



PROVINCIAL
DEVELOPMENT
UNIT

New Zealand Government

FUNDING AGREEMENT

BETWEEN

**MINISTRY OF BUSINESS,
INNOVATION AND EMPLOYMENT**

AND

TARANAKI ANGLICAN TRUST BOARD

FOR

TARANAKI'S HISTORIC CATHEDRAL PROJECT

AGREEMENT

The parties (identified below in Part 1) agree to be bound by the terms and conditions of this Agreement, as set out below in Part 1 (Key Details), Part 2 (General Terms), Part 3 (Definitions and Construction) and the Schedule (Payment Request).

PART 1: KEY DETAILS

- 1 **Parties**

The Sovereign in right of New Zealand, acting by and through the Chief Executive of the Ministry of Business, Innovation and Employment (**Ministry**)

Taranaki Anglican Trust Board, an incorporated Charitable Trust with offices at Taranaki Cathedral Church Of St Mary, 37 Vivian Street, New Plymouth 4310 (**Recipient**)
- 2 **Funding Start Date**

Commercial Information
- 3 **End Date**

Commercial Information
- 4 **Background**

Through the Provincial Development Unit, the Ministry is responsible for administering the Provincial Growth Fund, which aims to lift productivity potential in New Zealand’s provinces. Its priorities are to enhance economic development opportunities, create sustainable jobs, enable Māori to reach full potential, boost social inclusion and participation, build resilient communities, and help meet New Zealand’s climate change targets.

The Taranaki Cathedral is the oldest stone church in New Zealand and a Category 1 Heritage Building. The building has been closed to the public since February 2016 after being declared ^{Comm}% of a new building standard.

In addition to earthquake strengthening to re-open the building, the Project as described below, will establish a tourist attraction for the Taranaki Region that showcases stories of national significance, and of great importance to the Taranaki region. It will create a significant tourist drawcard, assisting in the region’s visitor sector growth targets identified in the Tapuae Roa growth strategy.

Commercial Information

The Recipient has sought a funding contribution from the Ministry for the purposes of the Project described below. The Ministry has agreed to contribute funding on the terms and conditions of this Agreement (**Agreement**).

Key details of this Agreement are set out in this **Part 1**. The full terms and conditions are set out in **Part 2**. Defined terms and rules of interpretation are set out in **Part 3**.
- 5 **Conditions Precedent to Commencement**

No Funding is payable under this Agreement until the Ministry has confirmed to the Recipient in writing that it has received, and found, in its sole discretion, to be satisfactory to it in form and substance, the following documents and evidence:

- A copy of the Recipient's governance documents.
- A copy of a resolution of the trust board:
 - a) approving the terms of, and the transactions contemplated by, the project and the agreement;
 - b) authorising a specified person or persons to execute the agreement on its behalf; and
 - c) authorising a specified person or persons, on its behalf, to sign and/or despatch all documents and notices to be signed and/or despatched by it under or in connection with the agreement.
- A copy of a letter from the Recipient confirming any co-funding commitments and evidence of any co-funding commitments for the Whare Hononga;
- To the satisfaction of the Ministry, a clear explanation of the core function(s) of the Whare Hononga; describing its primary purpose, and how this will be operationalised day to day.

These Conditions Precedent must be satisfied within a 3 month period from the date of signing, unless agreed otherwise in writing with the Ministry. In the event that they are not satisfied within that time, the Ministry may notify the Recipient that this Agreement has not come into effect and is null and void.

6 Project Description

The Taranaki Cathedral project is the establishment of a destination of national significance, that provides a permanent showcase of the stories relating to the Cathedral site regarding colonial settlement in the Taranaki region that caused a significant impact on tangata whenua and a changing relationship between Maori and non-Maori.

The Project will establish an integrated experience for visitors that are seeking to understand the role that the site played in establishing colonial settlement in the region, the impact on Maori in the region in the process, and how the relationship between Maori and non-Maori is influenced today as a result of that early and subsequent engagement.

The Project will be set within the Cathedral grounds, with a new building The Whare Hononga, the Cathedral site, and the Cathedral itself hosting the experience.

The Project has the following elements:

- Te Whare Hononga – Research, Curation and Expression
- Te Whare Hononga – Construction and related works e.g. development of whole Cathedral site as a visitor experience;
- Strengthening the Cathedral

The Ministry is contributing to these elements independently.

On Commencement of this Agreement, the Recipient will first embark on **Te Whare Hononga** which will involve the below.

Te Whare Hononga – Research, Curation and Expression (“Content Phase”) - up to \$

^{Commercial Information} of the Funding is made available for, and may only be spent by the Recipient for Te Whare Hononga – Research, Curation and Expression.

The deliverables will be further defined in the Project Plan for Te Whare Hononga, completion of which is the first Deliverable under this Agreement. The Content Phase will include;

- All conceptual design, consenting and related works that need to be completed before construction commences;
- The research, curation and expression of the stories for the exhibition. The story is to be reflected within the Whare Hononga, and wider narration around the Cathedral and site and is intended to reflect the stories and experiences of both sides of the relationship. They should be expressed openly and with integrity, to communicate honestly the events that took place and their implications. The research, curation, and expression of those stories will include working closely with Taranaki Māori where their experiences relate to the Cathedral's place historically;
- Engagement with Ngati Te Whiti Hapu will be core to this as mana whenua of the area, but there will be wider links to be made with other groups around the region, including reference to the events at Parihaka, Te Kohia, and beyond;
- The engagement of a researcher (or researchers) with sufficient experience or reputation to deliver a product of national standing, who shall be an Approved Contractor, to facilitate the research within communities and from other sources, to collate the events, experiences and implications for Māori and non-Māori relating to the Project. **(Researcher)** This Researcher shall not be engaged until the terms of reference and procurement approach for the engagement of the Researcher have been approved by the Ministry;
- The engagement of an advisor (and/or advisory group of specialists), who shall be Approved Contractor(s), to collate and curate the research. **(Curation Advisor)** This Curation Advisor shall not be engaged until the terms of reference and procurement approach for the engagement of the Curation Advisor have been approved by the Ministry; and
- The engagement of an Advisor (and/or advisory group of specialists), who shall be an Approved Contractor(s), to work with the appropriate groups to identify the best options for expressing or communicating that research, in a compelling way that establishes the site as destination of national significance for visitors, and that the subjects of the stories feel they are told with integrity. **(Advisor)** This Advisor shall not be engaged until the terms of reference and procurement approach for the engagement of the Advisor have been approved by the Ministry.

Te Whare Hononga - Construction - up to \$^{Commercial Information} ("Te Whare Hononga Construction Phase")

\$^{Commercial Information} of the Funding is made available for, and may only be spent by the Recipient for Te Whare Hononga – Construction. Funding for this will only be made available when the Construction Conditions (Item 14) are met.

This phase will involve the construction of a building within the Cathedral grounds where a permanent exhibition of the story will be told and available for visitors to experience. This will be the primary facility where the exhibition will be on display, supported by displays in the Cathedral and around the grounds. Works to increase the narrative or expression of the story on the surrounding site may also be required to provide visitors with an integrated and wider explanation. The deliverables for this phase will be further defined in the Project Documents, provided as a Construction Condition.

