor
- Structural (Seismic experience)
- Civil
- Building Services
- Planning
- Commercial (Budget preparation).

The responding party should highlight who would be part of the team to deliver the competition output and, where appropriate, can reference their experience as per 4.2. A schedule listing the individual company's, personnel to be involved and their role should be provided.

One of the critical success factors will be the resource allocated to develop the vision for our new church. This is undoubtedly a specialist role and requires an entity who is well versed in the Liturgy of the Church and the designing of Catholic Church spaces. It is understood that New Zealand may have a limited number of resources available who could actively fill this role. We are open to individuals or firms included in teams who are sourced from outside of New Zealand.

### 4.2 Relevant Experience

This element should be described in two distinct categories:

1. Catholic Church Design Experience
2. General redevelopment/master planning experience – particularly in seismic areas.

#### Catholic Church Design Experience

The respondent shall identify previous experience in the design and delivery of Catholic Church buildings. This should include comprehensive images (internal and external), plans and a written explanation of each development undertaken. This





written explanation should be detailed and describe the key elements of the Church to show the depth of knowledge. The description of each reference project should be broken down into 3 areas:

1. Key design considerations in the location of liturgical elements (e.g. Altar, Ambo, Baptistry etc)
2. Religious Art used and importance to that particular project
3. Key design considerations from a practical perspective (e.g. lighting, acoustics, access/egress, seismic etc)

Appendix C provides the Diocesan *House of God* guidance document that describes the key parameters for new churches to be built within the Christchurch Diocese.

### General Redevelopment/Master Planning Experience

While this development is first and foremost about the development of our new church it does include the opportunity to redevelop the entire site as described in Appendix A and B. The proposer should provide three relevant examples of how they have worked with similar organizations to develop a concept design solution to achieve their vision. This should be supported with plans, visuals and images of the completed developments.

For each example included the proposer should provide a minimum of:

- Referee/Reference contact details
- Location and year of development
- Approximate total project cost (fees & construction).

### 4.3 Bulk Location Plan

As an assessment of the proposer's ability to conceptually visualize the space we request that each response provide a single A1 (23.4 x 33.1 in) plan that provides a high level Bulk Location plan (including people/traffic flows) for the site. A written description of the reasoning behind location for facilities and flow paths should be included to provide context. This output can be in a CAD or hand drawn form.

Refer to Appendix D for a detailed plan that describes the scope of what should be included.

## 5.0 Evaluation

The evaluation of the responses will be based on the three key attributes and assessed with the following weighting:

- Proposed Consultant Team (35%)
- Relevant Experience (50%)
- Possible Bulk Location Plan (15%)

## 5.1 Shortlisting

Following the desktop evaluation St Joseph's will undertake interviews with up to six parties. The purpose of the interviews is to:

- discuss the EOI response and content
- ensure that the liturgical connection established through the proposal is real and that the team understand the specific elements that are important within Catholic Churches
- establish a relationship and test rapport between the team and St Joseph's representatives.

Following the interviews St Joseph's will establish the final shortlist of three parties for the competition.

## 6.0 Proposed Competition Detail

### 6.1 Inputs and Outputs

The final brief and outcomes of the proposed competition are yet to be confirmed however the following gives a high level guide of the likely inputs and desired outputs:

#### Inputs:

- a detailed written brief describing the project and required elements
- briefing meetings
- the payment of a nominal fixed fee to complete the task.

#### Outputs:

- Conceptual Design
  - layout plans for the site and built elements
  - elevations
  - sections
  - 3D visuals
  - reference to Structural, Civil, Services, Planning detail etc will also be required.
- Written report that describes the design output and how it meets the brief
- Baseline budget for the development
- Indicative programme for the development.

## 6.2 Competition Assessment

The final competition Assessment Panel and Evaluation Criteria will be finalized in consultation with the three shortlisted parties to ensure a fair and unbiased approach. Initial thinking on the compilation of the Assessment Panel is:

- Parish Priest
- Architectural Liturgical Advisor (not necessarily a Registered Architect)
- Architect (Registered)
- Member of the Parish Council
- Member of St Joseph's School Board of Trustees



- Member(s) of the St Joseph's planning group

There is likely to be an element of the evaluation criteria that will be opened up to the Parish. This is a critical element to ensure it is engaged and has an influence over the outcome. This influence is likely to be in the vicinity of 10%.

### **6.3 Proposed Form of Engagement**

The parties involved in the competition will be engaged under an NEC3 Professional Services Short Form agreement.

The shortlisted parties to take part in the competition will be expected to agree to the following:

- The signing of a confidentiality agreement
- The agreement that Intellectual Property for the competition outputs will be shared between the two contracted parties
- Taking part in the competition will not necessarily earn the contracted parties the right to deliver the full development
- A competition fee of \$10,000 will be paid to each participant on completion.

It is the intention from this process that the competition winner will lead the final development that is taken forward for the site from a design consultancy perspective. The exact form of this will be at the final discretion of St Joseph's parish.

### **7.0 Proposed EOI and Competition Programme**

The indicative programme for completion of this EOI phase and the competition is the following:

- Responses Received End June 2015
- Responses Reviewed - July 2015
- Shortlist Confirmed - End July 2015
- Competition period - 6 weeks (August/September 2015)
- Competition completed – October 2015
- Following the competition a decision on timing regarding next steps will not take place until end 2015/early 2016.

### **8.0 Terms and Conditions of this EOI**

#### **8.1 Acceptance of terms and conditions**

By submitting a response, the Respondent accepts that it is bound by the terms and conditions set out in this EOI.

#### **8.2 Status of EOI**

This EOI is open market.

The Respondent acknowledges and agrees that this EOI is not a contractual offer, but is merely an invitation to Respondents to submit a proposal,

which will be governed by the terms and conditions of this EOI. Nothing in the conduct of this EOI process obliges St Joseph's to enter into any contract or further agreement with any Respondent in relation to the product/services that are the subject of this EOI, unless and until that Respondent has received written notification from St Joseph's of the acceptance of its proposal and St Joseph's and the successful Respondent have negotiated and executed a contract in respect of the procurement of such product/services.

If there is any conflict or inconsistency between the terms and conditions set out in this EOI and the terms contained in a Respondent's response, the terms and conditions set out in this EOI shall prevail.

#### **8.3 Confidentiality**

Respondents receiving this EOI and any associated documents must not make any public statement in relation to this EOI, the EOI process, their response, or the Respondent's participation in the EOI process, without St Joseph's prior written consent.

No advertisement or other information relating to this EOI process or any contract that may arise out of it shall be published in any media without the prior written approval of St Joseph's.

#### **8.4 Collection of information**

Each Respondent authorises St Joseph's to collect any information from the Respondent and relevant third parties (such as referees) and to use that information as part of its evaluation of the Respondent's response.

#### **8.5 Enquiries and Communications**

All communications relating to this EOI, or requests for clarification or further information, are to be directed by email to the St Joseph's Contact Person (or such other person who may be appointed by St Joseph's from time to time). All requests for clarification or further information must be made in writing and be received by the time and date given in this EOI. Any requests received after this time and date may or may not be responded to, at St Joseph's sole discretion. Any clarification or further information will, in general, be provided to all Respondents.

St Joseph's is not bound by any statement, written or oral, made by any person other than St Joseph's Contact Person. St Joseph's Contact Person is the only person authorised to make representations or explanations regarding this EOI document.

#### **8.6 Conflicts of interest**

Each Respondent must disclose any actual, potential or perceived conflict of interest in relation



to the matters covered by this EOI, and state how it would mitigate these. A conflict of interest may be:

- Actual: where the conflict currently exists,
- Potential: where the conflict is about to happen, or could happen, or
- Perceived: where other people may reasonably think that a Respondent or St Joseph's is compromised.

It is essential that any such conflicts be declared, even if the Respondent considers them to be of no significance.

