

Diocesan Council

**Minutes of the Meeting held at 4pm
On Thursday 2 November 2017, Boardroom, Neligan House**

Chairperson: The Right Reverend Ross Bay

8332.	<p>Present</p> <table border="0"> <tr> <td>The Right Rev Ross Bay</td> <td>Mrs Jackie Addis</td> </tr> <tr> <td>The Rev Jordan Greatbatch</td> <td>Ms Patricia Hall</td> </tr> <tr> <td>The Rev Clare Barrie</td> <td>Mr David Howe</td> </tr> <tr> <td>The Rev Andrew Coyle</td> <td>Ms Amanda Mark</td> </tr> <tr> <td>The Rev Johnathan Grant</td> <td>Ms Deborah Rolland</td> </tr> <tr> <td>The Rev Bryan Haggitt</td> <td>Mr Garry Smith</td> </tr> <tr> <td>The Rev Josh Jones</td> <td>Ms Karen Spoelstra</td> </tr> </table> <p>In Attendance</p> <p>Ms Sonia Maugham (Diocesan Manager) Ms Valonia Dsouza (Minute Secretary)</p>	The Right Rev Ross Bay	Mrs Jackie Addis	The Rev Jordan Greatbatch	Ms Patricia Hall	The Rev Clare Barrie	Mr David Howe	The Rev Andrew Coyle	Ms Amanda Mark	The Rev Johnathan Grant	Ms Deborah Rolland	The Rev Bryan Haggitt	Mr Garry Smith	The Rev Josh Jones	Ms Karen Spoelstra
The Right Rev Ross Bay	Mrs Jackie Addis														
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The Rev Bryan Haggitt	Mr Garry Smith														
The Rev Josh Jones	Ms Karen Spoelstra														
8333.	<p>Apologies</p> <p>Bishop Jim White</p>														
8334.	<p>Devotions</p> <ul style="list-style-type: none"> • Revd Bryan Haggitt led the devotions. 														
8335.	<p>Confirmation of Agenda</p> <ul style="list-style-type: none"> • The Chair confirmed the agenda. 														
8336.	<p>Member's Interest – Schedule of Disclosure</p> <ul style="list-style-type: none"> • St Paul's Symonds Street – Revd Johnathan Grant and David Howe declared an interest. • Pohutukawa Coast MD – David Howe declared an interest. 														
8337.	<p>Confirmation of Minutes</p> <p><i>It was MOVED by Jackie Addis and SECONDED by Revd Bryan Haggitt that the minutes of the meeting held on the 28 September 2017 be confirmed as a true and correct record.</i></p> <p style="text-align: right;">AGREED</p>														

8338.	<p>Matters Outstanding – Schedule of Business</p> <ul style="list-style-type: none"> • Stipends and Pensions Committee: It was recommended that the vacancy be advertised through the different channels within the Diocese. • Coromandel MD Land gifted by Mrs Yeoland: A further follow up with Te Pihopatanga O Te Manawa O Te Wheke regarding their decision on the land is to be made.
8339.	<p>Bishops Matters</p> <ul style="list-style-type: none"> • The big focus for the Bishops has been the consecration of the Holy Trinity Cathedral. It was a wonderful service and had a positive vibe. The Bishops were joined by the Archbishops of Melanesia and Australia, Bishop of Lichfield, and Bishops and clergy across the Tikanga and our Diocese. • Bishop of Lichfield, The Rt Revd Dr Michael Igrave preached at the Sunday morning services at the Cathedral. Archbishop Philip Freier preached at St Andrew's Epsom. • Within the Diocese, there are vacancies at Paparoa MD, Whangarei MD and Northern Wairoa. Papakura and St Thomas Tamaki will have a vacant position as of the start of next year. • Interviews are in progress at St Mark's Remuera. The appointment at Paparoa MD will be a Bishop's appointment and they are working with the wardens on a suitable appointment. • The Bishops are also working closely with Waiheke MD. They are looking at different models for ministry on the Island. • The Diocesan Manager, Revd Sarah Park and Bishop Ross attended the unveiling of the headstone of the Late Kevin Third.
8340.	<p>Diocesan Office Report</p> <p>Diocesan Manager's Report</p> <ul style="list-style-type: none"> • The Diocesan Manager presented her monthly report to the Council. • Earlier in the month, Diocesan Manager attended the opening of Benedict House, a retreat centre of Coromandel MD. The house which was originally a vicarage was now been converted as a retreat house and accommodation for a variety of users. • The Contribution Forms to all Ministry Units were sent out along with a memo and their quota calculation. • Bishop Ross acknowledged and thanked Sonia Maugham for her work in her role as the Diocesan Manager, noting the significant amount of change that she and her team have been part of over the last two years. <p>8341.</p> <p>Diocesan Property Manager's Report</p> <p><i>Geoff Clark, Diocesan Property Manager joined the meeting at 4.31pm</i></p> <ul style="list-style-type: none"> • Waiheke Island MD: The building consent has come through for the extension at St Andrew's, Onetangi.