Strengthening of the Cathedral - up to \$^{Commercial Information} (“Strengthening the Cathedral”)

\$^{Commercial Information} of the Funding is made available for, and may only be spent by the Recipient for Strengthening of the Cathedral. Funding for this will only be made available when the co-funding is secured, and Ministry notifies the Recipient that it has received and accepted all documents and Construction Conditions (Item 14) are met. (**Cathedral Commencement Date**)

The Funding for Strengthening the Cathedral may only be used for the earthquake strengthening work on the Cathedral so as to assist in providing a safe visitor experience. It is not to be used for any purposes other than earthquake strengthening.

This stage will be further defined the Project Documents, as provided as a Construction Condition (Item 14). However in summary, the work will be undertaken in the following phases:

The Cathedral - Consenting Phase:

This phase involves all conceptual design, consenting and related works that need to be completed before construction commences. No Funding under this Agreement is to be used for this consenting phase.

The Cathedral - Construction Phase:

This phase involves the Earthquake strengthening works to bring the Cathedral up to safety standards. It will see the Cathedral earthquake strengthened to a New Building Standard (**NBS**) rating of at least ^{Comm}%.

Outcomes

The expected outcomes of the entire Project which align with the Provincial Growth Fund objectives are:

- Increased economic output and growth through visitors extending their stay in the region due to an enhanced tourist offering;
- Increase social inclusion through the developing an experienced that will enhance bi-cultural understanding and relationships in the future; and
- Increase local employment, education and/or training opportunities for youth (in general and for Māori).

7 Project Deliverables and Instalments

The Recipient is to complete the following Project Deliverables for the Project to the satisfaction of the Ministry by the following dates:

Te Whare Hononga Content Phase		
Completion Date	Project Deliverable	Instalment payable on completion of Project Deliverable plus GST (if any)
Commencement Date	Funding Agreement executed by both parties and all relevant Conditions Precedent (Item 5) have been satisfied or waived; Submission of a Project Plan for	up to \$ ^{Commercial Information}

	<p>the Whare Hononga. The document must include (but is not limited to) detail on the proposed approach to undertake the Te Whare Hononga Content and Construction Phases, a programme of work, stakeholder engagement strategy, a procurement plan, a budget setting out the funding and application of funds in relation to the Whare Hononga including the operational model once the construction is complete.</p> <p>Commencement of the ‘Te Whare Hononga Content Phase’.</p>	
<p>Within ^{Commercial} [redacted] from Commence ment Date</p>	<p>Research</p> <p>Confirmation of the engagement of a Researcher(s) to the satisfaction of the Ministry, who is of a national standing to complete the works as set out above in the Project Description.</p>	<p>Up to \$^{Commercial Information} [redacted]</p>
<p>Within ^{Commercial} [redacted] from Commence ment Date</p>	<p>Curation</p> <p>Confirmation of the engagement of an Advisor (and/or group of Advisors), to the satisfaction of the Ministry, to provide a comprehensive plan of works necessary to tell or display the stories researched and curated.</p>	<p>Up to \$^{Commercial Information} [redacted]</p>
<p>Within ^{Comme} [redacted] from Commence ment Date</p>	<p>Narration</p> <p>Confirmation of the engagement of an Advisor (and/or group of Advisors), to the satisfaction of the Ministry, to display the stories as curated, and any related work, in a manner that is deemed likely to achieve a destination of national significance. The work undertaken is likely to include (but not be limited to) a curation plan detailing material to be displayed and costings for production and installation).</p>	<p>Up to \$^{Commercial Information} [redacted]</p>
<p>By ^{Commercial Informat} [redacted]</p>	<p>Completion of the Whare Hononga, including the installation of the content.</p>	<p>Up to \$^{Commercial Information} [redacted]</p>
	<p>TOTAL Te Whare Hononga Content Phase</p>	<p>Up to \$^{Commercial Information} [redacted]</p>

Te Whare Hononga Construction Phase		
Completion Date	Project Deliverable	Instalment payable on completion of Project Deliverable plus GST (if any)
By ^{Commercial Informa} [Redacted]	Notice in writing from the Ministry that all of the Construction Conditions for Te Whare Hononga as specified in Item 14 are complete to the satisfaction of the Ministry (Te Whare Hononga Construction Commencement Date)	Up to \$ ^{Commercial Information} [Redacted]
From ^{Commercial} [Redacted] to ^{Commercial Informati} [Redacted]	The Recipient will undertake the construction works to complete the Whare Hononga, the construction milestones will be documented in the Project Documents as required in Item 14.	The Recipient may make up to ^{Com} [Redacted] Payment Requests to a maximum of \$ ^{Commercial Information} [Redacted] in total for Eligible Costs toward the construction of the Whare Hononga.
By 3 ^{Commercial Inform} [Redacted]	Completion Evidence of the completion of Te Whare Hononga, demonstrated by: <ul style="list-style-type: none">- Delivery of the contractor’s final report; and- Delivery of the Trust’s approval and sign off.	Up to \$ ^{Commercial Information} [Redacted]
	TOTAL Te Whare Hononga Construction Phase	Up to \$ ^{Commercial Information} [Redacted]

Strengthening The Cathedral		
Completion Date	Project Deliverable	Instalment payable on completion of Project Deliverable plus GST (if any)
Cathedral Commence ment Date	Notice in writing from the Ministry that all of the Construction Conditions for Strengthening the Cathedral are satisfied to the satisfaction of the Ministry.	up to \$ ^{Commercial Information} [Redacted]

From Cathedral Commence ment Date to the Final Deliverable.	The Recipient will undertake the construction works to complete the Strengthening of the Cathedral, the construction milestones will be documented in the Project Documents as required in Item 14.	The Recipient may make up to ^{Com} Payment Requests to a maximum of \$ ^{Commercial Information} in total for Eligible Costs toward Strengthening the Cathedral.
^{Commercial Information} from Cathedral Commence ment Date	Evidence of the completion of Strengthening the Cathedral, demonstrated by: <ul style="list-style-type: none"> - Delivery of the contractor’s final report; and - Delivery of the Trust’s approval and sign off. 	Up to \$ ^{Commercial Information}
	TOTAL	Up to \$ ^{Commercial Information}

8 Key Personnel

None specified.

9 Approved Contractors

As approved in writing by the Ministry.

10 Funding

The total Funding available under this Agreement is up to **NZ\$5,000,000.00** plus GST (if any). This is the Total Maximum Amount Payable.

The Funding under this Agreement is to be applied in the following way. No funding from either of the below can be applied to the other.

Te Whare Hononga – \$^{Commercial Information} with up to \$^{Commercial Information} of the amount to be used for Content Phase.

Strengthening The Cathedral - \$^{Commercial Information}

The Funding will be paid subject to receipt of a satisfactory Payment Request in accordance with clause 1 of Part 2, as well as the Special Terms of Item 14, and the terms and conditions of this Agreement.

Within each phase of the Project, any amount not requested from an instalment payable will be carried forward to the following instalment payable and the instalment payable available to be requested by the Recipient is accordingly the aggregate of the instalment payable in the tables above, and any amount so carried forward.

