

**DIOCESE OF AUCKLAND
Diocesan Council**

**MINUTES OF A MEETING HELD AT 4:00PM
ON THURSDAY, 25th February 2016 AT NELIGAN HOUSE.**

CONFIDENTIAL

CHAIRPERSON: The Right Reverend Ross Bay

7957.	<p><u>PRESENT</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <ul style="list-style-type: none"> The Right Rev. Ross Bay The Right Rev. Jim White The Rev. Lucy Nguyen ✓ The Rev. Clare Barrie ✓ The Rev. Nyasha Gumbeze ✓ The Rev. Richard Bonifant ✓ The Rev. Sarah Stevens-Cross ✓ The Rev. Sarah Moss </td> <td style="width: 50%; border: none;"> <ul style="list-style-type: none"> Mrs Jackie Addis Mrs Karen Spoelstra ✓ Mrs Megan Bowden ✓ Mr Graham Jones ✓ Mrs Deborah Rolland ✓ Mr Garry Smith Lay Canon Dr Briar Peat ✓ Ms Patricia Hall </td> </tr> </table> <p><u>In Attendance:</u></p> <p>Ms Sonia Maugham (Acting Diocesan Manager) Miss Lynne Usher (Clergy & Ministry Administrator)</p>	<ul style="list-style-type: none"> The Right Rev. Ross Bay The Right Rev. Jim White The Rev. Lucy Nguyen ✓ The Rev. Clare Barrie ✓ The Rev. Nyasha Gumbeze ✓ The Rev. Richard Bonifant ✓ The Rev. Sarah Stevens-Cross ✓ The Rev. Sarah Moss 	<ul style="list-style-type: none"> Mrs Jackie Addis Mrs Karen Spoelstra ✓ Mrs Megan Bowden ✓ Mr Graham Jones ✓ Mrs Deborah Rolland ✓ Mr Garry Smith Lay Canon Dr Briar Peat ✓ Ms Patricia Hall
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7958.	<p><u>APOLOGIES</u></p> <p>Mr Graham Jones</p>		
7959.	<p><u>DEVOTIONS</u></p> <p>The Rev. Clare Barrie.</p>		
7960.	<p><u>MATTERS ARISING</u></p> <p>The agenda was confirmed and there were no matters arising.</p>		
7961.	<p><u>DISCLOSURES OF INTEREST</u></p> <p>Mrs Karen Spoelstra declared an interest in Agenda item 4.2. Karen is a parishioner at St George's, Epsom.</p>		
7962.	<p><u>CONFIRMATION OF MINUTES</u></p> <p style="text-align: center;"><i>It was MOVED by the Rev. Lucy Nguyen and SECONDED by Mrs Deborah Rolland "THAT the Minutes of the meeting held on 28th January 2016 be confirmed as a correct record.</i></p> <p style="text-align: right;">AGREED</p> <p style="text-align: center;">2</p>		
7963.	<p><u>MATTERS OUTSTANDING</u></p> <p>A Schedule of Business will be included with the March 2016 Agenda.</p>		

7964.

BISHOPS' MATTERS

Bishop Ross and Bishop Jim discussed the review and restructure of the Episcopal Team. Two main factors have prompted this. A lot of work has been done on developing a new process for Ministry Unit reviews which now needs implementation. In addition, Archdeacon John Blundell will be retiring at the end of April 2016.

A key episcopal focus has been to be pastorally present in Ministry Units. To be more effective in mission and ministry, faith communities must be responsive to their local community.

Bishop Ross stated that a restructure of roles would make an important adjustment to the Team's work within the Diocese. "Presence" was still a strategy for the Team, but with a greater focus on developing renewed purpose for a local ministry unit's engagement and connection in mission.

The ability to effect change lies with the ministry units, and the Team wants to give more energy to helping enable that change. The shift in the Team's focus will be from "presence" to "presence with purpose".

Outcomes of the review and restructure will be forthcoming at the next Diocesan Council meeting.

4:20pm – Lay Canon Dr Briar Peat arrived.

4:25pm – the Rev. Sarah Moss arrived.

Pt Chevalier LSMU

Bishop Jim has been working with Pt Chevalier LSMU. The Ministry Unit will be considering a motion to close at their next Annual General Meeting with the last service being in July 2016. The Selwyn Foundation is in discussions with the Ministry Unit to join the chapel life at the Selwyn Village and other parishes in the area could also welcome Pt Chevalier people.

Bishop Jim suggested that a working group, including some Diocesan Council members, be put in place to finalise the closing of the Ministry Unit, the finances and the assets.

7965.

FINANCE REPORT

Financial Accounts

The accounts for the month ended January 2016 were received and referred to the Finance and Audit Committee.

The procedure in future will be for the report to be sent directly to the Finance and Audit Committee who will, in turn present it to the Diocesan Council.

Finance and Audit Committee Report

Mr Garry Smith drew the Council's attention to Section 8 of the Finance and Audit Committee minutes.