### **8.7 Ownership of response documents**

The content of this EOI, and all documentation or other information provided by or on behalf of St Joseph's, is and shall remain the property of St Joseph's, and may only be used by the Respondent for the sole purpose of responding to this EOI.

The responses submitted to St Joseph's in response to this EOI shall be retained by St Joseph's. Intellectual property in a Respondent's response to the EOI will not pass to St Joseph's. However, by submitting a response, each Respondent licenses (free of charge) St Joseph's to use, copy, adapt, modify and reproduce its response for the purpose of evaluating its response and any resulting negotiation.

### **8.8 Information complete and accurate**

By submitting a response, each Respondent warrants that all information provided by it to St Joseph's, in or in relation to its response is complete and accurate in all material respects, it is not misleading, and that in preparing the response all reasonable skill and care has been exercised. Each Respondent also warrants to St Joseph's that the provision of that information to St Joseph's, and the use of it by St Joseph's for the evaluation of its response and for any resulting negotiation, will not breach any third party intellectual property rights.

Any assumptions or interpretations a Respondent makes with respect to this EOI or its response must be clearly identified and stated.

### **8.9 Respondents to inform themselves**

St Joseph's makes no representation and gives no warranty, whether express or implied, as to the accuracy or completeness of any information it has or will provide in connection with the EOI process. St Joseph's accepts no liability on account of errors in any statements made or data provided in the course of response preparation, within the EOI itself or subsequent negotiations and each Respondent must rely on its own inquiries.

### **8.10 Cost of responding**

Each Respondent shall be responsible for all costs associated with the preparation and submission of its response pursuant to this EOI.

### **8.11 Joint responses**

Joint responses (being responses where the Respondent is comprised of more than one person or entity) will be considered.

### **8.12 Non-conforming responses**

Any response which has incomplete schedules, is not correctly completed or has departures, exclusions, clarifications or qualifications can be considered by St Joseph's as a non-conforming response and may be rejected or considered, in part or whole, at St Joseph's sole discretion.

Respondents should provide full information to enable St Joseph's to properly evaluate any non-conforming response. Respondents who have not supplied full information may not have their non-conforming Response reviewed.

Respondents should be aware that their non-conforming response will not be made available to other Respondents.

In relation to any such non-conforming response, St Joseph's may, at its sole discretion:

- Evaluate and/or reject such response in part or whole;
- Assign a price to any non-conformities (for the purpose of evaluation);
- Request the Respondent to withdraw any non-conformities without adjustment to the submitted rates or prices; or
- Request the Respondent to withdraw any non-conformities, with adjustment to the submitted rates or prices, provided that the adjustment is for an amount that would have been reasonably expected had the Response been submitted without that non-conformity.

### **8.13 Notification of EOI outcome**

St Joseph's will notify the invited suppliers of the outcome at its earliest convenience.

All Respondents will be notified of the outcome and the name of the successful Respondent(s) (if any).

### **8.14 Notice generally**

St Joseph's will issue notices associated with this EOI via email.

### **8.15 Contract**

The form of contract that St Joseph's will require the successful Respondent(s) to enter into is NEC3 Professional Suppliers Short Form with Special Conditions as described in the EOI.



### 8.16 Exclusion of liability

To the maximum extent permitted by law, St Joseph's will not be directly or indirectly liable (whether in contract, tort or otherwise) for any damage, loss or cost arising from or in connection with this EOI.

### 8.17 Rights reserved by St Joseph's

Despite any other provision in this EOI, St Joseph's reserves the right in its sole discretion to:

- a) Reject all or any of the responses, in part or whole;
- b) Not accept any or the lowest priced response;
- c) Accept or reject any late or non-conforming response. Where St Joseph's accepts a late response it will do so in accordance with good practice;
- d) Apply, or change, and give whatever weighting it wishes, to any policy or criteria relating to the participation in this EOI or any subsequent process or evaluation of responses (including, without limit, to the evaluation criteria);
- e) Accept alternative responses in part or whole;
- f) Negotiate with any Respondent or Respondents who submit a response (to the exclusion of other interested Respondents) at any time and upon any terms and conditions;
- g) Seek further details or clarification from a Respondent about any aspect of its response, provided that St Joseph's will not be obliged to seek the same details or clarification from each Respondent;
- h) Amend, suspend or withdraw all or any part of the EOI or the EOI process on written notice to all Respondents; and
- i) Alter timelines on written notice to all Respondents.

### 8.18 Governing law

This EOI is governed by New Zealand law and each interested Respondent submits to the non-exclusive jurisdiction of the New Zealand courts as to all matters relating to this EOI.

**Confidential**



## **Appendix A - St Joseph's Making a case for change – Phase I**

# **ST JOSEPH'S MAKING A CASE FOR CHANGE – PHASE I**

**Updating our Vision and looking to the future....**

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HOLINESS

COMMUNIO

COLLABORATION

MISSION

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The September 4<sup>th</sup> 2010 and February 22<sup>nd</sup> 2011 seismic events have had a significant influence on life within Christchurch. The ramifications of these events will have long lasting impact on the people of the region and the places within which they interact. Catholics in particular have a very close association with their place of worship; not only as a building to gather but a place that witnesses our beliefs to the wider community, a landmark for the faithful and non-faithful alike.

The Catholic Diocese of Christchurch has sustained significant damage to its buildings. The damage has been wide ranging and continues to affect the operation and mission of the Church. St Joseph's, albeit not the worst affected Parish in the Diocese, has suffered the loss of its historical worship space which is now demolished. The Parish is utilising St Gregory's Church in Bishopdale for all Mass and liturgical occasions.

In August 2011 St Joseph's Parish published a document titled '*St Joseph's Discussion Document – A Vision Looking to the Future...*' This reviewed the impact of the earthquakes on the Parish, the opportunities that this presented, some options on how we could come to the provision of a new worship space, possible costs and timeframe to deliver this. Since August 2011 the Diocese has settled its insurance claim and there has been some guidance and direction for further redevelopment.

## 1.1 WHAT IS THIS DOCUMENT?

This document looks to achieve the following:

- provide an update to the August 2011 Discussion Document and build on that vision
- develop the strategic case and objectives for redevelopment of the St Joseph's site – 'Make the case for change'
- confirm to the Diocese that St Joseph's Parish intends to proceed with the development of a set of feasibility options and seek the Bishop's agreement.



## 2.0 BACKGROUND

### 2.1 THE PARISH

The site of St Joseph's is one of the oldest in the Diocese and as such carries a long history in the Catholic community.<sup>1</sup> St Joseph's Church as it stood prior to demolition had its foundation stone laid in June of 1921 and opened in March of 1922. Significant extensions were added in the mid 1950's however at the time of the earthquakes the Parish was still short on space.

#### 2.1.1 Parishioners

The Parish is strong in numbers and in faith with 3360 registered individuals. This is made up of 1164 families. During October 2014 the yearly Mass count was undertaken with an average of 840 people attending Sunday Mass. While mass counts are not a perfect estimation of yearly attendance due to different liturgical events at different times it shows that generally we only achieve a 25% attendance rate. This is an area of specific focus for our Parish.

Year	Count
2011	874
2012	1024
2013	803
2014	840

#### 2.1.2 St Joseph's School

St Joseph's School is an important partner to the Parish and has been operating since 1878. It is the largest Catholic Primary School in the South Island (domestic students 440 pupils in 2014 with a waiting list) and brings young and old into the church through immediate and extended family. Approximately 11% of our mass count is represented by children.

There is no doubt the school is intrinsically linked to the Church and Parish in both its physical location and spiritual connection. This link is a core value that is considered one of the key pillars to the overall health and long term growth of the Parish in both faith and numbers.

