



CANTERBURY JUSTICES
OF THE PEACE
ASSOCIATION
Incorporated

103rd ANNUAL REPORTS AND ACCOUNTS

2019/ 2020

PRESIDENTS OF THE CANTERBURY JUSTICES OF THE PEACE ASSOCIATION INCORPORATED

*1921-22	Mr H Holland		*1980-81	Mr H Cordery MBE
	See NOTE below		*1981-82	Mr H A R Tullett
*1925-26	Mr H Smith	# 1927	*1982-83	Mr K N Halley
	See NOTE below		1983-84	Mr S C Hackwell #1991
*1936	Mr A W Hobbs	#1937	*1984-85	Mr G Middlewood
*1936-37	Mr H F Herbert		*1985-86	Mrs C B Cartwright OBE
*1937-38	Mr J J Hurley		*1986-87	Mr J H Christensen
*1939-40	Mr H F Herbert		*1987-88	Mrs J L Mclver CNZM
*1940-46	Mr C M Telfer		*1988-89	Mr E W Pyle
*1946-48	Mr H E Jarman		*1989-90	Mr C Fisk
*1948-50	Mr C A Cooper	#1950	*1990-91	Mr W J Hollobon
*1950-51	Mr W E Olds	#1956	*1991-92	Mr M A K Brawn
*1951-52	Mr S F Marshall	#1963	*1992-93	Mr N C McPherson QSM
*1952-53	Mr H H McIntosh		1993-94	Mrs C M Holmes QSM
*1953	Mr H T Turner		1994-95	Mrs P S Bascik
*1953-54	Mr T Smith		1995-97	Mr S G Beavon
*1954-55	Mr J J G Goode		1997-98	Mrs Y M Prebble (To Feb 98)
*1955-56	Mr I H Petrie Mr		*1997-98	Mr C Fisk (From Feb 98)
*1956-57	P H Lebrun Mr F		1998-00	Mr S C Hackwell # 1991
*1957-58	J C Dann Mr A H		*2000-02	Mr P L Marryatt (To May 02)
*1958-59	H Martin Mr A		*2002-03	Mr B J Turner (From May 02)
*1959-60	Henderson Mr L		2003-05	Mrs M S Redstone
*1960-61	C Fulford Mr R H		2005-07	Mr L N Price QFSM
*1961-62	Harris		*2007-09	Mr DG Rich MNZM
*1962-63	Mr E J Woolf		2009-11	Mr SSJ Wong
*1963-64	Mr N J Speary		2011-13	Mr S L Stephen Phillips
*1964-65	Mr D V Wilson	#1969	2013-15	Mr H I Hay CStJ
*1965-66	Mr J R Smith		2015-17	Mr R A Macgregor
*1966-67	Mr J T Bisman		2017-19	Mr B J Clark QSM
*1967-68	Mr H N Pyne		2019	Mr G D Barber
*1968-69	Mr C W Fairweather			
*1969-70	Mr E L Tinker			
*1970-71	Mr A H Dale			
*1971-72	Mr J S Hawker			
*1972-73	Mrs D I Radley			
*1973-74	Mr C H Readon			
*1974-75	Mr R C Holland			
*1975-76	Mr J B Andersen QSM	#1979		
*1976-77	Mr C M A Thompson			
*1977-79	Miss J Taylor OBE			
*1978-79	Mr J M Lang			
*1979-80	Mr V C Clarke			

Registrars

*1918-30	Mr J R Brunt	*1974-75	Mr K D Stills
*1930-39	Mr J W Baty	*1975-86	Mr C A Pilgrim QSM
*1939-48	Mr J J Hurley	1986-93	Mrs C M Holmes QSM
*1948-49	Mr Turner Smith	1993-98	Mr S C Hackwell
*1949-58	Mr F S Palmer	+1998-00	Mrs S R Ottman
*1958-63	Mr L H Petrie	*2000-05	Mr G D Reid
*1963-68	Mr E L Tinker	* 2005-14	Mr P C Berry
*1968- 72	Mr J B Andersen QSM	2014-	Mr K G Shields
*1972-74	Mr K N Halley		

* Deceased

+ Resigned February 2000

New Zealand Federation President and year

NOTE: The early part of Association History is sketchy resulting in a few years missing in relation to Presidents.

103rd ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the 103rd Annual General Meeting of the Canterbury Justices of the Peace Association Incorporated will be held in THE CHRISTCHURCH NORTH METHODIST CHURCH CENTRE 68 Harewood Road, Papanui Christchurch Cnr Chapel Street SATURDAY the 31st OCTOBER 2020 AT 9-30 AM

Kenneth G Shields JP
REGISTRAR

OFFICE BEARERS 2019/2020
PATRON

The Hon Justice L Chisholm

VICE PATRON

PRESIDENT

Mr Graeme D Barber JP

IMMEDIATE PAST PRESIDENT

Mr Barry (BJ) Clark QSM, JP

VICE-PRESIDENT

Mrs Yvonne Palmer QSM, JP

REGISTRAR

Mr Kenneth G Shields JP

TREASURER

Mr N Garth Dale JP, CA

COUNCILLORS

Mr Neville W Brown JP, Mrs Gwen Mitchell JP, Mr Rod Paton JP
and Mrs Adrienne Sears JP

LIFE MEMBERS

Mr John B Andersen QSM JP (1977) (Deceased 2014) - Miss Jean Taylor OBE JP (1990)
(Deceased 13 July 2008) - Mrs C Mary Holmes QSM JP (Retired) (1996) - Mr Stan C
Hackwell JP (1997), Mr Peter Berry JP (Deceased 2020) (2018) and
Mr Garth Dale JP (2018)

HONORARY REVIEWER

Mr Jason Macgregor B.Com, ACA

HONORARY SOLICITOR

Mr Dean Seymour - Lane Neave

AGENDA

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15. Election of Officers (Nominations & CV's circulated)	33 - 36
16. General Business as per Rule 19.2 <i>written notice should be sent to the Registrar at least four (4) days prior to the Annual Meeting</i>	
17. Presentation of Certificates	
18. Closure of Annual Meeting.	

ATTENDANCES AT COUNCIL MEETINGS

Since October 2018 until August 2019, both months included, the Council met nine times on normal Council meetings and 1 Special Meeting in December 2018

ATTENDANCES AT COUNCIL MEETINGS

Since October 2019 until September 2020, both months included, the Council met nine times – seven face to face at Age Concern and twice by Zoom meetings due to Covid-19 restrictions.

CJPA Council Attendance at meetings 2019-20

Member	Meetings	Attended	Apologies	Absent
G D Barber President	9	9		
Y S A Palmer Vice President *	4	2	2	
BJ Clark Past President	9	8	1	
K G Shields Registrar	9	9		
H G Dale Treasurer	9	9		
R A Macgregor Past Pres 2018/19	1	1		
N W Brown Councillor/Acting VP	9	9		
R B Paton Councillor	9	9		
A L Sears Councillor	9	9		
G Mitchell Councillor	8	8		

Notes to statistics

The 2019/2020 year has been affected by Covid-19 and other events.

Vice President Yvonne Palmer was severely affected by a major health event while in Australia in December/January and subsequently retired as a JP and resigned from the Association in May 2020. Neville Brown was appointed Acting Vice President and has filled that role until the 2020 AGM.

Gwen Mitchell was elected as a Councillor at the 2019 AGM and Bob Macgregor ended his term as Immediate Past President at the 2019 AGM.

**MINUTES OF THE 102nd ANNUAL GENERAL MEETING HELD IN THE
CHRISTCHURCH NORTH METHODIST CHURCH CENTRE SATURDAY 19TH
OCTOBER 2019 AT 9.30AM**

OPENING AND WELCOME

The President BJ Clark welcomed all to the 102nd Annual General Meeting of the Canterbury Justices of the Peace Association Inc.

Attendance was 77 Canterbury Association Members plus Lindsay Dow JP, Royal Federation Southern Regional Representative.

The President welcomed Lindsay Dow from the Royal Federation and also acknowledged the presence of Canterbury Association Patron Hon Lester Chisholm and Past Presidents and Life Members – Mrs Mary Holmes QSM, (LM & PP) Mr Neill Price QSM, QFSM (PP), Mr S S John Wong (PP), Mr Stephen Phillips (PP), Mr Ian Hay CSt.J (PP) and Mr Garth Dale (LM).

The President asked the Registrar to read the Notice of Meeting.

