

DIOCESE OF AUCKLAND
Diocesan Council

MINUTES OF A MEETING HELD AT 4:00PM
ON THURSDAY, 26 May 2016 AT NELIGAN HOUSE.

CONFIDENTIAL

CHAIRPERSON: The Right Reverend Jim White

7998.	<p><u>PRESENT</u></p> <table style="width: 100%; border: none;"><tr><td style="width: 50%; vertical-align: top;">The Right Rev. Ross Bay The Right Rev. Jim White The Rev. Lucy Nguyen The Rev. Sarah Stevens-Cross The Rev. Sarah Moss The Rev. Nyasha Gumbeze</td><td style="width: 50%; vertical-align: top;">Mrs Deborah Rolland Mr Garry Smith Ms Patricia Hall Mr Graham Jones Mrs Jackie Addis Mrs Karen Spoelstra</td></tr></table> <p><u>In Attendance:</u></p> <p>Ms Sonia Maugham (Diocesan Manager) Miss Lynne Usher (Administrator)</p>	The Right Rev. Ross Bay The Right Rev. Jim White The Rev. Lucy Nguyen The Rev. Sarah Stevens-Cross The Rev. Sarah Moss The Rev. Nyasha Gumbeze	Mrs Deborah Rolland Mr Garry Smith Ms Patricia Hall Mr Graham Jones Mrs Jackie Addis Mrs Karen Spoelstra
The Right Rev. Ross Bay The Right Rev. Jim White The Rev. Lucy Nguyen The Rev. Sarah Stevens-Cross The Rev. Sarah Moss The Rev. Nyasha Gumbeze	Mrs Deborah Rolland Mr Garry Smith Ms Patricia Hall Mr Graham Jones Mrs Jackie Addis Mrs Karen Spoelstra		
7999.	<p><u>APOLOGIES</u></p> <p>The Rev. Clare Barrie The Rev. Richard Bonifant Ms Megan Bowden Lay Canon Dr Briar Peat (for lateness)</p>		
8000.	<p><u>PRAYERS AND DEVOTIONS</u></p> <p>The Rev. Sarah Stevens-Cross.</p>		
8001.	<p><u>MATTERS ARISING – CONFIRMATION OF AGENDA</u></p> <p><u>Agenda</u> The Agenda was confirmed as distributed.</p> <p><u>Matters Arising</u></p> <ul style="list-style-type: none">• There were no matters arising.		
8002.	<p><u>DISCLOSURES OF INTEREST</u></p> <p><u>Selwyn Foundation Appointments</u></p> <ul style="list-style-type: none">• Mr Garry Smith and the Rev. Lucy Nguyen declared their interest as The Selwyn Foundation is their employer. <p><u>Stipends and Pensions Committee Report on Parental Leave</u></p> <ul style="list-style-type: none">• The Rev. Sarah Stevens-Cross declared her interest as she will be taking up parental leave in the near future.• The Diocesan Manager has an interest as she is a member of the Committee.		

	<p><u>Sabbatical Leave Stipend Relief Funds</u></p> <ul style="list-style-type: none"> Bishop Ross and Bishop Jim declared their interest as one of the Episcopal Team is applying for this leave. <p><u>Grey Lynn</u></p> <ul style="list-style-type: none"> Ms Patricia Hall declared an interest as this is her place of worship.
8003.	<p><u>CONFIRMATION OF MINUTES</u></p> <p><i>It was moved by Mrs Jackie Addis, seconded by Mrs Deborah Rolland, that the Minutes of the meeting held on 28th April 2016, amended to reflect an In Committee portion of the meeting, be confirmed as a correct record.</i></p> <p style="text-align: right;">AGREED</p>
	<p><u>MATTERS OUTSTANDING – SCHEDULE OF BUSINESS</u></p>
8004.	<p><u>Schedule of Business</u> The Schedule of Business was accepted as distributed.</p>
8005.	<p><u>Diocesan Council Synod Report</u> A volunteer is needed to draft the Diocesan Council Report for Synod 2016. Ms Megan Bowden would be approached. The Quota Review needs to be referred to in the report.</p>
8006.	<p><u>Quota Review Group</u> The Diocesan Manager, Bishop Ross and Bishop Jim will arrange meetings with the Quota Review Group in order to form a presentation for Synod 2016. The presentation should be used to raise the issue and get some assent, in principle, that the quota is mandatory. It should also provide transparency into the process and calculations, be linked to the budget and the financial plan.</p>
8007.	<p><u>Standing Tribunal</u> Bishop Ross noted that Title D Canon I states that the Diocese should have a standing tribunal. He will confirm this with the Chancellor.</p>
8008.	<p><u>Grey Lynn Reconstruction</u> Bishop Jim was unable to attend the meeting at Grey Lynn on Sunday due to illness. He met with the vicar, the Rev. Brent Swann, on the 26th May. The Parish has not had enough time to formulate a response to Diocesan Council for this meeting. Jackie Addis, Bishop Jim and Sarah Moss will report back to Diocesan Council at its June meeting.</p>
8009.	<p><u>Selwyn Foundation Constitutional Change</u> The Diocesan Manager reported that the Synod representatives had been informed of the Selwyn Foundation's constitutional changes and have 14 days to respond.</p>
8010.	<p><u>Papakura Parish Insurance Premiums</u> The Diocesan manager has written to the Parish of Papakura requesting payment of 50%, as a show of good faith.</p>
8011.	<p><u>BISHOPS' MATTERS</u></p> <p>Bishop Ross reported that General Synod had been a challenging week. It had been dominated by the issue of same-gender blessings. Tikanga Pakeha has two years to reach a decision on this issue. Tikanga Maori and Tikanga Pacifica are ready to move on this. A Way Forward report has been received by Synod. The intentions of Motion 30 have been affirmed.</p>

