

FOR THE INFORMATION OF ALL OHARIU PARISHIONERS – prepared by Fr Peter

During 2017 the St Francis of Assisi Ohariu Parish, which arose from the merger of the former parishes of St Andrew's Newlands, St Benedict's Khandallah, and Sts Peter & Paul's Johnsonville, engaged in strategic planning of its buildings stock. The purpose was that when time comes for a building project the results of such work would be available as a living document, to help in discerning what to do.

In April 2018 St Andrew's Church Committee presented a plan to repair in stages and preserve St Andrew's Church. The proposal was addressed to the Parish Priest and specifically asked for permission to begin fundraising. Permission cannot be applied for without consulting the whole parish, and that is what is now happening.

It is to be noted that any approved work project on any parish building and the associated payment plan is the responsibility of the Parish Team, the Pastoral Council, and the Finance Committee with special reference to the community affected.

Some parishioners may ask what happened to the alternatives to a three churches option, particularly two churches or two churches and a chapel. The specifics of alternative options can be prepared. These too can be put before the whole Ohariu Parish, thus widening the discussion.

There may arise the question whether the parish is currently ready to make a strategic choice. The response to this is that there must be a full and complete dialogue with all the parish. All the facts must be laid out clearly to the three communities within the parish. This is a process that cannot be rushed and must be done well.

One thing all parishioners should be ready for is a full disclosure of important discussions and of the process going forward, which begins with this weekend's presentation.

The St Andrew's Church Committee Fundraising Proposal was first addressed to the Parish Priest on 8th April 2018 in the form of a Power Point document. The full Power Point and follow up correspondence could well go in a dedicated page on the parish website. Here today are slides seven and eight, followed by three further pages from the St Andrew's Church committee.

Breakdown of Fundraising Goal / Estimated Resources

Name:	Amount:
Replace the existing roof and associated costs	\$300,000.00
Upgrade church pews, existing toilets and kitchen areas	\$ 50,000.00
Upgrade disability access	\$ 20,000.00
Upgrade heating/cooling	\$ 30,000.00
Upgrade car parks, fencing	\$ 30,000.00
Fundraising operations/ongoing/future maintenance for roof/internal	\$ 70,000.00
Total Fundraising Goal	\$500,000.00

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St Andrew's Church Fundraising Plan

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Estimated timeframe for Fundraising

The fundraising plan is a staged plan with an intent to review every 18 months, ensuring targets are met and areas brought to light are considered for inclusion

Stages:	Timeframe:	Fundraising Goal/Estimated Resources:	Amount to raise:
Stage 1	May 2018 – end of 2019	Replace the existing roof including administration resources/ongoing internal maintenance	\$370,000.00
Stage 2	Date to review	1 st lot of upgrades church pews/toilets/kitchen/disability access	\$50,000.00
Stage 3	Date to review	2 nd lot of upgrades heating/cooling	\$30,000.00
Stage 4	Date to review	3 rd lot of upgrades car parks, fencing	\$50,000.00
		Total:	\$500,000.00

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St Andrew's Church Fundraising Plan

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6 May 2018

Father Peter Fitzgibbon
Parish Priest
St Francis of Assisi Ohariu Parish
Wellington

Dear Father Peter

Re: Fundraising Proposal for Repair and Restoration of St Andrew's Catholic Church, Newlands

This refers to a request for a more detailed breakdown of costs from the finance committee regarding our fundraising proposal (submitted to the parish council committee and finance committee earlier in April), and further to a meeting held on 25 April between the St Andrew's Planning Committee members and Bill Cooney.

As discussed and advised by Bill, we provide below additional information to support our fundraising proposal. This letter supports the key strategies aligned with the initial fundraising proposal attached again for your ready reference.

Stages 1 to 4 in the fundraising proposal were cross referenced to the builder's summary report released in August 2017 outlining St Andrew's Church areas for concern to be addressed.

The St Andrew's Planning Committee understand the importance to ensure Stage 1 is completed to high standards and have therefore decided to engage the services of either a Quality Surveyor or Project Manager to assist them in the completion of this phase of the project.

St Andrew's Planning Committee seeks your approval for the following:

- To commence interim Stage 1 fundraising to replace the roof and once funds have been raised to commence repair and remedial action.
- Upon completion of Stage 1 to then proceed to Stages 2 to 4 of the fundraising plan to action.

The additional information provided on the following page refers to Stage 1 of our Fundraising Plan – replacement the existing roof, including costs for administration resources and ongoing associated maintenance.