APOLOGIES

Twenty-eight apologies had been received prior to the start of the meetings and recorded by the Registrar. Apologies were also received from Rachael O’Grady Royal - Federation President, Jason Macgregor Hon Reviewer, CJPAA Past President and Life Member Stan Hackwell and Past President Bob Macgregor.

Moved K. Shields, seconded N. Brown *“that the apologies as recorded be received”*. **Agreed**

MINUTES

The Minutes of the 101st Annual General Meeting held on the 13th October 2018 had been circulated with the Annual Reports.

Moved Y. Palmer, seconded I. Hay *“that the minutes of the 101st AGM as circulated be signed as a true and correct record”*. **Agreed**

MATTERS ARISING FROM THE MINUTES: Nil.

OBITUARIES

The Registrar referred members to the list of 14 members who had died during the past financial year. Their names were printed on page 12 and all present stood as a mark of respect to them.

NEW MEMBERS, RESIGNATIONS AND TRANSFERS.

We welcomed 34 new JPs who had been sworn in during the 12 months 01/09/2018 to 31/08/2019 and invited those present to stand and introduce themselves, along with the 6 JPs who had transferred in from other Associations and also 1 JP had re-joined the Canterbury Association.

12 Resignations and Retirements had been received during the year and 5 members had transferred out to other Associations – they were all acknowledged and thanked for their years of service.

PRESIDENTS REPORT

The President BJ. Clark’s Report had been circulated and in speaking to his report he commented that as he neared the completion of his two year term of office it had been an honour, privilege and pleasure to have held this office.

There had been many highlights and the top two would have been the CJPAA Centenary and the opportunity to host the Royal Federation Conference and AGM in March 2018.

There had also been the opportunity to visit other regions at RF Conferences and Regional conferences and to share experiences and get to know fellow Justices around the country.

Two other areas of the Association require particular mention:-

Service Desks

These have been an amazing success and that is due to the coordination from Gwen Mitchell and the dedication of all who make themselves available to serve on them. The work is often continuous from start to finish with up to four JPs working together on the busiest of desks.

Education Team

The Education Team under the leadership of Yvonne Palmer have tackled head on the need to provide opportunities for Justices to become accredited and the number of Education and Training sessions have been increased and locations around the Association expanded. This has increased our percentage of Accredited JPs from approx. 35% to more than 50%. The team will keep working hard to improve that percentage.

It is imperative that we continue to encourage Justices to become/remain accredited and to attend Education/Training sessions. It is a responsibility in accepting the honour of being a Justice of the Peace that we ensure that we have the ability and knowledge to carry out the work we have sworn to do.

Acknowledgements

“I have been fortunate to have the support of a committed team on the Council and would firstly acknowledge Bob Macgregor who steps down as Immediate Past President. Bob has been a great support and a fountain of knowledge.

To the Council Team who are a group of wonderful people who give many hours of their valuable time to ensure that this organization supports all of our Justices – thank you all.

The Canterbury Association is in good heart and I know that those taking it forward will maintain that.

I also acknowledge those Justices who have passed over and those who have retired during the past year - thank you for your service to the Canterbury Justices of the Peace Association and to the public in general.

Past Presidents Luncheon

I attended the annual Past Presidents luncheon in July – an event held for the past 39 years and for the past nineteen years this has been organized by Past President and Life Member Stan Hackwell. Stan has decided to hand over the mantle and we thank him for his work on behalf of Past Presidents.

Finally the President noted “that this is a wonderful organization, full of people whose dedication and commitment to the public is often little known and underestimated, however I know that public acknowledgement is not why you all carry out your role.”

“Thank you for your trust in me over the last two years and I wish the new team all the best and I am confident that they will continue to ensure that the Canterbury Justices of the Peace Association will serve the public well.”

Moved BJ Clark, seconded N. Brown *that the Presidents Report be received and adopted”*
Agreed

REGISTRARS REPORT

The Registrar spoke to his previously printed report and noted the following points:-

- 2019 had been a challenging year for all in Christchurch and some JPs were at the forefront in helping the families affected by the events of March 15 and it is difficult not to have been affected by the pain and suffering of some of our clients. We all need to both offer and accept support from those around us.
- The Education and Training Team led by Yvonne Palmer have provided many extra opportunities, beyond the normal Education Sessions, for Accreditation Training. This extra effort has resulted in more than 50% of CIPA JPs becoming accredited for the first time or being re-accredited.
- 34 new JPs were sworn in in this Financial Year compared with only 10 in the previous year and interviews and appointments are continuing at a faster rate. The overall time for appointment, from nomination to swearing in has been reduced, and is now usually less than 12 months. Another improvement has been in the gender balance with 57% female to 43% male JPs being appointed
- Communication between Council and members continues to improve with more “hits” on the CIPA website and we owe a big thank-you to Graeme Barber and Lance Kenyon for their hard work in keeping us fully informed.
- The 18 Service Desks operating in libraries throughout the Associations area continue to provide an essential service to the public and in the past 12 months the JPs were involved with 17,774 clients and spent 2,456 hours processing more than 55,000 documents, declarations, affidavits and witnessing signatures. A fantastic effort by teams of dedicated JPs all coordinated by Gwen Mitchell. Our grateful thanks to all of you.
- Some of the other activities not always recognized by the public are the Justices who assist as Police Volunteers, Nominated Persons JPs, Bail Bond JPs and of course the Judicial Justices who serve in the Christchurch District Court. All give freely of their time to make sure the Justice system continues to serve the public as best as possible.
- To President BJ. Clark, Vice President Graeme Barber, Treasurer Garth Dale and the CIPA Councillors – I thank you for your support of me in my role as Registrar. To the members of the Association - thank you for your willingness to get involved, to attend Education and Training Sessions, to work on Service Desks and serve the public willingly and expertly. JPs have been volunteering in New Zealand for 205 years and for many people we are often the first and only contact they will have with the NZ Justice system.

Finally – we were supported financially again during the year by the Rata Foundation, Air Rescue Services Trust and by Age Concern with the use of their premises – we sincerely thank them all.

Ken Shields

Registrar

Moved K. Shields, seconded A. Sears “*that the Registrars Report be received and adopted*”.

Agreed

FINANCIAL REPORT

The Treasurer, Garth Dale, presented his Annual Report and the Financial Accounts for 2018/2019. These have been sent to be reviewed but, due to time pressures on the Reviewer Jason Macgregor, they have been circulated with the Annual Reports as “Draft Accounts”. A Review Certificate will be supplied to the Council as soon as possible and published on the CJPAA website when received. The Council have confirmed their acceptance of the Statement of Receipts and Payments and the Statement of Resources and Commitments draft accounts at their September meeting.

Garth was thanked for his professionalism and hard work on behalf of the Association in managing the finances and in the preparation and presentation of the Annual Financial Reports and Accounts.

Moved G. Dale, seconded B. Philip ***“that the 2018/2019 Financial Report and Financial Statement of Accounts, as presented, be adopted.”*** **Agreed**

SUBSCRIPTIONS AND JOINING FEE FOR 2019/2020

The CJPAA Council recommend the following subscription rates and joining fee for the financial year 1st September 2019 to 31st August 2020:-

Full Member	\$50.00 reducible to \$40.00 if paid by 31 st January 2020
Senior Member	(Financial year in which age 75 years attained with 10 years Association membership) \$50.00 reducible to \$35.00 if paid by 31 st January 2020
JP Retired Member	\$25.00 reducible to \$15.00 if paid by 31 st January 2020
Joining Fee	\$50.00

Moved G. Dale, seconded I. Hay ***“that the subscriptions and joining fee for 2019/2020 be as per the recommendation in the Annual Report”*** **Agreed**

SUB-COMMITTEE REPORTS

The following reports were presented as circulated and received:-

Education	Moved Y. Palmer, seconded G. Barber	Agreed
Communication	Moved G. Barber, seconded S. Phillips	Agreed
Court Panel & Bail Bonds	Moved A. Sears, seconded K. Rabe	Agreed
Nominated Persons Panel	Moved B. Cameron, seconded D. Woodward	Agreed
Service Desks	Moved K. Shields, seconded G. Barber	Agreed
Planning Committee	Moved N. Brown, seconded Y. Palmer	Agreed
Social Committee	Moved R. Paton, seconded N. Brown	Agreed

NOTICES OF MOTION

Nil

APPOINTMENTS

Appointments are to be made for the following positions:-

Moved K. Shields, seconded B. Clark ***“that the following people be appointed”***

- | | |
|--|------------------------------------|
| <input type="checkbox"/> Patron | The Honourable Justice L. Chisholm |
| <input type="checkbox"/> Vice Patron | Vacant |
| <input type="checkbox"/> Hon Reviewer | To be advised |
| <input type="checkbox"/> Hon Solicitor | Lane Neave - Solicitors |

ELECTION OF OFFICERS

Nominations, together with Nominee CVs are circulated with this Annual Report. In accordance with the rules of the Association the offices of President, Vice President and four (4) Councillors are to be elected annually.

