

**DIOCESE OF AUCKLAND**  
**Diocesan Council**

**MINUTES OF A MEETING HELD AT 4:00PM**  
**ON THURSDAY, 30<sup>th</sup> JULY 2015 AT NELIGAN HOUSE.**

**CONFIDENTIAL**

**CHAIRPERSON: The Right Reverend Jim White**

7858.	<p><u>PRESENT</u></p> <table style="width: 100%; border: none;"><tr><td style="width: 50%; vertical-align: top;">The Right Rev. Jim White The Rev. Lucy Nguyen The Rev. Clare Barrie The Rev. Richard Bonifant The Rev. Sarah Stevens-Cross The Rev. Nyasha Gumbeze The Rev. Sarah Moss Canon Dr Briar Peat</td><td style="width: 50%; vertical-align: top;">Mrs Jackie Addis Mr Edward Swift Mrs Karen Spoelstra Mrs Megan Bowden Mrs Deborah Rolland Mr Graham Jones</td></tr></table> <p><u>In Attendance:</u></p> <p>Mr Kevin Third (Diocesan Manager) Miss Lynne Usher (Clergy &amp; Ministry Administrator)</p>	The Right Rev. Jim White The Rev. Lucy Nguyen The Rev. Clare Barrie The Rev. Richard Bonifant The Rev. Sarah Stevens-Cross The Rev. Nyasha Gumbeze The Rev. Sarah Moss Canon Dr Briar Peat	Mrs Jackie Addis Mr Edward Swift Mrs Karen Spoelstra Mrs Megan Bowden Mrs Deborah Rolland Mr Graham Jones
The Right Rev. Jim White The Rev. Lucy Nguyen The Rev. Clare Barrie The Rev. Richard Bonifant The Rev. Sarah Stevens-Cross The Rev. Nyasha Gumbeze The Rev. Sarah Moss Canon Dr Briar Peat	Mrs Jackie Addis Mr Edward Swift Mrs Karen Spoelstra Mrs Megan Bowden Mrs Deborah Rolland Mr Graham Jones		
7859.	<p><u>APOLOGIES</u></p> <p>The Right Rev. Ross Bay (away on Sabbatical) Mr Graham Miller The Property Manager, Mr Geoff Clark</p>		
7860.	<p><u>OPENING DEVOTIONS</u></p> <p>The Rev. Richard Bonifant</p>		
7861.	<p><u>DISCLOSURES OF INTEREST</u></p> <p>There were no disclosures of interest.</p>		
7862.	<p><u>CONSOLIDATED ACCOUNTING</u></p> <p>Shane Coward and Bridget Morrison joined the meeting at 4:15pm. Mrs Deborah Rolland joined the meeting at 4:30pm</p> <p>Shane updated members on progress with the consolidated accounting project. A website has been set up and letters distributed to all Ministry Units. To date, six workshops have been completed and various meetings arranged.</p> <p>Approximately 52% of Ministry Units have registered, however, there is a very small group of Ministry Units with serious concerns, particularly around confidentiality. One parish has requested an indemnity assurance against financial loss from the Diocese. Larger parishes, like St Paul's, Symonds Street, St Matthew's in the City and the Cathedral, were concerned about the quantity of their transactions. Size, alone, is not a reason to do a shared consolidation.</p>		


	<p>Ministry Units will have a single point of contact at Trust Management. Ministry Units will have their bank accounts maintained and will be able to monitor them through internet banking. There will be delegated authorities and limits from each Ministry Unit.</p> <p>Investment accounts: extra funds can only be invested through Trust Management or the General Trust Board. Term deposits will stay with the bank, but the accounting will be with Trust Management.</p> <p>Entities within a Ministry Unit will need to be assessed separately as to whether it is consolidated. Budgets will be uploaded and worked around, but these are still the responsibility of the Treasurers.</p> <p>Levels of satisfaction could be ascertained through a Diocesan survey.</p> <p>5:10pm. Shane and Bridget left the meeting.</p> <p><b>MOTION from the Chair:</b> That Trust Management Ltd (TML) enters into a confidentiality agreement with Ministry Units to prevent TML from sharing personal information about those who give financially to the Ministry Unit.</p> <p style="text-align: right;"><b>AGREED.</b></p> <p><b>MOTION from the Chair:</b> That a memorandum be sent to all Ministry Units clearly identifying where financial indemnity lies in the relationships between the Diocesan Council, Trust Management Ltd and the Ministry Units.</p> <p style="text-align: right;"><b>AGREED.</b></p> <p><b>MOTION from the Chair:</b> Diocesan Council, recognising the magnitude of the business transactions carried out annually by Holy Trinity Cathedral, St Paul's Symonds Street, and St Matthew's-in-the City; and, in order to phase the cost of the project, permits any of these three Ministry Units to defer entry into the Consolidated Accounting project until January 2017.</p> <p>If any of these Ministry Units were to take up this option they are required to:</p> <ol style="list-style-type: none"> <li>a) comply with all new reporting requirements;</li> <li>b) ensure that the accounts are incorporated into the Diocesan Consolidation;</li> <li>c) have the Ministry Unit's Accounts audited by the Diocesan Auditors (Hayes Knight);</li> <li>d) bear all costs for the special provision, including the cost of auditing</li> </ol> <p style="text-align: right;"><b>AGREED</b></p>
7863.	<p><u>MINUTES</u></p> <p>It was <b>MOVED</b> by Mrs Jackie Addis and <b>SECONDED</b> by Ms Megan Bowden <i>"THAT the Minutes of the meeting held on 25<sup>th</sup> June 2015 be confirmed as a correct record.</i></p> <p style="text-align: right;"><b>AGREED</b></p>

