FINANCIAL REGULATIONS STATUTE 2000

BE IT ENACTED by the Bishops, Clergy and Laity of the Diocese of Auckland in Synod assembled:

1. The short title of this statute shall be **"FINANCIAL REGULATIONS STATUTE 2000".**

2. **Interpretation**

In these regulations, unless repugnant to the context or otherwise expressly stated, the following words shall have the meaning hereby attached to them namely:

"ordained minister"	means any person in Holy Orders holding the Bishop's Licence
"parish"	has the same meaning as that given by the Parish Statute 2024, but will also include, where relevant, Mission Ventures
"stipendiary"	means receiving a stipend paid in whole or in part from Diocesan funds
"stipendiary minister"	means a stipendiary lay minister or stipendiary ordained minister

PART 1: FINANCIAL ADMINISTRATION

Powers and responsibilities

3. The Diocesan Council shall exercise overall responsibility for the management of the finances of the Diocese. In exercising this responsibility, the Council shall work in partnership with each parish with regard to strategic mission planning and the consequent deployment of resources.

4. "The finances of the Diocese" shall extend to and include all the assets of the Diocese, including land and buildings, special accounts, parish funds, various investments and trust funds held for the work of this Diocese or any part thereof (including parish trusts and those administered by the Diocesan Council but held in the name of the General Trust Board) provided that the Diocesan Council, as an act of partnership with Te Pīhopatanga o te Tai Tokerau, shall share equally with Komiti Tumuaki the income from the proceeds of the sale of the Harris Road property previously owned by the Diocesan Trust.

5. Diocesan Council is authorised to make (and from time to time subsequently to amend) procedures for the administration of parish financial accounting. Those procedures will provide for:
   a. The collection, recording and processing of all financial information, including transactions, receipts, payments, and the compilation and preparation of financial accounts of all parishes in compliance with applicable requirements for financial reporting, audit, charities, church canons and statutes, and other legislation.
   b. Each parish (including its treasurer and vestry) being responsible to provide to Diocesan Council all financial information, documents and accounts as may be required for the purpose of the consolidated accounts of the Diocese of Auckland or for any other purpose required by Diocesan Council.

6. Clause 5 will apply, with all necessary modifications, to every parish trust or other entity within the scope of clause 4 as if they were each a parish.

7. The Diocesan Council shall exercise direct responsibility for those funds which form the operating funds of the Diocese, and in particular the income and expenditure relating to various forms of ministry and other activities of the Diocese as determined from time to time by the Council or by Synod.

8. Funds that are available for investment may from time to time be invested in any of the modes or forms of investment that the law of the land permits for trust funds; and when they are held by an authorised trust board under the Anglican Church Trusts Act 1981 they may be invested in any of the modes or forms of investment permitted under that Act.

9. The Diocesan Council shall act as a responsible steward of the finances of the Diocese and shall work to ensure that the assets of the Diocese are not depleted; and to that end shall operate as far as possible within a balanced budget.

10. The Diocesan Council shall keep all necessary financial accounts for the funds for which it has direct responsibility, and shall present to each Session of Synod a full statement of, and a report on, those accounts.

Power to borrow and lend

11. The Diocesan Council is hereby empowered:
    a. to borrow any sum or sums of money as it may deem necessary from time to time to meet its required obligations, and any such borrowings may be made with or without security over any or all of its properties or investments (including those administered by the Diocesan Council but held in the name of the General Trust Board) on such terms and conditions as Diocesan Council may from time to time think fit.
    b. to make advances of any sum or sums as may be decided on from time to time to any ordained minister, vestry or lay worker; such advances to be made with or without security and upon such terms and conditions as the Diocesan Council shall from time to time determine.

Financial advice

12. Diocesan Council will establish a standing sub-committee to advise on all financial matters. It shall monitor and report on the financial condition, policy and performance of the Synod and Diocesan Council, make such recommendations and reports as Diocesan Council may from time to time request, and generally assist and advise Diocesan Council in matters of finance.