The intention of contributing PGF Funding of up to \$^{Commercial Information} for Te Whare Hononga Content Phase is to ensure that the quality and breadth of display is sufficiently high standard to offer a nationally recognised visitor experience. The Ministry acknowledges that the Recipient may undertake to raise further funding from other parties for the same purpose. If evidence can be provided to the satisfaction of Ministry, that there is no loss of offering or reduction in the scale or quality of the end product, then the Ministry will consider a request from the Recipient to transfer any unutilised Funding from the Content Phase to be used for the Construction Phase of Te Whare Hononga. The Ministry will endeavour to work with the Recipient so as to ensure PGF Funding under this Agreement is made available to enable delivery of a nationally significant visitor experience relating to the Cathedral site and tangata whenua, and the ability of the Recipient to continue fund raising efforts elsewhere that support more funding be made available for the construction of Te Whare Hononga. For

avoidance of doubt, no part of the Funding shall be transferred in this manner without the prior approval of the Ministry in writing, and subject to any conditions the Ministry stipulates.

11 Co-Funding

The Co-Funding must be contributed by the Recipient to Eligible Costs of the Project as they are incurred in proportion to the ratio between the Funding and Co-Funding (within a range of ^{Comm}% variation through the course of the Project but by completion of the Project not being less than that contribution made by the Ministry). These relates to the physical construction of the Whare Hononga as well as to the Earthquake Strengthening of the Cathedral.

Co-Funding for Te Whare Hononga

On Commencement of this Agreement, the Recipient must have secured the following Co-Funding to be used for **Te Whare Hononga** part of the Project, plus GST (if any):

Co-Funder Name	Amount
The Recipient	\$ ^{Commercial Information}

Co-Funding for the Strengthening the Cathedral

By ^{Commercial Information}, the Recipient must have secured sufficient co-funding to complete the Project to unlock the Funding under this Agreement for the Strengthening the Cathedral. If at that time the Recipient has been unable to secure the balance for the total cost of the strengthening work required to bring the Cathedral up to the NBS rating of ^{Comm}%, then the Ministry reserves the right to review whether the Funding will remain available to the Project.

The total amount of co-funding required for the Strengthening the Cathedral to proceed in full is not yet known, however the indicative full cost of the project is \$^{Commercial Information}, so co-funding is likely to be circa \$^{Com}
^{Commercial Information}. This will be confirmed by the Recipient once known.

12 Reporting

The Recipient will provide the Ministry with the following reports:

1. A monthly status update (via email) on the final business day for the month.
2. A quarterly report by the 10th Business Day following the end of each quarter and within 20 Business Days of completion of the Project.
3. Post Contract Outcomes Report within 12 months of the End Date

Each monthly status update must include the following information:

- (a) the number of people currently employed by the project (both part time and full time), including those by subcontractors and related services being generated as a result of the Project;
- (b) A summary of expenditure to date, actual against budgeted;
- (c) Milestones progress – including notice of upcoming key milestones in the progress, and explanation of any variance against milestones;
- (d) Any other issues likely to be of interest or importance to the Ministry when monitoring expenditure against objectives,

including any risks or issues.

Each quarterly report must include the following information:

- (e) description and analysis of actual progress of the Project against planned progress including achievement of any Project Deliverables;
- (f) a summary of Funding and any co-funding received for the Project;
- (g) a summary of expenditure to date, actual against budgeted;
- (h) the number of people currently employed by the project (both part time and full time), including those by subcontractors and related services being generated as a result of the project;
- (i) plans for the next quarter (not required in the final report following completion of the Project);
- (j) any risks and/or issues arising or expected to arise with the Project, costs or performance of this Agreement including detail of any issues notified to the Ministry in accordance with clause 3.11 of Part 2;
- (k) an update on media, marketing and communication activities for the Project; and
- (l) any other information that is notified by the Ministry in writing to the Recipient.

The Post Contract Outcome report must include the following information:

- (a) an analysis of how the Funding has enabled the Recipient to achieve the key outcomes of the Project;
- (b) how the Funding has accelerated regional development through increasing the productivity potential of and contributing to more and better paid jobs in the region;
- (c) the number of jobs that were created during and resulting from the Project;
- (d) how the Project has increased social inclusion and participation;
- (e) how the Project has contributed to Māori development;
- (f) how the Project has contributed to New Zealand's climate change commitments and environmental sustainability;
- (g) how the Project has increased regional and national resilience by improving critical infrastructure and/or growth and diversification of the economy; and
- (h) any other information that is notified by the Ministry in writing to the Recipient.

The Recipient acknowledges that the Ministry is developing an evaluation framework for the Provincial Growth Fund and is likely to receive requests for additional information from the Ministry.

13 Special Terms

1. Each Payment Request in the Te Whare Hononga Construction and the Strengthening the Cathedral Phases must attach a signed engineer's certificate (form to be pre-agreed with the Ministry) which:
 - a. certifies the progress of the Project;
 - b. certifies the amount of Eligible Costs incurred by the Recipient;

- c. certifies the Project will be complete by the End Date;
 - d. notifies the Ministry of any variations to the Approved Contractor contracts; and
 - e. provides the cost to complete the Project.
2. The Recipient will prudently oversee the Project and will take all reasonable steps to ensure all contractors have accountability and deliver the construction contract on time, within budget and meet the relevant building codes, consent/authorisation requirements as required for such works to be undertaken. Where there is a risk to delivery timeframes or any other relevant factors, the Recipient will notify the Ministry in a timely manner.
3. The Recipient undertakes to pay all cost overruns of this Project, and will deliver the complete Project to the high standard proposed in its application to the Ministry.
4. Part 2, Clause 3.6 (c) does not apply to the appointment of the the Researcher, Content Adviser, or Adviser for Te Whare Hononga Content Phase of the Project. The terms of reference and procurement approach for the Approved Contractor(s) must be approved by the Ministry before they are appointed.
5. Upon completion of the Project, the Recipient will maintain the completed Project and all related assets in accordance with best industry practice, in any way necessary to be maintained in good and substantial repair and condition and, as appropriate, in good working order.
6. For avoidance of doubt, if the Recipient has not secured the co-funding for Strengthening The Cathedral of the Project by [redacted], a decision may be taken by the Ministry in its sole discretion as to whether the \$[redacted] allocated to that part of the Project remains available. No Funding is available for Strengthening The Cathedral part of the Project until sufficient co-funding is secured and the Ministry has advised the Recipient in writing that Strengthening The Cathedral Phase can commence.
7. For the avoidance of doubt, the Funding for the Whare Hononga is split into Content Phase up to a total of \$[redacted] with the remainder of \$[redacted] for the Construction Phase (which will only made available once the Construction Conditions (Item 14) have been satisfied and the Ministry gives written notice to proceed).

