

**DIOCESE OF AUCKLAND
Diocesan Council**

**Minutes of the Meeting held at 4pm
On Thursday 31 August 2017, Boardroom, Neligan House**

CHAIRPERSON: The Right Reverend Ross Bay

8282.	<p>Present</p> <table border="0"> <tr> <td>The Right Reverend Ross Bay</td> <td>Ms Patricia Hall</td> </tr> <tr> <td>The Right Reverend Jim White</td> <td>Mr David Howe</td> </tr> <tr> <td>The Reverend Richard Bonifant</td> <td>Ms Jackie Addis</td> </tr> <tr> <td>The Reverend Bryan Haggitt</td> <td>Mr Garry Smith</td> </tr> <tr> <td>The Reverend Lucy Nguyen</td> <td>Ms Deborah Rolland</td> </tr> <tr> <td>The Reverend Clare Barrie</td> <td>Ms Megan Bowden QSM</td> </tr> <tr> <td>The Reverend Jordan Greatbatch</td> <td>Ms Karen Spoelstra</td> </tr> </table>	The Right Reverend Ross Bay	Ms Patricia Hall	The Right Reverend Jim White	Mr David Howe	The Reverend Richard Bonifant	Ms Jackie Addis	The Reverend Bryan Haggitt	Mr Garry Smith	The Reverend Lucy Nguyen	Ms Deborah Rolland	The Reverend Clare Barrie	Ms Megan Bowden QSM	The Reverend Jordan Greatbatch	Ms Karen Spoelstra
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The Reverend Lucy Nguyen	Ms Deborah Rolland														
The Reverend Clare Barrie	Ms Megan Bowden QSM														
The Reverend Jordan Greatbatch	Ms Karen Spoelstra														
8283.	<p>Apologies Mr Graham Jones</p> <p>In Attendance Sonia Maugham (Diocesan Manager) Valonia Dsouza (Minute Secretary)</p>														
8284.	<p>Devotions</p> <ul style="list-style-type: none"> The Revd Clare Barrie led the devotions. 														
8285.	<p>Confirmation of Agenda</p> <p>Additional Items to the agenda:</p> <ul style="list-style-type: none"> Draft Housing Policy tabled as part of Decision Papers. Point Chevalier Boundaries description and map tabled as a part of the Point Chevalier Boundaries report. Diocesan Development Fund Working Group progress report. Information Paper - Review of Services and Activities 2016/Update to Ministry Units. <p>The Chair confirmed the agenda.</p>														
8286.	<p>Members Interest</p> <ul style="list-style-type: none"> Garry Smith declared an interest in The Selwyn Foundation – Reappointment of Board Members. Patricia Hall, Jackie Addis and Revd Clare Barrie declared an interest in Point Chevalier Boundaries Report. 														

8287.	<p>Confirmation of Minutes</p> <p><i>It was MOVED by Mrs Jackie Addis and SECONDED by Mr Garry Smith that the minutes of the meeting held on the 27 July 2017 be confirmed as a true and correct record.</i></p> <p style="text-align: right;">AGREED</p>
8288.	<p>Matters Outstanding – Schedule of Business</p> <ul style="list-style-type: none"> • Hui Amorangi Ki Te Manawa O Te Wheke – The Bishops will advise the Diocesan Manager of suitable dates post Synod. • UCANZ Auckland Regional Forum Rev'd Trevor McCracken was the representative on the forum for the Diocese. Following his retirement, there is now a vacancy. It was recommended that Revd Nyasha Gumbeze be approached to fill this vacancy.
8289.	<p>Diocesan Council Member Rotation</p> <ul style="list-style-type: none"> • The total number of vacancies at Synod this year are 2 lay and 4 clergy members.
8290.	<p>Bishops Matters</p> <ul style="list-style-type: none"> • Bishop Jim has been leading a series of teaching Saturdays with Local Shared Ministry Units. He has also been busy with the discernment process and ordinations. He will be attending an ordination this weekend in Huapai. He noted that we may need to review the Clergy Appointment Process. St Mary's Torbay will be announcing their new Vicar at the end of the week. The appointment process for St Aidan's Remuera is underway. • Auckland City Mission has received \$18 million funding from The Ministry of Social Development towards the construction of 80 units to house the homeless in Auckland. • Bishop Ross was on sabbatical leave for three weeks from end of July to mid August. Since his return, he has been busy with School Board meetings. King's College and King's School have recently participated in the Cathedral Sunday worship as part of the year of consecration. • He attended the confirmation at Devonport and was impressed by the positive atmosphere of the congregation. Revd Nyasha Gumbeze was inducted as the Vicar of Henderson. Her induction ceremony was lively with singing and dancing. • Rev Bob Glen (retired lecturer at Laidlaw College) passed away earlier in the month and Bishop Ross attended the funeral.
8291.	<p><i>Geoff Clark, Diocesan Property Manager joined the meeting at 4.28pm.</i></p> <p>Diocesan Property Manager's Report.</p> <p>The Property Manager presented his report to Diocesan Council.</p>