7864.	<p><u>MATTERS ARISING NOT DEALT WITH ELSEWHERE</u></p> <p><u>Additions to Schedule of Business (Appendix B)</u></p> <ul style="list-style-type: none"> <li>• October – Title D.</li> <li>• October - Appointment of GTB trustees. <ul style="list-style-type: none"> <li>○ Individuals who can serve in either a mediation and/or determination option. At least one lawyer is needed with a brief C.V.</li> </ul> </li> </ul>
7865.	<p><u>MATTERS FOR INCLUSION IN THE AGENDA</u></p> <p>a) Additions to Schedule of Business (Appendix B)</p> <p>The Diocesan Manager tabled an e-mail from Chris Barfoot seeking clarification around the 2013 Synod request that the Diocesan Council work with the Chancellor to clarify the meaning of declaration of adherence to the constitution.</p> <p>The Chancellor continues to work on this and will distribute a document at Synod in September clarifying the matter.</p> <p>b) The date for the annual meeting with the Auckland City Mission will be put on the August agenda for the November meeting or for a meeting early in 2016.</p> <p>c) A formal letter of resignation was received from Mr Edward Swift who will be moving to the United Kingdom. This is Edward's last meeting. Bishop Jim thanked Edward for his time on the Council and for the work he had put into this task.</p>
7866.	<p><u>BISHOPS' MATTERS</u></p> <p>Bishop Jim</p> <ul style="list-style-type: none"> <li>• Has been busy with a lot of admin while Bishop Ross has been away.</li> <li>• Has been quite unwell.</li> <li>• The Indaba meeting with the Cathedral was extremely positive. It was positive in a new understanding of LSMU's and their joy in speaking of their experiences.</li> <li>• There is a continuing search for new clergy as there were no new appointments.</li> </ul>
7867.	<p><u>PROPERTY MATTERS</u></p> <p>The Property Manager was unable to attend as he was in Mangawhai.</p> <p>Otahuhu</p> <ul style="list-style-type: none"> <li>• Currently working on valuations for the Trust Board.</li> <li>• Both parties are agreeable to the process.</li> </ul>
7868.	<p><u>MONTHLY FINANCIALS STATEMENTS</u></p> <ul style="list-style-type: none"> <li>• There are no budgets and miscoding is an issue being corrected.</li> <li>• The appointment of a Finance Committee to be an agenda item for September.</li> <li>• A draft budget to be written up for Synod.</li> </ul>

	<ul style="list-style-type: none"> <li>Final budget to be approved by the Diocesan Council later in the new year.</li> </ul>
7869.	<p><u>DIOCESAN DEVELOPMENT FUND</u></p> <p>The Diocesan Manager has met with Karen Spoelstra and Richard Bonifant to begin work on developing a revised process for Ministry Units wishing to access the Diocesan Development Fund.</p>
7870.	<p><u>COMMUNICATIONS STEERING GROUP</u></p> <ul style="list-style-type: none"> <li>This was established in 2011 with the aim of implementing a Communications strategy.</li> <li>There was a general and genuine thank you to this Group and to Deborah Rolland for achieving their brief.</li> </ul> <p><b>MOTION</b> : that the Communications Steering Group, having fulfilled their brief and been thanked for their work, be disestablished, and that the Rev. Jayson Rhodes present (in person, if required) quarterly written reports to the Diocesan Council. This will enable the Council to have ongoing progress updates around strategy, content and implementation.</p> <p><b>MOVED</b> : Mrs Deborah Rolland and <b>SECONDED</b> by the Rev. Sarah Moss <b>AGREED</b></p> <ul style="list-style-type: none"> <li>The intranet concern raised to be directed to the Rev. Jayson Rhodes.</li> </ul> <p>6:20pm – Ms Megan Bowden left the meeting.</p>
7871.	<p><u>CLOSING</u></p> <p>The meeting closed at 6:40pm with the Grace.</p>

DEVOTIONS AT UP-COMING MEETINGS

- 27<sup>th</sup> August 2015 Mr Graham Jones

  
27 August 2015

**SCANNED**

**31 AUG 2015**