	<ul style="list-style-type: none"> • Parish of Royal Oak: The Parish is facing a roof repair bill of \$23,000. The parish has no funds to fix this repair and will be applying to Diocesan Council for funding. They have been advised that Diocesan Council is currently not funding any repairs and maintenance work until a criteria has been set. • Asbestos Management – All Ministry Units within the Diocese: The Government is introducing regulations for the identification, recording and management of asbestos materials. These regulations come into effect on the 4 April 2018. All Diocesan properties will need to be inspected by a licensed person to identify any asbestos, and recommend solutions to contain, minimise or remove the risk. The Council discussed the way forward for dealing with any asbestos identified properties. The Property Manager is in conversations with different companies regarding the cost for asbestos inspection. The Council has asked the Property Manager to submit the costs for asbestos inspection and an action plan for asbestos management at the next Diocesan Council meeting. Diocesan Council received the Property Manager’s report with thanks. <i>Geoff Clark left the meeting at 4.43pm.</i>
8342.	<p>Finance and Audit Committee Report</p> <p>Garry Smith presented the Committee’s report to the Council.</p> <p>Updates from the Finance and Audit Committee meeting:</p> <ul style="list-style-type: none"> • Point Chevalier Funds The Point Chevalier Funds are currently in the GTB cash funds which has a low interest rate. The Committee recommends that the funds and the accrued interest be invested in the Balanced Fund. <i>It was MOVED by Garry Smith and SECONDED by Amanda Mark that the Point Chevalier sale proceeds and the accrued investment interest be invested in the Trust Management Balance Fund.</i> AGREED • TML Accountancy Costs Diocesan Council had agreed to cover TML accountancy costs for the first three years beginning 2016. Following the three year period, the costs were to be passed on to the Ministry Units. The Committee will be reviewing past communications regarding this, current accountancy costs, forecast future costs and will make a recommendation to Diocesan Council accordingly. • Centralised Accounting Survey The Diocesan Manager has been working on developing a survey on Centralised Accounting. Discussions are underway regarding timing of the survey and consideration was given to sending this once the 2017 year end Accounts are completed.

	<ul style="list-style-type: none"> • Centralised Register of Trusts, Bequests and other relevant funds The Diocese needs to hold a centralised register of all Trusts and deeds. The Committee has requested that the Diocesan Manager and TML work together towards creating the centralised register. • Finance Report The September 2017 finance report was presented to the Council by Garry Smith. The overall positive variance continues against the budget. The positive variance is due to higher than expected Trust Management distributions. The Committee is also working on the five year financial plan for the Diocese. • 2018 Budget The draft 2018 budget was tabled at the meeting. The Diocesan Manager presented the budget to the Council. The income from quota will be finalised once decisions regarding quota relief have been made. The Council has requested that the Diocesan Manager submit a detailed budget with commentary of the expenses at the next Diocesan Council meeting.
8343.	<p>Decision Papers</p> <p>Diocesan Council Lay Vacancy</p> <p>At Synod, only one lay member was elected leaving one vacancy. In accordance with The Standing Committee Statute 2001 Clause 19, Diocesan Council has the authority to fill the vacancy.</p> <p>Following expression of interests from lay members of Synod, Ms Susan Lewis-O'Halloran, Parish of Thames was elected to Diocesan Council.</p>
8344.	<p>St Chad's Huapai – Request for funding</p> <p>St Chad's Huapai is the only Anglican Church between Massey and Helensville. In the past few years, there has been a huge housing development in these regions as a result of which St Chad's has the potential to grow and develop in the area.</p> <p>The current building of St Chad's Huapai was completed in the late 1990s. The Church is an Anglican Methodist Church with all property owned by the Anglicans. Over the years, there have been a number of issues that have been identified. The church needs major repair work including recladding and re-roofing.</p> <p>The total cost of the project is approximately \$695,000 + GST. A benefactor has offered \$500,000 towards this project and the Ministry Unit has already spent \$65,000. They are facing a shortfall of \$195,000. Hence, they request that Diocesan Council fund the shortfall of \$195,000 and to further underwrite the contingency fund of \$70,000. If the building is not repaired, it will need to be demolished thus making this a critical issue.</p>

The Council agreed that the work at St Chad's Huapai is not a repairs and maintenance issue as the building will be at risk of being demolished if the work is not completed.