#### 2.1.3 St Bede's College

St Bede's College is a Catholic secondary school for boys with a roll of 789 and long term possibility in excess of 1000. It is positioned only 850m or a short walk from the St Joseph's Church site. Improved integration of St Bede's into our Parish community and weekly worship is another of the key pillars to the overall health and growth of our Parish. Initial conversation with St Bede's confirms their desire to be regular users of a new St Joseph's Church and its associated facilities. Although they are looking to build a small chapel circa 150-200 on the school site this will not be sufficient for full school masses.

We understand Marian College may move its school to grounds adjacent St Bede's. This will further increase the demands on the new St Joseph's Church and facilities.

#### 2.1.4 The Area

The St Joseph's Parish covers a large geographical area that encompasses both residential and rural areas. Rapid redevelopment/expansion is changing the landscape through subdivision and the 'drift' north and

west (Refer Figure 1). In the 2013 Census the area has seen a population increase of approximately 1000 when compared to 2006 but with a slight decrease in those associating themselves as Catholics. This is 14% down 1% on 2006 Census data. Despite this it is still 2.5% above the Canterbury and National average of 11.5%. An important element to note is that the Parish roll only captures approximately 50% of the total number of those who consider themselves Catholic.

The percentage of people associating themselves as Catholic is higher between the ages of 5 – 19 (16%) when compared to 12% on a national perspective. This is likely due to the impact of St Joseph's School and St Bede's College, it should not be overlooked as reinforcing the importance of the connection between the Parish and schools in both engagement and physical location.

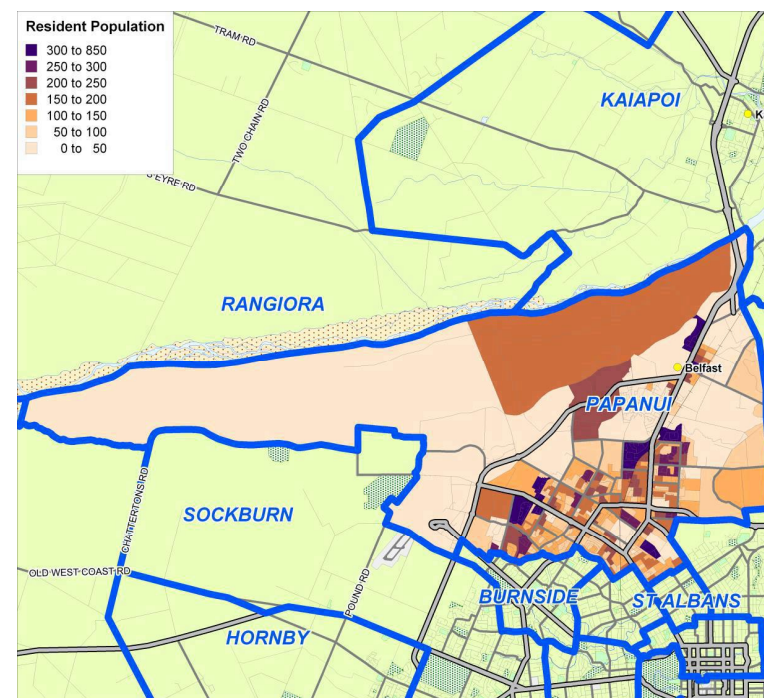


Figure 1 - Parish Boundary and Population

*"from early morning the Catholics in and around the district flocked to St Joseph's Church in order to be present at the anniversary services about to begin"*

*A statement from St Joseph's early history.*

<sup>1</sup> Personal Reflection, Janette McKee, Long Standing St Joseph's Parishioner

## 2.0 BACKGROUND

### 2.2 EARTHQUAKES

The Canterbury region's earthquakes have had a profound impact on the people and buildings of the area. The Diocese itself has suffered significant damage to a large portion of its physical assets. Four years on from these events it is now time to turn our attention to the future and look at how we can improve our connection with our community.

#### 2.2.1 St Joseph's Parish

Along with the rest of Christchurch St Joseph's Parish suffered significantly through loss of life and building damage. St Joseph's Church was rendered unusable by the February 2011 earthquake and has been demolished. The other Parish buildings fortunately only suffered minor damage. We are fortunate to have St Gregory's Church available within our Parish for our use. Even with significant investment St Gregory's remains too small for our current and future needs.

#### 2.2.2 Current Place of Worship

The parishioners continue to celebrate Sunday Mass at St Gregory's Church in Bishopdale. While it is a blessing that we have this facility there are some significant limitations due to its size and location:

- The building cannot hold existing Parish numbers nor any visitors for large liturgical celebrations during Easter, Christmas, Christian burials and there is no capacity for growth
- A full St Joseph's school mass is just possible at St Gregory's however there is no room for parents or family. In addition, transport is required – approx. \$3,000 per visit.
- Not integrated with St Joseph's School, presbytery or pastoral centre
- We cannot have a single celebration for 1<sup>st</sup> Holy Communion
- No opportunity for greater collaboration with St Bede's in this location and with its size.

#### 2.2.3 St Joseph's Church Building

St Joseph's Church has been demolished and the site is vacant. The Parish and Diocese have an opportunity for a development that strengthens the Catholic and non-Catholic community.

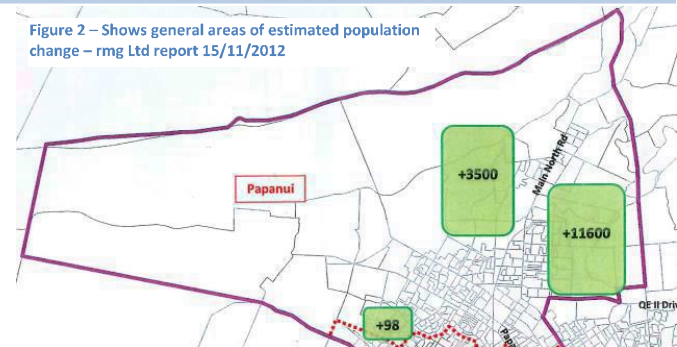
#### 2.2.4 Development

St Joseph's Parish covers a large geographical area and generally sits on the boundary of Christchurch city and the hinterland. With good connectivity into the City centre and excellent commercial / retail facilities in the Parish boundaries, the expectation is that residential growth within the Parish boundaries following the earthquakes is inevitable. We have already seen a population increase of 1000 between the 2006 and 2013 census.

A Christchurch North Pastoral Area Land Use Study was commissioned by the Diocese and was completed at the end of 2012. This study showed that there could be a population increase within the St Joseph's Parish boundary of up to 15,100 people. While the exact timeframe of this growth is unclear due to investment and planning conditions it does create the potential growth of Catholics in our Parish

boundaries of approximately 1700 additional Catholics. This will likely translate to an additional 300 massgoers based on recent census data – 2% of the NZ population are practising Catholics.

Figure 2 identifies the general location of the mentioned developments in comparison to the Parish boundary, Church and Schools.



### 2.3 CONNECTING WITH OUR PARISH

Since the initial Vision Statement developed in 2011 the Parish has undertaken a Parish Engagement process to establish the principles behind our Parish worship and desires for the future. This was a significant process which evolved over 6 months and comprised three full Parish engagement sessions where over 150 people participated. This process culminated in the generation of a final report titled Vision Statement for St Joseph's (attached in Appendix A). The key outcomes of this process were:

#### 1. Church style, atmosphere and artwork

Our Parish wishes to see a new development be of traditional nature and beautiful, permeate a feeling of sacred place throughout, achieve greater respect for the altar and sanctuary, excellent visibility of altar and icons from all locations.

#### 2. Daily Mass chapel

The ability to have a more intimate daily chapel also received significant support. It was seen this could also be a space where children celebrate the Liturgy of the Word and Perpetual Adoration for the Diocese could continue. It might also serve Christian burial and small weddings.

#### 3. Finance

There is a desire to see an energy efficient and low maintenance cost development including awareness that the capital costs should also be prudently managed.

#### 4. Acoustics & ICT (Information, Communication Technology)

Excellent acoustics, sound equipment and a quality projector were identified as critical especially with a larger worship space.

