



Community Housing
Nga Wharerau o Aotearoa

**CONSTITUTION OF
COMMUNITY HOUSING AOTEAROA INCORPORATED**
Nga Wharerau

Updated pursuant to the changes approved at the
Community Housing Aotearoa AGM (21 October 2015)

**CONSTITUTION OF
COMMUNITY HOUSING AOTEAROA INCORPORATED**
Nga Wharerau

1 NAME

- 1.1 The name of the Society shall be Community Housing Aotearoa Incorporated ('Community Housing Aotearoa')

2 VISION AND MISSION

- 2.1 Community Housing Aotearoa's vision is to see all New Zealanders well housed, delivered in part by a Community housing sector that gives New Zealanders a broader choice of good quality, affordable and secure housing options.
- 2.2 Community Housing Aotearoa's mission is "Supporting the growth and development of Community housing in New Zealand". This includes brokering the relationships, resources, and sector capability necessary to deliver Community driven housing alternatives for people in need of good quality, affordable and secure housing. We do this through expanding the Community housing stock, increasing the visibility and credibility of the sector and by developing the capacity of the sector to provide viable, long term housing solutions.

3 OBJECTIVES

- 3.1 The objectives of Community Housing Aotearoa shall be:
- i. To be the **Voice** of the Community housing sector
 - ii. To build **Capacity** and foster **Collaboration**
 - iii. To promote best practice in housing **Policy**
 - iv. To champion quality and **Excellence**

Which are further clarified as follows:

- 3.2 To be a network of Member organisations offering mutual support and encouragement, sharing different models of Community housing and best practice adopted by each of the Members so that each can learn from the others.
- 3.3 To provide leadership to the Community housing sector.
- 3.4 To advocate nationally and regionally for Community housing, promoting the work of Community housing organisations among other sectors, Housing New Zealand Corporation, local government and central government.
- 3.5 To provide support to Members and their employees in their work and increase the capacity of Member organisations and their workforce.
- 3.6 To advocate for and develop standards that Member organisations will be encouraged to exceed.

3.7 To conduct and/or commission research in the field of Community housing.

4 VALUES

- 4.1 The values on which Community Housing Aotearoa is founded are
- i. Local ownership and leadership
 - ii. Providing a Community based alternative to public and private provision
 - iii. Responsiveness to residents
 - iv. Transparency in information-sharing between Members
 - v. Collaboration and co-operation
 - vi. Treaty-based practices
 - vii. Sustainable outcomes
 - viii. Quality and agreed standards
 - ix. Commitment to the whole entity.

5 TREATY OF WAITANGI

- 5.1 Community Housing Aotearoa acknowledges its commitment to Te Tiriti o Waitangi.
- 5.2 Community Housing Aotearoa will seek negotiated relationships with Maori organisations in order to further the objectives outlined in this constitution. Its structures and processes will allow both Maori and tauwi to make their own decisions.
- 5.3 Community Housing Aotearoa and Te Matapihi have formalised a Memorandum of Understanding which sets out the terms of their relationship.

6 INTERPRETATION

“AGM”	Annual General Meeting.
“Chairperson”	an officeholder who is a Council member and who is elected by the Council to coordinate and chair Council and General Meetings.
“Constitution”	refers to the Constitution of Community Housing Aotearoa.
“Community housing”	means Communities working together to define and meet their housing needs, using public and private funds where necessary.
“Community”	may be a group defined by commonality of interest or locality.

“Community housing organisations”	formal and informally constituted bodies that share an interest and focus on Community housing.
“Council”	an elected body of no less than six and no more than nine full members, including the Chairperson, and up to two co-opted members, responsible for the governance of Community Housing Aotearoa.
“Council member”	an elected member of the Council, responsible for the governance of Community Housing Aotearoa.
“Director”	an individual employed by the Council responsible for management of Community Housing Aotearoa and employment of staff of Community Housing Aotearoa.
“Financial year”	will run from 1 July to 30 June.
“General Meeting”	a meeting of the Members of Community Housing Aotearoa, conducted in accordance with clause 11 of this Constitution.
“Members”	refers to Members of Community Housing Aotearoa, as defined in clause 7 of this constitution
“Members’ register”	a list of Members, maintained by the Director.
“Officer”	an elected officeholder of Community Housing Aotearoa
“Peak Body”	a national organisation or network that represents and serves the interests of its members.
“Social housing”	not for profit housing programmes that help low and modest-income households and other disadvantaged groups to access appropriate, secure and affordable housing.
“Te Matapihi”	Te Matapihi He Tirohanga Mo te Iwi Trust whose purpose is to advocate and promote Maori Social housing.
“Vice-Chairperson”	an officeholder who is a Council member and who is elected by the Council as Vice-Chairperson to assist the Chairperson meet her or his responsibilities.

