

DIOCESE OF AUCKLAND
Diocesan Council

Minutes of the Meeting Held at 4:00PM
On Thursday, 24 November 2016 at Neligan House

CHAIRPERSON: The Right Reverend Jim White

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| 8154. | <p>Present</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 Clare Barrie The Rev Jordan Greatbatch The Rev Alan Burnett </td> <td style="width: 50%; vertical-align: top;"> Ms Patricia Hall Ms Jackie Addis Mr Garry Smith Mr Graham Jones Ms Karen Spoelstra Ms Megan Bowden Mr David Howe </td> </tr> </table> <p>In Attendance Ms Valonia Dsouza (Minute Secretary)</p> | The Right Rev Ross Bay The Right Rev Jim White The Rev Lucy Nguyen The Rev Clare Barrie The Rev Jordan Greatbatch The Rev Alan Burnett | Ms Patricia Hall Ms Jackie Addis Mr Garry Smith Mr Graham Jones Ms Karen Spoelstra Ms Megan Bowden Mr David Howe |
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| 8155. | <p>Lateness</p> <p>Rev Alan Burnett joined the meeting at 5.00 pm</p> <p>Apologies</p> <p>The Rev Sarah Stevens-Cross Ms Deborah Rolland The Rev Richard Bonifant Ms Sonia Maugham (Diocesan Manager)</p> | | |
| 8156. | <p>Prayers and Devotions</p> <ul style="list-style-type: none"> • Rev Lucy Nguyen led the devotions. | | |
| 8157. | <p>Matters arising – Confirmation of Agenda</p> <ul style="list-style-type: none"> • Karen Spoelstra distributed responses to a questionnaire from the Mission and Ministry Oversight Group. • In Committee September minutes were tabled at the meeting. | | |

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| 8158. | <p>Disclosure of Interests</p> <ul style="list-style-type: none"> • Project Rosegarden – Mr Garry Smith and Rev Lucy Nguyen declared an interest. • St Pauls Symonds Street – Mr David Howe declared an interest as he is a parishioner at St Pauls. • Grey Lynn – Ms Patricia Hall declared an interest as she is a parishioner at Grey Lynn. |
| 8159. | <p>Confirmation of Minutes</p> <p><i>It was MOVED by Ms Jackie Addis and SECONDED by Rev Lucy Nguyen that the minutes of the meeting held on the 27 October 2016 be confirmed as a true and correct record.</i></p> <p style="text-align: right;">AGREED</p> |
| 8160. | <p>Bishops Matters</p> <ul style="list-style-type: none"> • Bishop Jim has spent most of last month working with Local Shared Ministry. He has been covering for Rev Sarah Stevens-Cross for much of this year while she is on maternity leave. Local Shared Ministry focus has been on organizing placements for the Enablers team for 2017. Bishop Jim is grateful to Rev Canon Howard Leigh and Rev Anne Moody for their assistance in working with Units during 2016. • In 2017, Rev Edward Prebble will be placed at Titirangi, Te Atatu and Rev Sue Burns will be placed at Tairua. Currently there are 14 Local Shared Ministry Units. The LSMUs have recently completed three Saturdays of regional training. • Bishop Jim also attended the final service for Society of St Francis. He was the Bishop Protector for SSF and acknowledged the role of SSF in the Auckland Diocese. • The distribution from Leslie Estate has helped the ministry of Waimate North. The distribution will be applied towards quarter stipend and ongoing maintenance. There are concerns around the cost to fix the roof of St John’s Church and the challenges that the historic buildings face. • The Episcopal Team had two team days at Vaughan Park. The two new Archdeacons have blended well and are an invaluable asset to the Episcopal team. • The Auckland City Mission needs a facilities upgrade and are looking at providing houses for city mission clients. There will be significant fundraising required. • The collaboration work on discernment for ordination training between Auckland, Waiupu, and Waikato and Taranaki Dioceses has been progressing positively. The advisory group are working together to follow a common process and more work will be done in this area in 2017. • New appointments are required for Royal Oak, Warkworth and Henderson. The consultation process with the cathedral congregation for finding a new Dean at the Cathedral has begun. • The Bishops have taken the inductions of new vicars at Sandrigham and Onehunga. Rev Sandy Robertson has been appointed as the new chaplain at the Diocesan School for Girls. The Bishops will be conducting the diocesan ordination service this coming Saturday. |
| 8161. | <p>Matters Outstanding – Schedule of Business</p> <ul style="list-style-type: none"> • The work on Title D Tribunal is progressing. The Bishops have a pool of names and are awaiting confirmation. |