#### 5. History of the Parish

The preservation of the history of St Joseph's is considered critical. We have retained a number of items from the old Church.

#### 6. Church size and accommodation

This should reflect the needs of the Parish now and into the future however no clear view was sought or received regarding overall size.

## 3.1 THE STRATEGIC CASE

St Joseph's Parish is one of the largest Parishes in the Diocese. It is a critical link between the city and the north western hinterland of Christchurch. The area has seen a real increase in people living in the region since the last census in 2006 and will see significant general population growth (as discussed in 2.2.4).

Three key strategic aims for the redevelopment of St Joseph's site are:

1. Create a Catholic Church of great beauty which will inspire a deepening of faith
2. The achievement of real growth in numbers attending mass
3. Develop a north west Catholic Youth Hub that draws in the young.

These three core aims will assist our Parish in playing a significant part in delivering the Vision of the Diocese and Church:

HOLINESS, COMMUNIO, COLLABORATION and MISSION

### 3.1.1 Create a place of worship

We passionately believe the North West of Christchurch needs a place of beauty for our Catholic faith to flourish and grow. The list of opportunities in delivering this aim is long and hence gives us confidence in the ability to deliver this:

- Create a Catholic Church of great beauty which will inspire a deepening of faith for worship
- Host large liturgical events year-long and allow large congregations to gather for worship
- Provide a venue for large diocesan events e.g. ordinations
- Create a flexible space that can support large and small parish events: weddings, Christian burials and the integration of baptism within the celebration of the Mass
- Host masses for the school communities of St Joseph's School and St Bede's College
- Provide ancillary spaces for seminars, day retreats and other formation activities
- Ensure we support our community by providing suitable administration and pastoral support function space.

### 3.1.2 Growth

There is an opportunity for real growth in our Parish. St Joseph's Parish is in a fortunate position of having:

- St Joseph's Primary School immediately adjacent its grounds
- St Bede's College only 850m from St Joseph's Church site
- The potential for steady population increase through new residential development.

To generate the growth needed to sustain a redevelopment of the St Joseph's site we have identified 4 key elements:

- 'reclaim the lost sheep' – this means generating an increase in Mass attendance through two initiatives:

1. Increase the attendance of those who associate themselves with the Parish. We currently achieve a 25% mass attendance from those registered on the Parish roll. Only a 10% increase would increase our Mass count from 840 to 1175
2. Go out into the community and reclaim those who still associate themselves as Catholic but do not attend Mass. Even a 5% reclaim of these people would generate a Mass count increase of a further 165

A team of six from our Parish attended an international conference in Australia to develop their understanding of how to implement the New Evangelisation. This key role is accepted and supported by our parish council.

- Connect with St Joseph's Primary School through a more physical link with a proposed new School hall / community space. The school's board of trustees, staff and community have a desire to enhance the existing connection
- Generate a connection with St Bede's that brings their day-boys, boarders and families to our new development for Mass
- Develop further our extremely successful and invigorating RCIA ministry.

### 3.1.3 North West Catholic Youth Hub

Discussions with St Bede's College have already begun regarding establishment of a Catholic youth hub. Connection with St Bede's and St Joseph's School are critical elements to the success of this aim. While these will be a focus we will want to ensure that existing relationships remain (Scouts, before/after school care, martial arts groups).

The aim is for a redevelopment at St Joseph's to be seen as a Hub that draws in the youth and extends an invitation beyond just those who identify themselves as Catholic. We also want to connect with our local community through providing space suitable for local community groups and entities. This connection with the community will increase our opportunity to reach out to believers and non-believers alike. It will also increase utilisation of our new physical assets.

## 3.2 WHAT IS THE NEED?

Our current facilities are inadequate. We have an opportunity to now take action. The need is driven by:

- Pre-quake St Joseph's was too small – 380 seats
- St Gregory's worship space is too small for our current Parish numbers
- Showing expedient but well considered progress on the redevelopment of St Joseph's site will generate momentum and public interest and encourage re-commitment
- We have a seminarian training role which is difficult to manage with our current presbytery. Our current presbytery is inadequate – poor living space, cold, lack of office and meeting room spaces
- We have an opportunity to enhance the connection with St Joseph's school by integrating a new hall within our overall redevelopment plan.

In progressing any redevelopment there is an element of ‘what comes first’. It is difficult to identify a full strategy and plan without doing some pre-feasibility work. On the counter it is understood that before critical financial and human resources are applied to a development we need to have a clear plan.

## 4.1 NEXT STEPS...

The plan we intend to follow is:

- Develop a brief
- Go to market for a Lead Consultant Partner
- Develop a set of feasibility plans that allows us to explore different:
  - levels of new facility provision
  - budget parameters and affordability
  - delivery timeframes
  - alternate Parish operational models
- Present the outcomes of this process to the Diocese, resulting in approval to proceed, and to our Parish.

### 4.1.1 The Brief

A brief will be developed for the redevelopment of St Joseph’s site. This will be developed with capital cost in mind however we need this feasibility stage to allow for freedom of expression to truly assess the opportunities for the site. The brief will include elements of:

- Our own St Joseph’s Vision outcomes and narrative on these
- Narrative on the ‘House of God’ document
- Information on demographics and possible future growth
- Details on possible accommodation required. e.g new church, day chapel and Perpetual Adoration chapel, presbytery, school hall, administration and pastoral services requirements, parking
- Clarify a church building size and seating capacity (expected to be between 700 – 900 and a flexible space)
- Sustainability and access requirements
- Planning issues with the area – (a Christchurch planning office, PLANZ, has provided a simple planning paper outlining a number of the key site constraints and issues at no cost to the parish – refer Appendix C).

The brief will be issued to the Diocese for review and approval.

### 4.1.2 Procurement of a Consultant Partner

We propose to go to the open market for a Lead Consultant partner through a two stage procurement process. The first phase will be about assessing the parties’ capacity, capability, experience and people in assessing their fit with our possible redevelopment. Responding parties will be accepted from within

or outside New Zealand. The second phase will result in a more outcome-focused selection resulting from a full design competition. Our proposal paper is included in Appendix B for reference and if approved will be developed into a full Procurement Strategy. The process will achieve an outcome that will account for the full vision of the brief. It will have the flexibility to include or exclude elements depending on the key parameters of timing, affordability, delivery of benefits (our strategic goals) and minimising risk.

It is important to note that the proposed competition is not one solely about design. It will include the requirement to provide budget and programming information to assist us in our next phase.

### 4.1.3 Resources

The Parish is blessed with a large number of extremely capable and talented individuals who are all interested in being a part of this process, whether it be liturgical, legal, design, construction or project management advice we seek.

Our intention is to undertake this first stage utilising internal Parish resources. We will:

- Lead the development of the brief (with Diocesan assistance and oversight)
- Lead the procurement and manage the process of establishing a preferred Lead Consultant Partner
- Fund the initial feasibility investment through our proposed procurement process. Our Budget is:

Element	Cost (NZD)
Procurement Advertising	CONFIDENTIAL
Fee to 3no. shortlisted Design Leads	
Commercial Advice to assist with analysis of feasibility options	
<b>Total</b>	

CONFIDENTIAL

### 4.1.4 Beyond Phase II

The outcome of our procurement process will result in a significant amount of information. The key next steps will be to analyse the outcome and present to the Diocese a detailed ‘Making a case for change – Phase II’ document. In this we will clearly define:

- A full set of options (including do nothing)
- Identify the benefits/dis-benefits of each in achieving the strategic direction
- Clearly articulate the capital expenditure required for each and the timing
- Clearly articulate the operational expenditure required for each
- Clearly define an operational model concept to support the preferred option

## 4.2 OUTCOME REQUESTED

Agreement of the Bishop to proceed on the basis outlined. We will commence discussion with the Diocesan Property and Development Manager, Keith Beal, regarding this proposal.