It was suggested that new staff appointments to be held in abeyance until the budget has been completed. Bishop Ross stated that the Diocesan Council must proceed with the appointment of a Diocesan Manager. Sonia Maugham raised the issue of the sustainability fieldworker whose salary costs of \$15,000 were removed from the budget after it was presented to Synod 2015 and has now been included once again in the draft budget as an appointment has been made.

Trust Management Distribution – the Finance and Audit Committee believe we have

become accustomed to relying on these distributions as a source of revenue and question whether this distribution should be used for operations rather for special purpose. They also made reference to the grants paid by Diocesan Council and suggest a review of our continued commitment to paying these.

The Finance and Audit Committee has identified some pressure points that need addressing. These include:

- What resources do we have right now to protect our current situation and our long term strategies;
- How is our current income is impacting on our priorities;
- The high cost of Archives and maintenance of Diocesan properties need reviewing;
- The budgeting process needs to be reviewed to ensure there is more transparency and accountability in how it is derived;
- How does Trust Management arrive at the amount of the distribution and how can it be secured into the future;
- Parish quota – the quota is based on an historical calculation. There is a lack of communication (marketing) around the purpose of the quota. Currently there is a substantial gap between the assessed quota and what the Diocese actually receives. The difference is due mainly to several Parishes either not paying their quota or changing their quota to an amount they believe is more sustainable for their ministry unit. Quota changes raise the question of Ministry Unit viability and a formal criteria should be established for reducing quota amounts. Management to meet with the Bishops and the Episcopal team to discuss the quota and come up with a longer term quota strategy and review which will be presented at the next meeting.

The capital expenditure was referred back to the Finance and Audit Committee.

While the Committee urged that a sustainable budget must be achieved, Diocesan Council may need to support a deficit budget for the year until a long term sustainability plan is put in place.

Suggestions were put forward by the Chair as to how the issues of quota were to be addressed. It was decided that a working group be assembled to look at this and members would be confirmed at the next meeting.

*It was **MOVED** from the Chair that the Diocesan Council receive and accept the draft deficit budget for 2016 as the working budget for the year.*

AGREED

5:30pm – Ms Bridget Morrison joined.

Consolidated Accounting Update

The Consolidated Accounting Update from Ms Bridget Morrison was accepted with continued thanks to Bridget for her hard work.

Parish of Pukekohe

The parish would like to withdraw their deferral and will now join consolidated accounting. Questions raised were:

- The report from the retirement village is different and is a special type of audit with different costs. What does this add to the Diocese's audit costs as compared to the Parish of Pukekohe?
- What cost is the parish currently paying on behalf of the retirement village?

If information is not forthcoming from the parish, the Diocesan Council cannot make a

decision concerning the costs and who should pay for them.

Action: Acting Diocesan Manager/Coordinator to obtain current audit cost information from Pukekohe as information for the Diocesan Council.

Ministry Accounting Policy and Procedures Manual

*It was **MOVED** by the Rev. Clare Barrie and seconded by Mr Garry Smith that the Diocesan Council adopts Trust Management's "Ministry Accounting: Policy and Procedure Manual" dated February 2016 as the centralised Ministry Unit financial accounting procedures under clause 3.3 of the Financial Regulations Statute 2000.*

AGREED

St Matthew in the City and St Paul's, Symonds Street

These two parishes have stated that they will not be signing the deferral agreement in its present form. At issue here is the risk to the entire Diocese. The only way the Diocese can manage the risk is for every parish to be included in consolidated accounting and for the reporting to happen on time.

The current deferment procedure with the annual review is the procedure Diocesan Council has chosen, at its discretion, to implement, as outlined in the statute.

It is the desire of the Diocesan Council to have every parish in the Diocese enrolled in the consolidated accounting to mitigate the risk.

Those seeking a deferral will be subject to ongoing review and quarterly meetings with Trust Management to monitor performance.

Actions

- Bridget to compose a suitable response to St Matthew's and St Paul's which will be reviewed and approved by the Diocesan Council via email prior to sending.
- Bridget to update the deferral agreement as per the Diocesan Council's comments. It will be circulated for Diocesan Council approval via email and once approved it will be sent to all deferring ministry units.

7966.

DECISION PAPERS AND APPOINTMENTS

The Diocese and ATWC Historical Claims

Diocesan Officers and ATWC representatives met to discuss process and responsibilities in relation to historical claims brought in relation to St Mary's Homes and related entities. This group considers that legal costs related to these should be met jointly.

Claims for compensation that arise should be considered on a case by case basis. The Diocese has no insurance for these historical claims. The Council raised the question as to whether the Diocese's current liability cover has any bearing on historical claims, and this will be checked with the Diocesan Insurers.