	<p>Parish of Avondale – The vicarage removal is well underway and things are progressing as expected.</p> <p>Parish of Thames – The vestry has found a suitable vicarage. The housing report has been received and it is in good condition. Reports on valuation, toxicology and LIM are due. A conditional offer is in place.</p> <p>Parish of St Thomas Tamaki – The lease agreement is still pending.</p> <p>Waiheke LSMU – The contract is with the lawyers. It will be signed once approval has been received.</p> <p>Waiuku Church and Hall – Geoff will be visiting Waiuku to speak to a few land agents.</p> <p>Earthquake Proofing – The working group will be reinstated at the next Diocesan Council meeting. The group can develop a policy that will set the standards and goals required by Diocesan Council.</p> <p><i>Geoff Clark left the meeting at 4.32pm.</i></p>
<p>8292.</p>	<p>Finance and Audit Committee Report</p> <p>Garry Smith presented the report to Diocesan Council. Diocesan Council thanked the Finance and Audit Committee for their work this year.</p> <p><u>Updates from the Finance and Audit Committee Meeting:</u></p> <ul style="list-style-type: none"> • The Committee would like to orientate new members on the role of the Committee, finances and their responsibility to be good stewards of the Diocesan finances. All Diocesan Council members are invited to attend the orientation. • A stronger procedure needs to be put in place regarding outstanding debtors. Diocesan Manager to discuss the process with the Bishops and Episcopal Team. <p><i>Revd Jordan Greatbatch joined the meeting at 4.35pm.</i></p> <ul style="list-style-type: none"> • Another concern that the Committee raised was regarding Ministry Units that have been running long term deficits. It was recommended a financial review be completed of all Ministry Units and those that are running a long term deficit be asked to produce a financial plan on how they intend to address the deficit. <p>Diocesan Council has asked the Finance and Audit Committee to identify struggling Ministry Units and to notify Diocesan Council.</p>
<p>8293.</p>	<p>Finance Report</p> <p>The July Finance Report was presented to the Council.</p>

	<p><i>It was MOVED from The Chair that the July Finance Report be received.</i></p> <p style="text-align: right;">AGREED</p>
	<p>Diocesan Council Decision Papers</p>
8294.	<p>Diocesan Property Portfolio</p> <p>Revd Clare Barrie advised that it was important that better stewardship be exercised when managing the Diocesan properties and that it be a separate item. Diocesan Property Portfolio to be added to Matters Outstanding in next month's agenda.</p>
8295.	<p>Parish of Otahuhu – Request for funds</p> <p>The Parish of Otahuhu are in the midst of selling their three properties on Church Street and as a result, they are facing sale related costs. The Parish requests that Diocesan Council would allow them to borrow \$20,000 from the proceeds of the sale of Mason Avenue so that they can advance the sale of the Church Street properties. The Parish would repay this amount to the GTB cash fund, once the Church Street properties have been sold.</p> <p>Diocesan Council has agreed in principle that the Parish of Otahuhu can borrow \$20,000 from the proceeds of the sale of Mason Avenue to help them sell the Church Street properties.</p> <p><i>It was MOVED by Mr Garry Smith and SECONDED by Mrs Jackie Addis that Diocesan Council ratify its decision that the Parish of Otahuhu be allowed to borrow \$20,000 from the Mason Avenue sale proceeds to enable them to cover valuation, marketing and other related costs of the Church Street properties, on the condition that this money is repaid once the properties are sold.</i></p> <p style="text-align: right;">AGREED</p>
8296.	<p>Parish of Thames – Request for funds for purchase of a new vicarage</p> <p>At its June meeting, Diocesan Council approved up to \$604,000 from the funds held in the Thames Anglican Vestry Parsonage, Thames Anglican Vestry Vicarage and St John's Investment Funds for the purpose of purchasing a vicarage.</p> <p>The Parish is struggling to find an appropriate house that is within budget and that meets the Suitable Housing requirement.</p> <p>The Parish may need an additional \$50,000 in order to be able to buy a suitable house in Thames. Also since the June approval, the total value of above three funds has increased from \$604,000 to \$613,797.</p> <p>Diocesan Council has approved in principle that the Parish of Thames be granted \$50,000 to buy a suitable house in Thames.</p>

*It was **MOVED** by Ms Deborah Rolland and **SECONDED** by Revd Bryan Haggitt that Diocesan Council ratify its decision that a grant of up to \$50,000 be made to the Parish of Thames from the Diocesan Development Fund to enable them to purchase a suitable vicarage.*

AGREED

*It was **MOVED** by Ms Deborah Rolland and **SECONDED** by Revd Bryan Haggitt that Diocesan Council approve the full use of the Thames Anglican Vestry Parsonage, Thames Anglican Vestry Vicarage and St John's Investment Funds to purchase a vicarage.*

AGREED

8297.