# **APPENDICES**

**APPENDIX A - VISION STATEMENT FOR ST JOSEPH'S**

**APPENDIX B – PROPOSED PROCUREMENT PAPER**

**APPENDIX C – PLANZ PLANNING PAPER**

St. Joseph's Parish, Papanui - *Building Anew*  
Report on Concept or Vision Statements for the Rebuild, Presented and Affirmed by Parish  
19 October 2014: Parish Planning Group Meeting  
Facilitator: Marianne Daly, Parish Advisor

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*Prayer for Building Anew*

E te Matua i te Rangi  
**F**ather in heaven,  
You have made the whole world a temple of your glory.  
It is right that we praise and glorify your name.

**W**ith Jesus Christ its cornerstone,  
You built a Church of living stones,  
So that all who gather in your holy house  
May come to everlasting salvation.

**H**ear our prayer  
as we embark on this mission of building anew.

**E**nfold us once more in the love of the Holy Spirit.

Guide our vision,  
Open our hearts,  
Bind us as one body.  
Enable us to wait with trust,  
Discern with patience,  
Face the challenges,  
Embrace the sacrifices  
And speak with reverence;  
That we may come to true holiness  
As we serve your purpose  
In building this sacred dwelling.

We ask this through Your Son, Jesus Christ, Our Lord. Amen.



## PREAMBLE

St. Joseph's Parish was established in 1924. The parish history is rich, treasured and there is a strong sense of carrying this ninety year history forward with the next steps of this parish's journey. This growing parish is building a new church and possibly other needed spaces; it is not the start of a new parish. St. Joseph's is deeply immersed in Catholic traditions, devotions and missionary outreach and some describe their parish as "pilgrims journeying to heaven together." It is common to meet families who have two and three generations actively engaged in the parish. The primary school, which is a 'foundation' of the parish, has nourished generations of the past and present, and foresees a strong future. The community is ethnically diverse with at least 27 nationalities present and growing, yet they are one parish. The reflection of society is found in this parish with an established youth group, growth of young families, those immersed in the work field, semi-retired and fully retired. Care for elders and those with special needs is clearly evident. Anticipating the growth within their parish boundaries, the parish wishes to plan well for the future and be able to use their resources to meet both current and future needs.

## PROCESS

Fr. John Adams, PP, invited Marianne Daly, a Parish Advisor for the Diocese, to come and meet with the Parish Planning Group and discuss how the parish could take the next steps forward in a process toward building a new church. Marianne presented a process to the group who accepted it and asked her to facilitate.

This conversation and work is being undertaken due to the devastating earthquakes that began in 2010, and continued in 2011. For this 90 year old parish, the earthquakes destroyed the larger of the two parish's churches, St. Joseph's. Bishop Barry Jones has affirmed that the church be demolished and a new church built.

An invitation was extended to the parish to reflect and converse on *who we are as a parish and on our future*. Three parish meetings were planned, the first on the 27<sup>th</sup> July. This was a three hour open meeting with 75 participants. A prayer was crafted for *Building Anew* which opened the meeting. Marianne facilitated the meeting. The meeting began with the premise that:

*"the process of building a church does not begin with a building or a site plan, but first taking time with a community to reflect on who we are as church and how are we called to live out that mission."*

Four questions were posed and parishioners shared in small groups:

1. Who are we?
2. What do we do?
3. What are our treasures and values?
4. What do we need?

All responses were recorded and summarized. After the meeting, the St Joseph's Planning Group reflected on the responses and comments of parishioners and felt that there may be more views to consider, noting the presence and absence of various groups and ministries of the parish. A summary of all the responses was made available to the parish both on the website and in printed form. The process was adapted to invite additional responses to the four questions and be submitted within the week. These were added to the working document from meeting one.

An invitation was extended to the parish to prayerfully reflect on these four questions and the responses in preparation for the 2nd parish meeting which would prioritize their needs. On 24<sup>th</sup> August, the second meeting was held with 77 participants some of who were not at the first meeting. The Sisters of Mercy requested an alternative means to participate as they were committed to a religious community event the date of meeting two, prioritizing. The Parish Planning Group affirmed Marianne repeating the second meeting with the Sisters of Mercy, which was done the following day in the same manner as parishioners participated. This was made known to the parish at meeting two. The results are prioritized here.

Alongside prayer, two key characteristics of this process are openness and transparency. The Parish Planning Group has provided information on what is known and that which is not yet known to the parish through meetings, bulletin notices and updates at Mass these past five months.

The purpose of this process is to create and articulate Concept or Vision Statements which describe the qualities and priorities of the faith community of St. Joseph's Parish. The work engaged in is designed to identify what the parish desires regarding the new church and associated structures.

The third meeting is scheduled for Sunday, 19 October following the 10:00 am Mass. At that time this report will be shared with the parish, asking for affirmation that it indeed accurately reflects the conversation and concepts selected by the participants from meetings I and II. If corrections need to be made, they will be identified at this meeting. Each idea was received with respect and seriously considered. These are the areas of greatest consensus.

It is the intention that this document will be shared with potential architects and will be a springboard from which a dialogue will begin as the search for the best architect or architectural team is undertaken. This document, along with the Diocesan *House of God* resource by Bishop Barry Jones, are two key sources of information for those who may consider working on St. Joseph's new church.

## VISION - CONCEPT STATEMENTS

### **I. Church Style, Atmosphere and Artwork**

The area which received the most attention and support was that of the style, atmosphere and artwork of the Church. The Parish desires a church traditional in style. This is in keeping with the Diocesan document *House of God*. "Visibility of the altar from all areas" is asked for. There is a desire for beauty and an atmosphere of sacred space to permeate the building. "Greater respect for the altar and sanctuary" is a priority. Clear placement of icons and statues is desired. The single most artistic element prioritized is stained glass.



## **II. Daily Mass Chapel**

A Chapel, in addition to the church proper, was the second area which received the most support. In addition to a chapel for daily Mass, adoration and the celebration of the Liturgy of the Word with children were specifically noted. Further discussion on perpetual adoration will be needed.

## **III. Finance**

This area is a combination of several threads woven under 'finance'. The first was that the new building be "low maintenance and energy efficient." Noted was the support that the parish bear in mind the "expenses and keep the costs under control, making the funds go further." Within this category was strong support for the 'best use' of the school and church land. "Recycling and reusing what is possible from the old St. Joseph's church" is also a priority.

## **IV. Acoustics and ICT [Information, Communication Technology]**

Excellent acoustics and sound equipment is clearly desired. Specifically noted was a system that can "work with hearing aids." Clear visibility to projector/s is asked for.

## **V. History of the Parish**

The preservation of the history of St. Joseph's is clear. One of the additions to the original list of needs was that of recovering the prayer logos that are on the floor in the entrance to the church.

*'Carry the footsteps of all the parishioners over the past years  
into our Church of the future'*

was the single most identified priority. Along with these is the acknowledgment of the history of the church and school. The presider's chair crafted by Fr. Noonan, the pictures of the four Evangelists (and Holy Spirit) and the original foundation stone have been requested to be retrieved. More importantly, a legacy has been identified. The community

is asking to acknowledge the people who have come before and bring their history into this newly created space.

[The parish is aware that the Parish Planning Group has already identified these and other treasures within the broken church to be salvaged if at all possible.]

## **VI. Church Size and Accommodation**

The ability to accommodate the school community and parents in the new church is a priority. The ability to “cater for those larger celebrations such as Easter and school Masses” is a priority. Noting the possibility of expanding the church in the future, when the need arises has been noted.

### *Additional:*

There was strong support that the “parish centre remain.”

Noted too was the support for the “parish centre and church to be linked.”

## APPENDIX B

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### Memo

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To	<b>Father John Adams</b>	From	<b>François Baudet</b>
		Date	<b>1 March 2015</b>
Company	<b>St Joseph's Parish</b>	Reference	-
cc		Pages	<b>3</b>
Subject	<b>Proposed St Joseph's Redevelopment Procurement Strategy – Lead Consultant Partner</b>		

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#### 1 PURPOSE:

The purpose of this memo is to outline a proposal for how a Lead Design Consultant partner could be procured, the inputs required to achieve this, and the outputs that are expected.

