

Anglican Diocese of Waiapu

STANDING COMMITTEE

MINUTES of the conference meeting held via Zoom Video Conference on
Thursday 18th June 2020 at 9:00am

CHAIRPERSON: Bishop Andrew Hedge

	<p>Membership:</p> <table><tr><td>Bishop Andrew Hedge</td><td>Mrs Elaine Wood</td></tr><tr><td>The Rev'd Paul Williamson</td><td>Mrs Diane Mara</td></tr><tr><td>The Very Rev'd Ian Render</td><td>Mr John Binns</td></tr><tr><td>The Rev'd Jenny Chalmers</td><td>Miss Alison Thomson</td></tr><tr><td>The Rev'd Isabel Mordecai</td><td>Ms Lauren Hibberd</td></tr><tr><td>The Rev'd Jo Crosse</td><td></td></tr></table> <p>In Attendance:</p> <p>Ms Colleen Kaye (Registrar) Mrs Bianca Snee (Minutes Secretary) Mrs Sandra Gifkins (EA) Ms Liz Oliver (Administrator)</p> <p>Apologies</p> <p>Rev'd Tim Barker</p> <p>Opening Prayer:</p> <p>Led by Bishop Andrew Hedge.</p>	Bishop Andrew Hedge	Mrs Elaine Wood	The Rev'd Paul Williamson	Mrs Diane Mara	The Very Rev'd Ian Render	Mr John Binns	The Rev'd Jenny Chalmers	Miss Alison Thomson	The Rev'd Isabel Mordecai	Ms Lauren Hibberd	The Rev'd Jo Crosse	
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	<p>Please note:</p> <p>The meeting did not follow the order of the agenda; however, the minutes are recorded as per the agenda.</p>												
SC 20.06.1	<p>INTRODUCTION OF PROPERTY PORTFOLIO MANAGER</p> <p>Bishop Andrew welcomed Steve Orme, Property Portfolio Manager, to the meeting at 9:15am.</p> <p>Steve provided the Committee with an overview of his role and informed the Committee that he is here to offer support with projects and tender processes and is happy to undertake inspections and offer advice on any issues that need further attention.</p> <p>With regards to the Diocese and Parish properties he has seen to date, he noted:</p> <ul style="list-style-type: none">• Buildings are in various conditions, some of which require moderate to significant repairs. <p>There is an element of exposure to risk in relation to Health and Safety for anyone that uses these buildings.</p> <p>More information is required about the condition and the assessments of each building</p> <ul style="list-style-type: none">• A bigger focus needs to be on buildings that are being used more frequently. <p>The Diocesan Registrar informed the Committee that part of the rationale for creating the Project Property Manager role, was to work with Vestry and help them to plan and set aside time for maintenance of the buildings.</p>												

	<p>Bishop Andrew thanked Steve for his time and looks forward to hearing about the work happening around the Diocese.</p> <p>Steve Left the meeting at 9:36am</p>
SC 20.06.2	<p>Confirmation of the Minutes – 23rd April 2020</p> <p><i>Resolved that: The minutes of the meeting held on 23rd April 2020 be confirmed as a correct record.</i></p> <p>Confirmation of the ‘IN COMMITTEE’ Minutes – 23rd April 2020</p> <p><i>Resolved that: The minutes of the ‘In Committee’ meeting held on 23rd April 2020 be confirmed as a correct record.</i></p> <p>Matters Arising and Action List:</p> <p>A discussion was held on the Action List, no matters arose.</p>
SC 20.06.3	<p>PROPERTY</p> <p>The Committee went into In Committee at 9:54am</p> <p>The Committee came out of In Committee at 10:35am and broke for Morning tea break at 10:35am</p> <p>Meeting reconvened at 11am</p>
SC 20.06.5	<p>The Finance Manager, Tracey O’Shaughnessy was welcomed to the meeting at 11am</p> <p>FINANCE</p> <p>The Finance Manager presented the financial reports.</p> <ul style="list-style-type: none"> • Financial Report – 31st May 2020 • Financial Narrative – 31st May 2020 • Parish Financial Health Sheet – 31st May 2020 <p><u>Further to the reports:</u></p> <ul style="list-style-type: none"> • \$135K has been used from the Sustentation fund to assist parishes to cover Clergy Stipends over the three-month period, from April to June. • To date, the impact on the administration fee received from WBDT is estimated at a reduction of \$140K, however with investment portfolios increasing in value again it is hoped this impact will be reduced to a more modest \$60K • No impact is expected on the investment income (distributions from WBDT) as our budget was prepared on a conservative basis and it is believed these returns are still achievable. • Royal Commission legal fees were not included in the budget and will be reported on as each bill is paid. • Lambeth costs were not added into this year’s budget, however, in light of Covid-19 cancelling overseas travel, these expenses have been refunded back to the Diocese. It is hoped Lambeth will reschedule for 2021 and any costs incurred will be budgeted for