8. Insurance

Refer to Part 2, section 3.16, and:

Subject to item paragraph 9 below, prior to commencement of construction of the Project the Recipient must ensure that at all times insurances are maintained in full force and effect, which:

- i. Insure in respect of its interests in the property and the plant and equipment on the property (including fixtures and improvements) for their full replacement value (being the total cost of entirely rebuilding, reinstating or replacing the relevant asset if it is completely destroyed, together with all related fees and demolition costs) and to:
 - a. Provide customary cover against loss or damage, including

- by fire, storm, tempest, flood, earthquake, lightning, explosion, impact, aircraft and other aerial devices and articles dropped from them, riot, civil commotion and malicious damage, bursting or overflowing of water tanks, apparatus or pipes and all other normally insurable risks of loss or damage;
- b. Provide cover for site clearance, shoring or propping up, professional fees and tax;
 - c. Provide for contractor's all risks insurance covering contractors and sub-contractors;
 - d. Provide for professional indemnity insurance covering contractors, sub-contractors and consultants with a design responsibility;
- ii. Include public liability and third party liability insurance; and
 - iii. Insure such other risks as a prudent person or entity in the same business would insure.
9. In respect of the Strengthening the Cathedral Phase works, the Recipient is required to take out and maintain insurance in accordance with paragraph 8 above except to the extent that the level of insurance will be appropriate to reflect the nature of the building. For the avoidance of doubt, the Ministry does not require the Recipient to take out 'total replacement' insurance for this phase.
10. Definitions in the Construction Conditions (Item 14)
- a. *Project Documents* means
 - i. all the duly executed project management and/or construction contract(s) with the Approved Contractor(s);
 - ii. A Programme of Works (or similar) detailing the scope of the Construction Phase;
 - iii. All documents relating to the design.
 - b. *Authorisations* means
 - i. any consent, authorisation, registration, filing, lodgement, agreement, notarisation, certificate, permission, licence, approval, authority or exemption from, by or with a Governmental Agency or required by any law (including any consent under the Resource Management Act 1991); or
 - ii. in relation to anything which will be fully or partly prohibited or restricted by law if a Governmental Agency intervenes or acts in any way within a specified period after lodgement, filing, registration or notification, the expiry of that period without intervention or action.
 - c. *Financial Model* means a spreadsheet detailing the expected sources and uses during construction, and (for Te Whare Hononga only) an operational budget for showing

future revenues and operational expenditure.

14 Construction Conditions for Te Whare Hononga – Construction and Strengthening the Cathedral (“Construction Conditions”)

The Construction Phase(s) of the Project (refer to Item 7) will only commence once the Ministry have provided notice in writing that Construction Conditions listed below have been provided in form and substance satisfactory to the Ministry.

- a) Copies of all material Project Documents;
- b) Evidence that all required Authorisations have been obtained;
- c) Evidence that all appropriate insurances are in place;
- d) Evidence that all required rights in relation to any real property are in place;
- e) Delivery of the final Financial Model for the Project. (For Te Whare Hononga only, this must include a high-level operational budget);
- f) Evidence that sufficient co-funding been committed such that the Construction Phase of the Project is fully funded; and
- g) Any other conditions precedent set out above.

15 Contact Person

Ministry’s Contact Person:

Name: Bridget Sullivan

Email:

Privacy of natural persons

Contract ID: R10.00114

Recipient’s Contact Person:

Name: Jenny Goddard

Email:

Privacy of natural persons

16 Address for Notices

To the Ministry:

15 Stout Street,

PO Box 1473

Wellington 6140

Attention: Provincial Development Unit

Email: monitorpgf@mbie.govt.nz

To the Recipient:

Taranaki Anglican Trust Board

c/- 566 Mangorei Road

RD1, New Plymouth

Attention: Jenny Goddard

Email:

Privacy of natural persons

SIGNATURES

SIGNED by the **SOVEREIGN IN RIGHT OF NEW ZEALAND** acting by and through the Chief Executive of the Ministry of Business, Innovation and Employment or his or her authorised delegate:

Name:

Position:

Date:

SIGNED for and on behalf of the **TARANAKI ANGLICAN TRUST BOARD** by the person named below, being a person duly authorised to enter into obligations on behalf of the Recipient:

Name:

Position:

Date:

Name:

Position:

Date:

Each signatory warrants that they have the necessary authority to execute this Agreement for and on behalf of the Recipient, that collectively they are the only signatories needed for that purpose, and that all consents and approvals required under, and for the purposes of, its constitutive documents and the Charitable Trusts Act 1957 in connection with the entry into, execution and performance of this Agreement have been obtained and remain in full force and effect.

END OF PART 1

PART 2: GENERAL TERMS

1 FUNDING

- 1.1 The Ministry must pay the Funding (up to the "Total Maximum Amount Payable" specified in the Key Details) to the Recipient, subject to the terms of this Agreement. Unless stated otherwise in this Agreement, the Recipient may only claim the Funding to the extent necessary to cover Eligible Costs incurred by the Recipient. If the Recipient receives any Funding before it has incurred corresponding Eligible Costs, the Recipient must use the Funding solely on Eligible Costs.
- 1.2 On completion of a Project Deliverable, the Recipient must submit a Payment Request to monitorpgf@mbie.govt.nz and copying in Ministry's Contact Person in accordance with item 7 (Project Deliverables and Instalments) of the Key Details.
- 1.3 Each Payment Request is to be signed by a Trustee and an authorised signatory of the Recipient and must be in the form set out in the Schedule and include the confirmations set out therein, and must include:
 - (a) the amount of Funding requested, which must not exceed the Instalment set out in item 7 of the Key Details;
 - (b) a breakdown of total Eligible Costs incurred by the Recipient and confirmation that such costs are Eligible Costs for the purpose of this Agreement and have been paid or are currently due and payable (not required for any initial payment to be paid on the Commencement Date);
 - (c) copies of invoices received by the Recipient from third parties in relation to the Eligible Costs where those Eligible Costs are more than \$1,000 (on an individual basis or when grouped by supplier or subject matter) and statements and accounts showing the Eligible Costs incurred;
 - (d) a valid GST invoice complying with the Goods and Services Tax Act 1985;
 - (e) confirmation that no Termination Event is subsisting and that each of the warranties under clauses 3 and 7 of this Agreement are correct as at the date of the Payment Request; and
 - (f) contain any other information required by the Ministry.
- 1.4 The Ministry is not required to pay any Funding in respect of a Payment Request:
 - (a) where the Ministry is not satisfied with the progress of the Project;
 - (b) if any Project Deliverable(s) have not been completed by the relevant "Completion Date" specified in the Key Details;
 - (c) if the Ministry is not satisfied with the information that is contained within, or provided in connection with, the reports or the Payment Request noting that in the context of the Payment Request the Ministry may elect to pay the Recipient for certain Eligible Costs that are the subject of the Payment Request and withhold payment for other Eligible Costs that the Ministry disputes;
 - (d) if the Ministry is not satisfied that the Recipient has applied Co-Funding in accordance with clause 2(a)(ii) of this Agreement;

- (e) if payment will result in the Funding exceeding the "Total Maximum Amount Payable" ;
- (f) while there are one or more Termination Event(s);
- (g) if this Agreement has expired or been terminated; and/or
- (h) while the Recipient is in breach of this Agreement.

1.5 Subject to the terms of this Agreement, the Ministry must pay each valid Payment Request by no later than the 20th day of the month after the month the Payment Request is dated, and if such day is not a Business Day, on the next Business Day.

2 CO-FUNDING

If specified at item 11 of the Key Details, the Recipient must:

- (a) ensure that during the term of this Agreement the Co-Funding:
 - (i) is and remains secured and available to the Recipient to be applied towards the Project on the same terms and conditions approved by the Ministry; and
 - (ii) is applied to Eligible Costs as set out in the Key Details; and
- (b) immediately notify the Ministry if it becomes aware of any circumstances that may result in the Co-Funding (or any part of the Co-Funding) not being secured and available to the Recipient to be applied towards the Project.