The Selwyn Foundation – Reappointment of Board Members

Garry Smith withdrew from the meeting at 4.51pm.

The Selwyn Foundation seek Diocesan Council's approval to reappoint the following members to its Board as follows:

- Reappointment to Helen Melrose to Seat No 5.
- Reappointment to Rev'd Vicki Sykes to Seat No 6.
- Reappointment of Elizabeth Niven to Seat No 7.

Jan Nichols is also to be reappointed to Seat No 9. This was an AGM elected post.

*It was **MOVED** by Revd Richard Bonifant and **SECONDED** by Ms Deborah Rolland that Diocesan Council give approval for Helen Milrose, Rev'd Vicki Sykes and Elizabeth Niven be reappointed to Seat No 5, 6 and 7 respectively on The Selwyn Foundation Board.*

AGREED

Garry Smith re-joined the meeting at 4.53pm

8298.

Holy Trinity Cathedral – Request for funding

The Cathedral's heating/ventilation system consists of underfloor electric heating and ceiling air handling units (AHUs). The system is controlled by a parent controller and 18 child controllers. The controllers are over 20 years old and the main controller failed in mid July, which shut down the entire system. All the controllers will need to be replaced.

The Cathedral has request funding of up to approximately \$41,500 + GST to assist with replacing the heating/ventilation system in the Nave.

*It was **MOVED** by Ms Megan Bowden and **SECONDED** by Revd Lucy Nguyen that the Holy Trinity Cathedral's request for funding to replace the heating/ventilation system be declined.*

AGREED

8299.

Coromandel MD – Request to secure bank loan and use vicarage as security.

Coromandel Mission District is underway with renovations to Christ Church and the Parish Hall and also the Vicarage, which is being refurbished for use as a Retreat Centre that will be publically available for accommodation.

The Vicarage needs considerable refurbishment. The total cost of the repairs will be approximately \$80,000.

They have also had a parishioner help them underwrite the loan for up to \$60K. Diocesan Council agreed that all loan agreements with third parties will need to have supporting legal documentation.

The Mission District seek approval to initiate a draw down bank loan for up to \$80,000 using the vicarage as security.

Diocesan Council recommended that at this stage, Coromandel MD does not need to pay Diocesan Council the \$15,000 loan. The extension for the loan repayment approved at March 2017 Diocesan Council meeting will continue to stand.

*It was **MOVED** by Mr David Howe and **SECONDED** by Ms Karen Spoelstra that Diocesan Council recommend to General Trust Board to arrange a mortgage of \$80K against the Coromandel MD vicarage property on the condition that the Mission District clarify the current loan arrangement with the parishioner and that all legally compliant processes are followed.*

AGREED

8300.

Point Chevalier Boundaries Report

At its April 2017 meeting, Diocesan Council received The Revd Dr Noel Derbyshire's report on the Pt Chevalier boundaries. At its June 2017 meeting, Diocesan Council received submissions from Mount Albert, Grey Lynn, Avondale and Ponsonby based on Revd Dr Noel's report.

Following the submissions received from the Ministry Units, a sub group was set up to consider the responses. The sub-group included Revd Dr Noel Derbyshire, Sonia Maugham, Megan Bowden QSM and Revd Jordan Greatbatch.

Revd Dr Noel submitted a final report including the recommendations, the sub group has reviewed the submissions and the final report and concur.

The Chair informed Diocesan Council that redrawing of the Point Chevalier boundaries and the sale proceeds from Point Chevalier are two different items. The new boundaries do not affect the application of the sale proceeds.

*It was **MOVED** by Revd Jordan Greatbatch and **SECONDED** by Megan Bowden QSM that Diocesan Council agree to the final recommendations made by The Revd Dr Noel Derbyshire in his Point Chevalier Boundaries description report and map tabled at the meeting.*

AGREED

Revd Clare Barrie and Patricia Hall abstained

8301.

Housing Policy

Archdeacon Sarah Moss joined the meeting at 5.18pm

As per Clauses 14 of the Financial Regulations Statute, all stipended clergy are entitled to suitable housing. Archdeacon Sarah Moss will present a Bill to Synod to amend the Housing Clause in The Financial Regulations Statute in order to bring greater clarity and fairness to the provision of Clergy Housing within our Diocese.