Parish financial obligations

13. All parishes, shall first pay all costs of stipends, housing and allowances for their clergy by making monthly contributions as determined by the Diocesan Council.

14. All parishes shall each month pay a sum to the Diocese, to defray the general expenses of the Diocese; provided that in setting the annual Diocesan budget the sum to be levied shall be calculated such that it shall not exceed twenty per cent of the estimated aggregated total of all parish offerings.
    a. When Diocesan Council has determined sums to be payable by parishes, it will inform each parish of its determination including the formula used to calculate the contribution and the specific financial information provided by the parish that has been used.
    b. Parishes may apply to Diocesan Council each year asking for the determined amount pursuant to clause 14 to be adjusted; such applications will be made based on a format determined by Diocesan Council.

15. Diocesan Council may receive an application pursuant to clause 14b and may adjust the monthly payment to be made under clause 14.

PART 2: CLERGY STIPENDS

16. The Diocesan Council will fix the stipends of vicars and deacons/priests assistant on the recommendation of the Clergy Remuneration and Retirement Committee provided that the Bishop and the Diocesan Secretary shall be empowered to fix any deacon's/priest assistant's stipend in any particular case but so that the level in any such case shall not exceed a vicar's stipend.

17. The Clergy Remuneration and Retirement Committee, in making its recommendation to the Diocesan Council pursuant to the preceding clause, shall take into account the recommendations from time to time of the Inter-Diocesan Conference Co-ordinating Group.

18. All stipendiary ordained ministers (including vicars, full time chaplains to hospitals, members of team ministries, and other ordained ministers engaged in full-time ministries which have from time to time been authorised by Diocesan Council) who have been ordained for a period of three years (calculated from the first day of January nearest to the date of their ordination to the diaconate), shall be paid a vicar's stipend provided that the Bishop may authorise the payment of a lesser stipend to any ordained minister whose position is not a full-time one, or where that ordained minister shall have requested such lesser payment on grounds that the full stipend is not needed; and provided further that the Bishop shall have the power to review, withdraw or modify any such authorisation at any time; and provided further that in the case of co-vicars such proportion of stipend shall be payable to each ordained minister as may be authorised by the Bishop.

19. The Diocesan Council may by resolution authorise the standard vicar's stipend to be augmented by such additional amount as it may determine for any full time assistant bishop or dean, or any ordained minister who holds office in the Diocese with additional responsibilities, such amount to be varied from time to time upon the recommendation of the Clergy Remuneration and Retirement Committee.

20. Except with the consent of Diocesan Council, no ordained minister shall be paid any sum in addition to the stipend or allowances which is not provided for in these or any other Diocesan regulations.

21. No ordained minister appointed to a full-time stipended office in the Diocese may augment his or her stipend by engaging in any duties other than those assigned by the church, except with the consent of the Bishop in each case.

Stipend Contributions

22. The Diocesan Council shall from time to time fix the stipend contribution necessary to fund the actual stipends, pension subsidies and any other sums payable in respect of ordained ministers or licensed lay ministers for which it is responsible.

23. Before 31 October of each year, Diocesan Council shall inform each vestry of the number of stipendiary ordained ministers to be allocated to that parish in the ensuing year and the stipend contribution payable, and shall request each vestry to advise by 15 December what percentage of each allocated stipend contribution it is able to pay. Parishes shall be invited to offer more than 100% of the allocated stipend of their ordained minister(s) in order to finance ministry to low income areas and the placement of deacons/priests assistant.

24. Diocesan Council may make such further approaches to parishes to obtain support for the Stipend Pools as it may deem appropriate.
    a. Each parish shall pay its annual stipend contribution in equal monthly payments due on the 20th of each month, payable by direct debit to the Diocesan Council of the Diocese of Auckland at its bank.
    b. Those parishes unable to meet direct debit payments should discuss the difficulty with the Diocesan Secretary and Diocesan Accountant, in the first instance, to come to a mutually satisfactory arrangement.