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| 8162. | <p>Property Managers Report</p> <ul style="list-style-type: none"> • The property manager’s report was presented by Bishop Jim as the property manager was unwell. • Diocesan Council was informed that the Waiuku church and hall has been rented out short term. The income generated is helpful. • Bishop Jim informed that the Ruawai Dissolution Commission has come to an agreement. The distributions received as the share of the Auckland Diocese will be used to repay the debt incurred by the renovation of the Northern Wairoa vicarage. |
| 8163. | <p>Finance Report</p> <p>Finance and Audit Committee Report</p> <p>Graham Jones presented the Finance and Audit Committee report to Diocesan Council. The committee has completed most of the initial tasks set for it. The committee members will now focus on identifying and managing the financial risks faced by the Diocese.</p> <p>Due to one off distribution of funds from the Anglican Insurance Services Board and Trust Management, the Diocese is able to offset the projected deficit for 2016. Going forward, the committee would like to avoid deficit budgets and focus on what can be done to achieve a balanced budget.</p> <p><i>Diocesan Council members requested that the \$5,000 payment be made to the Tertiary Chaplaincy.</i></p> <p>The Diocesan Council acknowledged and thanked Finance and Audit Committee for its work.</p> |
| 8164. | <p>Finance Report</p> <p>The Finance Report was received by Diocesan Council.</p> <p>Diocesan Council raised concerns around quota contributions from ministry units. It was noted that quota contribution is voluntary and it is up to ministry units as to what amount they contribute. The issue arises when ministry units pledge their contribution but fail to honour it. The members agreed that another letter should go out to ministry units that do not pay their quota.</p> <p><i>AGREED: Diocesan Office to send an update to ministry units regarding their quota contribution and its impact.</i></p> <p>Centralised Accounting</p> <p><i>Bridget Morrison, Project Manager joined the meeting at 5.15 pm.</i></p> |

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| 8165. | <p>1. St Margaret's Hillsborough</p> <p>St Margaret's Hillsborough has been following the local collection procedures for the Centralised Accounting in 2016 and has applied to continue to follow these procedures in 2017.</p> <p><i>It was MOVED by Karen Spoelstra and SECONDED by David Howe that St Margaret's Hillsborough be granted permission to follow the Centralised Accounting local collection procedures in 2017.</i></p> <p style="text-align: right;">AGREED</p> |
| 8166. | <p>2. St Matthew-in-the-City</p> <p>St Matthew-in-the-City has been following the local collection procedures for the Centralised Accounting in 2016 and has applied to continue to follow these procedures in 2017.</p> <p><i>It was MOVED by Megan Bowden and SECONDED by Jackie Addis that St Matthew-in-the-City be granted permission to follow the Centralised Accounting local collection procedures in 2017.</i></p> <p style="text-align: right;">AGREED</p> |
| 8167. | <p>3. St Pauls, Symonds Street</p> <p>St Pauls, Symonds Street has been following the local collection procedures for the Centralised Accounting in 2016 and has applied to continue to follow these procedures in 2017.</p> <p><i>It was MOVED by Jackie Addis and SECONDED by Garry Smith that St Pauls, Symonds Street be granted permission to follow the Centralised Accounting local collection procedures in 2017.</i></p> <p style="text-align: right;">AGREED</p> |
| 8168. | <p>4. Parish of Pukekohe</p> <p>Parish of Pukekohe consulted with the members of Pukekohe Central Vestry Board and have agreed that the Board's accounting systems be administered in 2017 under the Diocesan Consolidated Accounting procedures.</p> |
| 8169. | <p>5. Centralised Accounting Local Collections Procedures Agreement</p> <p>St Matthews and St Pauls believe that the requirement for regular reporting no longer applies due to the way they work with Trust Management. They have raised concerns around the reporting period and the requirement to re-apply annually. Hence the two ministry units would like amendments to the agreements.</p> <p>Diocesan Council noted that all ministry units are registered under a single charity and it is important to mitigate the risk carefully. The intention for setting up centralised accounting</p> |