3 RECIPIENT'S RESPONSIBILITIES

Standards and compliance with laws

- 3.1 The Recipient must undertake the Project as described in this Agreement.
- 3.2 In undertaking the Project, the Recipient must comply with all applicable laws, regulations, rules and professional codes of conduct or practice.

Project Deliverables, Key Personnel, Contractors and the Project

- 3.3 The Recipient must ensure that the Project Deliverables and the Project are carried out:
 - (a) promptly with due diligence, care and skill, and in a manner that meets or exceeds Best Industry Practice;
 - (b) by appropriately trained, qualified, experienced and supervised persons; and
 - (c) in accordance with any directions of the Ministry, notified by the Ministry in writing from time to time.
- 3.4 The Recipient must ensure that the Project Deliverables are completed by the relevant "Completion Date" specified in the Key Details.
- 3.5 The Recipient must ensure that the Key Personnel undertake their respective roles in connection with the Project as specified in the Key Details, except as otherwise approved in writing by the Ministry. If any Key Personnel become unavailable to

perform their role, the Recipient must promptly arrange replacement Key Personnel acceptable to the Ministry.

- 3.6 The Recipient may not contract the delivery of the Project or any of its obligations under this Agreement except where:
- (a) it has the Ministry's prior written approval (which may be given on any conditions specified by the Ministry);
 - (b) the contractors are named as "Approved Contractors" in respect of particular roles in the Key Details; or
 - (c) the subcontract is for less than \$50,000.00.
- 3.7 The Recipient is responsible for the acts and omissions of any contractors.
- 3.8 The Recipient must ensure (and must procure that the head contractor when engaging with any other contractor ensures) that all agreements it enters into with contractors or any other party in connection with the Project are on an "arm's length" basis, provide value-for-money and do not give rise to any Conflict of Interest. The Recipient must provide the Ministry with reasonable evidence of compliance with this clause 3.8 in response to any request by the Ministry from time to time.

Information Undertakings

- 3.9 The Recipient must provide the Ministry with the reports (if any) specified in the Key Details, in accordance with the timeframes and reporting requirements set out in the Key Details.
- 3.10 The Recipient must provide the Ministry with any other information about the Project requested by the Ministry within the timeframe set out in the request.
- 3.11 The Recipient must promptly notify the Ministry if:
- (a) the Recipient (or any of its personnel or contractors) becomes aware of, or subject to, a Conflict of Interest;
 - (b) the Recipient becomes aware of any matter that could reasonably be expected to have an adverse effect on the Project, or result in a Termination Event or a breach of any term of this Agreement by the Recipient.
- 3.12 The Recipient must not at any time do anything that could reasonably be expected to have an adverse effect on the reputation, good standing or goodwill of the Ministry. The Recipient must keep the Ministry informed of any matter known to the Recipient which could reasonably be expected to have such an effect.

Funding, records and auditors

- 3.13 The Recipient must receive and manage all Funding in accordance with good financial management and accounting practices and to a high standard that demonstrates appropriate use of public funds.
- 3.14 The Recipient must keep full and accurate records (including accounting records) of the Project, and retain them for at least 7 years after the last payment of Funding under this Agreement. The Recipient must permit the Ministry (or any auditor

nominated by the Ministry) to inspect all records relating to the Project and must allow the Ministry and/or the auditor access to the Recipient's premises, systems and personnel for the purposes of this inspection.

Capital Assets

- 3.15 If the Recipient uses the Funding to purchase or develop any Qualifying Capital Asset and, at any point during the term of this Agreement or during the 20 years after the End Date, either:
- (a) the Recipient sells, disposes or transfers the Qualifying Capital Asset, without the Ministry's prior written consent; or
 - (b) the Qualifying Capital Asset will no longer be used for the purpose intended by the Ministry at the time this Agreement was entered into,

then the Recipient must immediately repay to the Ministry an amount equal to the amount of Funding used by the Recipient in the purchase or development of the Qualifying Capital Asset, as determined by the Ministry.

Insurance

- 3.16 The Recipient must effect and maintain insurance that is adequate to cover its obligations under this Agreement, plus any other insurance specified in the Key Details. The Recipient must, on request, provide the Ministry with evidence of its insurance cover required under this clause.

Health and Safety

- 3.17 Without limiting its other obligations under this Agreement, the Recipient must:
- (a) consult, cooperate and coordinate with the Ministry to the extent required by the Ministry to ensure that the Ministry and the Recipient will each comply with their respective obligations under the Health and Safety at Work Act 2015 as they relate to this Agreement and the Project;
 - (b) perform its, and ensure that the contractors perform their, obligations under this Agreement and the Project (as applicable) in compliance with its and their obligations under the Health and Safety at Work Act 2015;
 - (c) comply with all directions of the Ministry relating to health, safety, and security; and
 - (d) report any health and safety incident, injury or near miss, or any notice issued under the Health and Safety at Work Act 2015, to the Ministry to the extent that it relates to, or affects, this Agreement or the Project.

4 PROJECT GOVERNANCE

- 4.1 If advised in writing by the Ministry the Recipient must:
- (a) provide reasonable notice to the Ministry of all Project management group meetings and Project governance group meetings; and
 - (b) copies of all documents and notices to be tabled at the Project management group meetings and Project governance group meetings to the Ministry no later than a

reasonable period prior to the meetings, and the minutes of those meetings within a reasonable period after each meeting

- 4.2 The Ministry may appoint observers who will be entitled to attend and speak at all Project management group meetings and Project governance group meetings (but will not be entitled to vote on any matter at those meetings).

5 INTELLECTUAL PROPERTY

- 5.1 The Ministry acknowledges that the Recipient and its licensors own all pre-existing intellectual property which they contribute to the Project, and all new intellectual property which they create in the course of the Project.
- 5.2 The Recipient grants an irrevocable, perpetual, royalty-free, sub-licensable licence to the Ministry to use all reports, documents, information and other materials created or provided by the Recipient to the Ministry under or in connection with the Project and this Agreement excluding any information contributed to the Project by Ngati Te Whiti or any other representatives of tangata whenua in the course of the research, curation and narration of their historical experiences relating to the Cathedral and its place in history.
- 5.3 The Recipient warrants that it has obtained (or will obtain, prior to creation of each relevant work) all rights and permissions necessary to enable the grant and exercise of the licence in clause 5.2 without infringing the intellectual property rights of any third party.