	<p>The Tikanga Rua conference went well and the strong relationship with Te Tai Tokerau was affirmed.</p> <p>Bishop Jim reported that the Auckland Diocese participated well at General Synod. Rod Oram led out with some climate change proposals.</p> <p>Bishop Jim has been appointed to Te Kotahitanga, the body that advises the St John's Board on their funding.</p> <p>Chris Farreley, the new CEO of the Auckland City Mission, will be commissioned next week.</p> <p>Bishop Jim is continuing his work with the Point Chevalier Co-operating Parish.</p> <p>It was reported that none of the clergy had stepped forward to pick up the Rev. Sarah Stevens-Cross enabler's position. This is proving to be a challenge. Bishop Jim voiced concerns for the North and the LSMU's and where clergy are making themselves available to go.</p> <p>Interviews for the Episcopal Team positions will be held during the coming week.</p>
<p>8012.</p>	<p><u>FINANCE REPORT</u></p> <p><u>Finance Report 30 April 2016</u></p> <p><i>It was moved by Mr Graham Jones and seconded by The Rev. Lucy Nguyen that the Financial Report be received.</i></p> <p style="text-align: right;">AGREED</p>
<p>8013.</p>	<p><u>Finance and Audit Committee Report</u></p> <p>The Finance and Audit Committee Report, prepared by the Committee Chair, highlights the more immediate concerns and acknowledges the proactive work already being undertaken.</p> <p>Graham Jones and Garry Smith, both members of the Committee, brought some clarification and answered questions pertaining to the report including:</p> <ul style="list-style-type: none"> • It was noted the importance of that a full investigation of the cost of Archives be undertaken. • First Ministry Placement funds need to be held in a separate fund to promote greater transparency and to provide a detailed record of income and expenditure. The financial plan should correlate with the needs of the Diocese relating to the future placements from St John's College. • Finance and Audit Committee have requested a cash forecast from Trust Management for the next 6 months. The Diocesan Manager, Garry Smith and Anne Edwards of Trust Management will meet to form a financial risk schedule to ensure the Diocesan Council are aware of these status of these risks and any actions required. • A meeting will be scheduled with CFO's from a select group of larger Diocesan entities e.g. City Mission, Selwyn Foundation to determine a practical response to the possible financial consolidation of these entities. <p><i>It was moved by the Rev. Sarah Stevens-Cross and seconded by the Rev. Lucy Nguyen that the Diocesan Council receives, with gratitude, the report and endorses the work plan and direction of the Finance and Audit Committee.</i></p> <p style="text-align: right;">AGREED</p> <p>5:10pm Ms Bridget Morrison joined the meeting.</p>