An interim breakdown of costs for **Stage 1** of the repair and refurbishment of St Andrew's Church is as follows:

Details of cost	Amount	Totals
Two indicative roofing quotes received from companies to replace roof covering & external cladding (Quotes inclusive of GST). Please refer to attached quotes - includes scaffolding costs	\$150,000.00	
Contingency amount for additional costs which may be required once roof is removed - replacement of worn structural framework i.e. aluminium and timber joinery includes scaffolding costs	\$55,000.00	
Contingency amount for additional costs which may be required - glass panels includes scaffolding costs	\$65,000.00	
Contingency amount for guttering/down pipes	\$30,000.00	
Quality Surveyor or Project Manager services	\$8,000.00	
Subtotal roof repair		\$308,000.00
Ongoing maintenance plan required for the new roof		
Two 6-monthly full roof clean for 5 years (annual cost including GST @ \$5,400.00 x 5 years)	\$27,000.00	
Monthly gutter cleaning for 5 years (annual cost including GST @ \$966.00 x 5 years)	\$4,830.00	
Subtotal maintenance costs		\$31,830.00
Administration costs associated with fundraising		
Accountant's fee for provision of services	\$5,000.00	
Cost to setup website for St Andrew's and associated fundraising revenue	\$10,000.00	
Web designer's fee for provision of services	\$5,000.00	
Ongoing maintenance fees for website annual cost inclusive of GST	\$2,500.00	
Administration costs for fundraising material i.e. stationery, printing etc	\$7,670.00	
Subtotal administration costs		\$30,170.00
Total		\$370,000.00

Once funds are raised for the Stage 1 of the repairs/refurbishment of St Andrew's Church, we will re-engage with both building companies to negotiate and finalise the contract for fixing the roof. The planning committee will also prepare detailed budgets and submit these to the finance committee.

St Andrew's Planning Committee will then continue with the remaining Stages 2 to 4 for completion of fundraising to move into action.

In our commitment to working towards these properties, we humbly request that you peruse our proposal for fundraising to refurbish and restore our sanctuary. Our people are committed to this project and to working alongside the other two churches in our Parish to truly come together with one common purpose, that of serving God and our people.

Yours in faith,
Marushka Caldeiro
 Chairperson *on behalf of*
St Andrew's Planning Committee

Encl: Quotes from Empire Roofing LTD and Roofing & Coatings

12 June 2018

Re: Additional information to Fundraising Proposal for Repair and Restoration of St Andrew's Catholic Church, Newlands

The following information has been prepared in response to your additional request via Father Doug for information relating to Page 9 of our 'Fundraising Proposal' – 'Identified Funding Sources'. In particular we have been asked to provide details of the fundraising sources:

- names of the organisations;
- names of the contact within each organisation;
- phone numbers for the contact persons within the organisation.

We remain unaware of what purpose this information will serve as your team will appreciate that the listing of the names and contact details does not confirm the receipt of monies. From raising funds for Johnsonville, the team will also be aware that trusts and other philanthropic donors have forms which require a signature and or need receipt of an official authorised fundraising proposal and letter signed by yourself (Fr Peter) and the Archdiocese in order to commit funds.

However, in the spirit of partnership we have provided our plans for fundraising and information we hold so far;

Since the commencement of discussions and planning towards this 'Fundraising Proposal' several community members of St Andrews are keen to contribute money and have received comments and keen interest from their families and friends overseas and overseas businesses. Offers of donations have been received from the Cook Islands, Western Samoa, India, Australia – Sydney, Brisbane, Canada and the United States of America.

In addition to the overseas offers of support we also have a listing of NZ organisations that fund community projects, some of the names on this list are: The Johnsonville Licensing Trust (applications still open), Lotto Grants (still open), The Lions Foundation (still open), Gambling Association Foundation and Sponsors from local businesses in the Newlands and Johnsonville areas.

We have also contacted the Archdiocese and local parishes when developing our fundraising plan. From them we have received offers of support by way of information on sources of funding and assistance with letter writing.

Our own parishioners have put forward many ideas to fundraise and these include: Running special events i.e. movie nights, quiz nights, planned dinners with a theme i.e. in summer, winter and spring, donations to a remembrance tree, cake stalls, car washes, raffles and sausages sizzles.

We have been careful and planned not to be reliant on any one source of funding and we are confident we can raise this amount with God's grace. We ask that the governance team at Ohariu Parish join us in faith and trust and help us move forward as a parish.

The St Andrew's Committee members will be happy to answer any questions you may have about Page 9 of the 'Fundraising Proposal.'

We look forward to hearing from you.

Yours in faith

Marushka Caldeiro Chairperson on behalf of
St Andrew's Planning Committee