“Written Notice” communication in writing, whether in hard copy or electronic form (including, for example, email or website posting).

7. MEMBERSHIP

7.1 The primary purpose of membership of Community Housing Aotearoa is to enhance and promote the work of the community housing sector in New Zealand.

7.2 Membership of Community Housing Aotearoa is open to all individuals, iwi, groups, organisations and businesses which operate, own, invest, partner, develop or reside in affordable, Community and/or Social housing, providing their aims and objectives are consistent with the objectives of Community Housing Aotearoa and they do not have aims and objectives that contradict the objectives of Community Housing Aotearoa.

7.3 An applicant for membership of Community Housing Aotearoa shall lodge a written application with the Council.

7.4 The following requirements must be met before an applicant is able to be admitted as a Member:

- i The annual subscription must be received by Community Housing Aotearoa; and
- ii The application must be approved by the Council or by an individual or group to whom Community Housing Aotearoa has delegated its authority.

7.5 There shall be two categories of membership:

- i Full Members: These are Iwi, Maori and Pacific Island and Community or voluntary housing organisations and groups which are either:
 - a) Providers of Community housing, or
 - b) Groups intending or seeking to become providers of Community-housing, or
 - c) Groups of residents/tenants of community housing, or
 - d) Groups which advocate for Community housing or residents of Community housing as part of their work.
- ii Partner Members: These are individuals, local authorities, private development companies, and other private and public entities which invest, operate, own or develop affordable, Community and/or Social housing.

7.6 Each Full Member shall be entitled to one vote at General Meetings as provided in this Constitution.

7.7 The Council has the discretion to create different levels of membership or categories of subscription.

- 7.8 The Council has the discretion to confer different benefits to different levels of membership or categories of subscription, including determining their roles, responsibilities and powers, provided that such benefits are consistent with the constitution and do not alter the prescribed categories of membership.
- 7.9 Upon approval by the Council, the Director shall ensure that:
- i The applicant's name and address (and other particulars as prescribed in this Constitution) are entered in the Members' register; and
 - ii The applicant is notified of the details accordingly entered into the Members' register and is provided with a copy of this Constitution.

8 TERMINATION OF MEMBERSHIP

- 8.1 A Member shall cease to be a Member of Community Housing Aotearoa if:
- i The Member gives Written Notice to the Director of the intended resignation of that Member; or
 - ii If a Member fails to pay the annual subscription fee within six months of its due date.
- 8.2 From the date a Member ceases to be a Member of Community Housing Aotearoa the Member shall immediately cease to hold any office of Community Housing Aotearoa or to be entitled to any privileges of membership of Community Housing Aotearoa thereof.
- 8.3 Before Council resolves to recommend expulsion of a Member it shall
- i Give the Member concerned an opportunity to be heard at a Council meeting
 - ii Give 28 clear days notice of the meeting to the Member concerned
 - iii In the notice of the meeting, give the reasons why the Member's expulsion is being considered
 - iv Allow the Member concerned to bring support to the Council meeting to present their defence
 - v If after having heard the member's defence, the Council resolves to recommend expulsion of the member, then at the next General Meeting of the Society, the recommendation will be considered. The Member whose expulsion is being considered has a right to speak at any such General Meeting against the recommendation.
 - vi An expelled Member's name is removed from the Member's register
- 8.4 In the event that Community Housing Aotearoa approves a recommendation of a resolution being passed from the Council to expel a Member, the Member shall have a right of appeal against the expulsion and consequent removal from the Members' register.
- 8.5 An expelled Member has the right of appeal. Notice of appeal shall be given in writing by the expelled Member to the Society's registered office, within 10 working days of the General Meeting where the resolution was passed to expel the Member.