6 TERM AND TERMINATION

- 6.1 This Agreement will be effective on and from the Commencement Date, which will be the latest to occur of:
- (a) the date this Agreement has been signed by both parties and
 - (b) the date on which the Ministry has provided written notice to the Recipient that the Conditions Precedent specified in the Key Details, if any, have either been satisfied (in the opinion of the Ministry) or waived by the Ministry.
- 6.2 This Agreement will remain in force until the End Date, unless terminated in accordance with this Agreement (the **Term**).
- 6.3 The Ministry can terminate this Agreement with immediate effect, by giving notice to the Recipient, at any time while:
- (a) the Ministry reasonably considers that the Recipient has become or is likely to become, insolvent or bankrupt;
 - (b) the Recipient is subject to the appointment of a liquidator, receiver, manager or similar person in respect of any of its assets;
 - (c) where the Recipient is a trust, a trustee ceases to be a trustee of the relevant trust or any step is taken to remove the trustee of the relevant trust, in either case without the prior written consent of the Ministry (not to be unreasonably withheld);
 - (d) the Recipient has ceased to carry on its operations or business (or a material part of them) in New Zealand, including, where the Recipient is a trust, an application or

order is made in any court for the property of the relevant trust to be administered by the court or under its control; or

- (e) any one or more of the follow events or circumstances remains unremedied:
- (i) the Recipient is materially in breach of any obligation, or a condition or warranty, under this Agreement;
 - (ii) the Recipient abandons the Project;
 - (iii) the Recipient has provided the Ministry with information in connection with or under this Agreement that (whether intentionally or not) is materially incorrect or misleading, and/or omits material information;
 - (iv) the Ministry reasonably considers that this Agreement or the Project has caused, or may cause, the Ministry and/or the New Zealand Government to breach any legal obligations (including its international trade obligations);
 - (v) the Recipient is involved in any intentional or reckless conduct which, in the opinion of the Ministry, has damaged or could damage the reputation, good standing or goodwill of the Ministry, or is involved in any material misrepresentation or any fraud;
 - (vi) the Recipient (or any of its personnel or contractors) is subject to a Conflict of Interest which cannot be managed to the Ministry's satisfaction; or
 - (vii) any change in law, regulations, government policy or other circumstances materially affects the Ministry's ability to perform its obligations under this Agreement.

6.4 However, where the Ministry considers that a Termination Event set out in clause 6.3(e) can be remedied, the Ministry must give notice to the Recipient requesting a remedy, and must not exercise its right of termination unless the relevant event remains unremedied for at least 14 days (or any longer period agreed with the Recipient) after that notice has been provided by the Ministry.

6.5 The Ministry may recover Funding from the Recipient as follows:

- (a) **Misspent Funding.** At any time the Ministry may recover the amount of any Funding that has been spent or used other than in accordance with this Agreement, together with interest on all such amounts calculated at 10% per annum from the date of the misspending to the date the money is repaid.
- (b) **Uncommitted Funding.** On expiry or termination of this Agreement, the Ministry may recover any Funding paid to the Recipient, which the Recipient:
 - (i) has not spent or contractually committed to spend in accordance with this Agreement; or
 - (ii) has spent or contractually committed to spend in accordance with this Agreement but which the Recipient can have refunded or released from that commitment, provided the Recipient must use all reasonable endeavours to obtain such refund or release.

- (c) **Co-Funding not provided.** If Co-Funding is required as set out in the Key Details, on expiry or termination of this Agreement, if the Co-Funding has not been used for the Project, the Ministry may recover an amount that represents the same proportion of the Funding as the proportion of Co-Funding that has not been used is of the total Co-Funding.
- (d) **Project abandoned.** If the Recipient has abandoned the Project or stated an intention to abandon the Project, and does not within 10 Business Days of being requested to do so by the Ministry demonstrate to the Ministry's satisfaction that the Recipient will proceed with the Project, the Ministry may recover an amount up to the total value of the Funding, provided the Ministry may not recover under this subclause if the Recipient satisfies the Ministry that it acted on reasonable grounds in deciding to abandon the Project.
- (e) **Excess Funding.** On expiry or termination of this Agreement, where the total Funding paid under this Agreement and any other money received by the Recipient to carry out the Project exceeds the funding required to perform the Project, the Recipient must upon request refund to the Ministry the excess amount. The Recipient is not required to refund, under this clause 6.5(e), any amount that exceeds the total amount of Funding.

6.6 Clauses 1.4, 3.1, 3.13, 3.14, 3.15, 5, 6, 7, 8, 9, 10, 11, 12 and 13 survive expiry or termination of this Agreement, along with any other parts of this Agreement necessary to give effect to those provisions. Expiry or termination of this Agreement does not affect any accrued rights, including any rights in respect of a breach of this Agreement or Termination Event that occurred before expiry or termination.

7 WARRANTIES AND UNDERTAKINGS

- 7.1 The Recipient warrants that, in the course of its activities in connection with the Project, it will not infringe any intellectual property or other rights of any third party.
- 7.2 The Recipient warrants that, as at the date of this Agreement:
 - (a) It has full power and authority to enter into and perform its obligations under this Agreement which, when executed, will constitute binding obligations on it in accordance with this Agreement's terms;
 - (b) all information and representations disclosed or made to the Ministry by the Recipient in connection with this Agreement are true and correct, do not omit any material matter, and are not likely to mislead or deceive the Ministry as to any material matter;
 - (c) it has disclosed to the Ministry all matters known to the Recipient (relating to Project, the Recipient, its contractors or its personnel) that could reasonably be expected to have an adverse effect on the reputation, good standing or goodwill of the Ministry; and
 - (d) it is not aware of any material information that has not been disclosed to the Ministry which may, if disclosed, materially adversely affect the decision of the Ministry whether to provide the Funding.
 - (e) **Due authority:** it has taken all necessary actions required by the constituent document of the relevant trust to authorise entry into, the delivery of and performance of this Agreement;

- (f) **Due performance:** in entering into this Agreement, the Recipient has performed its obligations in accordance with the purposes of the Recipient;
- (g) **Power and no removal action:** any person who signs this Agreement as a trustee on behalf of the Recipient is properly appointed in accordance with the Recipient's Trust Deed, and no action has been taken to remove that trustee as a trustee of the Recipient;
- (h) **Assets:** none of the assets administered by the Recipient have been re-settled or set aside;
- (i) **Trust not terminated:** no action has been taken to disestablish the Recipient; and
- (j) **Trust property:** all property administered by the Recipient is segregated and is not mixed with any other property.

7.3 The Recipient acknowledges that the Ministry has entered into this Agreement in reliance on these warranties and undertakings.

7.4 The Recipient acknowledges and agrees that the Ministry has made no warranty or representation that any funding or financial support is or will be available to the Recipient in respect of the Project other than the Funding.

8 LIABILITY

- 8.1 The maximum liability of the Ministry under or in connection with this Agreement, whether arising in contract, tort (including negligence) or otherwise, is limited to the total amount of Funding paid or payable under this Agreement.
- 8.2 The Ministry is not liable for any claim under or in connection with this Agreement, whether arising in contract, tort (including negligence) or otherwise, where such claim is or relates to any loss of profit, loss of revenue, loss of use, loss of reputation, loss of goodwill, loss of opportunity (in each case whether direct, indirect or consequential) or any other indirect, consequential or incidental loss or damages of any kind whatsoever.

9 CONFIDENTIALITY

- 9.1 Subject to clause 9.2 and 9.3, each party must keep the other party's Confidential Information in confidence, and must use or disclose that Confidential Information only to the extent necessary to perform its obligations, and/or take the intended benefit of its rights, under this Agreement. However, this will not prohibit:
 - (a) either party from using or disclosing any information with the written prior consent of the other party;
 - (b) use or disclosure of information that has become generally known to the public other than through a breach of this Agreement;
 - (c) either party from disclosing information to its personnel or contractors with a need to know, so long as the relevant personnel and contractors use the information solely to enable that party to perform its obligations and/or take the intended benefit of its rights under this Agreement, and so long as they are informed of the confidential nature of the information and in the case of the Recipient, the Recipient receives an acknowledgement from its personnel or contractors that they

acknowledge, and must comply with, the confidentiality obligations in this Agreement as if they were party to it;

- (d) disclosure required by any law, or any compulsory order or requirement issued pursuant to any law; or
- (e) the Ministry from using or disclosing to any party any documents, reports or information received in relation to this Agreement, provided that prior to any such disclosure the Ministry removes all information that is commercially sensitive to the Recipient from the relevant work.