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| 8170.0 | <p>was for all ministry units to be part of it which makes it easier to manage the risk around the charitable status. Diocesan Council accepts that some ministry units may not find it practical to join the centralised accounting procedures.</p> <p>AGREED:</p> <ul style="list-style-type: none"> ○ <i>Diocesan Manager will maintain ongoing consultation with Trust Management to ensure smooth running of the local collection processes.</i> ○ <i>Instead of ministry units having to apply annually to follow the local collection procedures, an annual review is to be conducted to confirm that ministry units following the local collections procedure are meeting their obligations.</i> ○ <i>It was taken as read that the recommended changes as supplied by the Project Manager to the Local Collection Procedures Agreement be adopted and that references to annual applications will be removed.</i> ○ <i>The Centralised Accounting Project and its related policies will be fully reviewed in 2020, including the need for parishes to remain outside the central process.</i> ○ <i>Diocesan Council to be provided an update at their October 2017 meeting</i> <p><i>It was MOVED by Rev Lucy Nguyen and SECONDED by David Howe that there will be no requirements for St Pauls, Symonds Street, St Matthews-in-the-City and St Margaret’s Hillsborough to reapply to follow the local collection procedures on an annual basis. A thorough review of the agreement will take place formally in 2020 and submissions will be welcome at that time.</i></p> <p style="text-align: right;">AGREED</p> <p>6. Inland Revenue – Appointment of Executive Office Holder</p> <p>Trust Management would like to appoint Diocesan Manager Sonia Maugham as Executive Officer Holder with IRD for the Diocese so that she can delegate online IRD access accordingly.</p> <p><i>It was MOVED by Megan Bowden and SECONDED by Rev Clare Barrie Sonia Maugham become an account holder with Inland Revenue for the Diocesan Council/relevant Diocese account(s) and be appointed as Executive Office Holder with the IRD for the Anglican Diocese of Auckland.</i></p> <p><i>It was also noted that Sonia Maugham is, and has been Diocesan Manager of the Anglican Diocese of Auckland since 1 April 2016 and has administrative authority within the Diocese Office.</i></p> <p style="text-align: right;">AGREED</p> <p><i>Bridget Morrison left the meeting at 5.50pm.</i></p> |
| 8171. | <p>Diocesan Council Decision Papers</p> <p>Project Rose Garden</p> <p>Bishop Ross provided an update on Project Rose Garden with respect to decisions required</p> |

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| | <p>for the use of land within the Cathedral precinct.</p> <p>Bishop Ross informed that the Council would not need to act as Synod out of Session as the land in question is not required for the purposes set out in Section 3(2) of the Anglican Church Trusts Act 1981. Trustees of the General Trust Board hence have the power to agree to the lease without the need to go to Synod. The lease will be held between The General Trust Board and The Selwyn Foundation.</p> <p>Diocesan Council members asked whether this was affected by the Deanery being part of the proposed lease. The restrictive clause within the Anglican Church Trusts Act 1981 does not cover houses and thus that is not a factor.</p> <p>The Diocesan Solicitor, Brett Morley, is aware of the plans and agrees in principle with the approach being taken.</p> <p><i>It was MOVED by Rev Jordan Greatbatch and SECONDED by David Howe that Diocesan Council supports the project, and confirms that the land in question is not required for the purposes set out in Section 3 (2) of the Anglican Church Trusts Act 1981. Diocesan Council would like to be kept informed of further progress, and of the communication plan of the project.</i></p> <p style="text-align: right;">AGREED</p> |
| 8172. | <p>Mercury Bay LSM</p> <p>Mercury Bay LSMU would like to cease being a local shared ministry and change to Mission District of Mercury Bay.</p> <p>Bishop Jim has been working intensively with Mercury Bay. Megan Means is their Enabler. It has a small seasonal community and is struggling to meet day to day expenses. The Venerable Michael Berry is currently acting as Priest-in-charge. Archdeacon Michael Berry and Bishop Jim have been working closely with the council at Mercury Bay.</p> <p><i>It was MOVED by the Chair that Mercury Bay cease being a local shared ministry unit and become a mission district as of 1 Jan 2017</i></p> <p style="text-align: right;">AGREED</p> |
| 8173. | <p>Quota Working Group</p> <p>At Synod 2016, and in the recent correspondence, ministry units were asked for nomination of potential members for the Quota Working Group.</p> <p>Diocesan Council was asked to appoint no more than seven members.</p> <p>Diocesan Council considered the nominations put forward and discussed the skills each of the members would bring to the Quota Working Group.</p> <p>Rev Alan Burnett and Mr David Howe will represent Diocesan Council on the Working Group. They will also co-convene the group and work on the terms of reference. Diocesan Manager</p> |