The appeals procedure shall be

- i The expelled Member shall inform the Chairperson he/she wishes to appeal the resolution to expel them as a Member and pay a deposit of \$50 decided on by Council to cover the cost of the Appeal process
- ii An Appeal Committee will be formed by the Chairperson that will consist of the following persons:
 - a) the Chairperson of another mutually agreed New Zealand Peak Body
 - b) A lawyer
 - c) The Chairperson of the Council
 - i The Chairperson is empowered to select a lawyer who is not a Member of Community Housing Aotearoa.
- iii The Chairperson shall arrange for a date and time within 30 working days of receiving an appeal for the Appeal Committee to hear the appeal
- iv A decision from the Appeal Committee will be forwarded to both the expelled Member and to the Council and this decision shall be binding on both parties
- v The costs for the Appeal Committee will be either covered by the Member if the Appeal Committee's decision is to uphold the Council's decision less the deposit already paid by that Member; or the costs will be covered by the Council if the decision is in favour of the Member to reinstate his/her position. The deposit shall be refunded in the event that the Appeal is successful.

9 SUBSCRIPTION

- 9.1 The annual subscription shall not exceed the amount recommended by the Council prior to the AGM.
- 9.2 Community Housing Aotearoa will set the annual subscription at the AGM by a majority vote.
- 9.3 The annual subscription shall be payable by all Members within four months of the date of the AGM.

10 ALTERATION OF THE CONSTITUTION

- 10.1 The Constitution of Community Housing Aotearoa may be altered, added to, rescinded or substituted in part or whole by a two-thirds majority of those present and entitled to vote at any General Meeting of Community Housing Aotearoa.
- 10.2 The motion to alter, add to, rescind or substitute any part or the whole of the Constitution must be made by a Member.

PROVIDED THAT

10.3 Notice of the motion mentioned in 10.2 must be received by the Director at least 26 days before the date of the said General Meeting and the Director must have forwarded a copy of the motion to all Members at least 14 days before the date of the said General Meeting.

10.4 No motion to alter, add to, rescind or substitute any part or the whole of the Constitution will be voted on by Community Housing Aotearoa if the motion detracts from the charitable nature of Community Housing Aotearoa.

11 GENERAL MEETINGS

11.1 Community Housing Aotearoa shall call an AGM once in every calendar year.

11.2 The AGM will be held within six months of the end of the previous Financial year.

11.3 The purpose of the AGM will be to present accounts and annual reports, to agree an annual plan, to elect the Council members and other business required by these rules to be done at the AGM.

11.4 The Chairperson shall call a General Meeting of Community Housing Aotearoa if he or she receives a written request from any fifteen of the Members or by order of a resolution of the Council.

11.5 Members of Community Housing Aotearoa shall receive at least 21 days notice of the time, date and venue of all General Meetings. Notice shall be made by circulation of an email or letter.

11.6 If all Members of Community Housing Aotearoa do not receive the notice, a General Meeting may be held with not less than three days actual notification either written or oral of the General Meeting to a simple majority of the Members. There must be an attempt to notify all Members of the General Meeting with not less than three days notice.

11.7 No business other than that for which notice has been given shall be brought forward at any General Meeting.

11.8 No business shall be transacted at any General Meeting unless there is a quorum of fifteen (15) Members at the commencement of such business.

11.9 Any notice is deemed to be given and received:

(a) in the case of physical delivery, when the notice is handed to the recipient or delivered to the address of the recipient;

(b) in the case of posting, 2 days after it is posted;

(d) in the case of electronic means, at the time of transmission.