In accordance with clause 13.4 of the Association Rules – *all voting shall be by secret ballot for all (elected) positions at the Annual General Meeting except that when there is only one nomination for a position, the nominee may be elected on the voices or by a show of hands, as the Chairperson may direct.*

Please note that on this occasion only one nomination each has been received for President and Vice President – therefore a vote by show of hands is all that is required.

Four nominations have been received for the four Council positions and therefore a vote by show of hands is all that is required and no election will be needed.

K. G. Shields JP
Registrar

Officers Elected:

President	Mr. G. D. Barber JP
Vice President	Mrs Y.S.A. Palmer QSM, JP
Councillors	Mr . N.W. Brown JP
	Mrs G. Mitchell JP
	Mr R.B. Paton JP
	Mrs A.L. Sears JP

Officers:

Patron	The Hon Justice L. Chisholm
Vice-Patron	(position vacant)
Immediate Past President	Mr B. J. Clark QSM
Treasurer	Mr G. Dale JP
Registrar	Mr K. Shields JP
Hon Reviewer	to be appointed
Hon Solicitor	Mr. D. Seymour

The President, Vice President and four Councillors were formally announced and the two new Councillors – Mrs Adrienne Sears and Mr Rod Paton were introduced and welcomed.

Nominations for National Office – none

ADDRESS BY LINDSAY DOW JP – RF SOUTHERN REGIONAL REPRESENTATIVE

The President BJ Clark welcomed Lindsay Dow to Christchurch and invited him to address the meeting. He brought greetings from the National President Rachael O’Grady who apologized for being unable to be present. Also there were apologies from RF Vice-President Terry Byrne and RF Registrar Tony Pugh.

Lindsay spoke about the significant relationship between the Royal Federation and the Associate Minister of Justice Aupito William Sio, the Secretary of Justice and the Criminal Advisory Group.

Ongoing competency of Justices is still a current issue and discussions on this are continuing with the Ministry of Justice. The accreditation programme is helping to improve the overall number of accredited JPs and Royal Federation are considering the possibility of making accreditation mandatory. No decisions on this are expected anytime soon.

The Best Practice Manual is currently under review along with JP Service Desk guidelines and a new revised Complaints Procedure will be implemented on the 1st November this year.

Lindsay Dow closed his address by extending a warm invitation to JPs to attend the Royal Federation Conference in Hawera in March 2020.

LONG SERVICE CERTIFICATES

The CIPA Patron Hon Lester Chisholm and CIPA President presented JPs with MOJ Certificates acknowledging their at least 30 years of service each as Justices.

GENERAL BUSINESS

No notification of items for general business had been received by the Registrar within the required period.

INSTALLATION OF PRESIDENT

The outgoing President BJ Clark thanked all members for their attendance at the meeting and especially thanked the CIPA Patron Hon Lester Chisholm, the Royal Federation Southern Representative Lindsay Dow, Life Members, Past Presidents and Councillors for their support of the Canterbury Association and himself as President during the past two years.

Also thanked in their absence were the Hon Reviewer Jason Macgregor who was giving up the position due to his employment change and Dean Seymour

He then congratulated Graeme Barber, incoming President, Yvonne Palmer, incoming Vice-President and Councillors Neville Brown, Gwen Mitchell, Rod Paton and Adrienne Sears and then called on Graeme Barber to formally accept the Chain of Office and assume the office of President of the Canterbury Justices of the Peace Association.

After the Installation the new President Graeme Barber addressed the meeting and thanked and congratulated BJ Clark for his hard work and strong leadership during his two years as CIPA President and presented him with a special plaque and Past Presidents Badge – marking his term of office.

CLOSURE

President Graeme Barber thanked members and guests for their attendance at the 102nd Annual General Meeting and declared it closed at 11.05am.

Approved

.....31st October 2020

President

Mr G.D. Barber JP President

OBITUARIES

It is with deep regret that the deaths of the following members during the past 12 months. We have extended our sympathies to their families and loved ones and recorded our thanks for their many years of service to their communities.

Name	Date of Death
O'NEILL Robin Gerard	11/09/2019
GARGIULO Ann Beverley	24/09/2019
CROWE Desmond Terence JP (Retired)	28/09/2019
KEAST Lesley Dawn	26/10/2019
TURNER Barry John (Past President)	17/11/2019
COUCH Douglas Falcon Herewini	27/01/2020
COOPER Mervyn Nathaniel	10/03/2020
ELMS David Timothy	20/04/2020
CANTWELL Garry Edward	23/04/2020
BUTTON Michael John	08/07/2020
KING Russell Lewis	05/08/2020
RYAN Erin Louis	23/08/2020

Several former members also died during the year and we recognise their passing with regret

NEW MEMBERS

23 New Justices of the Peace were sworn in during the twelve months 01/09/2019 to 31/08/2020. There were 10 more new JPs appointed during the period but their swearing in was delayed until September 2020 due to Covid-19 and they will be recognised in next years report.

September 2019

Karena Rae BROWN, Tania Karen HARMON, Te Paea Frances PARINGATAI, Jo-Ann RETALLICK, Carolyn Jane TAPLEY.

December 2019

Eileen Joy BUTEL, Karen Elizabeth ERKKILA, Fiona Mary FREW, Sunita GAUTAM, Catherine Yuk Quan LUM-WEBB, Thea Rebecca MICKELL, Martin James PEAT, Logan Peter SMEDLEY, Allan Ross SPARKS, Peter Colin YEARBURY.

January 2020

Vivian Kristina BOOTH, Jarrod Gordon COBURN, Diana Maria HINTERLEITNER, Simon Stuart Peter McDERMOTT, Pavittar Singh NOTAY, Rup PRAKASH, Jacqueline SIMONS, Vicki, Maria Ranginui TAHAU PATON.

TRANSFERS

There were 8 transfers of members (in and out) during the year. We welcome the 7 who have joined us and we hope you feel at home here in the Canterbury Association and we thank the JP who left us to go north and we thank you for your years of service in Canterbury.

Transfers IN

David Christopher PETRE (Central Districts Assn.), Marie HIBBERT (Ashburton Assn.), David Leslie WILLIAMS (North Otago Assn.), Maree WELGUS (Rotorua & Districts Assn.), Graham Bruce ROBERTSON (Ashburton Assn.), Barbara Mary HEATON (Wellington Assn.), Celine Margaret GREGORY-HUNT (South Canterbury Assn.).

Transfer OUT

Suzanne Nicola MITCHELL (Auckland Assn.).

Re-joined CJP

Te Inupo FARRAR

Resignations/Retirements

Ralph Charles ROSS, Antonia HILL, Diane Elizabeth DIXEY, Karaitiana Nathan TAIURU, Eileen Isobel WHAITARI, June Marie RUSSELL, Elizabeth Stow CUNNINGHAM, Judith Anne SMYTH, Duncan Wishart TAYLOR, Caroline Mary JEFFERD, Robert Hutchinson WHITE, John Victor FREEMAN, Naira Josephine DAWSON, Robert John TODD, Graham Lloyd McCULLOCH, Judith Anne WASON, Janice Edna SCHULTE, Brian Ronald SCOTT, Yvonne Shirley Ann PALMER, John William BIRD, Lois Edna EAGLE, Lyndsey Irene HIATT, Marie HIBBERT, Lorraine Phyllis BLACKLER, Susan Naomi McKENZIE, Ellie Veronica MESSERVY, Robert John KIRK, Anthony Albert George MOOAR, Jennifer Anne BAXTER, Nicola Brigitte TRIPP,

CONGRATULATIONS

Congratulation are extended to members who received recognition in the Queens' New Years' Honours List in January 2020 and in the Queens' Birthday Honours in June 2020.

Dame Dr. Anna Louisa De Launey Crighton DNZM, QSO, JP *for services to heritage preservation and governance.*

Mrs Yvonne Shirley Anne Palmer MNZM, QSM, JP *for services to seniors and the community.*

Mr Bruce Douglas Russell QSM, JP *for services to the community.*

Dr. Kevin Bartley Knight MNZM, JP *for services to education.*

All have been recognised for the voluntary work they do in their communities and we also acknowledge their combined contribution as Justices of the Peace for many years.