*It was **MOVED** by the Rev. Richard Bonifant and seconded by the Rev. Sarah Moss that Diocesan Council acknowledged the shared responsibility for legal costs pertaining to historical claims and accept the recommendations that:*

- ATWC Chair, Diocesan Manager and other representatives will meet to form an agreement on how each case should be best dealt with, based on legal advice;
- All legal costs to be shared;
- Any decisions on compensation, including provision of counselling, should be determined on a case-by-case basis.

AGREED

St George's, Epsom Loan Request

The Diocesan Council considered St George's, Epsom request for a loan. The Parish sees this loan to fill a shortfall as their budget does not have the capacity to carry the costly expense of an exiting incumbent.

There was much discussion as to whether or not it was the Council's responsibility to assist and whether or not this would set a precedent.

*It was **MOVED** from the Chair that, recognizing the particular and extraordinary circumstances in which the parish finds itself, and the renewed pastoral engagement with the Bishops, as well as the Parish's ability to repay the loan in quarterly installments within a year, that the Diocesan Council agree to extend the requested loan of \$40,000 to St George's, Epsom.*

**CARRIED
1 AGAINST
1 ABSTENTION**

Parish of One Tree Hill - AGM Change

*It was **MOVED** from the Chair that the Parish of One Tree Hill be allowed to move their Annual General Meeting be moved to the 27th April 2016.*

AGREED

6:20pm – the Rev. Richard Bonifant and the Rev. Nyasha Gumbeze left the meeting.

Selwyn's Vision Cathedral Chapel Grant (November 2014)

*It was **MOVED** by Bishop Jim White and **SECONDED** by the Rev. Clare Barrie that the Diocesan Council would honour their grant to the Cathedral for costs associated with Archives of \$56,000 and grant an extra \$2,603.38 to cover costs arising from the Archive Holding Room renovation to a total of \$58,603.38.*

AGREED

Mission and Ministry Priorities

The following priorities had been considered by Diocesan Council at a recent planning day.

We see our Diocese as being a vibrant Church/people of God in which:

- 1. we are a multi-generational body where children and young people grow in faith, utilise their gifts, assume leadership roles, and participate fully;*
- 2. we reach out beyond ourselves initiating, establishing and resourcing new ways of people gathering together to experience Christian faith;*
- 3. people in their local contexts are confident and well-equipped to exercise the ministries to which they are called;*
- 4. we collaborate and draw together the gifts, talents and resources of ministry units to increase the potential for the Church to fulfil its mission;*
- 5. as one partner in a three Tikanga Church, we weave strong relationships with our other Tikanga partners so that our cultural diversity is recognised and expressed as we equip one another in mission.*

*It was **MOVED** by the Rev. Sarah Stevens-Cross and **SECONDED** by Bishop Jim White that the five listed priorities be accepted, that the Mission and Ministry Oversight Group be asked to continue working on their goals and strategies and to provide a further report on progress to the May Diocesan Council meeting.*

AGREED

	<p><u>Paihia and Kawakawa/Towhai LSMU Amalgamation</u></p> <p>A Special General Meeting was held in each unit on 22nd November 2015, chaired by the Reverend Ian Render. Each meeting voted, by secret ballot, in favour of the amalgamation. (Paihia: 27 for; 8 against; 2 abstentions. Kawakawa/Towai: 21 for; 2 against)</p> <p>The two councils work together to create a Memorandum of Understanding outlining the details of how they will work together for a trial period of three years. This includes plans to keep their finances separate for the meantime. Apart from this they will operate as one LSM with a single Council and Ministry Support Team.</p> <p>A joint AGM is planned for this new unit on 20th March 2016. A 'clean slate' Calling for the new Ministry Support Team is planned for mid May 2016.</p> <p><i>It was MOVED from the Chair that, the Diocesan Council agrees to the amalgamation of Paihia and Kawakawa/Towhai LSMU's.</i></p> <p style="text-align: right;">AGREED</p>
7967.	<p><u>INFORMATION PAPERS AND CORRESPONDENCE</u></p> <p>Information papers and correspondence were received and acknowledged.</p> <ul style="list-style-type: none"> • Property Manager's report • A Way Forward working group report
7968.	<p><u>DIOCESAN MANAGER NEW APPOINTMENT</u></p> <p>6:50pm – Sonia Maugham and Lynne Usher left the meeting.</p> <p>Diocesan Council discussed the appointment of the new Diocesan Manager.</p>
7969.	<p><u>CLOSING</u></p> <p>The meeting closed at 7:00pm with the Grace.</p> <p>The next meeting will be on the 31st March 2016 at 4pm in the Neligan House Boardroom.</p>


Chairperson

31 March 2016
Date

Devotions schedule for future meetings:

31 st March 2016	The Rev. Richard Bonifant
28 th April 2016	Ms Trish Hall
26 th May 2016	The Rev. Sarah Cross-Stevens
30 th June 2016	Mr Garry Smith
28 th July 2016	The Rev. Nyasha Gumbeze
25 th August 2016	Mr Graham Jones