Following approval of this approach a detailed Procurement Strategy Document will be developed detailing the entire process including deliverables, expected timing, communication required and evaluation strategy.

#### 2 PROPOSAL:

Considering the size, scale and complexity of the project a two stage procurement process is considered appropriate to ensure competition but achieve real value. Value will be achieved by engaging a Lead Design Consultant partner who can provide the right people, experience, capability and connection with the Parish for a fair market price. The two stage process will include:

1. Expression of Interest  
  
followed by
2. Request for Proposal

##### **Expression of Interest (EOI)**

An expression of interest or 'EOI' is a document issued to market to attain details from a group of service providers who can offer a service to assist in achieving a project goal.

The EOI process inherently looks at capturing;

1. General business experience in the area for which the EOI relates
2. Specific personnel capability relating to the project requirements
3. Examples of completed projects that match the criteria of the project on offer
4. List of referees to allow an independent team to verify the service providers' capability

Generally speaking the EOI process does not generate any cost parameters as it is a simple tool for generating a 'short list' of potential service providers that could move onto the more formal and detailed Request for Proposal (RFP) stage.

In the context of a potential St Joseph's redevelopment the Parish would issue an EOI to the market with little or no cost to the Parish other than advertising.

What information would the EOI require?

1. High level description of the potential project
  - a. History
  - b. Reason for project
  - c. Possible outcomes
2. Services to be sourced from the prospective service providers
  - a. Lead Design Consultant partner

- b. Architectural/Structural/Civil/Elec/Mechanical Design Services
3. A clear definition of the deliverables to be returned as a part of the EOI
  4. Provide guidance as to the possible next steps and likely RFP process options
    - a. possible competition and details around this
    - b. Standard RFP process and contract type

The EOI would be issued to the open market and returns accepted based on a minimum standard criteria.

The period for response to an EOI would be 4-6 weeks. One meeting during this period would be allowed for with perspective consultants to allow for any questions to be raised and initial rapport to be created. A single point of contact for formal questions would be required.

Once the EOI closing date has passed and the EOI's are returned a team of individuals would review each return and then meet to discuss, score and then choose the number of service providers who are considered appropriate to move forward to the RFP phase.

This review process works best if clear parameters are set for the reviewers and a scoring system generated to assist in evaluating the EOI's.

Once a decision on the preferred service providers is made and the Diocese confirms acceptance the RFP process can commence.

### **Request for Proposal (RFP)**

The RFP process is where the parish will gain full clarity regarding potential design options and general order of costs.

The RFP process proposed here is one of a 'Competition'. Each RFP respondent is paid a nominal fee of [REDACTED] to complete the RFP with clear parameters regarding what they are to provide.

The expected outputs of the RFP process would be;

1. Bulk Location Plan
2. Initial Concept design of a new building (1:500 scale)
  - a. Plans
  - b. Elevations/Sections
  - c. 3D Model/Sketches
  - d. Location on the site etc
3. Lump sum Design fee for all elements of the project split into professions
  - a. Architectural
  - b. Structural
  - c. Mechanical/Electrical
  - d. Civil
  - e. Geotechnical etc
4. Proposed project budget inclusive of but not limited to;
  - a. Design Fees
  - b. Consent Costs
  - c. RMA Costs
  - d. Construction Costs
  - e. legal Costs etc

What information would the RFP require?

1. Detail description of the possible redevelopment including:
  - a. Provision of initial planning report
  - b. Full brief of proposed building (both liturgical and functional)
  - c. Clarification if culvert can be removed
2. Provide details of exact service required;

- a. Lead consultant
- b. Design Development
- c. Consent
- d. Planning
- e. Contractor Tendering
- f. Contract Management
- g. Close-out

3. An outline of the information to be returned with RFP response (as above)

The period for response to an ROI would be 6 - 8 weeks. Mid-proposal meetings would be required and a point of contact to answer queries formally.

Once the RFP closing date has passed and proposals returned the process of reviewing would take place.

The expectation is that this would be a more 'open' review and involve a number of key stakeholder groups both Diocesan and Parish wide. The exact parameters for how the returned RFP's are reviewed requires development and agreement with the Diocese. The expectation is that the process of RFP review following receipt could take anywhere between 8 - 12 weeks.

### **3 CONCLUSION:**

The procurement process offered is a two stage process.

The key benefit of this process is that it gives the Parish a clear design delivery mechanism and at minimal cost will give a significant amount of detail for a potential development.

The Parish would gain;

- Minimum of three feasibility designs based on a clear brief and strategy
- Minimum of three initial budgets for a re-development allowing for a benefits, operational model and affordability analysis to be completed
- A robust procurement process that ensures probity and gains confidence from the Parish and Diocese from the context of fiscal responsibility.

Regards

**François Baudet**

## Memo

To:	<b>Francois Baudet – Director, Project Management: Savills New Zealand</b>
From:	Matt Bonis, C/- Planz Consultants Ltd
CC:	NA
Date:	13 March, 2017
Subject:	St Joseph's Parish

Attention: Francois Baudet

The purpose of this correspondence is to set out the planning issues, conditions and existing use rights that may apply to the site.

### *Proposal*

I understand that the brief has eventuated as a consequence of earthquake damage, and the desire to achieve the following:

- Increase the scale beyond 380 seats to 800.
- Increase the worship space.
- Exhibiting expedient and investment in the recovery and growth of facilities reinforces the Church role and function in the community;
- Provision for seminarian training as well as sufficient and contemporary office and meeting spaces.
- Enhanced connection with St Joseph's school by integrating a new hall within the overall redevelopment plan.

The plans identify that buildings will be located towards the rear of the site, within an envelope of some 1,750m<sup>2</sup>. Landscaping, car parking and new Presbytery will be located fronting Main North Road. The existing main vehicle access onto Vagues Road will be maintained, the existing access onto Main North Road would be upgraded and accommodate greater levels of vehicle generation than currently.

### *Existing Activity – Preserving Existing Use Rights*

Given the scale of the proposal it will be important to secure existing use rights for any future application. This can be done through two approaches:

- 1) **Obtain an existing use rights certificate** (s139A RMA1991). This provides the Church with a 'baseline' of activities, and structures. These rights are provided for a period not exceeding 12 months should that activity cease for a period of 12 months or more. This is particularly useful if the Church is going to undertake restoration in stages, where buildings / activities will be removed for a period prior to resource consent being issued for development as a whole.
- 2) **Obtain a resource consent (s88A)** for the redeveloped site as a whole. There is a five year period by which that consent would need to be commenced by (s125).

An inventory of activities, building scale, elevation and footprints is critical. The Church should be collecting data as to the use of the Church and facilities. This provides a base against which only additional activity or building scale is to be considered by the Council in processing a resource consent application.

Matters that should be included:

- Staff and movements;
- Visitors, (congregation, office, community activities) – number and sessions;
- Use of car park (car parking surveys) as linked to visitor sessions;
- Plans and elevations (as set against the new proposed building(s) layout.

### *Consent framework*

The District Plan framework is currently in a state of flux with the introduction of new provisions as associated with the earthquakes. I have broadly listed out the current relevant provisions below. However if consent is to be sought post 2015 a variation of the Council's new proposed rules (also below) would apply (set out below).

### *Current Provisions*

Site zoned Cultural 3 (not designated). Albeit, as the activities proposed are not deemed 'educational' the City Plan refers to a Living 1 zoning for the activities (Refer Vol 3, Part 7, Rule 3.1 and Rule 3.6.<sup>1</sup>).