The Diocesan Manager has been requested to look at funding sources that can be used to assist with the request of this nature.

The Council agreed that a subcommittee be appointed to visit St Chad's Huapai and meet with its Council before a decision is made. The subcommittee is to present a report with its recommendations to Diocesan Council at its next meeting. The subcommittee consisting of David Howe, Revd Josh Jones, Rev Clare Barrie, and the Diocesan Manager will meet with the Council.

8345.

Pohutukawa Coast Mission District – Vicarage Settlement

At its May 2017 meeting, Diocesan Council approved in principle the closure of Pohutukawa Coast MD in order to establish Whitford Mission Venture within the Parish of Howick, and Beachlands/Maraetai Mission Venture within the Parish of Clevedon.

As the two Mission Districts are moving on to Mission Ventures, both parties agreed that resource sharing of the vicarage is not a viable option and that the preferred solution would be for Whitford to make a payment to the Diocese allowing the vicarage to be held for the sole benefit of the Whitford Mission Venture.

At its June 2017 meeting, Diocesan Council appointed Derek Firth, a professional property arbitrator to conduct an independent report to determine the exact value of payment to be made by Whitford to Beachlands/Maraetai.

Derek Firth has provided an in depth report and based on his findings and recommended a payment to the Diocese by the Whitford Mission Venture of \$125,000. The funds will be held with the Diocese on behalf of Beachlands/Maraetai. The investment income will be available to the Mission Venture to support the clergy housing allowance.

*It was **MOVED** from The Chair that Diocesan Council receive the Pohutukawa Coast Mission District vicarage settlement report and the recommendations made in the report.*

AGREED

The Council has asked that the report be referred to Whitford Mission Venture and Beachlands/Maraetai Mission Venture for feedback and that their feedback be presented to Diocesan Council at its next meeting.

*It was **MOVED** from The Chair that once a decision regarding vicarage payment has been made, Diocesan Council will discuss a fair and reasonable payment mechanism with the Whitford Mission Venture.*

AGREED

Bishop Ross has thanked Derek Firth for his work.

8346.

Whangarei Anglican Mission District – Request to access funds

Whangarei Anglican MD would like to appoint two full time Priests to help grow the mission and ministry within the region.

At its May 2017 meeting, Diocesan Council approved the funding of 0.5 stipend for three years beginning 2018 from the Diocesan Development Fund. The original motion moved at the May meeting did not include funding for housing allowance.

*It was **MOVED** by Revd Clare Barrie and **SECONDED** by Deborah Rolland that Diocesan Council approve funding for a half time Priest with stipend and housing for Whangarei Anglican Mission District over a three year period from the Diocesan Development Fund.*

AGREED

Diocesan Council had also approved “in principle” for the use of capital funds for planned ministry operational expenses on the condition that actual approval be given on presentation and acceptance of a plan to Diocesan Council by Mission District. Whangarei Anglican MD vestry has since met and presented their vision plan to Diocesan Council. The Mission District is now requesting for the release and use of capital funds (previously known as building funds) to fund 1.5 stipend include housing.

*It was **MOVED** by Revd Clare Barrie and **SECONDED** by Deborah Rolland that Diocesan Council approve the release of funds from Whangarei Anglican MD’s capital funds to covers the cost of stipend and housing allowance of one and half Priests for 2018, and that these funds will be released to the Mission District on a quarterly basis and will amount to the costs for that quarter.*

AGREED

8347.

Parish of Manurewa – Request for release of funds

The Parish of Manurewa request the release of the full balance from the M019 (\$34,872) and M020 (\$7,168) investment funds which are held in the GTB cash fund. These funds are to be used for the repair and maintenance of the Wiri cemetery.

At Synod 2016, motion on the Scheme of Variation was resolved whereby the Parish of Manurewa is allowed to apply the M020 funds for the general purpose of the Parish and, but without obligation or trust, that preference be given to the maintenance and upkeep of the cemetery at Wiri.

The Parish of Manurewa has been using their general funds to maintain the cemetery for the past 15 years. They would like to use the M019 funds for the maintenance and other expenses associated with the cemetery.

