

DIOCESE OF AUCKLAND
Diocesan Council

MINUTES OF A MEETING HELD AT 4:00PM
ON THURSDAY, 31 March 2016 AT NELIGAN HOUSE.

CONFIDENTIAL

CHAIRPERSON: The Right Reverend Jim White

7970.	<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. Nyasha Gumbeze The Rev. Richard Bonifant The Rev. Sarah Stevens-Cross The Rev. Sarah Moss</td><td style="width: 50%; vertical-align: top;">Mrs Megan Bowden Mr Graham Jones Mrs Deborah Rolland Mr Garry Smith Ms Patricia Hall Mr Graham Jones</td></tr></table> <p><u>In Attendance:</u></p> <p>Ms Sonia Maugham (Acting Diocesan Manager) Miss Lynne Usher (Administrator)</p>	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	Mrs Megan Bowden Mr Graham Jones Mrs Deborah Rolland Mr Garry Smith Ms Patricia Hall Mr Graham Jones
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	Mrs Megan Bowden Mr Graham Jones Mrs Deborah Rolland Mr Garry Smith Ms Patricia Hall Mr Graham Jones		
7971.	<p><u>APOLOGIES</u></p> <p>The Right Rev. Ross Bay Mrs Jackie Addis Mrs Karen Spoelstra Lay Canon Dr Briar Peat</p>		
7972.	<p><u>DEVOTIONS</u></p> <p>The Rev. Richard Bonifant.</p>		
7973.	<p><u>MATTERS ARISING</u></p> <p>The agenda was confirmed and there were no matters arising.</p>		
7974.	<p><u>DISCLOSURES OF INTEREST</u></p> <ul style="list-style-type: none">• St Andrew's, Epsom Grant and Working Group The Rev. Richard Bonifant declared an interest as he is the Vicar of St Andrew's, Epsom and a member of the Working Group on Synod Membership and Participation.• Report on Paid Parental Leave in the Diocese The Rev. Sarah Stevens-Cross declared an interest.• Selwyn Foundation change of Financial Year Mr Garry Smith and the Rev. Lucy Nguyen declared an interest.		

7975.	<p><u>CONFIRMATION OF MINUTES</u></p> <p><i>It was MOVED by the Rev. Nyasha Gumbeze and SECONDED by Mr Garry Smith "THAT the Minutes of the meeting held on 25th February 2016 be confirmed as a correct record.</i></p> <p style="text-align: right;">AGREED</p>
7976.	<p><u>MATTERS OUTSTANDING</u></p> <p>A Schedule of Business was included.</p> <p>Outcomes of the Episcopal Team review and restructure will be forthcoming at the next Diocesan Council meeting. Deferred to the April meeting.</p> <p>That a working group, including some Diocesan Council members, be put in place to finalise the closing of the Point Chevalier Ministry Unit, especially the finances and the assets. Deferred to the April meeting.</p> <p>That Diocesan Council seeks further confirmation from the Chancellor as to whether the Diocese needs a standing tribunal.</p> <p>The Quota Working Group will begin their brief in April 2016.</p>
7977.	<p><u>BISHOPS' MATTERS</u></p> <p>Bishop Jim discussed the release of the Motion 30 report and now looking towards raising this at General Synod.</p> <p><u>The gifting of St Stephen's, Kaikohe to Te Tai Tokerau</u> St Stephen's will continue as an Anglican Church and the Diocesan Council makes the recommendation to the GTB, who owns the asset, to continue the progress of the gifting.</p> <p><i>It was MOVED from the Chair and SECONDED by the Rev. Sarah Stevens-Cross, that the Diocesan Council supports, in principle, the gifting of St Stephen's, Kaikohe – church, hall and vicarage – to Te Tai Tokerau.</i></p> <p style="text-align: right;">AGREED</p>
7978.	<p><u>THE DIOCESAN PROPERTY MANAGER'S REPORT</u></p> <p>4:20pm – Geoff Clark joined the meeting.</p> <p><u>Otahuhu Parish</u> Geoff reported that the parishioners were supportive and engaged in the ongoing negotiations.</p> <p><u>Huapai LSMU</u> The lawyers were engaged in drawing up an opinion regarding the current situation.</p> <p><u>Waiheke Island LSMU</u> The decision paper from the parish requesting the withdrawal of funds from the "sale of Oneroa" account, was tabled at the meeting.</p> <p><i>It was MOVED by the Rev. Clare Barrie and SECONDED by the Rev. Richard Bonifant that the Diocesan Council approve a delegation made up of the Diocesan Manager and the Diocesan Property Manager who are authorised to approve bills for the Waiheke Island LSMU building project up to a total value of \$250,000.</i></p> <p style="text-align: right;">AGREED</p>