Membership Statistics 2019-20

Members as at 1st September	2019	2018	2017	2016
	579	569	573	580
New Members 01/09/19-31/08/20	23	34	10	17
Transfers IN from other associations	7	6	7	5
Joined for other reasons	1	1		
	610	610	590	602
Less				
Deaths	12	14	6	10
Resignations	34	12	7	18
Struck off				
Transfers OUT to other associations	1	5	8	9
Left for other reasons		1		
Gross membership as at 31st August 2020	563	579	569	567

(The total of 563 includes 31 JPs (Retired) who have chosen to retain their membership)

We record grateful thanks to all those JPs who have retired and resigned from the Association for their many years of service to their communities.

CANTERBURY JUSTICES OF THE PEACE ASSOCIATION (INC)



Presidents Report Annual General Meeting October 31, 2020

Life members, Past Presidents and members. Welcome and greetings to all of our Canterbury Family

***E te whānau o Waitaha
Nau mai, haere mai
Tēnā koutou katoa.***

A very special and warm welcome to the Royal Federation of New Zealand Justices Association (RFNZJA) President to Garry Nicholls and the Southern Regional Representative (SSR) Lindsay Dow.

In starting, I thank you again for the privilege of being elected as your President at last year's last year.

The last 12 months began with the new Council establishing protocols for 'the way we work together', with 'together' being the operative word. In summary the established intent to be open, transparent and inclusive before, during and after meetings with in Council and with members has been a special feature of the last year.

All Councillors feel empowered to contribute their ideas and lead in the areas they convene and on the teams they are members of. I say with total confidence that they have the best interests of the Association, all members and the public we serve 'front and centre'.

The opportunity to travel together, including a van ride to and from Palmerston North, for the Hawera RFNZJA Conference and Annual Meeting provided many opportunities for robust, meaningful and constructive conversations regarding how best meet to the objectives of our Annual Plan. It was obvious that the Canterbury Justice of the Peace Association (CJPA) has a very constructive working relationship with the Federation Board and staff.

The new year also presented for our Elected Vice President, Yvonne Palmer, significant challenges recovering from and establishing a new normal living with Guillain Barre Syndrome (GBS), commonly referred to as 'Getting Better Slowly'. Council and members were deeply concerned for Yvonne and the expressions of support were loud and long, and humbly appreciated and received by Yvonne and her family. Yvonne has resigned as JP and much of her community work in order to focus on her 'new' normal. We express our sincerest thanks to Yvonne for her 20 years' plus work as a Justice, including leading, in 2018. our centennial celebrations and being an active leader on Council.

I thank Neville Brown for willingly and very effectively fulfilling the Vice President (VP) void through until this Annual General Meeting (AGM).

Then along came COVID-19- sounds a bit like a song title. This major event disrupted New Zealand (NZ) and global societies probably as much, if it is possible to make a comparison, to a World War. Life as we had gotten used to disappeared very quickly replaced by new opportunities. Your Council was proactive and agile in the way it responded. This included making early and courageous calls regarding what Justices and the CJPAs could provide in the way of events and services, (including desks) at each COVID Level. The robustness and usefulness of this work came to the fore again with the resurgence of community transmission.

More detail regarding Councils work can be found in all AGM reports. These reports support and amplify earlier statements regarding how well a united and committed Council can serve and support justices. They also show that most members perform multiple roles on several teams.

I indulge a little here by calling out specifically each role and in no particular order, as each is as important as the other:

- Registrar Ken Shields for his empathetic and selfless service to members and Council.
- Treasurer Garth Dale for his immaculate and timely preparation of all membership subscriptions and monthly and annual financial reports.
- Planning Convener and Acting VP Neville Brown for his strategic planning, seeking membership feedback and rule oversight, advice and support.
- Court Panel and Bail Bonds Convener Adrienne Sears for well managing and maintaining constructive relationships with the Judicial Justices, the Bails Bonds team members and Ministry of Justice staff.
- Service Desk Convener Gwen Mitchel for ensuring that all desk conveners and library staff are engaged in the decision making process and that the health and wellbeing of Justices is taken into consideration within the rostering and desk delivery processes.
- Education Convener Rod Paton for collaboratively arranging sessions and locations that ensure that members receive the training and support needed in locations that cover the breadth and width of the Association.
- Immediate Past President BJ Clark who provides, just in time, sage advice mixed in with just the right amount of humour to me as the newbie President.

Alongside Council;

- Bruce Cameron and his willing band of Nominated Persons attend the Justice Precinct to support youth who find themselves in the Police cells,
- Lance Kenyon, as a member of the communications team ably compiles the quarterly newsletters.

Lastly and not least I acknowledge and thank all CJPA members for their many hours of service provided the public in our region through your membership of the CJPA. This Association is strong because of each and every one of you.

Ngā mihi nui

Graeme Barber
President

REGISTRARS REPORT 2019/2020

The first part of 2020 has defined the last Financial Year of both our Association and, indeed, the whole of New Zealand. Who would have contemplated that the graphic, horrifying and tragic events in Christchurch of March 2019 would be almost pushed aside by a worldwide pandemic and an addition to our vocabulary of Corona Virus Covid-19.

In early January we were coming to grips with the serious illness of our Vice-President Yvonne Palmer while she was in Australia and then the announcement of a mystery illness in China. “So far away so it’s not likely to affect us here in New Zealand” – these were certainly my initial thoughts about it. How wrong I was. By mid-March we were in Level-2 then almost immediately a Level 4 total lockdown. How life can change in an instant. We joined the “team of five million” and the 1pm daily briefings became compulsory viewing for most of us. Very quickly most of us were also forced to adapt to new ways of doing things. Firstly we were told that JPs do not provide an “essential service” so we all had an enforced rest from dealing with the public and then we had to learn new ways (for most of us again) of communicating with our friends, families, work, schools and organisations.

As an Association we have been fortunate to be led by people who understand both communication and technology. I had to learn very quickly the meaning and operation of things like WhatsApp, Facetime, Skype and Zoom. Emails I understood – everything else was a challenge but if we accept “challenges are opportunities” then most of us rose to the occasion and grasped the new (to us anyway) technology and life carried on.

Your Council worked firstly on Zoom for discussions and keeping in touch and then into formal meetings and making the decisions needed to keep the Association running. All of our usual functions were suspended, including Education and Training sessions and our 18 Service Desks were closed. During the restricted levels the Council formulated a Covid-19 policy which was clear and precise. At level 1 everything operated as normal, at levels 2 & 3 and all meetings and service desks are suspended and at level 4 we are all locked down again.

The Royal Federation provided updates from the Ministry of Justice which were circulated to members and we did our best to make sure that all of you were kept up to date with the MOJ requirements and the reasons for them. Thank you all for keeping to the rules and helping to meet the goal of eliminating Covid-19 from the community. By midnight 7th October all NZ should be back to level 1 and life will return to whatever passes for “normal” these days.

There was a slowdown in new appointments caused by Covid-19 with 23 new JPs being sworn in (compared with 34 last year) – however there are 10 more waiting to be sworn in when Covid-19 levels allow. The overall appointment time – from nomination to swearing-in has also been affected both by the virus and the 2020 general election. This year the balance of the gender gap improved again with more females appointed than males (15 to 8)

Although we gained 31 new members (see membership statistics) we also lost more members than last year with 12 deaths (14) and 34 retirements/resignations (12). Overall our membership has decreased by 16 to 563 as at the 31st August 2020.

Communication has taken on a whole new perspective as we work through these difficult times and as well as our quarterly newsletters we have been sending regular up-dates to members regarding the Covid-19 levels and the changes to schedules for Education and training. Your Council has been working hard to keep everything on track and, just when we had reprogrammed the schedule, we went back to Level 2 and everything was put “on hold” again. Hopefully by the time we get to the end of 2020 we will be back at a more permanent Level 1 and planning will be consistent. The one thing we do know about this pandemic is that nothing is certain and we will just have to stick to the plan we have for dealing with it.

There are many activities carried out by Justices of the Peace and probably the one most in the public eye are the 18 JP Service Desks that operate in libraries throughout the Canterbury Association. The Service Desks were all affected by Covid-19 and all were closed – at the request of the respective local Councils

during levels 3 & 2. The main problem was the requirement to avoid queues and to maintain physical distancing. While the service desks were missed by the public, once they reopened they quickly went back to pre-lockdown levels of activity.