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| | <p>will be the ex-officio of the Working Group.</p> <p>Diocesan Council appointed the following members to the Working Group:</p> <ul style="list-style-type: none"> • Mr John Carr • Mr Alan Boyce • Ms Anne Purcell • Ms Colleen Binns • Mr Ian Mackley <p>Should any of the above members decline the appointment, the following person is to be appointed:</p> <ul style="list-style-type: none"> • Ms Jean Rheinfrank <p>It was agreed that members appointed be notified of their appointments and that David Howe and Rev Alan Burnett will contact them to set suitable dates and time.</p> |
| 8174. | <p>St Pauls Symonds Street</p> <p>St Pauls Symonds Street requested up to \$40,000 from St Pauls Trust to restore and upgrade the floor coverings in the nave of the Church. The amount includes cover for unexpected contingencies.</p> <p><i>It was MOVED by Rev Alan Burnett and SECONDED by Jackie Addis that St Pauls be granted access for up to \$40,000 from the St Pauls Trust to restore and upgrade the floor coverings in the nave of the Church.</i></p> <p style="text-align: right;">AGREED</p> |
| 8175. | <p>Anglican Parish of Clevedon</p> <p>Anglican Parish of Clevedon requested to pay their insurance bill from the interest earned from St Anne's investment account held by GTB.</p> <p><i>It was MOVED by Graham Jones and SECONDED by Rev Clare Barrie that Anglican Parish of Clevedon be granted access to \$3,153.28 from the interest earned on the St Anne's investment account to pay their insurance bill.</i></p> <p style="text-align: right;">AGREED</p> |
| 8176. | <p>Purewa Cemetery Trust Board</p> <p>The Purewa Cemetery Trust Board met on the 18 November 2016 and noted that the terms of Messrs John Tik, Murray Ward and The Hon John Priestley (Chair) expire on the 31 December 2016. Purewa Cemetery Trust Board recommends that Messrs Tik and Ward be appointed for a three year term and the current Chairperson Hon John Priestley be appointed for a four year term.</p> |