As a part of the amendment to the Statute, Diocesan Council will be responsible for developing and maintaining a Housing Policy covering Suitable Housing, and Housing Allowances.

At its July 2017 meeting Diocesan Council established a working group to draft a Housing Policy. The Council appointed Ms Sonia Maugham, Revd Sarah Moss, Revd Bryan Haggitt, Mrs Jackie Addis and the group invited Revd Chris Harris, and Ms Emily Paterson to join them.

The working group developed a draft policy for the Council to review and consider adopting.

The Suitable Housing Policy ensures that personal and ministry needs of clergy are catered for in the provision of housing. The Housing Allowance Policy ensures that housing allowances will comply with the Diocesan Financial Regulations Statute and be renewed regularly, which has not been formally reviewed for approximately 10 years.

Diocesan Council recommended that telecommunication be added to the Suitable Housing Policy and also asked Archdeacon Sarah Moss to add 'Subject to Diocesan Council being able to vary these requirements' under 'Requirements for suitable housing' in the Suitable Housing Policy.

Diocesan Council expressed concerns around the flat rate proposal for Housing Allowance. It was suggested that a methodology be developed on the basis of which the flat rate for Housing Allowances can be calculated every year.

	<p>Diocesan Council thanked the working group for their draft policy but advised that the Council would conduct further consultation before making a final decision.</p> <p><i>Archdeacon Sarah Moss left the meeting at 6.07 pm.</i></p>
8302.	<p>Working Group Updates</p> <p>Quota</p> <p>Quota working group requests that Diocesan Council formally receive the report and accept the recommendations made.</p> <p><i>It was MOVED by Ms Karen Spoelstra and SECONDED by Ms Deborah Rolland that Diocesan Council formally receive the Quota Working Group report and accept the recommendations made in the report.</i></p> <p style="text-align: right;">AGREED</p>
8303.	<p>Diocesan Health and Safety</p> <p>Robyn Levinge, Diocesan Health and Safety Consultant will be addressing Synod. No incidents have been reported by Ministry Units.</p> <p>The Health and Safety Working Group will be asking Council members to conduct site visits around the Diocese via a rotation. A schedule will be provided once the new Council is established.</p>
8304.	<p>Diocesan Development Fund</p> <p>The group met for the first time earlier in the week. Ms Jackie Addis presented a verbal report to the Council.</p> <p>The working group will begin work on setting up a regular, transparent, application process for those ministry units wishing to apply for funding for developmental projects.</p> <p>The group recommended that a “discretionary fund” be budgeted to allow Council to respond to the requests that may fall outside the criteria of the development fund.</p>
8305.	<p>Cathedral Consecration</p> <p>A verbal report was presented by Deborah Rolland on the progress of the consecration.</p>
8306.	<p>Information papers</p> <p>Diocesan Mission and Ministry Resource Team</p> <p>Karen Spoelstra presented her team report.</p>

8307.	<p>One of the upcoming events for the team is the Summer Adventure Weekend planned with Vaughan Park in January. It is a Diocesan family weekend and everyone is invited.</p> <p>St Augustine Mission Venture</p> <p>Bishop Jim provided an update on the Mission Venture. Archdeacon Carole Hughes and Bishop Jim have been working closely with St Augustine and things are moving ahead. St Augustine has asked for quota relief in their first year which has been granted.</p>
8308.	<p>Vote of Thanks</p> <p>The Chair thanked outgoing Diocesan Council members Megan Bowden QSM, Revd Richard Bonifant and Graham Jones for their work on Diocesan Council over the past six years. They have contributed to Diocesan Council and to the Diocese on many different levels and the Council appreciated the work and time contributed by the members.</p> <p>Revd Lucy Nguyen and Revd Bryan Haggitt were thanked for their role on Diocesan Council. Revd Lucy Nguyen has served on Diocesan Council since 2013 and Revd Bryan Haggitt was appointed earlier in the year when a vacancy arrived. They are eligible for re-election.</p> <p>The Bishops also thanked Diocesan Council for the collaborative spirit with which the work is undertaken.</p>
8309.	<p>Synod</p> <p>With Synod being a week away, the Bishops are busy with work leading up to Synod.</p> <p>Diocesan Council was reminded that General Synod elections would be taking place at Synod this year as well. The General Synod will be held in New Plymouth from 4 – 11 May 2018.</p>
8310.	<p>Closing</p> <p>Bishop Ross closed the meeting with a prayer. The meeting closed at 6.40pm.</p> <p>The next meeting will be held on the 28 September 2017 from 4pm onwards.</p>

Chair Signature:



Date:

28 Sept 2017