

Standing Committee of Diocese of Waikato and Taranaki

Minutes

of a meeting held at St. Luke's, Te Kuiti on 18 November 2017

Present:

Bishop and Chairperson

The Most Reverend Philip Richardson

Vicar General

The Venerable Trevor Harrison

Clergy

The Venerable Malcolm French
The Reverend Canon Pat Scaife
The Reverend Chee Yong
The Reverend Dr Jehheli Singh

Laity

Canon Dr Bryan Bang
Mrs Sue MacLean
Mr Alan Tanner
Canon Robin Brockie

Diocesan Registrar-Manager

Mr Simon Cayley

In Attendance

Mrs Pip Harrison, Minutes secretary
Mrs Elizabeth Bang, Chair of the Waikato Diocesan
Trust Board

Mrs Mary Bourke and the Reverend Julian Perkins attended by speaker phone.

The meeting opened at 10.04 am. The Most Reverend Philip Richardson **welcomed** the new Standing Committee, which will sit for the next two years and **opened the meeting in prayer**.

Introductions: Archbishop Philip asked members to introduce themselves.

Mrs Mary Bourke left the meeting at 10.29 am for a commitment arranged prior to her co-option.

Archbishop Philip thanked members for bringing their large range of talents to the table and encouraged the group to use them actively in strategy and governance and to discern when extra skills became necessary.

Apologies: The Very Reverend Dr Helen-Anne Hartley. Mrs Mary Bourke and the Venerable Malcolm French for parts of the meeting.

Motion: That the apologies received be sustained.

Carried

SC.1711.01 Ratification of Co-opted Members

SC.603: Ratification of Co-Opted Members

That the co-option of the following four people onto Standing Committee be ratified: Canon Robin Brockie and Mrs Mary Bourke as lay members and The Rev'd Dr Jehheli Singh and the Rev'd Julian Perkins as clergy members.

Carried

The meeting broke for morning tea at 10.55 am and re-convened at 11.05 am.

Bishop Helen-Anne's New Appointment and the Consequences of that

Motion: That Standing Committee go into committee.

Carried

That Standing Committee come out of committee.

Carried

The Most Reverend Philip Richardson explained plans for the immediate future. He reported that the bishopric endowment was not currently able to support two bishops sustainably. For the foreseeable future, the diocese would therefore operate with one bishop. This would be a challenging role, especially with the Primate's role as well. Because there was some uncertainty around the other two primates' roles at present, Archbishop Philip thought it was not a good time to resign from the primate's role. He proposed putting the discernment for a new Bishop of Waikato on hold at the January Synod day. He suggested it would be two years before a new bishop might be installed. Creative thinking and delegation would be necessary to enable progress on matters in the diocese, many of which were already underway. He would bring possible areas of delegation and who would take them on to the February meeting of Standing Committee. There was a collaborative atmosphere in the Hamilton office under Mr Simon Cayley's leadership and he believed a similar spirit across the diocese would carry things forward. Currently the two trust boards were being brought closer together by the appointment of Canon Gerald Bailey to both trust boards. TE BAG (The Episcopal Budgetary Advisory Group) would also be reconstituted, being Canon Robin Dickie, Judge Chris Harding and Canon Gerald Bailey. The Archbishop queried whether the MMRS and MRS committees were causing some duplication of work.

Canon Pat Scaife expressed concern for the Bishop and his family and encouraged monitoring of workload. When the diocese was formed as a two-bishopric model, it was made clear that the new diocese would not work with one bishop. Mr Alan Tanner endorsed this and said that Standing Committee had a responsibility in this regard. Archbishop Philip said the TE BAG would also be keeping touch with his family. Canon Pat Scaife also expressed concern for the Vicar General, who was currently acting as archdeacon of two archdeaconries and Archbishop Philip said he hoped that would be resolved as roles generally were resolved.

Archbishop Philip said that he intended to cut travel down by spending week and week about in New Plymouth and Hamilton, initially for the next six months. Creative models were being offered by various members of the diocese.

Motion: That the Minutes of the meeting of 16 September 2017 be confirmed.

Carried

SC.1711.02 Governance

Mr Simon Cayley outlined his approach to his role as Diocesan Manager, covering the vision of the Diocese, clarity of his delegations, clarity of communication and accountability between his role as Manager and the Standing Committee and any policy gaps that would need filling to enable him to make decisions. It was agreed that a Manager's Report (with the agenda) to Standing Committee

with enough information to enable governance decisions would be useful. The reports should support a 'no surprises' policy.