9.2 The Recipient acknowledges and agrees that nothing in this Agreement restricts the Ministry's ability to:

- (a) discuss, and provide all information in respect of, any matters concerning the Recipient, the Project or this Agreement with any Minister of the Crown, any other government agency or any of their respective advisors;
- (b) meet its obligations under any constitutional or parliamentary convention (or other obligation at law) of or in relation to the New Zealand Parliament, the New Zealand House of Representatives or any of its Committees, any Minister of the Crown, or the New Zealand Auditor-General, including any obligations under the Cabinet Manual including the "no surprises" principle; and
- (c) publicise and report on the awarding of the Funding, including the Recipient's and any of its subcontractor's names, the amount and duration of the Funding and a brief description of the Project, on websites; in media releases; general announcements and annual reports.

9.3 The Recipient acknowledges that:

- (a) the contents of this Agreement; and
- (b) information provided to the Ministry

may be official information in terms of the Official Information Act 1982 and, in line with the purpose and principles of the Official Information Act 1982, this Agreement and such information may be released to the public unless there is good reason, in terms of the Official Information Act 1982 to withhold it.

10 MEDIA AND COMMUNICATIONS

- 10.1 Before making any media statements or press releases (including social media posts) regarding this Agreement and/or the Ministry's involvement with the Project, the Recipient will consult with the Ministry, and will obtain the Ministry's prior approval to any such statements or releases.
- 10.2 The Recipient will refer any enquiries from the media or any other person about the terms or performance of this Agreement to the Ministry's Contact Person.
- 10.3 The Recipient will acknowledge the Ministry as a source of funding in all publications (including any digital presence) and publicity regarding the Project in accordance with the PGF Funding Acknowledgement Guidelines on the website: www.growregions.govt.nz. The Recipient must obtain the Ministry's approval of the

form and wording of the acknowledgement prior to including the acknowledgement in the publication or publicity (as the case may be).

- 10.4 If requested by the Ministry, the Recipient will establish or erect temporary and/or permanent signage (which may be in the form of a plaque) at the site of the Project acknowledging the Ministry as a source of funding for the Project. The Ministry may provide such signage and the Ministry will consult with the Recipient in respect of a suitable location for such signage.
- 10.5 The Recipient does not have the right to enter into any commitment, contract or agreement on behalf of the Ministry or any associated body, or to make any public statement or comment on behalf of the Ministry.
- 10.6 All correspondence with the Ministry under this clause 10 must be directed to the Ministry's Contact Person and copied to pducomms@mbie.govt.nz.

11 DISPUTES

- 11.1 In the event of any dispute, controversy or claim arising out of or in connection with this Agreement, or in relation to any question regarding its existence, breach, termination or invalidity (in each case, a Dispute), either party may give written notice to the other specifying the nature of the Dispute and requesting discussions under this clause 11. As soon as reasonably practicable following receipt of a Dispute Notice, the parties must meet (in person, or by audio or video conference) and endeavour to resolve the Dispute by discussion, negotiation and agreement.
- 11.2 A party must not commence any proceedings in connection with a Dispute unless at least 40 days have elapsed since the issue of a corresponding Dispute Notice, and that party has used reasonable endeavours to comply with this clause 11. However, nothing in this clause will prevent either party from seeking urgent interim relief from a court (or other tribunal) of competent jurisdiction.

12 CONTACT PERSONS

- 12.1 All matters or enquiries regarding this Agreement must be directed to each party's Contact Person (set out in the Key Details).
- 12.2 Each party may from time to time change the person designated as its Contact Person on 10 Business Days' written notice to the other Party.

13 GENERAL

- 13.1 Each notice or other communication given under this Agreement (each a notice) must be in writing and delivered personally or sent by post or email to the address of the relevant party set out in the Key Details or to any other address from time to time designated for that purpose by at least 10 Business Days' prior written notice to the other party. A notice under this Agreement is deemed to be received if:
 - (a) **Delivery:** delivered personally, when delivered;
 - (b) **Post:** posted, 5 Business Days after posting or, in the case of international post, 7 Business Days after posting; and

- (c) **Email:** sent by email:
- (i) If sent between the hours of 9am and 5pm (local time) on a Business Day, at the time of transmission; or
 - (ii) If subclause (i) does not apply, at 9am (local time) on the Business Day most immediately after the time of sending,

provided that an email is not deemed received unless (if receipt is disputed) the party giving notice produces a printed copy of the email which evidences that the email was sent to the email address of the party given notice.

- 13.2 The Recipient agrees to execute and deliver any documents and to do all things as may be required by the Ministry to obtain the full benefit of this Agreement according to its true intent.
- 13.3 No legal partnership, employer-employee, principal-agent or joint venture relationship is created or evidenced by this Agreement.
- 13.4 This Agreement constitutes the sole and entire understanding with respect to the subject matter hereof and supersedes all prior discussions, representations and understandings, written or oral.
- 13.5 No amendment to this Agreement will be effective unless agreed in writing and signed by both parties.
- 13.6 The Recipient may not assign or transfer any of its contractual rights or obligations under this Agreement, except with the Ministry's prior written approval.
- 13.7 The Ministry may assign or transfer any of its contractual rights or obligations under this Agreement without the Recipient's prior approval. The Ministry may at any time disclose to a proposed assignee or transferee any information which relates to, or was provided in connection with, the Project or this Agreement.
- 13.8 No failure, delay or indulgence by any party in exercising any power or right conferred on that party by this Agreement shall operate as a waiver. A single exercise of any of those powers or rights does not preclude further exercises of those powers or rights or the exercise of any other powers or rights.
- 13.9 The exercise by a party of any express right set out in this Agreement is without prejudice to any other rights, powers or remedies available to a party in contract, at law or in equity, including any rights, powers or remedies which would be available if the express rights were not set out in this Agreement.
- 13.10 This Agreement is not intended to confer any benefit on or create any obligation enforceable at the suit of any person not a party to this Agreement.
- 13.11 Any provision of this Agreement that is invalid or unenforceable will be deemed deleted, and will not affect the other provisions of this Agreement, all of which remain in force to the extent permitted by law, subject to any modifications made necessary by the deletion of the invalid or unenforceable provision.
- 13.12 This Agreement is to be governed by the laws of New Zealand, and the parties submit to the non-exclusive jurisdiction of the courts of New Zealand.

- 13.13 This Agreement may be executed in any number of counterparts (including scanned and emailed copies). So long as each party has received a counterpart signed by each of the other parties, the counterparts together shall constitute a binding and enforceable agreement.

END OF PART 2

PART 3: DEFINITIONS AND CONSTRUCTION

Defined terms

In this Agreement, unless the context requires otherwise:

Agreement means this agreement including Parts 1, 2 and 3 and Schedule 1 (and any other annexures or attachments).