Some of the other activities not always immediately recognised by the public are the Justices who assist as Police Volunteers, Nominated Persons JPs, Bail Bond JPs and of course the Judicial Justices who serve in the Christchurch District Court. All give freely of their time to make sure the justice system continues to serve the public as best as possible.

To President Graeme Barber, Acting Vice President Neville Brown, Treasurer Garth Dale and the CJPA Councillors I thank you sincerely for your support of me in my role as Registrar during the past (and at times very difficult) 12 months and to you – the members – thank you for your patience, your adaptability and your willingness to continue to serve your communities to the best of your abilities.

During the past year we have again been supported by generous donations from Rata Foundation (administration expenses support), Air Rescue and Community Services Trust (Royal Federation 2020 Conference support), Age Concern (Meeting Room and photocopying support) and a \$2,000 grant from The Southern Trust to assist with the upgrade of the CJPA website. We thank each organisation sincerely for their valuable assistance.

We don't know what is ahead for any of us. A general election in New Zealand which will be decided by the time this report is presented and a new government to be installed. Whoever wins it will be new government with new changes and challenges to be faced. On the world scene a critical decision to be made by the voters in the USA and the ongoing effects of this worldwide pandemic – who knows what 2021 will produce but through it all Justices of the Peace will continue to serve the public in NZ - just as they have for the past 206 years.

Ken Shields

Registrar

Canterbury Justices of the Peace Association (Inc)
Statement of Receipts and Payments
For the Year Ended: 31st August 2020

	Actual This Year		Actual Last Year	
Operating Receipts				
Grants and fundraising				
Air Rescue Trust - Federation Conference	\$6,398		\$4,288	
Rata Foundation - Administration Grant	\$9,500		\$9,500	
Southern Trust - Website Upgrade	\$2,000		-	
Federation - Communications Grant	\$1,659	\$19,557	\$1,094	\$14,882
Fees, subscriptions and receipts from members				
Subscriptions	\$23,820		\$24,214	
Donations	\$745		\$2,546	
Merchandise Sales	\$195	\$24,760	\$255	\$27,015
Receipts from goods and services				
Federation - Rostering Agreement	\$2,200		\$1,850	
Mid Winter Luncheon	-	\$2,200	\$2,730	\$4,580
Receipts from bank interest				
		\$982		\$763
Other receipts				
Service Desks Funding	\$546		\$520	
Judicial Studies Course Refund	-	\$546	-	\$520
Total Operating Receipts		\$48,045		\$47,760
Operating Payments				
Volunteer and employee related payments				
Honorariums	\$15,985		\$15,672	
Court Rostering	\$2,212		\$1,493	
Registrar Expenses	\$2,141	\$20,338	\$2,356	\$19,521
Payments related to provision of goods and services				
Administration and Overhead Costs	\$2,196		\$3,177	
Signing centres, Newsletter, Website, Yellow Pages	\$2,759		\$2,309	
Training Expenses less refunded from Federation	\$2		-\$484	
Merchandise	-	\$4,957	-	\$5,002
Donations paid				
Donation - Meeting Room		\$250		-
Other operating payments				
Capitation Fees	\$9,539		\$6,290	
Annual Meeting	\$605		\$576	
Mid Winter Luncheon	-		\$3,399	
Federation Conference	\$7,669		\$6,262	
Southern Regional Conferences	-\$514		\$3,117	
Judicial Studies Course	\$250	\$17,549	\$500	\$20,144
Total Operating Payments		\$43,094		\$44,667
Operating Surplus or (Deficit)		\$4,951		\$3,093
Increase/(Decrease) in Bank Accounts		\$4,951		\$3,093
Bank Accounts at Beginning of Financial Year		\$49,516		\$46,423
Bank Accounts at End of Financial Year		\$54,467		\$49,516
Represented by:				
Westpac Cheque Account		\$4,852		\$381
RaboDirect Savings Account		\$22,615		\$22,960
RaboDirect Term Deposit		\$27,000		\$26,175
Total Bank Accounts at End of Year		\$54,467		\$49,516

Canterbury Justices of the Peace Association (Inc)
Statement of Resources and Commitments
As at 31st August 2020

SCHEDULE OF RESOURCES	This Year	Last Year
Bank Accounts	\$54,467	\$49,516
Money owed to Association		
Interest Receivable	\$356	\$421
Subs in Arrears	-	10
Other resources		
President's Collar	\$1,785	\$1,785
Registrar and Training Equipment	\$1,267	\$1,689

SCHEDULE OF COMMITMENTS		
Money payable by Association		
Honorariums	\$16,306	\$15,985
Other Commitments		
Subscriptions in Advance	\$75	\$150

SCHEDULE OF OTHER INFORMATION

Accounting Policies

Basis of Preparation

Canterbury Justices of the Peace Association Inc. is permitted by law to apply PBE SFR-C (NFP) *Public Benefit Entity Simple Format Reporting - Cash (Not for Profit)* and has elected to do so.

All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a Cash Basis.

Goods and Services Tax (GST)

Canterbury Justices of the Peace Association (Inc) is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).



N Garth Dale

Treasurer

2 September 2020

Treasurer's Report 2020

Annual Financial Accounts to 31st August 2020

The year finished with funds at \$54,467, an increase of \$4,951 over the previous year.

The financial statements which include depreciation and accruals record an excess of income over expenditure of \$4,207 for the year, which is an improvement of \$4,403 from 2019.

Refer Attached:

1. Statement of Receipts and Payments for the year ended 31st August 2020.
2. Statement of Resources and Commitments for the year to 31st August 2020.
3. Accounting Policies
4. Reviewers Report – Mary Murphy Partner – Garden City Accountants.

Accounts Review

The Association's accounts were dropped off for review with Mary Murphy of Garden City Accountants on Friday 4th September 2020. Mary confirmed that she would complete the review in time for the Review Report to be able for inclusion in the published Annual Report by the end of September.

It was a pleasant surprise to receive her call on Wednesday 9th that the review was completed, and the files were ready for collection. I picked the files up on Thursday along with the Reviewer's Report and their account, which at \$808.00 + GST was less than the quoted sum of \$1,000.00 + GST.

Garth Dale JP

Treasurer

Reviewers Report

I have reviewed the attached Statement of Financial Performance (Profit & Loss) and Statement of Financial Position (Balance Sheet) for the year ended 31 August 2020.

This review has been conducted in accordance to the Generally Accepted Accounting Practices in New Zealand, based on the information which has been provided by the Canterbury Justices of the Peace Association (Inc).

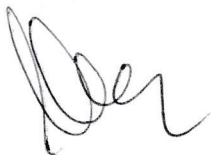
You are solely responsible for the information presented to us, which is contained in the attached Statement of Financial Performance (Profit & Loss) and Statement of Financial Position (Balance Sheet) for the year ended 31 August 2020 and have determined that the accounting policies used are appropriate to meet your needs and for the purpose of your financial statements.

In common with other organisations of a similar nature, control over some income prior to the income being recorded is limited and there are no practical procedures to determine the effect of this limited control.

The information presented to us, via the excel spreadsheets, bank statements, minutes of meetings, reports (printed out), invoices and receipts and documentation that are summarised in the Statement of Financial Performance (Profit & Loss) and Statement of Financial Position (Balance Sheet) for the year 31 August 2020 are satisfactory. The Financial Reports presented to me fairly reflect the financial position of the Association as at 31 August 2020.

As mentioned earlier in our report, we have reviewed the financial information based on information provided to us. Accordingly, neither we, nor any of our staff accept any responsibility for the reliability, accuracy or completeness of the financial records presented to us nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred because of placing reliance on the reviewed financial information.

Thank you for the opportunity to review your annual financial statements this year.



Mary Murphy
Partner
Garden City Business & Tax Ltd

9 September 2020

SUBSCRIPTIONS AND JOINING FEE FOR 2020-2021

Council recommends that the subscription rates and joining fee for the financial year 1st September 2020 to 31st August 2021 be as follows:

Full Member	\$50.00 reducible to \$40.00 if paid by 31 st January 2021
Senior Member	(Financial year in which age 75 years attained with 10 years Association membership) \$50.00 reducible to \$35.00 if paid by 31 st January 2021
JP Retired Member	\$25.00 reducible to \$15.00 if paid by 31 st January 2021
Joining Fee	\$50.00

EDUCATION REPORT – 2019/2020

Education: -

The Education Team started the year under the convenorship of Yvonne Palmer. Sadly, Yvonne was not able to continue in this role due to ill health and subsequently resigned as a Justice of the Peace. I was appointed by Council to assume the role of Convenor. The Education team thanks Yvonne for her leadership and contribution to JP education.