Mr Simon Cayley gave a verbal report on his first month as Diocesan Manager. He has spent time with the staff at the Diocesan Office, building the team and communicating across the whole team. Further detail had been dealt with one to one. He felt there was a good collegial feeling and openness and this would lead to things flowing well. Some issues that had not been addressed in recent times have now been dealt with. He has been putting work into the information round Te Rau Aroha Camp and spending time with TML's Ms Anne Edwards, understanding financial matters. He had drafted the Job Description for a half-time administration role, which would be advertised soon. An outline of who was doing what at the Diocesan Office would be prepared shortly and shared with parishes.

SC.1711.03 Principles of Financial Governance

The Role of the MRS and the role of the Executive Financial Governor were outlined. Mr Simon Cayley reported that he and Canon Robin Brockie agreed that the role of Executive Financial Governor was essential but could be scaled back with the redefinition of the Manager's role. He also suggested that MRS be refined to be a finance and audit sub-committee of Standing Committee. The Archbishop said that while some communication problems that had led to the appointment of the EFG had been resolved, the continuing work of untangling past internal financial decisions still existed. Canon Robin Brockie agreed that the current situation was different from what has been the case previously but felt that, with a shift of focus, MRS and the role of Executive Financial Governor were still useful but needed review.

(The meeting adjourned for lunch at 12.32 pm and reconvened at 12.59 pm
The Venerable Malcolm French left the meeting for a previous commitment.)

Mr Alan Tanner expressed appreciation of what Canon Robin Brockie had achieved at a critical time and suggested the role be kept in place for a year and be reviewed then. It was agreed that once the untangling had been completed and systems were in place, Canon Robin Brockie would be in a position to advise when the role could be dispensed with.

The Archbishop reported the Trust Board would be moving to appoint Canon Gerald Bailey as a member of both as an indication of moving to trustees common to the two Boards. Canon Gerald Bailey had already put in work on the various trusts. Archbishop Philip suggested that Canon Bailey could be given authorisation to work as an Executive Trustee (in a similar way as Canon Robin Brockie was working as Executive Financial Governor), so that the Diocesan Manager would have someone to ask to do some of the work necessary with current Trust issues over the next few months.

SC.1711.04 Financial Update

Mr Simon Cayley reported that TML would normally report to Standing Committee but with it being so close to Synod they had not been invited down for this meeting. KPMG and TML debts have been paid down from a draw-down of funds from the episcopal budget.

Archbishop Philip commended the idea of Ms Anne Edwards reporting in person to Standing Committee, as would happen in the future. In effect, she acted as the diocese's Finance Officer. He reported that Standing Committee was operating within its budget, now that past debts had been cleared. The Bishopric Fund would also be able to cover the expenses of one bishop and some delegation expenses in 2018.

In reply to a query, Mr Simon Cayley clarified that the Ministry Support Fund was an invested fund of around \$330,000. Both the income and the capital could be drawn down. The Venerable Malcolm French had worked with parishes and found that two parishes under review needed two months' stipend each and one parish needed one month's stipend before they would again be able to fund these themselves. A request for help with a curate's stipend in Cambridge was able to be met. He offered a written report of the fund for the February meeting of Standing Committee.

It was requested that financial reports to Standing Committee include an updated report on the Ministry Support Fund.

Mr Simon Cayley reported that the Sweep Account no longer existed and both the parish accounts and the way forward for those parishes under review were much clearer.

SC.1711.05 20 January Synod

The form of a motion around Te Rau Aroha Camp was being advised and a wide range of information being gathered to give to Synod members before the 20 January Synod session, where the future of the camp would be the main business.

Missional value, thorough financial analysis including of the debt and future viability, comparison with other camps, the capacity of the camp to be well-managed, necessary repairs and maintenance, occupancy – both diocesan and general would be included.

Canon Pat Scaife suggested a Give-a-Little page to raise money from those, who have valued the camp over the years to help clear its debt, so that debt and ongoing viability could more easily be kept as separate issues. It was agreed that it would be difficult to make this work prior to the Synod decision but keeping the debt and viability separate would be important. It needed to make it clear that selling the Camp would not affect parish assessments. A crowd funding campaign could be suggested as part of the finance report on the camp.

Mr Alan Tanner said it needed to be clear to everyone that the debt did properly belong to the camp and was not part of other diocesan debt.

The Reverend Jekheli Singh suggested that possibilities for the future especially in relation to mission should be included.