As a non-residential activity within the Living 1 zone, the activity would likely be **discretionary**. Principally in terms of the Community Standards relating to scale of activity, site size, vehicle movements and hours of operation<sup>2</sup>. Consent would be based on the baseline environment (as recorded above), although it is likely that immediate neighbour's written approvals would be required regardless. It is anticipated that access onto Main North Road and car parking provision would be central to gaining consent. The extent and use of offices would also be a Council focus.

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<sup>1</sup>

St Joseph's (R.C.)	Main North Road, Papanui	Map 25	Living 1
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<sup>2</sup> Refer Volume 3, Part 2. Rule(s) 2.3

## Potential Provisions

The proposed District Plan is a mess. It is currently in three parts, only one of which is publicly available. That part of the Plan is currently going through Independent Hearings Panel to determine the final rules.

However, it is assumed that the same themes will emerge. The site is currently 'greyed out' in the Phase I part of the District Plan review. A Cultural zoning will likely be retained. There is some prospect that the remainder of the site will be designated for School purposes.

Given the non-educational aspects of the proposal, the 'Residential Suburban' zone provisions will likely apply. 'Spiritual Facilities' are currently permitted. Spiritual facilities *means the use of land and/or buildings for the public and/or private assembly of people primarily for worship, meditation, spiritual Building deliberation and ancillary community activities*, where the hours of operation are limited to 0700 – 2200.

However, the proposal will breach the high traffic generation rule and will require consideration in terms of transport generation and access.

## *Suggested next steps*

Assembling a detailed inventory of facilities and activities currently undertaken on the site will be of immense use. Once these have been compiled and a generic building layout / design has been configured I can assist with highlighting the likely non-compliances and process.

Regards

**PLANZ CONSULTANTS LTD**



Matt Bonis  
**ASSOCIATE**

DDI: 021 79 66 70

Email: matt@planzconsultants.co.nz



**Confidential**



## **Appendix B – Aerial Photo of the Site with current structures detail**



**Info:**

St Joseph's Church (Demolished)



Presbytery Structure and outbuildings



Scout Hall and outbuildings



School Pool and associated Structures



Underground 800mm culvert



Perimeter riparian boundary



Integrated land boundary



# St Josephs Proposed Building/Structure Removal Plan

Prepared By: FB  
REV: C  
Date:14 July 14

**Confidential**



## **Appendix C – The *House of God* Document**



#### 4. ARRANGEMENT OF THE CHURCH



*Reconciliation imparts to the sinner the love of God who reconciles (CCC 1442).*

Lady; there can also be images of the saints as appropriate (*Catechism of the Catholic Church 1159 – 1162*).

**Kneeling** is an important traditional posture in the liturgy; it is prescribed during the Eucharistic Prayer of the Mass. Kneelers should be attached to the pews (*GIRM 43*).

There should be a **sacrarium** in the sacristy of every new church being built.

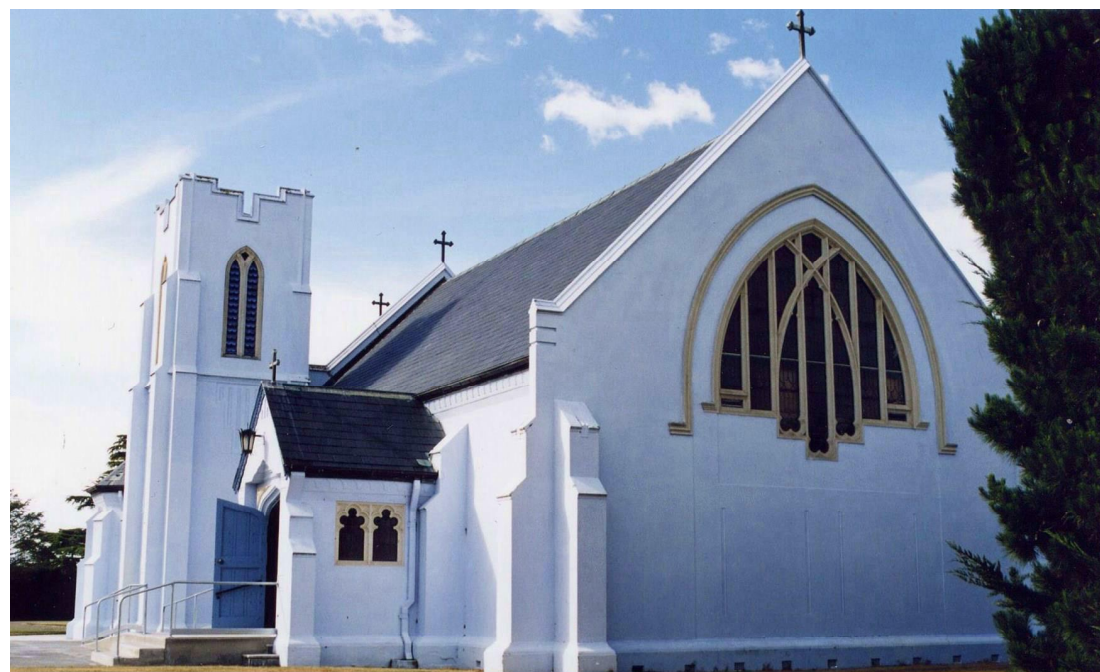
Generally modernist styles have not served the liturgy well. In building a new church parishes should seek architects capable of using traditional styles (e.g. Gothic - Darfield; Classical Revival - the Cathedral) but not simply replicating a particular church. "The character and beauty of the church should foster devotion and show forth the holiness of the liturgical mysteries" (*GIRM 294*).

**Authorised by Bishop Barry Jones**  
July 2014

**Confessionals** or **reconciliation rooms** should be visible and not hidden away; they should afford adequate anonymity to the penitent who desires it.

The **baptismal font** and its position should be studied carefully so that it may reflect the deep importance of baptism and respect the liturgical tradition.

**Sacred images** are important because they express the same gospel message the Scripture communicates in words. As well as a prominent crucifix there can be other images of Christ such as the Sacred Heart, the Divine Mercy. Every church should have a statue or picture of Our



## THE HOUSE OF GOD

A RESOURCE FOR THE DIOCESE OF CHRISTCHURCH

catholic diocese  
of christchurch  
to sanctify - to teach - to care for

### INTRODUCTION

The following information is primarily for parishes looking to build a church, given the current situation of the Diocese. The same information is provided for those parishes that will need to repair and strengthen their church.

### VISION

Churches in the Diocese will be:

- A place for worship and prayer in the celebration of the liturgy and the sacraments as well as private devotion.
- Beautiful; in that beauty reveals the nature of the church building in its deepest theological realities.
- Traditional; buildings which are understood to be part of the sacramental system of the rites, showing to us, by way of foretaste through art and architecture the glory and dignity of the New Heaven and the New Earth.
- Able to be easily recognised as looking like a Catholic Church.

The Bishop is available to discuss with any group his desire for the design of churches in the Diocese.

## 1. SACRED SPACE

A Catholic church is a building dedicated for the worship of God. The Second Vatican Council described it as “the house of God” (*Sacrosanctum Concilium* 124). It is the place for the celebration of the sacramental liturgy in which Christ as Head of the Church, his Mystical Body, is present in the Holy Sacrifice of the Mass and in the celebration of the sacraments. It is a sacred place set aside for the sublime prayer of the liturgy and for personal private prayer. It is not a multipurpose building.

The church building itself should reflect the transcendence of God, the beauty of his holiness and the divine truth he has entrusted to his Church. It is a sacred building because it takes on something of a sacramental quality as “the dwelling place of God with humanity”. That is expressed in the rite of dedication when its walls are anointed with the holy oil of chrism. In the church Christ calls together the baptised as the holy People of God to offer with him, through the ministry of the ordained priest, the sacrifice of the Eucharist. The church building is therefore a symbolic structure; its form is to be determined by its purpose. Therefore it should “look like a church”; it should have a noble beauty as befits a sign and symbol of heavenly realities.