8014.	<p><u>Ministry Accounting Update</u></p> <p>Bridget Morrison noted that the Archdeacons have been engaged to assist and encourage the last few Ministry Units to join up to Consolidated Accounting and that notifying the Diocese of Cemetery Boards has been included in a recent request to the Ministry Units to disclose all entities they are associated with.</p>
8015.	<p><u>Local Collection Agreement</u></p> <p>St Paul's, Symonds Street and St Matthew's in-the-City have expressed concern with the current wording of the Local Collection Agreement. After consultation with these parishes, Bridget Morrison presented an amended version for Diocesan Council to approve. The main amendment was the deletion of a clause related to costs for non-compliance falling to the ministry unit. The consequence of this amendment is in the unlikely event of non-compliance, associated costs would be the responsibility of the Diocesan Council.</p> <p>5:15pm Lay Canon Briar Peat joined the meeting.</p> <p><i>It was moved by the Rev. Nyasha Gumbeze and seconded by Mr Garry Smith that the amended Agreement for the Local Collection and Preparation of Financial Information and Accounts under the Centralised Accounting Procedures and the related Policy, as presented, be approved.</i></p> <p style="text-align: right;">AGREED</p> <p>5:20pm Ms Bridget Morrison left the meeting. Mr Geoff Clark joined the meeting.</p>
8016.	<p><u>Property Manager's Report</u></p> <p>The Property Manager's Report was presented.</p>
8017.	<p><u>Parish of Avondale Early Childcare Centre</u></p> <p>A developer is currently in the process of gaining resource consent to build a childhood centre on the Avondale vicarage site. As a consequence, the vicarage, which is not currently suitable to be used as a vicarage, will be removed. A lease agreement has been drafted and is being reviewed by the Diocesan Solicitors and Trust Management. The developer has a similar arrangement with Huapai and Wiri and feedback from these parishes is positive. The lease is for 30years and will address the building gifting or removal at termination of the lease. The rent will be reviewed annually and there will be market reviews every 6 years. Building tenants will be approved by the parish</p> <p><i>It was moved by Mrs Jackie Addis and seconded by Mrs Deborah Rolland, that Diocesan Council approve the 30 year ground lease which will allow for the construction of an early childhood care and education centre for 100 students, noting that the approval of the GTB will also be required, the GTB having received independent advice from Trust Management staff.</i></p> <p style="text-align: right;">AGREED</p>
8018.	<p><u>Waiuku Church Property</u></p> <p>The ongoing maintenance of the property is substantial. Harrison Grierson has been approached to advise on the Waiuku region's expansion and demographics in relation to future positioning for a church plant. The hall has deteriorated badly and the church is also in a poor condition. Repairs can be covered through the rent of the vicarage, past income from the church and the O'Hara Trust.</p>
8019.	<p><u>Mangawhai Clergy House</u></p> <p>The Mangawhai clergy house is now almost complete. The Diocesan Council can expect a request for an additional \$20,000 from the development fund in order to fund the completion of the project.</p>

8020.	<p><u>St Paul's Church, Buckland</u> The Parish of Pukekohe is looking into the prospect of moving St Paul's Church, Buckland from its present site and placing it on the grounds of the Buckland Community Hall, owned by the Auckland Council. The present site would be sold and there is interest from the Buckland Community School. The ground lease would require a deed to address the buildings in the event the Auckland Council decided to sell the land.</p> <p><i>It was moved from the Chair and seconded by Lay Canon Briar Peat that Pukekohe Parish present a formal proposal for St Paul's Church, Buckland to be moved from its present site on Buckland Road and to be placed in the grounds of the Buckland Community Hall at 18 Logan Road, and that the present site adjoining Buckland School be sold.</i></p> <p style="text-align: right;">AGREED</p> <p>5:45pm Mr Geoff Clark left the meeting.</p>
8021.	<p><u>DECISION PAPERS AND APPOINTMENTS</u></p> <p><u>Selwyn Foundation Appointments</u></p> <p><i>It was moved by the Rev. Sarah Stevens-Cross and seconded by Mr Graham Jones that Diocesan Council, approve the Selwyn Foundation Diocesan re-appointments being; Ben Green, Peter Macaulay and Peter Huggard, and the announcement thereof.</i> <i>Mr Garry Smith abstained from the vote.</i></p> <p style="text-align: right;">AGREED</p> <p>5:45pm Diocesan Council went into Committee to discuss a sensitive matter. 5:55pm Diocesan Council came out of Committee.</p> <p>8022.</p> <p><u>Parish of Kohimarama response to St Thomas, Tamaki name change</u> A letter was received from Roger Seyb (Vicar's Warden), Leith Hamilton (People's Warden) and Stephen Baxter (Vicar) of Kohimarama Parish expressing they do not support the proposal from St Thomas' to change their name to "The Anglican Parish of Tamaki-Kohimarama".</p> <p>It was noted that the two parishes have not met together to discuss the proposal and the Council believed it would be beneficial for both groups.</p> <p><i>It was moved from the Chair that the Archdeacons invite representatives from both parishes and mediate a discussion and reach a resolution themselves.</i></p> <p style="text-align: right;">AGREED</p> <p>8023.</p> <p><u>Stipends and Pensions Committee Paid Parental Leave Report</u> The Stipends and Pensions Committee presented recommendations as per the request of the Diocesan Council at their March meeting. There was general discussion surrounding the recommendations including the manner in which couples may take parental leave and clearer wording needed regarding housing arrangements.</p> <p>It was recommended by the Diocesan Council that the Stipends and Pensions Committee address these concerns and submit their request for a change to the statute to the Synod Legal Business Committee.</p> <p>Action: The Diocesan manager to communicate the recommendations to the Committee.</p> <p>8024.</p> <p><u>Diocesan Office Relocation</u> The Diocesan Council discussed the need for a task group to review the long-term and possible interim solutions for the Diocesan Office accommodation. It was agreed that this group should have clear terms of reference before any work was commenced and that these terms should be presented to the Diocesan Council.</p>