25. Whether or not a vestry shall have paid the agreed stipend contribution in the manner prescribed in these Regulations, the Diocesan Secretary shall remit to each ordained minister the appropriate stipend on the 25th day of each month provided that if any vestry shall be in arrears in payment of its agreed stipend contributions for two or more months, the Diocesan Secretary shall report the arrears to the Diocesan Council for such action as the Diocesan Council shall determine.

Stipend and ministry support

26. The Diocesan Council (under the general direction of Synod) shall administer funds into which shall be paid all contributions specified for the purposes of each fund, and from which shall be paid all payments related to the purpose of each fund as specified, including any other fund the Diocesan Council may establish.
    a. Stipend Pool: shall be for the purpose of paying such stipends of ordained or licensed lay ministers for which it is responsible, together with the pension subsidies, insurances and other stipends related sums related to those ordained or lay ministers;
    b. Enablers' Pool: shall be for the purpose of paying such stipends of ministry enablers together with the pension subsidies, insurances and other stipend related sums for those ministers;
    c. Parish Ministry Support Fund: shall be for the purpose of assisting parishes to meet the costs of first ministry placements, assisting marginal and developing parishes and such other purposes as Diocesan Council shall determine;
    d. Relief Ministry & Sabbatical Leave Assistance Fund: shall meet the costs set out in clause 35.

27. The Diocesan Council may, by arrangement with any ordained minister, deduct from the monthly stipend of such ordained minister such amounts as shall be agreed with the ordained minister concerned, including subscriptions to the New Zealand Anglican Church Pension Board.

PART 3: CLERGY LEAVE

28. Every stipendiary minister may take stipended leave as detailed in clauses 29 to 34 (but not otherwise).

Time off, annual leave & holidays

29. Time off, annual leave and holidays will apply as follows:
    a. During every week of stipended service: 2 days' time off (one of which may be worked at the stipendiary minister's discretion). Such day(s) must be taken within each week and are not to be accumulated.
    b. During every 12 months of stipended service (dated from the date of institution or appointment as the case may be): 25 days annual leave, which shall include:
        i. five Sundays; and
        ii. at least one continuous break of eight days;

        such leave to be taken at such time or times as the stipendiary minister shall arrange and notify to the churchwardens. Stipendiary ministers shall, with the encouragement and support of the churchwardens, ensure that they use this leave as necessary for safe and effective ministry and personal well-being;
    c. Up to 10 days of annual leave not expended in the year in which it becomes due may be carried forward to the following year. Any excess leave accrued will expire;
    d. The same statutory holidays as employees are entitled to, or if the stipendiary minister actually worked on any such holiday, a different day in lieu of that day (which must be taken within the 12-month period referred to in clause 29b and are not to be accumulated. Any day so taken is not to be taken on a Sunday).

Sick leave

30. The following sick leave will apply:
    a. During every 12 months of stipended service (dated from the date of institution or appointment as the case may be), 10 days leave where the stipendiary minister is prevented from carrying out his or her duties by illness or injury affecting that stipendiary minister (or any person who is dependent on that stipendiary minister). The stipendiary minister must, if requested, provide a medical certificate; and

b. Any sick leave not expended in the year in which it becomes due may be carried forward to the following year, up to a maximum of 30 days in total. Any excess leave accrued will expire.

Bereavement leave

31. For bereavement leave, up to 5 days leave will apply on each occasion that the stipendiary minister experiences bereavement.

Special leave

32. Special leave may be directed by the Bishop to address a crisis situation affecting the stipendiary minister's circumstances, care or welfare.