	<p><u>Earthquake Prone Buildings</u> The draft Earthquake Prone Buildings – Diocesan Council Policy Paper was tabled at the meeting. This will be discussed at the April meeting. It was suggested that the engineers' report also indicate Health and Safety risks identified during their inspections for strengthening.</p> <p>4:50pm – Geoff Clark left the meeting.</p>
7979.	<p>4:50pm – Ms Bridget Morrison joined the meeting.</p> <p><u>Consolidated Accounting Update</u></p> <p>The Consolidated Accounting Update from Ms Bridget Morrison was accepted with continued thanks to Bridget for her hard work.</p> <p>Bridget is still working towards a completion date of the end of April 2016.</p> <p>A revised, draft form for deferment from Consolidated Accounting was presented.</p> <p><i>It was MOVED by Ms Megan Bowden and SECONDED by the Rev. Sarah Stevens-Cross that the Diocesan Council accepts the revised APPLICATION FOR THE LOCAL COLLECTION AND PREPARATION OF FINANCIAL INFORMATION AND ACCOUNTS UNDER THE CENTRALIZED ACCOUNTING PROCEDURES policy.</i></p> <p style="text-align: right;">AGREED</p> <p><u>Parish of Pukekohe</u></p> <p>The Diocesan Manager has requested from St Paul's, Pukekohe a copy of the amended Pukekohe Action Trust Deed.</p> <p>Management to keep working on obtaining clarification around the audit fees for the retirement village and the parish's inclusion in Consolidated Accounting.</p> <p>Action: The Diocesan Manager/Coordinator to obtain current audit cost information from Pukekohe as information for the Diocesan Council.</p> <p>5:05pm - Ms Bridget Morrison left the meeting.</p>
7980.	<p>5:05pm – the Rev. Richard Bonifant left the meeting.</p> <p>St Andrew's, Epsom request for a grant to cover expenses during the Vicar's sabbatical leave.</p> <p><i>It was MOVED from the Chair and SECONDED by the Rev. Sarah Moss that the request from St Andrew's, Epsom for a \$6,500 grant to cover a half stipend for three months, be approved.</i></p> <p style="text-align: right;">AGREED</p> <p>Pursuant from the request for sabbatical leave financial assistance was the enquiry into whether the Diocese had provided for this liability in funding.</p> <p><i>It was MOVED by the Rev. Lucy Nguyen and SECONDED by Mr Garry Smith that the Diocesan Manager and Trust Management provide clarity as to whether the Diocese has financial provisions for sabbatical leave.</i></p> <p style="text-align: right;">AGREED</p>

7981.	<p>5:15pm The Rev. Richard Bonifant and Mr Shane Coward joined the meeting.</p> <p><u>Diocesan Office Relocation Opportunity</u> Neligan House is at 23% of the standard rating for earthquake-proof buildings. As a result of this, the Bishop's House Trust has indicated that the Diocesan Office needs to move out for a period of 15 – 30 months while the required strengthening takes place. The current lease on Neligan House is renewed on a month-to-month basis.</p> <p>Mr Shane Coward presented a proposal that the Diocesan Office moves into the current Trust Management offices on the 2nd floor of 123 Carlton Gore Road for a minimum period of two and a half years with Trust Management moving to 4th floor of the same building. Car parks can be catered to, with costs.</p> <p>This is a time-sensitive decision as the opportunity will not be available for long. A decision needs to be made at the next Diocesan Council meeting in April.</p> <p>5:40 – Mr Shane Coward left the meeting.</p> <p>The following points were raised:</p> <ul style="list-style-type: none"> • Within the next 12 months the GTB will make the decision to continue with the reinforcement of Neligan House which will leave the Diocesan Office in need of alternative accommodation. • The fact that there is no chapel is a challenge. • Certain assets and spaces could be shared e.g. Boardroom facilities, copiers, IT services etc. • Meeting rooms would need to be used for additional office space. • Increased distance away from the Cathedral. • Visitor parking, accessibility and convenience. • A large financial outlay considering that we are operating a deficit budget. • The Diocese is not short on property – is there not another premises that could be considered, thus allowing us to invest in a building we already own? • The Diocese will carry the liability of the lease. • What sort of place would the Diocesan Office staff want/need to work? Will they be consulted? • Where, in the Diocese, should the Diocesan Office be located? <p>Action: Diocesan Council asks Trust Management to pursue this opportunity in greater depth and to report back at the next meeting.</p>
7982.	<p><u>FINANCE REPORT</u></p> <p><u>Financial Accounts</u></p> <p>The Finance and Audit Committee tabled their monthly report and the minutes were received. It was noted that the Diocese is still operating with a deficit budget.</p> <p><i>It was MOVED by Bishop Jim and SECONDED by Mr Garry Smith that the Diocesan Council receives the Finance and Audit Committee Report as presented.</i></p> <p style="text-align: right;">AGREED</p> <p>A recommendation was advanced by the Finance and Audit Committee at the last Committee meeting that RSM Hayes be engaged to conduct the audit of the Consolidated Accounts for 2015, but that the audit be put out to tender for the 2016 audit:</p> <p><i>It was RECOMMENDED by Mr Graham Jones and SECONDED by Ms Megan Bowden that RSM Hayes be engaged to conduct the audit of the Consolidated Accounts for 2015, but that the audit be put out to tender for the 2016 audit.</i></p>