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| 8177. | <p><i>It was MOVED by David Howe and SECONDED by Rev Jordan Greatbatch that Messrs John Tik and Murray Ward be appointed for a three year term and the current Chairperson The Hon John Priestley be appointed for a four year term.</i></p> <p style="text-align: right;">AGREED</p> <p>Elections and General Synod Representation</p> <p>As a result of the resignation of her licence in the Diocese of Auckland, The Very Reverend Jo Kelly-Moore also resigns as a Diocesan representative to the General Synod.</p> <p>The Elections and General Synod Representation Statute Clause 9.3 provides for the Diocesan Council appointing a person from the same order to fill the vacancy.</p> <p>Diocesan Council members recommended Rev Charmaine Braatvedt, Rev Paul Ashman and The Venerable Michael Berry for the position. Rev Charmaine Braatvedt was elected to replace The Very Reverend Jo Kelly Moore as a Diocesan representative to the General Synod.</p> <p><i>It was MOVED by Graham Jones and SECONDED by David Howe that Rev Charmaine Braatvedt to be appointed as a Diocesan representative to the General Synod. If Rev Charmaine Braatvedt is unable to take up the appointment, The Venerable Michael Berry to be offered the said appointment to General Synod.</i></p> <p style="text-align: right;">AGREED</p> <p><i>Diocesan Council went In Committee from 5.50pm to 6.10pm</i></p> |
| 8178. | <p>Working Groups</p> <p>Grey Lynn</p> <p>Bishop Jim circulated a monthly report from St Columba. The financial reserve of St Columba is running low and they have had their 2016 Lotteries funding application declined. The congregation has seen a rise in numbers recently.</p> <p>Bishop Jim advised that the Working Group was in place to help St Columba in a particularly difficult period. St Columba is feeling more confident about their financial situation and therefore work of the Grey Lynn Working Group has concluded.</p> <p>Diocesan Council members acknowledged the work done by the Working Group, and agreed that it be disbanded.</p> <p><i>It was MOVED by David Howe and SECONDED by Graham Jones that the Grey Lynn Working Group be disbanded and that they be thanked for their contribution.</i></p> <p style="text-align: right;">AGREED</p> |
| 8179. | <p>Office Relocation</p> <p>Jackie Addis is currently in talks with different realtors regarding suitable buildings. It is a work</p> |

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| <p>8180.</p> <p>8181.</p> | <p>in progress and further updates will be provided when available.</p> <p>Health and Safety</p> <p>The Diocesan Manager is in consultation with Health and Safety advisors and is working on a plan.</p> <p>Whangarei Mission District</p> <p>Bishop Jim, Rev Richard Bonifant and Megan Bowden met with the vestry of Whangarei Mission District. The visit was met with a positive response. The Working Group presented the Terms of Reference and Vestry accepted it with suggestions. The Terms of Reference include the whole district of Whangarei.</p> <p>Vestry suggested that it would present the Working Group with draft submissions by early 2017. Regular updates will be provided to the Diocesan Council.</p> |
| <p>8182.</p> <p>8183.</p> <p>8184.</p> | <p>Information Papers and Correspondence</p> <p>Mission and Ministry Oversight Group</p> <p>Karen Spoelstra tabled a document highlighting trends from responses from Ministry Units to the questionnaire passed out at SYNOD on Rationalisation of Ministry Units and A Process for the Closure of Churches.</p> <p>No report was received as the group did not meet in October. Karen Spoelstra to present an in-depth report at the next Diocesan Council meeting.</p> <p>The mission and ministry oversight group would also like for Diocesan Council to consider the composition of the group at its next meeting.</p> <p>Diocesan Mission and Ministry Resource Team</p> <p>Karen Spoelstra presented the Diocesan Mission and Ministry Resource Team.</p> <ul style="list-style-type: none"> ○ Grace Collective will be held at the Selwyn Library in 2017 ○ The BOLD members will be leaving to Fiji for their mission trip on 12 Dec ○ There has been significant growth and development within the SPACE programme <p>Maori Mission Funding</p> <p>Bishop Ross provided an update re the stipend funding for Rev Tony Brookings. The Diocese will fund 0.5 Stipend for Rev Tony Brookings for 2017. The Diocesan Manager had included this as a part of her budget and hence it is not an additional expense. Bishop Kito has advised that the Maori Mission will not be seeking funding from the Diocese after 2017.</p> |

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| 8185. | <p>Planning Days</p> <p>The dates for the away day would be the 17th – 18th February 2017. Diocesan Council have decided to go up north and Whangarei has been suggested as a possible meeting space.</p> |
| 8186. | <p>Closing</p> <p>The meeting closed at 6.28 pm with a closing prayer by Rev Lucy Nguyen.</p> <p>The next meeting will be held on the 26th January at 4.00pm in the Boardroom, Neligan House.</p> |

A handwritten signature in blue ink, appearing to be 'John H.', is written in the center of the page.