Parental Leave

33. Upon application to the Bishop (and, in the case of stipendiary ministers licensed to a parish, following consultation with the churchwardens), in addition to any other leave:
    a. The biological mother may take up to 2 months stipended leave before the expected date of birth of her child. This leave is available to be taken in one or more periods prior to the baby's birth but cannot be taken after the birth;
    b. Where government-funded paid parental leave is available, stipended ordained ministers may apply for this at their discretion and any such leave must be taken immediately after the birth or reception of the baby, and before any stipended leave conferred by clause 33a;
    c. Each parent of a newly-born child, or parent assuming permanent care and responsibility for a child under the age of 6 years, may take up to 6 weeks leave after the birth or from the date of the child coming into their care, provided that:
        i. the leave shall be available notwithstanding a stillbirth or miscarriage;
        ii. where there is a shared stipend, the leave may be apportioned between and taken as desired by the couple, but does not exceed 6 weeks in aggregate; and
    d. Each parent under clause 33c may take up to 52 weeks non-stipendiary leave after the birth or reception of the child. This period includes any government-funded paid parental leave, and is in addition to the stipended leave conferred by clauses 33a and 33c; and
    e. Parental leave under clauses 33c and 33d must be taken consecutively.
    f. The maximum period of parental leave available to a stipendiary ordained minister is 58 weeks from the date of birth or reception.

Sabbatical Leave

34. Stipendiary clergy and stipendiary lay ministers licensed by the Bishop have a responsibility to undertake continuing professional development in order that they can maintain and extend their ministry skills. This may include taking sabbatical leave for concentrated study and ministry reflection under the provisions stated below.
    a. A committee consisting of the Bishop, Diocesan Secretary, and the Diocesan Ministry Educator shall carry out certain functions related to the administration of this scheme.
    b. Entitlement to stipended sabbatical leave shall accrue at the rate of one day for each month of stipendiary service in a New Zealand diocese, calculated from the date of ordination to the diaconate or the date of commencement of service as a lay minister.
    c. Sabbatical leave approved under these provisions:
        i. may not be taken until after 10 years of stipendiary service;
        ii. shall not exceed a total of 120 days at any time; and
        iii. may be taken in units less than the total accrued.
    d. Sabbatical leave may not be granted:
        i. in the first 2 years of an appointment; nor
        ii. within the estimated final year of an appointment.

e. Sabbatical leave accrued but not taken in accordance with this clause 34 may not be recovered by a financial payment in lieu thereof and shall expire.

f. The Committee shall have the power to modify the application of clauses 34b to 34e where the Bishop advises that extenuating circumstances justify such modification.

g. Procedure:
   i. The Bishop or the Diocesan Ministry Educator may initiate the possibility of sabbatical leave with a particular person, and may take the initiative to propose that a person may undertake a course of study or research for the benefit of the Diocese.
   ii. The application, supported by a full description of the objectives, arrangements and provision for supervision, shall then be submitted to the Diocesan Ministry Educator who shall then refer it to the Committee for approval. The application shall be submitted at least three months prior to the proposed commencement date of the sabbatical leave for which approval is sought.
   iii. At the conclusion of any sabbatical leave, the person shall submit a report to the Bishop through the Diocesan Ministry Educator and a copy of this shall be presented to the vestry.
   iv. The Diocesan Ministry Educator shall keep a record of sabbatical leave taken by each minister and report each year to Synod on the operation of the scheme.

h. Financial:
   i. The parish shall be responsible for the payment of Stipend Pool contributions during the period of sabbatical leave. Where the appointment is on a part-stipend basis, an adjustment shall be made on a pro rata basis. Payment of allowances and reimbursements may also be negotiated where it is appropriate that these continue during the period of sabbatical leave.
   ii. Regular subscriptions to the New Zealand Anglican Church Pension Fund or other approved superannuation scheme shall be maintained by the parish and minister concerned.
   iii. The parish shall meet the costs of providing appropriate interim ministry during the period of sabbatical leave.
   iv. The minister is responsible for all other costs associated with the sabbatical and shall be encouraged to make application for financial assistance from other agencies.