It was moved by The Rev. Sarah Stevens-Cross and seconded by Lay Canon Briar Peat, that a Diocesan Office Relocation Task Group consisting of Bishop Ross Bay, Graham Jones, the Rev. Lucy Nguyen, the Diocesan Manager and Jackie Addis be formed and draft a terms of reference to be presented to the Diocesan Council at their June meeting.

AGREED

8025. Cathedral Consecration – Diocesan Engagement

Diocesan Council members were asked to email their thoughts on the engagement of the wider diocese to Mrs. Deborah Rolland and the Rev. Lucy Nguyen.

The Rev. Sarah Moss advised that if the Committee wished to have the involvement of the Diocesan schools this needed to be planned and decided now and communicated with the schools to enable them to include this in their 2017 calendars.

8026. Parish of Papakura: Stipend Relief Funds

Rev. Dion Blundell has requested on behalf of the parish, relief funding for a half stipend to cover Rev. Pam Tizzard who will be relieving Dion while he is on sabbatical leave from June to August 2016.

It was moved by The Rev. Lucy Nguyen and seconded by the Rev. Sarah Moss that Diocesan Council approves the request to cover Rev. Pam Tizzard's half stipend to the value of \$6,012.74 during Rev. Dion Blundell's sabbatical.

AGREED

8027. Episcopal Team: Stipend Relief Funds

Rev. Sarah Park has requested on behalf of the Diocese relief funding for a quarter stipend to cover Rev. Barry Graves who will be relieving Sarah while she is on sabbatical leave from 13th July to 13th October 2016.

It was moved by The Rev. Sarah Stevens-Cross and seconded by the Rev. Sarah Moss that Diocesan Council approves the request to cover Rev. Barry Graves quarter stipend to the value of \$3,500 during Rev. Sarah Park's sabbatical.

AGREED

8028. Ruawai Cooperating Parish Dissolution Commission

The cooperating venture at Ruawai is winding up and therefore a variation to the asset schedule has been made. The Anglican assets have reduced over time and are now recorded as 17.13%. The reduction is due to the vicarage being sold, the Naumai Church being gifted to Te Tai Tokerau and the Mititai Church being transferred to Northern Wairoa due to boundary changes.

*It was **moved** by Mrs Jackie Addis, and **seconded** by Mrs Deborah Rolland, that the Diocesan Council approves the Diocesan Manager signs on behalf of the Diocesan Council the variation to the assets Schedules of Record: Ruawai Cooperating Parish, dated 1st March 2016.*

AGREED

8029. Health and Safety Consultant

At its meeting in May 2016, Diocesan Council requested that the Diocesan Manager obtain quotes for Health and Safety consultancy as recommended by the Health and Safety Committee. The first stage of this process is for the development of a Diocesan-wide Health and Safety Policy that aligns to the new Health and Safety Reform Bill passed in April 2016.

*It was **moved** by Mrs Karen Spoelstra, **seconded** by the Rev. Lucy Nguyen that the Diocesan Council approves the cost for the completion of the Health and Safety Policy at an investment of \$900 excl. of GST.*


AGREED

8030.

CLOSING

The meeting closed at 6:30pm with a prayer by the Rev. Sarah Stevens-Cross and the saying of the Grace.

The next meeting is scheduled for 30th June 2016, 4pm in the Neligan House Boardroom.

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Chairperson

30.6.16

Date

Devotions schedule for future meetings:

30th June 2016

28th July 2016

25th August 2016

Mr Garry Smith

The Rev. Nyasha Gumbeze

Mr Graham Jones