*It was **MOVED** by Revd Jordan Greatbatch and **SECONDED** by Jackie Addis that Diocesan Council approve the Parish of Manurewa's request to access the M020 funds to be used for general purposes of the Ministry Unit in accordance with the Scheme of Variation motion passed at Synod 2016.*

AGREED

*It was **MOVED** by Revd Jordan Greatbatch and **SECONDED** by Jackie Addis that Diocesan Council approve the Parish of Manurewa's request to draw down the M019 fund for the maintenance and other expenses associated with the Wiri cemetery.*

AGREED

8348.

St Paul's Symonds Street – Request to release funds

St Paul's Symonds Street request to access funds from the St Paul's Trust to cover expenditure that has been incurred in relation to urgent church repairs and maintenance, as well as overdue organ repairs. The total cost of the work was \$14,467.93.

St Paul's request a drawdown of \$115,460 from the St Paul's TDR (Transferable Development Rights) Trust to cover professional fees for specialist assessments, planning and other reports required for the restoration of the church.

*It was **MOVED** by Revd Andrew Coyle and **SECONDED** by Revd Bryan Haggitt that Diocesan Council approve \$14,467.93 from the St Paul's Trust to cover the expenditure incurred in relation to urgent repairs and maintenance at St Paul's Symonds Street church building, and the overdue repairs to the organ.*

AGREED

*It was **MOVED** by Revd Andrew Coyle and **SECONDED** by Revd Bryan Haggitt that Diocesan Council approve St Paul's Symonds Street request to draw down up to \$115,460 from the St Paul's TDR Trust to cover the professional fees for specialist reports required for the next stage of restoration of the St Paul's Symonds Street.*

AGREED

8349.

Mission District of St Paul's in the Park, Flat Bush – Proposed Land Swap

The Auckland Council wish to straighten the corner of Chapel Road and in order to achieve this they need to acquire land on the front boundary of St Paul's property. In an agreement dated 5 November 2008 between Manukau City Council and the General Trust Board agreed to a land swap. The Council land that the Church would obtain constitutes part of Barry Curtis Park lying on the east side of the Church. It is on this piece of land that the Mission District proposes to build their new church.

The Revd Warner Wilder has been the Priest in Charge at St Paul's since March 2017, and is wishing to progress the land swap as it has now been 9 years since it was first proposed. Flat Bush has a growing population and as long as this

	<p>issue remains outstanding, the Ministry Unit are unable to proceed with plans for the building of their new church.</p> <p>Following discussions, Diocesan Council made the following recommendations in order to progress the land swap:</p> <ul style="list-style-type: none"> – Diocesan lawyers to be asked to continue pursuing the Auckland Council lawyers – Bishop Ross to speak with Mayor Phil Goff to seek progress through Council officials. <p>Revd Warner Wilder to be advised of the recommendations made by Diocesan Council.</p>
8350.	<p>Anglican Trust for Women and Children</p> <p>Diocesan Council agreed to appoint various trustees to the ATWC Board via email correspondence to allow the appointments to be announced at the ATWC AGM in October.</p> <p><i>It was MOVED by Karen Spoelstra and SECONDED by David Howe that Diocesan Council ratify its decision to appoint Dianne Kenderdine, Evan Davies, Nicole Christie, Norman Johnston and Sue Zimmerman to the Anglican Trust for Women and Children Board.</i></p> <p style="text-align: right;">AGREED</p>
8351.	<p>Diocesan Synod – Location</p> <p>Diocesan Council discussed the possibility of holding 2018 Session of Synod in Thames. Due to the financial costs to Ministry Units, it was decided that Synod 2018 will be held at Holy Trinity Cathedral, Parnell.</p>
8352.	<p>Media Management – Strategy on managing external media</p> <p>The Diocese’s external media inquiries are currently managed through an external contractor (Weave Communications – Revd Jayson Rhodes). The role provides the Diocese with assistance and advice in managing news media. The contract ends in December 2017. However, Revd Jayson Rhodes has taken up a position with the Diocese of Lincoln and will no longer be able to provide this service.</p> <p>The Diocesan office has also reviewed the advice and support provided by this contract over the year and has found that there has been limited demand for media support and believe that the risk of not having permanent media support is low. Based on this, it is proposed that Diocesan Council engage media specialist contractors on an as needed basis.</p>