Relief Ministry & Sabbatical Leave Assistance Funds

35. Diocesan Council may:
   a. create a Relief Ministry and Sabbatical Leave Assistance Fund to provide discretionary grants to:
      i. Parishes, upon application, to provide relief ministry during the absence of any stipendiary minister licensed to that parish; and
      ii. Stipendiary ministers, upon the recommendation of the Committee in clause 34 to assist with costs in undertaking sabbatical leave approved under clause 34 especially in relation to study or research initiated for the benefit of the Diocese;
   b. from time to time fix a levy on parishes to provide sufficient funds for those purposes; and
   c. from time to time determine the basis for the administration and disbursement of that fund.

Miscellaneous

36. a. Leave provisions in this regulation shall apply pro rata to:
      i. any period of stipendiary service of less than twelve months, or
      ii. any part-time stipended role; and
   b. Any stipended leave taken pursuant to Part 3 will be at the then current applicable stipend rate, together with all Pension Fund contributions, housing (as specified in clauses 40 to 46) and other allowances and reimbursements, other than travelling allowance.

c. The churchwardens are responsible for co-ordinating the taking and timing of leave with the stipendiary minister (as a pastoral matter) and for maintaining, in conjunction with the stipendiary minister, records of a stipendiary minister's leave accrued and leave taken.

d. When a stipendiary minister moves from one appointment to another, the parish (or other entity) responsible for the former appointment shall pay to the Stipend Pool the dollar value of the stipendiary minister's annual leave balance under clause 29, calculated as at the date on which the new appointment commences, and the parish (or other entity) responsible for the new appointment will receive a corresponding credit on its Stipend Pool contributions and a copy of the stipendiary minister's leave records.

e. Diocesan Council will fulfil the responsibilities of the churchwardens or a parish in relation to any stipendiary minister who is not licensed to a parish but who is engaged in duties which have from time to time been authorised by Diocesan Council.

Reimbursements

37. a. Each vestry shall, by way of reimbursement of agreed reasonable and actual expenses incurred or direct payment to the suppliers thereof, meet the following costs of each person holding a licence from the Bishop and engaged in ministry within that parish:

i. hospitality: up to the maximum allowed by the Inland Revenue Department and agreed to by Diocesan Council;

ii. stationery, telephone and postal charges, computer consumables and communications incurred in ministry;

iii. books, magazines, periodicals, electronic media, to facilitate and develop ministry, up to the maximum allowed by the Inland Revenue Department and agreed to by Diocesan Council;

iv. supervision and ongoing development including professional supervision, spiritual direction and ongoing professional development, as required by the Licensed Ministry Statute 2021;

v. other costs of facilitating and developing ministry, such as retreats, licensed ministry conferences or training courses, up to the maximum allowed by the Inland Revenue Department and agreed to by Diocesan Council.

b. Each vestry shall, in recognition of the costs incurred by that person using their own motor vehicle for travel on parish business, pay each person holding a licence from the Bishop and engaged in ministry within that parish, a travel allowance at the rate(s) from time to time agreed between the Inland Revenue Department and Diocesan Council for such travel.

c. From time to time the Diocesan Council, on the recommendation of the Clergy Remuneration and Retirement Committee, shall determine the maximum reimbursements and travel allowance rates provided in these regulations, and shall forthwith advise each vestry of those amounts.

d. The Diocesan Council shall make the same provisions for each chaplain to hospitals and for each minister who is engaged in duties which have from time to time been authorised by Diocesan Council.

PART 4: OTHER FEES & ALLOWANCES

Service fees

38. No fees shall be charged by any ordained minister for officiating at any baptism, wedding or funeral.

Removal expenses

39. When a vicar or co-vicar is appointed to a parish, their expenses in moving to that parish shall be a charge against and payable by the parish.

a. If the parish, because of financial stringency, finds it difficult to meet those removal expenses, it may apply to the Diocesan Council for financial assistance; and the Diocesan Council may at its discretion make a grant to meet all or part of those expenses, or may decline the request.
b. When an ordained minister licensed by the Bishop to a full-time appointment in the Diocese, moves from this position into retirement, the Diocesan Council shall pay removal expenses within the Diocese or that part of the expenses equivalent to transferring him or her to the appropriate boundary of the Diocese.