Approved Contractor means an “Approved Contractor” specified in the Key Details.

Best Industry Practice means that degree of skill, care and foresight and operating practice that would reasonably and ordinarily be expected of a skilled and competent supplier of services engaged in the same type of undertaking as that of the Recipient or any contractors (as applicable) under the same or similar circumstances as those contemplated by this Agreement.

Business Day means any day other than a Saturday, Sunday or public holiday within the meaning of section 44 of the Holidays Act 2003.

Co-Funding means the “Co-Funding” (if any) or any part of the Co-Funding (as the context requires), described in the Key Details.

Commencement Date has the meaning given in clause 6.1 of Part 2.

Completion Date is the date that the relevant Project Deliverable is to be completed by the Recipient, described in the Key Details, and includes any amendment to the date which may be agreed in writing (including by email but only when the Ministry’s Contact Person expressly confirms in writing that they have received approval of the change from the correct Ministry delegation holder) between the parties from time to time.

Confidential Information of a party (Owner), means any information in the possession or control of another party (Holder) that:

- (a) was originally acquired by the Holder in connection with this Agreement through disclosures made by or at the request of the Owner; and/or

- (b) was originally acquired by the Holder in connection with this Agreement through any access to, or viewing, inspection or evaluation of, the premises, facilities, documents, systems or other assets owned or controlled by the Owner; and/or

- (c) is derived from information of a kind described in paragraph (a) or (b) above;

but excludes any information which the Holder can show:

- (d) was lawfully acquired by the Holder, entirely independently of its activities in connection with this Agreement, and is free of any other obligation of confidence owed to the Owner; and/or
- (e) has been independently developed by the Holder without reference to the Owner’s Confidential Information, and without breaching any other obligation of confidence owed to the Owner.

Notwithstanding the foregoing, the terms of this Agreement are Confidential Information of which each Party is both an Owner and a Holder.

Conflict of Interest means any matter, circumstance, interest or activity of the Recipient, its personnel or contractors, or any other person with whom the Recipient has a relationship that:

- (a) conflicts with:
 - (i) the obligations of the Recipient (or its personnel or contractors) to the Ministry under this Agreement; or
 - (ii) the interests of the Recipient in relation to this Agreement and/or the procuring of the Project; or
- (b) otherwise impairs or might appear to impair the ability of the Recipient (or any of its personnel or contractors) to diligently and independently carry out

the Project in accordance with this Agreement.

Eligible Costs means the actual costs reasonably incurred by the Recipient:

- (a) on or after the Funding Start Date and no later than the End Date;
- (b) in good faith for the purpose of carrying out the Project or for purposes incidental to the Project, including all internal costs, disbursements and expenses incurred by the Recipient for such purposes (and to the extent the Recipient is carrying out any other activities) reasonably and proportionately allocated towards such purposes; and
- (c) to the extent that the expenditure relates to work performed by parties not at "arm's length", that expenditure is assessed at reasonable market value, and contains no unacceptable overhead and no element of "in group profit".

End Date means the "End Date" specified in the Key Details.

Funding means the funding or any part of the funding (as the context requires) payable by the Ministry to the Recipient in accordance with the terms of this Agreement, as described in the Key Details.

Funding Start Date means the "Funding Start Date" specified in the Key Details.

Key Details means Part 1 of this Agreement.

Key Personnel means the "Key Personnel" specified in the Key Details.

Payment Request means a request submitted to the Ministry by the Recipient seeking payment of Funding substantially in the form set out in the Schedule to this Agreement.

Project means the "Project" described in the Key Details.

Project Deliverable means a deliverable to be provided by the Recipient to the Ministry, as set out in the Key Details.

Qualifying Capital Asset means a capital asset (as determined in accordance with generally accepted accounting practice, as defined in the Financial Reporting Act 2013) purchased or developed by the Recipient using no less than \$50,000 of Funding.

Recipient means the Recipient specified in the Key Details.

Termination Event means any one or more of the events or circumstances set out in clause 6.3.

Construction

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

Currency: a reference to any monetary amount is to New Zealand currency;

Defined Terms: words or phrases appearing in this Agreement with capitalised initial letters are defined terms and have the meanings given to them in this Agreement;

Documents: a reference to any document, including this Agreement, includes a reference to that document as amended or replaced from time to time;

Inclusions: a reference to "includes" is a reference to "includes without limitation", and "include", "included" and "including" have corresponding meanings;

Joint and Several Liability: any provision of this Agreement to be performed or observed by two or more persons binds those persons jointly and severally;

Parties: a reference to a party to this Agreement or any other document includes that party's personal representatives/successors and permitted assigns;

Person: a reference to a person includes a corporation sole and also a body of persons, whether corporate or unincorporate;

Precedence: if there is any conflict between the different parts of this Agreement, then unless specifically stated otherwise, Part 2 will prevail over the Key Details, and the Key Details will prevail over any Attachments;

Related Terms: where a word or expression is defined in this Agreement, other parts of speech and grammatical forms of that word or expression have corresponding meanings;

Statutes and Regulations: a reference to an enactment or any regulations is a reference to that enactment or those regulations as amended, or to any enactment or regulations substituted for that enactment or those regulations;

Writing: a reference to “written” or “in writing” includes email and any commonly used electronic document format such as .DOC or .PDF.

END OF PART 3

SCHEDULE: PAYMENT REQUEST

To: MINISTRY OF BUSINESS, INNOVATION AND EMPLOYMENT

Dated: [•]

PAYMENT REQUEST NO. [•]

1. We refer to the Funding Agreement dated [•] between [•] as recipient (**Recipient**) and The Sovereign in right of New Zealand, acting by and through the Chief Executive of the Ministry of Business, Innovation and Employment (**Ministry**) (the **Agreement**). Terms defined in the Agreement have the same meaning in this Payment Request.
2. This is a Payment Request for the purpose of clause 1.3 of the Agreement.
3. The Project Deliverables which are the subject of this Payment Request are
[insert description of Project Deliverables].
4. The amount of Funding requested is \$[•] plus GST if any.
5. The Funding requested in this Payment Request is required to meet the Eligible Costs.
6. Invoices/statements and accounts evidencing the Eligible Costs incurred are attached.

**Note that for any Eligible Costs that are more than \$1,000 (on an individual basis or when grouped by supplier or subject matter) a copy of the original invoices received from third parties in relation to the Eligible Costs must be provided.*

7. That each of the items referred to in paragraph 5 are Eligible Costs for the purpose of the Agreement have been paid or are currently due and payable.
8. [Co-Funding must be used to meet the following Eligible Costs that have been incurred by us:
[include breakdown description of Eligible Costs that Co-Funding must meet]
9. *[Include valid GST invoice if relevant]*.
10. We confirm that:
 - (a) no Termination Event is subsisting; and
 - (b) each of the warranties set out in the Agreement are correct as at the date of this Payment Request.

Except to the extent otherwise agreed in writing by the Ministry, all those items forming part of the Eligible Costs identified in any previous Payment Request as due or becoming due and payable, have been paid in full.

By and on behalf of the Recipient by

Taranaki Anglican Trust Board

Position: Trustee

Authorised Officer