Education team members are: - Rod Paton (*Convenor*), Graeme Barber, Neville Brown, BJ Clark, Gwen Mitchell, Adrienne Sears, and Ken Shields.

Our year commenced with a full programme of education and accreditation sessions across the CIPA District.

Unfortunately, our programme was adversely affected by the impact of Covid 19. This resulted in education sessions being suspended from 21 March until 30 June, and again from 12 August until 21 September. Our programme was reviewed to reschedule as many of our sessions as possible.

By the end of this year, education sessions will have been delivered at: -

- Christchurch (6)
- Akaroa
- Rangiora
- Cheviot
- Darfield
- Amberley

The education team has worked hard to deliver sessions to assist Justices in their roles, through revision of core activities and instruction on statutory and other changes. Periodically we invite keynote speakers to our sessions who present on topics relevant to our roles. We are grateful to those speakers.

The education team welcomes suggestions from members as to topics they would like to be addressed at education sessions.

The team thanks the many Justices who regularly attend our education sessions. It is always a great pleasure to interact with fellow Justices and to share knowledge and experiences. However, it is very disappointing that some members attend few or no education sessions!

- Clause 2 of the Code of Conduct of the Royal Federation of New Zealand Justices' Associations (*Page 9 of the Justices of the Peace manual*) states: -

"Justices of the Peace shall: maintain a working knowledge of the duties, responsibilities and obligations of a Justice of the Peace by regularly participating in ongoing education provided by their Associations or Royal Federation."

It is pleasing to note that some of our newly appointed Justices are taking the opportunity to sit in with experienced Justices to observe Library Service Desks in action. This exposes new Justices to a wide range of JP activities and is an excellent way to learn and to build confidence. It also encourages new Justices to join service desk rosters. Our thanks go to fellow team member Gwen Mitchell for her work as Service Desks' Convenor.

Accreditation:

For this year, Council set an accreditation target of 70% of members. An ambitious plan was developed to deliver accreditation sessions in various locations. Unfortunately, this plan was severely hampered by Covid 19 and some sessions had to be cancelled. To enable accreditation opportunities to continue, a "remote" accreditation option was introduced. By this method, Justices are sent the accreditation questions by email. When Justices have researched their answers, they are discussed with a member of the training team to ensure correctness and are then given instructions to complete accreditation on-line. This has worked extremely well with around 40 Justices completing their accreditation by this method this year. Another 32 Justices have completed accreditation by attending the 4 face to face sessions that were able to be held. This "remote" method will remain one of the tools in the education toolbox along with face to face sessions. Currently, approximately 62% of members are accredited. - Our thanks go to team member Neville Brown for his work in convening accreditation sessions.

Induction:

Induction sessions for provisionally appointed Justices have been held during the year. These sessions are conducted by Rod Paton, Ken Shields, and Gwen Mitchell.

Issuing Officers:

An education session for Issuing Officers was delayed due to Covid 19 but will be programmed as soon as it can be arranged.

The role of Justice of the Peace is an honourable one which carries demanding responsibilities and obligations. The thanks of our team go to members for showing their commitment to the role by

attending education sessions and undertaking accreditation. Our team puts a lot of effort into delivering the education programme and we are most grateful for members' support.

Rod Paton JP
Education Convenor
1 October 2020

Communications Report

Annual General Meeting October 31, 2020

The Communications team are responsible for keeping members informed via the Canterbury Justice of the Peace Association (CJPA) website, quarterly newsletters and emailed updates as deemed necessary.

With COVID-19 impacting us all in ways un-foreseen and often with very little lead time, the need for more frequent and just in time communications created many more opportunities.

Your agile, proactive and responsive Council, and communications team (Graeme Barber & Lance Kenyon) compiled significantly more articles and mailouts than last year.

Website

The website is the front page of the CJPA for any search by the public for information about and for services from its members. Where our website appears on a google search is based on its history of 'hits' over time. The aim is to ensure it remains near the top of any search, for Justices of the Peace in Canterbury, so that the chance of public accessing a site that does not value currency of information held is reduced.

Many thanks to members who have helped to retain our position near the top of any search by frequently opening www.jpcanterbury.org.nz.

A visit to our web site provides members and the public easy access to content about the Association, contact details, celebrations, education/training events, how to find a Justice of the Peace, the quarterly newsletter and a calendar of events.

With the desire by Council to separate what members can access from what is publicly accessible our 'Hail' based site is currently being reconstructed. Members will be advised by email when the upgraded site goes live.

Newsletters

Newsletters are compiled quarterly and supported when needed by special updates/blogs and event reminders. These newsletters, and updates, are stored and archived in a 'cloud' based repository. This enables a wider range of articles and photos to be uploaded from the 'cloud' as this method is less reliant on the capability/capacity of any members device. The practice of opening links rather than being emailed attachments has become the norm internationally due to file size limitations when emailing.

Links to publications and articles are emailed using 'hailmail' with the data base used updated frequently from member information provided by Registrar Ken. Emails to article links are being delivered to over 95% of members with the number of members opening them fluctuating significantly.

Members training and contact details

Keeping your contact details up to date is essential if reliable access by the Public to a Justice is to be maintained. The Royal Federation of New Zealand Justices Associations (RFNZJA) new website recently went live and provides easy navigate access to a wide range of resources and information needed by both the public and Justices.

Any access and other questions can be discussed either with the RFNZJA staff or a CJPA Council member. We are here to help.

Keeping an accurate record of attendance at training/education sessions will assist members Accreditation renewal process. Information about this is contained in our Useful Resource article on the website and regularly in newsletters. A 'How to' step by step set of instructions for members is available on our website and in recent newsletters.

Opportunities

- Keeping our website near the top of any google search related to Canterbury Justices. ***Please visit our website as often as possible.***
- Supporting members with the myriad of IT operating systems and applications available via multiple browsers and email providers.
- Supporting members accessing newsletters and dealing with their IT enquiries. *Check your spam folder in the first instance and/or contact communications@ipcanterbury.org if you require assistance.*

- Increasing the rate of members who open the newsletter and attachments to over 90%.
*Please open the **READ MORE** button at the bottom of each email and article to access all the content!!*
- Providing communications that meets the needs of members. *Over and above existing content developed by the conveners, or sourced from Council members, the Royal Federation, and other sources, we welcome contributions from members (including content from other kindred associations and links). Please email anything relevant.*

Graeme Barber

Convener, Communications

2019 - 2020 District Court Bails Report.

There was a period of two months where no JP's attended court during the COVID restrictions and the court was then closed for a week during the Tarrant sentencing.

During the year John Syme, Chris Thorne and Jackie Robertson stepped down from the team. Thank you for support.

We have 9 JP's giving up their time to serve the bails. They are: Nicki Leslie, David Theyers, Patrick Lyons, Brent Philip, Ian Cummings, Geoff Chapman, Murray Spackman, Murray Fletcher and William Lambie. Thank you one and all for your time and commitment to assisting the Court.

Thank you William for assisting with the rostering.

Statistics for this year are:

Bails issued: 2,947

Information's: 7,944

Hours: 763

2019 – 2020 Judicial Justice of the Peace Report

In the last 12 months there were 455 hours spent by Judicial Justices carrying out their duties in the District Court. The COVID restrictions meant there were no Thursday Courts from Mid March until Mid July and no Bail Courts from Mid March until early May.

We presided over 490 traffic related cases and heard 45 other matters. The Bail Courts saw 676 applications, 138 of which were flagged as family violence. We also presided over 14 Youth Court hearings.

Training has been ongoing, with a focus on domestic violence and traffic issues.

Drew Garden retired from the Court Panel in August after a period of five years. Thank you Drew for your fellowship and sound judgements in your time as a Judicial Justice.

August was a very sad month for us as Russell King passed away. It was Russell's goal to return to the court but his illness proved too high a hurdle for him to overcome. Russell started doing Bail Bonds in 2010 until 2016, then completed Judicial course in 2016 and started working on the Bench in January 2017 until ill health struck in February. Russell had also been an Issuing Officer since 2012. Everyone who knew Russell couldn't help but like him – his cheerful manner endeared him all who knew him. He was a valuable member of our team and is missed.