Housing

40. General principles:
    a. Interpretation
        "Suitable Housing" the standard specified by Diocesan Council from time to time that is adequate for ministry-related study and other ministry purposes, such as meetings and hospitality;
        "Housing Allowance" the amount determined by Diocesan Council as an allowance for housing and communicated to all parishes annually.
    b. All clergy receiving a stipend are entitled to the same housing provision, whether married, single, with or without dependents;
    c. Housing provision is determined during the appointment process and communicated to the Diocesan Manager prior to the appointment commencing.

41. Vicars/priests in charge receiving a full stipend are entitled to Suitable Housing within the parish boundary so it may function as an extension of their ministry.
    a. Suitable Housing will be a vicarage provided by the parish to the vicar/priest in charge. It is expected that the vicar/priest in charge will occupy the vicarage housing.
    b. Where no vicarage housing is available, Suitable Housing will be rented within the parish boundary by the parish and be made available to the vicar/priest in charge.
    c. The Bishop (or Bishop's delegate) has the discretion to permit a departure from clauses 41a and 41b through the provision of a Housing Allowance.
    d. Housing provisions shall comply with all legal requirements.

42. All clergy (other than vicars/priests in charge) receiving a full stipend are entitled to the provision of Suitable Housing as per clause 40, except that the location of such housing may be outside the parish boundary.

43. For clergy receiving a part stipend or interim clergy appointments, arrangements for Suitable Housing will be approved by the Bishop (or Bishop's delegate) at the time of appointment. Such power of approval is to be exercised in a manner consistent with clause 41.

Basis of Occupation

44. Where clergy are housed in Suitable Housing owned by the Church and provided by the parish:
    a. their immediate dependent family may occupy that housing and that shall be without payment of rent;
    b. the parish shall pay all rates (including fixed water charges or the provision of tank water, but excluding any water usage charges), building insurance, building repairs and maintenance (other than for wilful or unreasonable damage);
    c. all electricity, gas (if applicable), contents insurance, telecommunications (but subject to any reimbursement under clause 37), water usage charges and other costs relating to occupation of the housing will be the responsibility of the clergyperson;
    d. the parish shall provide and maintain suitable appliances such as whiteware, except upon agreement between the clergyperson and the parish; and

e. houses under the control of the parish will be inspected by a Diocesan representative and the churchwardens between appointments, and at least every three years or as determined by the Diocesan Manager.

45. Where clergy are housed in Suitable Housing rented by the Church for their occupancy:
    a. their immediate dependent family can occupy that housing and that shall be without payment of rent;
    b. normal expectations of a commercial tenancy agreement will apply regarding payment of rates (including fixed water charges or the provision of tank water, but excluding any water usage charges), building insurance, and building repairs and maintenance (other than for wilful or unreasonable damage);
    c. all electricity, gas (if applicable), contents insurance, telecommunications (but subject to any reimbursement under clause 37), water usage charges and other costs relating to occupation of the housing will be the responsibility of the clergyperson;
    d. where suitable appliances such as whiteware are not provided, the parish shall provide and maintain these, unless agreed otherwise by the clergyperson and the parish.

46. Housing Allowance shall be paid by parishes in a manner determined by Diocesan Council.

Motor car finance

47. Stipendiary ordained ministers and stipendiary licensed lay ministers may apply for a loan from the General Trust Board of the Diocese of Auckland toward the purchase of a car for parish business.
    Note: The interest rate is half a percent below the ANZ Bank Index Lending rate. There is a $50 administration fee and the loan is repayable over five years. The maximum to be loaned will be set by the General Trust Board from time to time.