- 11.10 The right to vote shall be exercised in person or by proxy or alternatively a signed vote shall be received by the Society's registered office by mail or email 24 hours before the said General Meeting. At the Chair's discretion, voting shall be either by a paper ballot, a voice vote or by a show of hands and will include any mail or email received within the acceptable timeframe from a Full Member except where exceptions are provided for in this Constitution.
- 11.11 Written notification of a proxy must be delivered to the registered office of Community Housing Aotearoa for the proxy to be recognised. The notice shall be signed or under seal if the Member is a corporation, by the Member or a solicitor authorised by the Member.
- 11.12 Notice of the proxy must be delivered not less than 24 hours before the time of the General Meeting at which the proxy will vote on behalf of the Member.
- 11.13 Any proxy given by a Member who is overseas shall be valid for up to one year, unless it is revoked sooner by Written Notice delivered to the registered office of Community Housing Aotearoa. The revocation will take effect from the date it is received by Community Housing Aotearoa or by the date specified in the notice of revocation, whichever is later.
- 11.14 If there is a no majority determined by a vote the motion will be deemed to have been lost.
- 11.15 The elected Council members shall appoint the Chairperson, Secretary and Treasurer at the next Council meeting after the AGM.
- 11.16 The elected Council members shall undertake an audit of the Council members in order to identify gaps in the make-up of the Council. The audit will consider but not be limited to achieving a balance of:
- Experience
 - Skills
 - Regional representation
 - Cultural representation
 - Representation of large, well established organisations and smaller or emerging organisations
 - Organisations specialising in the needs of different tenants
 - Organisations specialising in low cost home-ownership or affordable rental
- 11.17 The five elected Council members shall take account of the audit outcome in Clause 11.16 and appoint the remaining Council members to achieve a balanced Council.
- 11.18 The Society may at any AGM appoint a solicitor, an auditor and other positions it deems necessary.

12 RULES

- 12.1 Community Housing Aotearoa may make, amend or rescind rules for the management and governance of Community Housing Aotearoa.
- 12.2 Rules shall be made by a majority of the Members at a General Meeting. Members shall be notified of proposed rule changes at least 21 days before a General Meeting.
- 12.3 Any rule made or amended must not be inconsistent with any part of this Constitution. If a rule is inconsistent with any part of this Constitution the rule shall be deemed to be invalid.
- 12.4 The enforcement of any rules shall be the responsibility of the Council.

13 COUNCIL MEMBERSHIP

- 13.1 The Council shall consist of no less than six and no more than nine full members, including the Chairperson. Of the up to nine Council members, one shall be appointed by Te Matapihi as of right. Of the other eight Council members, up to five are elected by Full Member organisations at an AGM and up to three can be appointed by Council on the basis of the skill sets and experience they bring to Council as per Sections 11.16 and 11.17
- 13.2 All Council members are elected for a two year term
- 13.3 The maximum period in office for each Council member is three consecutive terms.
- 13.4 It is intended that Council members be elected at an AGM for a period of two years each. At every AGM each Council member who will be completing 2 years' service since their election shall retire by rotation (and be eligible for re-election) up to maximum of three consecutive terms. A Council member is eligible to stand again for election after a gap of one year following a six-year period on the Council.
- 13.5 It is noted that the intention of 13.2 through 13.4 is to rotate Council to ensure both change and consistency. Council members and Full Members who are voting at meetings will be encouraged to keep this intention in mind.
- 13.6 If a general Council member resigns before the expiry of his or her term the Council may appoint a new Council member bearing in mind the skills, region and ethnicity of the person who resigned.
- 13.7 If a Council member who was nominated by Te Matapihi resigns before the expiry of his or her term, Council may ask Te Matapihi to appoint a replacement Council member.

- 13.8 If a Council member is replaced before the expiration of their term the replacement Council member will stand down or stand for election at the next annual elections.

14 COUNCIL MEMBERS

- 14.1 A Council member shall be disqualified from holding office if:
- i The Council member shall become physically or mentally incapable of acting as a Council member; or
 - ii The Council member shall tender a written resignation; or
 - iii The Council member shall cease to be a member of good standing in Community Housing Aotearoa; or
 - iv If the Council member is convicted of any criminal offence (excluding any minor traffic offence; or
 - v If in the opinion of the majority of the Council members the Council member is guilty of misconduct.
- 14.2 Where a majority of the Council members consider that a Council member may have through any action or inaction behaved in a manner that may amount to misconduct then the following procedure shall apply
- i. The Chairperson shall enquire into the circumstances of the matter as soon as practicable after it comes to his/ her notice and shall give the Council member whose conduct is being enquired into a reasonable opportunity to comment on the issue of the complaint or concern;
 - ii The Council member whose conduct is being enquired into shall be entitled to be represented at all stages throughout the enquiry and shall also be entitled to have a support person present;
 - iii If after the hearing the Council member's explanation of the complaint or concern the Council is satisfied that there has been misconduct the Council may resolve to terminate the Council member's office either with or without notice as Council may deem appropriate in all the circumstances
 - iv Any such enquiry into the behaviour of a Council member shall be conducted by Council in good faith and according to the principles of natural justice. [CHECK]

15 OFFICERS OF COMMUNITY HOUSING AOTEAROA

- 15.1 All Full Members shall be eligible for any office of Community Housing Aotearoa.
- 15.2 The Officers of Community Housing Aotearoa shall be:
- i The Chairperson;
 - ii The Vice-Chairperson;
 - iii The Treasurer;
 - iv The Secretary.
- 15.3 The Council has the discretion to elect Co-Chairs in lieu of a Chairperson and Vice-Chairperson.
- 15.4 The Treasurer must not be the same person as the Chairperson.