We have one person currently in training and look forward to him joining us later in the year carry out our duties.

Bob Macgregor completes our annual peer review. His positive and constructive feedback is always welcome. Thank you, Bob, for the work you do with this.

Thank you, Nick Atkins, Greg Clapp, Gray Crawford, Billie Watmuff and Andrew Webster for your outstanding commitment to the Judicial Justice panel. It is such a pleasure to work with these exceptional people who are totally focused on giving the very best service they are able to.

Adrienne Sears

Court Panel Manager

Nominated Persons Panel

Annual Report for 2019/2020

The last year has resulted in a disrupted year due to Covid. However the number of call outs this year has reduced to 36 (last year 49) resulting in 43 interviews (last year 52). The number of hours spent by the Nominated {Persons Group this year was 78 hours (last year 96).

The change with Oranga Tamariki Act has shown an increase in the number of 17 year olds offending.

2018 /2019		2019/2020	
Age	Interviews	Age	Interviews
13	1	13	-
14	9	14	10
15	20	15	8
16	18	16	14
17	4	17	12
Total	-----	Total	-----
	52		44

Alleged Offences

Agg Robbery/Grievous harm/Kidnapping	15
Assault	1
Possession Utensils/Drugs	1
Arson/Wilful damage	3
Burglary/Theft	9
Unlawful taking/Carless driving/Unlawful entry	22
Breaching Bail/Resisting Arrest	2
Other: DNA	2

I would like to thank the Nominated Person panel members: John Sutherland; Nicki Leslie; Geoff Cain; Steven Marshall; Brent Philip; Neville Brown, Amanda Stephens for their dedication to helping the young people of Christchurch and the surrounding area.

They freely make themselves available and give up their spare time for the Nominated Panel duties, during the days and nights. Ensuring the rights of the young people are upheld and that they understand the process they are going through when questioned by the Police.

Without this dedication of the panel members our society would be poorer, even though the young people are not always grateful. They still deserve the treatment that we would like our own children to have if they were in the same situation.

This year we have had David Sutherland step down from the panel. I would like to thank him for his dedication and will certainly miss his friendly cooperation.

I would also like to welcome to the Nominated Person panel: Amanda Stephens.

I would also like to thank Sgt Julie Fifield our Police liaison person for her continued support of us in our role. The panel continues to function with her advice and the training she has given us over the last 12 months.

Bruce Cameron

Convener Nominated Persons Panel

Planning Committee Report to Annual General Meeting 2020

Neville Brown – Sep 4 2020

The Planning Committee has been made responsible for Policy Development and forward planning activities for the Association.

A key policy position Council has taken is that Service Desks and Justices should not work in a Covid Level above 1, in the interests of all party's Health & Safety. The impact on our customers can not be underestimated.

During the year to date, the following activities have been undertaken:

Annual Workplan

A workplan for the 2020 year has been developed and approved by Council for implementation.

Key elements of this plan were:

Accreditation penetration within membership to achieve 70% of members. This was decided on the basis that at end of January, we had achieved 60%. An ambitious education plan was developed to deliver accreditation education in a number of areas, rather than the traditional centralised model. Unfortunately this work has been severely hampered by Covid but we will ramp up again as soon as we can all be in Level 1.

Membership Survey.

A short membership survey was developed and released with our September newsletter to all members. The results of this work will be released later in 2020, the results will inform our work going forward.

Policy Publication

Council has approved a number of policies for CJPA and these are now published on our website for the information of members. This includes a specific COVID policy that details under what conditions our

members can work, in accordance with Ministry of Health guidelines.
Several of these will need a formal review by the incoming Council for 2021.

The writer has also had responsibility for Accreditation Education for this year. Comments of this aspect of work are covered within the Education Report.

Neville Brown
Chair, Planning Committee

Service Desk report 2019/2020 by Gwen Mitchell

Sincere thanks to all our coordinators and Justices working on our 18 service desks. From 01 September 2019 to 31 August 2020 our 18 desks have provided **2,456 hours of service, seen 17,761 clients, certified 44,612 copies, handled 7,808 statutory declarations, 709 affidavits and 2,311 other documents.**

Amazing, impressive statistics which show how appreciated and utilised our service desks are. Our desks would not run smoothly without our desk coordinators and Justicesthank you.

We also thank our libraries who host us, enabling us to provide a walk in, walk out service in a warm, friendly, safe environment. Our partnership with the libraries has never been stronger.

It has been a challenging year with Covid-19 and our desks were suspended for quite a few weeks. Remarkably we still saw 2,289 more clients than in the previous year.

The CJP Council policy drafted in August 2020 stating "service desks would only operate during Covid level one" made it easy to understand when our desks would be operating.

Three of our service desk coordinators have stepped down over the last twelve months.....Stan Hackwell from Rangiora, Lenore Barrow from Kaiapoi and Barry Straight from Halswell. Sincere thanks Stan, Lenore and Barry for all your work over the years coordinating these desks.

We were delighted to have Neil Falconer take over as coordinator of Rangiora, welcomed Neill Price as coordinator of Kaiapoi and Ray Pearson as coordinator of Halswell and appreciated April Lander becoming coordinator of Parklands. Sincere thanks for taking these roles on.

This year we provided another certifying stamp for certifying electronic documents. That makes a total of four stamps in our JP satchels at each desk.

Four Bibles have also been donated. One went to each of the three Waimakariri desks and the other one is in the Lincoln satchel. We hope to get more and will slowly distribute them.

This year has seen a number of new Justices sitting in on our service desks (needs to be arranged beforehand) and this provides a wonderful opportunity to buddy up with an experienced Justice and

witness first hand the range of work we handle. Often these new Justices will join one of our desks which helps us tremendously to maintain our service desk Justice numbers.

We ask that all Justices working on our desks be accredited which shows we are all keeping up with our education so we can provide the best, possible service.

When I took over as Convenor in 2016 there were 10 service desks operating only on Tuesdays. We made the decision that any future desks opened would be on alternative days. Since then another 8 desks have been added and we have changed Fendalton to a Saturday. Rolleston also now operates two days a week which means we have 10 desks out of the 18 operating in Canterbury on alternative days to a Tuesday.

Here is a list of our current service desks showing days and times they operate. If you would like to **join** one of our teams or be on a **standby list to occasionally fill in**, please contact me, Gwen Mitchell 0274 589 178 email clareview3@xtra.co.nz or the coordinator of the desk directly. A warm welcome awaits you.

Canterbury Justice of the Peace Service Desks – As at March 2020				
Day	Time	Library	Coordinator	Phone No.
Monday	12 noon – 1.00pm	Rolleston	Neville Brown	027 309 5106
Tuesday	10.00am – 1.00pm	Christchurch Sth	John Pauwels	021 636 282
		Halswell	Ray Pearson	03 929 0434
		Lincoln	Tony Gemmill	03 260 1242
		Linwood	Liz Beaven	027 374 9039
		Rangiora	Neil Falconer	027 664 9077
		Shirley	Rod Paton	027 222 0149
		Papanui	Bronwyn Welsh	021 228 9946
		Upper Riccarton	Bob Macgregor	027 668 8528
	11.00am – 1.00pm	Kaiapoi	Neill Price	029 436 1590
Wednesday	10.00am – 1.00pm	Bishopdale	Jean Taylor	021 0270 3736
	11.30am – 12.30pm	Darfield	Di Woodward	027 698 9816
Thursday	10.30am – 1.30pm	Spreydon	Murray Spackman	027 677 0102
	11.00am – 12 noon	Rolleston	Neville Brown	027 309 5106
	11.00am – 1.00pm	Oxford	Wendy Doody	027 515 8372
Friday	12 noon – 2.00pm	Parklands	April Lander Neil Shewan	027 584 3421 027 433 5167
	11.30am – 1.00pm	Amberley	Isobel Whyte Jan Chisnall	021 261 8454 027 610 4112
Saturday	10.00am – 12 noon	Fendalton	Brent Philip	021 0220 5456
		Sumner	Lance Kenyon	027 848 3112

Gwen Mitchell

CJPA Service Desks Convener 2019/2020

0274 589 178

Email: clareview3@xtra.co.nz

NOTICES OF MOTION

Nil

APPOINTMENTS

Appointments are recommended for the following positions:

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Patron | The Honourable Justice L. Chisholm |
| <input type="checkbox"/> Vice Patron | vacant |
| <input type="checkbox"/> Reviewer | Mary Murphy – Garden City Accountants |
| <input type="checkbox"/> Hon Solicitor | Ashley Taggart - Partner Lane Neave |

ELECTION OF OFFICERS

Nominations, together with Nominees CVs are circulated with this Annual Report.