48. Church Army officers who are engaged in full time duties in a parish or in full-time ministries which have been authorised by the Diocesan Council, for which payment is made to the Church Army in New Zealand, shall be entitled to apply for a loan from the General Trust Board towards the purchase of a car for ministry work, provided that
    a. in each case application is made in writing by the Director of the Church Army in New Zealand with the approval of the Church Army Board of Trustees on behalf of the Church Army Officer so engaged in the Diocese; and
    b. the Church Army in New Zealand shall be responsible for the repayment to the General Trust Board of the unpaid balance of any advance made to a Church Army Officer under this regulation on the termination of his or her duties in the Diocese.

Clergy retirement housing

49. Whereas a Fund was established in 1974 by resolution of Synod known as the Retirement Housing Fund for Clergy (hereinafter referred to as "the Fund") and is administered by the Diocesan Council, such Fund having been seeded by the Clergy Benevolent Fund:
    a. The Fund shall receive each year the proceeds of a levy from time to time made by resolution of Synod upon the parishes of the Diocese.
    b. The trusts on which the Fund shall be held shall be as wide and as flexible as possible, to provide for and assist in the housing of clergy and/or their dependents in retirement with the Diocesan Council being given the widest possible discretion as to the investment of the Fund (including realty) and as to how it shall be used in granting assistance in cases of need.
    c. The Diocesan Council shall have the following powers:
        i. to establish rules and vary them;
        ii. to make loans with or without security or interest;

iii. to take a proportionate share in any house purchased, or to compound any interest to be recovered on the sale of the house in an endeavour to maintain the value of the Fund; and
iv. to delegate its certain specified administrative functions.

d. The persons to benefit under the Fund will be at the discretion of the Diocesan Council, but shall include, in addition to clergy licensed in the Diocese, the spouses of clergy who die in service or retirement, of clergy who die in service and of retired clergy.

Personal life insurance for clergy

50. The Diocesan Council shall provide for all licensed stipended ministers a payroll life insurance scheme.
    a. The benefit from this scheme shall be equivalent to a sum representing the previous year's stipend multiplied by three.
    b. The benefit shall be payable in the event of death or permanent total disablement.
    c. Unless there are extraordinary circumstances:
        i. the benefit shall be paid to the spouse (in the case of a deceased minister) and if the minister shall have no surviving spouse then as far as possible in accordance with the procedures followed by the New Zealand Anglican Church Pension Board in regard to payment of its lump sum benefit on retirement; and
        ii. in the event of total disablement, the benefit shall be paid to the minister.
    d. The premium payable shall be funded by levies on parishes and on ministers participating in the scheme, at such rates as the Diocesan Council shall from time to time determine.

Financial Year

51. The financial year of the Diocese and of each parish shall be the calendar year ending 31 December, except for co-operating parishes whose financial year shall be determined by the Common Provisions for co-operative ventures.

52. Immediately after the annual general meeting in each year, each parish shall forward to the Diocesan Secretary financial returns in such form(s) as shall be approved by the Diocesan Council. The financial returns shall include, but shall not be limited to:
    a. a budget for the following year, and
    b. a certificate confirming that the annual accounts for the previous financial year, completed in accordance with the parish accounting procedures, were received and adopted by the parish.

Selwyn Memorial Fund

53. The Selwyn Memorial Fund, a memorial to Bishop Selwyn, shall be an endowment for the stipend of a Selwyn Chaplain or Chaplains which shall be at the disposal of the Bishop of the Diocese, with a view to their ministering specially to those in prison or in hospital.

Resolution of uncertainties and addressing unfairness/ hardship

54. Diocesan Council may, on the recommendation of the Clergy Remuneration and Retirement Committee:
    a. finally determine any uncertainty as to the application, calculation or administration of Part 3 and Part 4; and
    b. make such modification as it thinks fit (in its sole and absolute discretion) to the application, calculation or administration of Part 3 and Part 4 in specific circumstances, to address issues of particular unfairness or hardship that would otherwise arise.