## 2. THE POINT OF CONVERGENCE

The **altar** is the point of convergence of all that happens in a church. It is “the sign of Christ himself, the place at which the mysteries of salvation are carried out and the centre of the assembly; to it great reverence is due” (*Eucharisticum Mysterium* 1967). The church is not just a building containing - among other things - an altar. Rather the building is to be planned around the altar and the liturgy that takes place at it; the altar is the *raison d’être* of the church. The altar should be placed so as to be the focus; it is a special kind of image of the Holy Church herself, founded upon the apostles with Christ the cornerstone. It should be fixed, attached to the floor, so it clearly signifies Christ, the living stone (*1 Peter* 2:4). It should be free-standing (*GIRM* 299).



*The altar is the point of convergence*

It is not correct historically to claim that in early Christian churches the altar was at the centre, nor should it be. Rather it should be at head of the assembly and the church building ought not be in the shape of a theatre or a stadium.

## 3. THE SANCTUARY AND ITS FURNISHINGS

The essential division of space within the church is between the **sanctuary** and the **nave**. This reflects the differentiation of the ministry which derives from Holy Orders and the ministries which derive from Baptism and Confirmation. There should be a separation between sanctuary and nave, by the sanctuary being raised above the nave or by a particular structure and ornamentation (*GIRM* 295).



The priest **celebrant’s chair** is to be situated in relation to the altar; it should not be a throne nor tower over the altar.

The **crucifix** sets the Mass within the context of the Lord’s sacrifice; it should be above, near, or on the altar and be a point of reference for priest and people.

The **tabernacle** is to be in the sanctuary, in the centre behind the altar and visible to all in the church as a point of devotion. It is “the living heart of our churches” (*Bd Pope Paul VI*). It should be visible and truly noble with a **sanctuary lamp** nearby.



The **ambo** is the place from which the Word of God is proclaimed, namely, the readings from the Lectionary, the responsorial psalm and the homily. It is also a suitable place from which the Prayer of the Faithful may be led. Announcements by a commentator or other notices should be made from a smaller, less prominent lectern away from the ambo.



A worthy place for the storage of the holy oils is an element of church design. Called an **ambry** or aumbry, it is a small cupboard often placed in the sanctuary but it may be placed elsewhere.



*The ambo is the place from which the Word of God is proclaimed...*



Appendix D - Proposed Development Area and EOI Response Detail



Legend:

Current St Joseph's (Papanui) Site Boundaries

Current Pastoral Centre

Current St Joseph's School Hall

Current St Joseph's Moveable Classroom

Two Residential properties to the north of the sites

Details

The area surrounded by red is that which generally describes the St Joseph's site. It comprises a number of structures. For the purposes of the requested Bulk Location task (in accordance with the EOI) it can be assumed to be clear. The building highlighted in yellow within this space is the existing Pastoral Centre. This structure is in excellent condition however may not be of suitable size for the foreseeable future. If it could be utilized in someway please highlight how (e.g. extended, reconfigured or relocated to achieve the outcomes desired). A new Church building should be prominent and have excellent line of sight from the road.

The other areas highlighted orange, green and blue are possible opportunities (if required) for the delivery of the bulk location requirements described below.

This is an opportunity for 'blue sky' thinking without the obvious budget constraints. The bulk location plan could show a proposed staged approach that would facilitate the Parish to undertake the development over an appropriate period.

Bulk Location Plan Requirements

Each respondent shall provide an A1 ((23.4 x 33.1 in) plan that provides a high level Bulk Location plan (including people/traffic flows) for the site. Written description of the reasoning behind location for facilities and flow paths should be included to provide context. The plan should include allowance for:

- Church
  - 650 Seats
  - Day Chapel – 100 seats
  - Ability to connect with an adjacent space to increase capacity to 900
- Presbytery – 5 bedroom house with personal office space
- School Hall – 600 seats
- Pastoral Centre
  - General meeting
  - Kitchen facilities
  - Offices/meeting areas
- Parking
- Pedestrian/Traffic flows - into and out of the site including any connection with the School.





**Confidential**



**Appendix E – Response Form**



## DETAILS OF EOI RESPONSE

<b>Item 1a</b>	<b>Tenderer</b>	<i>[Respondent to complete full details of name, contact address and contact details]</i>
<b>Item 1b</b>	<b>Respondent contact person</b>	<i>[Insert full name of individual representing the Respondent for the purposes of this EOI along with contact address and contact details]</i>
<b>Item 1c</b>	<b>Legal status of Respondent</b>	<p><i>[Indicate if Individual/limited liability company/partnership or other]</i></p> <p><i>If a Joint Venture (including partnership), please:</i></p> <p><i>(a) specify the interest of each party to the Joint Venture;</i></p> <p><i>(b) specify the name of the Joint Venture partner nominated to act as manager of the Joint Venture and who in such capacity is authorised to incur liabilities and enter into a contractual relationship with third parties, to receive instructions and action instructions from St Joseph's Parish and to make and receive payments on behalf of the Joint Venture;</i></p> <p><i>(c) confirm that nothing in this EOI Response conflicts or is inconsistent with the Joint Venture agreement or arrangements and that this Response takes precedence over anything in the said Joint Venture agreement or arrangements;</i></p>

**Please provide details of the insurance cover which the Respondent has.**

Policy Type	Insurance Company	Extent of cover		Policy Period
		Per Occurrence	Aggregate	
Professional Indemnity (for Temporary works design)				
Public Liability				
Motor Vehicle Liability				

Topic	Declaration	Respondent's declaration
<b>EOI Process, Terms and Conditions:</b>	I/we have read and fully understand the EOI, including the EOI Process, Terms and Conditions. I/we confirm our acceptance of them.	[agree / disagree]
<b>Collection of further information:</b>	The Respondent/s authorises the St Joseph's Parish to: <ul style="list-style-type: none"> <li>a. collect any information about the Respondent, except commercially sensitive pricing information, from any relevant third party, including a referee, or previous or existing client</li> <li>b. use such information in the evaluation of this Registration.</li> </ul> The Respondent/s agrees that all such information will be confidential to the Buyer.	[agree / disagree]
<b>Requirements:</b>	I/we have read and fully understand the nature and extent of St Joseph's Parish Requirements as described in the EOI. I/we have the necessary capacity and capability to fully meet or exceed the Requirements.	[agree / disagree]
<b>Ethics:</b>	In submitting this Registration I/we warrant that I/we: <ul style="list-style-type: none"> <li>a. have not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor</li> <li>b. have not directly or indirectly approached any representative of St Joseph's Parish (other than the Point of Contact) to lobby or solicit information in relation to the EOI</li> <li>c. has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of St Joseph's Parish.</li> </ul>	[agree / disagree]
<b>Conflict of Interest declaration:</b>	The Respondent warrants that it has no actual, potential or perceived Conflict of Interest in submitting this Registration, or entering into a Contract to deliver the Requirements. Where a Conflict of Interest arises during the procurement process the Respondent will report it immediately to the St Joseph's Point of Contact.	[agree / disagree]
<b>Details of Conflict of Interest:</b> [if you think you may have a Conflict of Interest briefly describe the conflict and how you propose to manage it or write 'not applicable'].		

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**DECLARATION**

**I/we declare that in submitting the Registration and this declaration:**

- a. the information provided is true, accurate and complete and not misleading in any material respect**
- b. the Registration does not contain Intellectual Property that will breach a third party's rights**
- c. I/we have secured all appropriate authorisations to submit this Registration, to make the statements and to provide the information in the Registration and I/we am/are not aware of any impediments to enter into a Contract to deliver the Requirements.**

**I/we understand that the falsification of information, supplying misleading information or the suppression of material information in this declaration and the Registration may result in the Registration being eliminated from further participation in the EOI process.**

**By signing this declaration the signatory below represents, warrants and agrees that he/she has been authorised by the Respondent/s to make this declaration on its/their behalf.**

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**Signature:**

**Full name:**

**Title / position:**

**Name of  
organisation:**

**Date:**

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