16 RESIGNATION OF MEMBERS OF THE COUNCIL

- 16.1 If an Officer resigns before the expiry of his or her term the Council may appoint a new Council member in replacement, bearing in mind the skills, region and ethnicity of the person who resigned.
- 16.2 If an Officer is replaced before the expiration of their term the replacement Officer will only hold the Office for the remainder of the outgoing Officer's term.

17 PURPOSE OF THE COUNCIL

- 17.1 The purpose of the Council is to govern Community Housing Aotearoa.

18 PRINCIPLE FUNCTIONS OF THE COUNCIL

- 18.1 The principle functions of the Council are to:
- i Set expectations for Community Housing Aotearoa's overall performance
 - ii Performance monitoring and assurance of Community Housing Aotearoa and ensuring legal and contractual compliance
 - iii Quality assurance and management of the Council's own performance, including selecting and employing the Director.
- 18.2 The Council may appoint sub-committees to advise and to regulate financial and other matters as delegated by the Council to the Committee to manage. Sub-committees shall be chaired by a Council member who may invite non-Community Housing Aotearoa members with the relevant skills and experience onto the sub-committee. The composition of the sub-committee shall be ratified by Council.
- 18.3 The Council shall have the power to appoint organisations or corporate bodies as ex officio members. Ex officio members shall not have voting rights.
- 18.4 The Council shall have the power to confer reciprocal membership rights to other membership organisations where there are perceived to be mutual benefits to be gained.

19 ROLE OF THE COUNCIL

- 19.1 The Council:
- i Shall select and employ the Director of Community Housing Aotearoa;
 - ii Shall meet as and when required by any five Council members; and
 - iii Shall have the power and authority to do all things in the exercise of governance of Community Housing Aotearoa not required by this Constitution to be done at General Meetings.
- 19.2 The quorum for Council meetings shall not be less than half of the currently-appointed number of Council members.
- 19.3 The absence of a Council member from three consecutive Council meetings shall be deemed as a resignation from the Council by the Council member, unless the Council decides otherwise.

- 19.4 Each Council member shall have one vote. If no majority results from a vote the motion will be deemed to have been lost.
- 19.5 A resolution may be deemed valid and effective without the Council holding a meeting if all Council members consent to it. The Council member signing their name to the resolution shall evidence consent to the resolution.
- 19.6 When exercising their decision-making authority Council members should take into consideration:
- i The objectives of Community Housing Aotearoa; and
 - ii Tikanga Maori and the Treaty of Waitangi, in particular tino rangatiratanga and kawanatanga; and
 - iii Compliance with legislation including Acts, codes and regulations; and
 - iv The protection of the good name of Community Housing Aotearoa; and
 - v The protection of the ongoing public and private funding of Community Housing Aotearoa; and
 - vi The relationship between the governance and management of Community Housing Aotearoa; and
 - vii The resources available to Community Housing Aotearoa, including human and financial.
- 19.7 At its first meeting after the AGM the Council will draw up a schedule of meeting dates.
- 19.8 Council meetings may be held in person, by video or telephone conference, or other means by which participants can simultaneously hear each other throughout the meeting, or a combination of the same, as the Council may decide, provided that such meetings may be held exclusively by video or telephone conference, or other similar means, only if all Council members are available for the date and time of a meeting and reasonably be expected to be able to participate by such means.
- 19.9 Council motions may be passed electronically in between in-person meetings provided that:
- i The meeting has been called in compliance with Rule 19.1
 - ii Any motion that is agreed unanimously is accepted and formally ratified at the meeting and a minute of the unanimously agreed motion is prepared and circulated electronically to Council members by the Chairperson
 - iii When there is any dissent by a Council member to the motion, there must be a two-thirds majority of Council members present at the meeting in favour of the motion for it to be adopted
- 19.10 The Council shall draw up a list of the (non-financial) contributions that Council members are expected to make to the governance of Community Housing Aotearoa. These expectations will include, but not be limited to:
- Meeting preparation and general participation in discussions at meetings
 - Attendance at meetings with other groups and stakeholders
 - Contribution to strategic development and decision making between meetings