In accordance with the rules of the Association the Offices of President, Vice President and four (4) Councillors are to be elected annually.

In accordance with clause 13.4 of the Associations Rules – *all voting shall be by secret ballot for all (elected) positions at the Annual General Meeting except that when there is only one nomination for a position, the nominee may be elected on the voices or by a show of hands, as the Chairperson may direct.*

Please note that on this occasion only one nomination has been received for President and therefore a vote by show of hands is all that is required.

One nomination has been received for the position of Vice-President and therefore a vote by show of hands is all that is required.

Six nominations have been received for the four Council positions and therefore a vote by secret ballot is required. Ballot papers with candidate names independently and randomly selected for list placement will be available at the AGM.

K. G. Shields JP

Registrar

NOMINATIONS 2020/21

In accordance with Rule 13.2 of the Constitution of the Association, nominations were called for all elected positions and at the close of nominations (5pm 1st September 2020) the following nominations had been received:-

PRESIDENT Graeme David Barber, JP – *S. L. Phillips JP/W. Coles JP*

VICE-PRESIDENT Adrienne Leslie Sears, JP – *G. J. Clapp JP/A. D. Webster JP*

COUNCILLORS x 4

Neville Warren Brown JP – *B. D. Russell QSM, JP/K. E. Turner JP*
Neil Murray Falconer QSM, JP – *S. C. Hackwell JP/G. A. Edwards JP*
Gwen Mitchell JP – *S. C. Hackwell JP/P. Arps JP*
Rodney Bruce Paton JP – *B. H. Cameron JP/C. J. Livingstone JP*
Brent Alec Philip JP – *K. R. Nuttall JP/S. T. Marshall JP*

Graeme David Barber JP

Appointed a Justice of the Peace in 2009. It has been an honour to serve on your Council for 8 years and a privilege to work with a team focussed on supporting all JPs.

Your President in 2019/20

- ☐ Your website and newsletter convenor.
- ☐ Member of your Education Sub-Committee.
- ☐ Experienced facilitator and workshop/conference presenter.
- ☐ Teacher since 1975 and a Principal from 1989 to 2017
- ☐ Served on the NZ Primary Principals Federation and the Canterbury Primary Principal's Executives.
- ☐ Accredited evaluator for International Safe Schools.
- ☐ Committee member for several clubs
- ☐ Recipient of several Community Service and City Council Civic Awards.
- ☐ Married for 43 years with two adult "children".
- ☐ Interests include military history, fitness training, mountain biking, reading and travel.

Loves serving, making a difference for and empowering others, having fun, can seeing things through others perspectives and being a lifelong learner.

Adrienne Leslie Sears JP

I was appointed a Justice of the Peace in 2008 and it has been my privilege to serve the community in this capacity.

Previously I have been a grievance advocate and Nominated Persons Panel Convenor. In 2014 I successfully completed the Judicial Justices of the Peace studies and am an active Judicial Justice. I am currently the CJPAC Court Panel Manager. Since 2009 I have been the Treasurer for the Coastguard Canterbury and have served on the Coastguard Southern Regional Judiciary Panel.

I have had many years serving the community on the boards of various voluntary organisations.

In 2018 it was a pleasure to be elected as a Councillor for the Canterbury Justices of the Peace Association. In this role I have actively participated in the affairs of the Association and assisted the Training Team and I would welcome the support of Justices to continue to serve fellow members of our Association.

Neville Warren Brown JP

I was appointed as a Justice in February in 1999 in Wellington.

I served on Council of Wellington Association as a Councillor and for 18 months as Vice President.

I was elected to the Christchurch JP Association Council 3 years ago.

During this time, I have been active in the following areas:

1. Initiated and continue to manage the Name Card opportunity for Justices which over 250 have now taken up.
2. I have assisted the 100year Centennial Committee in the delivery of the members luncheon.
3. I am coordinator for the Rolleston Service Desk and serve on that desk as well as Upper Riccarton and Darfield Service Desks.
4. I am also on the Panel of Justices as a Nominated Person.
5. I have remained as Chair of the Planning Committee this year and have developed our Business Plan for this year.
6. I continue to be part of the Education Team, leading Councils focus on accreditation as part of their skill development.

I continue to enjoy this work for the benefit of Justices at large.

Neil Murray Falconer QSM, JP

Two Careers in my lifetime: 20 years in Broadcasting with NZBC/Radio New Zealand and subsequently, financial services and banking before retiring in 2010. Am an Associate of the NZ Institute of Management.

In later years, volunteer broadcasting roles with Radio Ferrymead in Christchurch and Compass FM Rangiora.

A personal defining moment was my being awarded a QSM in 2018 for Services to the Community and Broadcasting.

Community service includes: Hammersley Park School Council in the 80s, then a Trustee of Shirley Intermediate School. Subsequently a Trustee of Shirley Boys High School until 2019. As Resources

Committee Chair I was involved with the relocation and rebuild of the school following the 2009/2010 earthquakes.

A member and Treasurer of Christchurch North Rotary and helped facilitate Rotary International Youth Exchange.

Concurrently, member of both the Aotea and Waimakariri Combined Friendship Clubs, including treasurer role.

Appointed a JP in 2001. Early last year taking over the role of Co-coordinator for the Rangiora Signing Desk and latterly with the Police and Women's' Refuge to facilitate the completion of Family Protection Orders.

Gwen Mitchell JP

Appointed a Justice in 2014.

I have enjoyed my first year on the CJPAC Council.

March 2016 – current: Convenor of our 18 Service Desks.

2019 – current Member of the CJPAC Education Team.

2019-current Member of the Induction Training Team for Provisionally Appointed Justices.

2017/18 Member of the CJPAC 100 year Centennial Committee.

Self-employed from 1994-2016 owning three successful businesses/companies involving importing and sales requiring forward thinking plus good organization and good people skills. I am a Director of a Company owned with my husband and a shareholder in our eldest sons importing business.

Married to Stewart Mitchell and we have three adult children and four treasured grandchildren.

Stewart is on NZ Rugby Board - so I'm involved with rugby. Enjoy music, gardens, reading, fishing and holidays in Akaroa and Marlborough Sounds.

Should I be re-elected I will serve the Canterbury Justices of the Peace Association to the best of my ability.

Rodney Bruce Paton JP

I was appointed a Justice of the Peace in 2015 following my retirement after 45 years of service with the Ministry of Justice – District Courts.

I served in various South Island Courts until appointed to Christchurch where I spent the last 35 years of my service.

In Christchurch, I variously served as Manager/Registrar of the core District Court jurisdictions. I was subsequently appointed as Judicial Resource Manager covering most South Island District Courts and Judiciary. In that role I was attached to the office of the Chief District Court Judge in Wellington.

I was elected to the CJPAC Council in 2018 and I have served as follows:-

- CJPAC Councillor (2018/2019/2020)
- CJPAC Education Committee (2018/2019/2020)
- CJPAC Education Committee Convenor (2020)
- Issuing Officer Convenor (2020)
- Induction Convenor (2020)
- Social Convenor (2018/2019/2020)

Other current appointments/activities include:-

- JP Service Desk Coordinator (2017 – present)
- Issuing Officer
- Marriage Celebrant (25 + years)
- Rotarian (30 + years)

I have greatly enjoyed my role as Councillor and the associated activities. I seek re-election to Council to enable me to continue to provide support to fellow Justices and to the community.

Brent Alec Philip

Born in Christchurch January 1950. Married with 3 adult children I worked at various jobs including Kerridge Odeon and the Christchurch Press.

In 1981 we emigrated to Australia where I immediately gain a position with Wormald Security. In 1984 I started my own business (electronic security) eventually employing 46 staff. We retained this business until sold and returned to Christchurch in 2013.

In 1985 I was approached to become a Justice of the Peace (Queensland) and was appointed 16th January 1986. My duties included court bench duties, issuing search warrants, Independent person for juvenile and disadvantaged person interviews and general JP duties.

Upon our return to Christchurch I applied to become a JP and was appointed 26th September 2018. My current duties include:- Nominated Persons Panel, Bail Bond Panel, serving on 3 JP Service desks as well as coordinating the Fendalton Service Desk.



**Rātā
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Air Rescue
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Serving the needs of older people



the
Southern
trust