8353.	<p>Aotearoa Alliance – Diocese to become sponsoring organisation</p> <p>The JR McKenzie Trust has played an important role in supporting the Living Wage Membership to employ professional organisers in Auckland and Wellington. Recently, the JR McKenzie Trust approached the Living Wage Movement about a new fund it was establishing – the Peter McKenzie Project – calling for ideas to address the structural issues of poverty, and child poverty in particular. A key aspect of this initiative is the recognition that addressing these sorts of issues requires a long-term commitment and the Peter McKenzie Project is prepared to offer funding for up to 20 years.</p> <p>The McKenzie Trust approached Susan Adams and David Hall from the Social Justice Group to ascertain if the Auckland Diocese would be prepared to be a part of the “Sponsoring Committee.”</p> <p>Diocesan Council has requested for further clarity on the role and commitment of the sponsoring organisation. Amanda Mark and Karen Spoelstra to speak to David Hall and present a report back to Diocesan Council.</p>
8354.	<p>Health and Safety Working Group – Diocesan Health and Safety Plan Approval</p> <p>The Diocesan Health and Safety plan was presented to the Diocesan Council for approval.</p> <p>The Council raised concerns regarding the time frame for the completion of the plan and the liability that falls on the Diocese. Similar concerns were raised at a recent General Trust Board meeting and the feedback was passed to the working group.</p> <p>Diocesan Council requests that the working group present an alternate tightened time line. Amanda Mark has agreed to provide further feedback to the Health and Safety working group.</p> <p><i>It was MOVED from The Chair that the Diocesan Health and Safety Plan be approved in principle on condition that a revised time line be presented at the next Diocesan Council meeting.</i></p> <p style="text-align: right;">AGREED</p>
8355.	<p>Health and Safety Working Group (HSWG) – Council visits to Ministry Units</p> <p>The Health and Safety (H&S) Specialist working with the HSWG has advised that Diocesan Council members need to visit all the Ministry Units within the Diocese and conduct inspections. The working group will provide a check list that will help the Diocesan Council members with these visits.</p> <p>Diocesan Council recommended that the visits to Ministry Units be classified by degree of risks and that the visits be prioritized on the perceived risks.</p> <p><i>It was MOVED by Revd Bryan Haggitt and SECONDED by Revd Andrew Coyle that Diocesan Council request the Diocesan Health and Safety Working Group to prioritize the Ministry Units and the scheduled visits based on the perceived risk.</i></p> <p style="text-align: right;">AGREED</p>

Working Group Updates	
8356.	<p>Cathedral Consecration</p> <p>The Cathedral Consecration was a success and everything went smoothly. This has been reported under Bishops' matters.</p>
8357.	<p>Clergy Housing Allowance Policy</p> <p>The group continues to work on the policy and will present it at the next Diocesan Council meeting.</p>
8358.	<p>Diocesan Health and Safety</p> <p>The report was received by the Council.</p>
8359.	<p>Diocesan Development Fund</p> <p>Karen Spoelstra presented a verbal update to the Council. A report will be presented at the next Diocesan Council meeting.</p>
8360.	<p>Diocesan Property Portfolio</p> <p>Revd Clare Barrie presented the Terms of Reference for the working group to the Council. The Council will consider the membership of the group at its next meeting.</p> <p><i>It was MOVED from The Chair that Diocesan Council approve the Terms of Reference of the Diocesan Property Portfolio Group.</i></p> <p style="text-align: right;">AGREED</p>
8361.	<p>Equal Gender Representation</p> <p>Revd Clare Barrie and Revd Jordan Greatbatch are continuing work on the recommendation of an advocate.</p>
8362.	<p>Earthquake Prone Buildings</p> <p>This work will be covered by the Property Portfolio Working Group and hence can come off the agenda.</p>
8363.	<p>Interim Report of the Primates Working Group on Motion 29</p> <p>Amanda Mark presented the draft report to the Council.</p> <p>The Chair requested that the group do some further work around bringing attention to the consistency on the basis of which the liturgy will be prepared and to expand on the comment regarding "concern to weaken the nature of the church's episcopal leadership."</p> <p>Amanda Mark to send the updated report to Bishop Ross. The report will be discussed by the IDC representatives before their meeting in November.</p>

8364.	<p>Quota</p> <p>The Diocesan Manager met with Archdeacon Michael Berry and David Howe and discussed the mechanism that will be used to assess the relief applications. The cut off for the quota relief applications is the 20 November after which the Advisory Group consisting of the Diocesan Manager, a Diocesan Council Member and an Episcopal Team Member will meet to discuss the applications and present their recommendations to Diocesan Council at its November meeting.</p>
8365.	<p>Information Papers and Correspondence</p> <p>Diocesan Mission and Ministry Resource Team</p> <p>Karen Spoelstra presented the report to the Council.</p>
8366.	<p>Closing</p> <p>The meeting closed at 6.50pm with a prayer.</p> <p>The next meeting will be held on the 30 November 2017 from 4.00 pm onwards in the Boardroom, Neligan House.</p>

Signature:



Date:

30/11/17