	<p style="text-align: right;">AGREED</p> <p>A request arose from the last Finance and Audit Committee meeting that Diocesan Council waive the audit of the pilot group of consolidated accounting, as this would add no value once the full consolidated accounts have been audited.</p> <p style="text-align: center;"><i>It was REQUESTED from the Chair and SECONDED by Mr Graham Jones that Diocesan Council waive the audit of the pilot group of consolidated accounting, as this would add no value once the full consolidated accounts have been audited.</i></p> <p style="text-align: right;">AGREED</p> <p>The Terms of Reference for the Finance and Audit Committee were tabled at the meeting. It is to be noted that strategic decisions lie solely with Diocesan Council and not the Finance and Audit Committee. The minutes of this Committee are to be the main point of communication with the Diocesan Council.</p> <p style="text-align: center;"><i>It was MOVED from the Chair and SECONDED by Mr Graham Jones that the Diocesan Council accepts, in principle, the Terms of Reference for the Finance and Audit Committee.</i></p> <p style="text-align: right;">AGREED</p>
7983.	<p><u>DECISION PAPERS AND APPOINTMENTS</u></p> <p><u>St Thomas', Tamaki – Parish name change</u></p> <p>The Diocesan Manager to direct St Thomas', Tamaki to consult with St Andrew's, Kohimarama and for the latter parish to present the Diocesan Council with a formal communication outlining their views surrounding the change in name.</p> <p><u>Report from the Working Group on Synod Membership and Participation.</u></p> <p>Diocesan Council commended the Group on its work. The report will need significant thought and this item was deferred to the April meeting.</p> <p><u>Report from the Stipends and Pensions Committee</u></p> <p>Mrs Angela Blundell was thanked for her work on this report. Diocesan Council asks the Stipends and Pensions Committee to return with clear recommendations. This item was deferred to the April meeting.</p>
7984.	<p><u>INFORMATION PAPERS AND CORRESPONDENCE</u></p> <p><u>Selwyn Foundation Balance Date</u></p> <p>Selwyn Foundation presented a proposal to change the financial balance date to June in order to coincide and consolidate with other related business entities. Selwyn Foundation will balance after an initial 6 month period and then again in 12 months.</p> <p>Diocesan Council approves, in principle, the proposed change for Selwyn Foundation's financial year to be the 30th June and some small changes to the Constitution. A formal decision will be made by Diocesan Council at the April meeting after the Selwyn Foundation's AGM.</p> <p><u>Health and Safety Report</u></p> <p>This was deferred to the April meeting</p> <p><u>Inter-Diocesan Conference Coordinating Group.</u></p> <p>The minutes of the February meeting were received. Diocesan Council extended its thanks to Mrs Deborah Rolland for representing the Auckland Diocese on this Group. The Group would like the General Synod to more clearly define its role and function.</p>

7985.

CLOSING

The meeting closed at 6:50pm with the Grace.

The next meeting will be on the 28th April at 4pm in the Neligan House Boardroom.



Chairperson



Date

Devotions schedule for future meetings:

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