The Reverend Chee Yong wondered, if a pastoral visit could be made to those in Waihi before the Synod. He also wondered about the possibilities of bringing someone in who could make the camp a commercial venture.

SC.1711.06 Motion 29

Archbishop Philip reported that submissions on Motion 29 had been received at the Diocesan office and sent on to the Working Group unedited. The Reverend Chee Yong asked if there was any indication of how many parishes intended to walk away, if the Motion passed. The Archbishop said that the Bishops were aware of a shift in thinking among some parishes and diocese; some had split directions being espoused by vicar and other members of the parish; some were saying that Motion 29 gave enough room for them to remain within the denomination.

SC.1711.07 Insurance for 2018

The Venerable Trevor Harrison reported that parishes had been asked to report on the valuations of their churches and past insurance terms and these had been due recently. Canon Robin Brockie said that the premium would need to be spread across the year and this needed to be negotiated.

SC.1711.09 Relocation of Diocesan Office

Mr Simon Cayley reported that there was a process underway looking at the most suitable venue for the Diocesan Office: Charlotte Brown House, Victoria Street, Victoria Street plus a level or somewhere else leased in Hamilton. These were being assessed against the following criteria: the best location for the team to do its job; and for the Bishop to do his or her job; financial suitability. St David's and St George's had been assessed and Mr Cayley will look at what had been found out and include that in a paper on the subject for next Standing Committee meeting. Canon Pat Scaife asked why the office had to be in Hamilton but current employees living in Hamilton was acknowledged as a major factor.

SC.1711.10 Diocesan Fire Safety Guidelines

As per the paper. It was agreed that the policy would demand parishes develop an evacuation plan with drills and fire wardens. Fire fighting equipment might be added to this base requirement, if there were particular reasons, such as running a programme that required it.

SC.604: Diocesan Fire Safety Guidelines

That the Diocesan Fire Safety Guidelines be adopted.

Carried

The Venerable Trevor Harrison (Station Officer, Hawera Fire Station) spoke in support of the Guidelines. Mrs Sue MacLean asked that parishes check where their nearest AED (defibrillator) was.

SC.1711.11 Health and Wellbeing

Mr Simon Cayley asked that the health and wellbeing guidelines for time away from ministry in times for bereavement, illness and parental responsibilities that have been drafted for General Synod be adopted by the Diocese. Mr Cayley would then find more detailed versions that had already been worked on.

SC.605: Health and Wellbeing

That the Health and Wellbeing Guidelines, as circulated, be adopted.

Carried

SC.1711.12 Otorohanga 2017 AGM Election of Vestry

SC.606: The Process of Appointment of a Commissioner

That the correspondence from Otorohanga re their non-election of a vestry be received and that the Bishops be invited to provide the name of a Commissioner to Standing Committee by email resolution and that an apology be given to the parish for Standing Committee's tardiness.

**Bang/Scaife
Carried**

Conflict of Interest

Mr Robin Brockie reported that he was a trustee of the TSB Community Trust and would have to stand aside for discussions around the Cathedral Project.

Conflict of Interest Register

Conflicts of interest Register to be circulated by email for members to add to. This will be tabled at Standing Committee and members will notify conflicts of interest as matters arise.

Statutes Revision Task Group, MRS and MMRS

It was decided that MRS and MMRS should not be appointed at this stage. A revised set of terms of reference will be prepared for MRS for February meeting. Senior staff were currently discussing what model of MMRS would be most useful.

SC.607: Appointment of the Statutes Revision Task Group

That Canon Dr Bryan Bang, Canon Gerald Bailey, Judge Anne McAloon and Mr Giles Brant be appointed to the Statutes Revision Task Group.

Carried

Parish SGM

A SGM for replacing a Synod rep for St David and St George, West Hamilton before the Synod session in January has been scheduled.

Budget for TTCT

Archbishop Philip reported that \$5000 had been decided as a contribution to the Taranaki Tertiary Chaplaincy Trust Board some years ago but this had slipped back to \$4600 for unknown reasons in recent years. \$4600 was put into the 2018 budget.

SC.608: Contribution to the Taranaki Tertiary Chaplaincy Trust

That the 2018 budget contribution to the Taranaki Tertiary Chaplaincy Trust board be increased by \$400, as previously committed, to \$5000 and this continue to be reflected in future budgets.

**Carried
Scaife/MacLean**

The meeting closed at 2.26 pm.

Date of the Next Meeting: 10 February 2018, St Luke's, Te Kuiti.