20 MANAGEMENT OF COMMUNITY HOUSING AOTEAROA

- 20.1 The Council shall select and employ a Director of Community Housing Aotearoa. The employment relationship will be governed by the individual employment agreement, relevant employment legislation and the principles of tikanga Maori and the Treaty of Waitangi.
- 20.2 The Director has responsibility for the management of Community Housing Aotearoa Incorporated
- 20.3 Any delegation of the Director's responsibility to any other persons or organisation must be approved by a resolution passed by Council at a full Council meeting. The Director must supply the following information at the Council meeting stating:
- i. The reasons; and
 - ii. The financial implications.
- 20.4 The Director shall be responsible for ensuring the Members' register is accurate at all times.
- 20.5 The Director is responsible for the implementation of the Council's business plan.

21 SPOKESPEOPLE FOR COMMUNITY HOUSING AOTEAROA

- 21.1 The spokespeople for Community Housing Aotearoa are:
- i The Chairperson who must consult with one other Council member before speaking publicly on behalf of Community Housing Aotearoa; and
 - ii The Director; and
 - iii Any person appointed by the Council and with the authority of the Council.
- 21.2 No other Member of Community Housing Aotearoa or its Council may speak on behalf on the Community Housing Aotearoa without the consent of Community Housing Aotearoa or Council.

22 THE COMMON SEAL

- 22.1 The common seal of the Society shall be in the custody of the Director and shall be a fixed to any document which, pursuant to Section 15 of the Incorporated Societies Act 1908, is required to be under the Seal of the Society provided that the seal shall only be affixed if it is approved by resolution of the Council.

23 FINANCIAL MATTERS

- 23.1 Community Housing Aotearoa shall have a bank account.
- 23.2 Where a signature is required by the bank the following officers shall have authority to sign for the Society:
- i Treasurer, Chairperson and the Secretary together; or
 - ii Any of the Treasurer, Chairperson or Vice-Chairperson together with one Council member. The Director may sign with any one Council member.

- 23.3 The Director may invest any money belonging to the Society, which is not required for use in the immediate future, if approved by resolution of the Council or by the signature of the Chairperson, Treasurer and one other Council member.
- 23.4 The Society shall have the power to borrow money on terms and conditions as deemed reasonable by a resolution of the Council
- 23.5 The Society may give security over any property owned by the Society if approved by a resolution of the Council.

24 POWERS OF SALE

- 24.1 The Society shall have the power to sell all or any of the assets of Community Housing Aotearoa on such terms as approved by the Council.
- 24.2 All proceeds from any sale of assets by Community Housing Aotearoa shall be applied to the objectives of Community Housing Aotearoa or in accordance with this Constitution.

25 WINDING UP

- 25.1 Community Housing Aotearoa has the power to wind up Community Housing Aotearoa and the Council if at any time the objectives of Community Housing Aotearoa become incapable of being carried out.
- 25.2 To be dissolved voluntarily Community Housing Aotearoa must pass two resolutions at two separate General Meetings. The second General Meeting must be held at least thirty days after the General Meeting at which the first resolution to wind up was approved. Dissolution will be by a two thirds majority of those present and entitled to vote.
- 25.3 After the Registrar of the Incorporated Societies has dissolved the Society and all costs debts, liabilities and commitments of the Society have been paid or otherwise resolved, the balance of the Society assets shall be applied to a charitable purpose or charitable purposes selected by the Council that are of a similar or complementary nature to the purposes of the Society, unless the Registrar of Incorporated Societies, order otherwise pursuant to Section 27 of the Incorporated Societies Act 1908.

26 MISCELLANEOUS

- 26.1 Nothing in this Constitution is to be interpreted as permitting individual Members to carry out the activities of Community Housing Aotearoa for financial gain in the individual's private capacity, except for the following remuneration paid to the Member by Community Housing Aotearoa:
- i Reasonable remuneration for work carried out on behalf of Community Housing Aotearoa; and
 - ii Expenses incurred by an Officer of Community Housing Aotearoa while carrying out the work of Community Housing Aotearoa.