	<p>then. It has been agreed these will be funded from the Lambeth investment held in WBDT.</p> <ul style="list-style-type: none"> The Diocese, as the legal entity, applied for and received the Government COVID Wage Subsidy to cover both Diocesan and Parish employees, ensuring there were no redundancies for employees during COVID-19 lockdown. <p>Parish Health Sheet:</p> <ul style="list-style-type: none"> Op-shops, donations and rentals are the three key areas where parishes have been impacted by reduced revenue due to COVID-19. Those parishes who receive a large percentage of their offerings via AP's have been protected from larger decreases in Offerings, and this gives weight to parishes working with their parishioners to move as many as possible to this form of giving. Further analysis will be required to ensure the Diocese income was down 30% during COVID-19 lockdown. If not, then the Diocese may need to look at paying the subsidy back. The end of June will give a better picture of what our new normal is. Overall, the Finance Manager expects most will be achieving a surplus, however, some parishes may not be undertaking their property maintenance as planned. <p>The Bishop spoke to the Finance Manager about looking strategically at parish property with Steve Orme, Property Project Manager, to give an estimated figure on how much maintenance may cost. This estimate could come from Steve's reports once he has reviewed a property and then added into the Parish Health Sheet.</p> <p>Resolved: To receive the financial reports to 31st May 2020.</p> <p>Action: Finance Manager and Property Portfolio Manager to get together and devise a plan to add maintenance costs to the Parish Health Sheet.</p> <p>Bishop Andrew acknowledged his appreciation of the work the Finance Manager has done to provide the Parish Health Sheet and the amount of detail to the Standing Committee about individual parishes.</p> <p>The Finance Manager left the meeting at 11:26am</p>
	<p>Standing Committee went back into In Committee at 11:27am</p> <p>Standing Committee came out of In Committee 11.29 am</p> <p>Resolved that: The Standing Committee</p> <ol style="list-style-type: none"> Receive the report of the Diocesan Registrar on the Parish of Napier South. Agree to proceed with the demolition of St Augustine's Church as previously noted. Agree to demolish the hall on the St Augustine's site (Cnr Latham St & Riverbend Rd). Supports Bishop Andrew to proceed in a process under Canon 7 of Parish Appointments, with the Rev'd Leo Te Kira and the Vestry of the Parish of Napier South, regarding the future of stipendiary ministry in the parish.
<p>SC 20.06.4</p>	<p>COVID OPPORTUNITIES</p> <p>Bishop Andrew spoke of the Diocese communication during COVID-19 and how it has been a positive experience of coming together regularly. Key highlights included:</p>

	<ul style="list-style-type: none"> • The Bishop continues to meet on Zoom with the Pakeha Bishops on a weekly basis, and one of the benefits of these meetings is synodical governance – A common mind in their approach to events such as COVID-19 and other crises that occur. • Monthly zoom meetings with Clergy and the Bishop will remain going forward. • On a whole, parishes have coped well at a ministry level to being online and parishioners have responded positively.
<p>SC 20.06.6</p>	<p>DIOCESAN COMMITTEES</p> <ul style="list-style-type: none"> • <i>Diocesan Canon Review Committee</i> Nothing to report. • <i>Diocesan Ministry Committee</i> Nothing to report.
<p>SC 20.06.7</p>	<p>ROYAL COMMISSION OF INQUIRY</p> <p>Bishop Andrew provided an update, key points included:</p> <ul style="list-style-type: none"> • The Royal Commission recently sent out a notice to the Diocese requesting the following information: <ul style="list-style-type: none"> ○ The processes followed with regards to the regress of victims of abuse, and how they have been dealt with in the past. ○ Processes that have been taken in response to a complaint, which fit within the scope of the Royal Commission. Bishop Andrew and the Diocesan Registrar are reviewing every personnel file within the Diocese, looking for any complaints about that person and the processes taken to address them. <p>The Royal Commission are going to be holding hearings into how the Catholic Church, Salvation Army and Anglican Church have managed situations involving victims/survivors of abuse. The hearing may run for three to four weeks.</p>
<p>SC 20.06.8</p>	<p>OTHER REPORTS</p> <p><u>Bishop’s Report</u></p> <p>Bishop Andrew has reflected personally on his experience during COVID-19 lockdown on how he could work more productively as a Bishop going forward as well as being able to spend more time with his family.</p> <p>Options included:</p> <ul style="list-style-type: none"> • To work from home and be in the office when he can. • Plan a 6-9-week schedule, which allows an 8-day block, spent within another region with the Vicar and leadership teams of parishes, and throughout the week be available to attend to some pastoral work with clergy. • Plan more time within the Social Services. <p>Further updates:</p> <ul style="list-style-type: none"> • Lambeth has been deferred until this time next year, but may be extended to 2022, and will be held at the University of Kent. More information should be made available by the end of July, early August. • Farewells have been set for Tim Barker and Alex Czerwonka.

	<ul style="list-style-type: none"> • General Synod will take place in two parts. The first meeting will be held via Zoom in July. The second meeting will be held face to face in Nelson in early December. <p><u>General Synod Representative Report</u></p> <p>Nothing to report.</p> <p>Bishop Andrew, on behalf of the Standing Committee thanked and acknowledged Rev'd Jo Crosse for being a member of GSSCG for the last 8 years. Stating what a wonderful contributor Jo has been to the life of the church, and GSSC are going to miss her.</p> <p><u>TPCCG Representative Report</u></p> <p>The meeting was held on the 14th June via Zoom. Nominations for different bodies were called for, which will go through to Synod, and a budget was set.</p>
<p>SC 20.06.8</p>	<p>OTHER BUSINESS</p> <p><u>Change of date for Diocesan Synod 2020</u></p> <p>The Committee was informed of the change of plans due to COVID-19 and the general election, and that securing a venue that holds a large group of people on the 19th and 20th September has been challenging. Therefore, new dates of the 31st October and 1st November have been set and the event will now be held at the Havelock North Community Centre.</p> <p>Noted</p> <p><u>Letter from St John's College Trust Board – Future Funding</u></p> <p>Bishop Andrew spoke to the letter and provided background information on how it came about.</p> <ul style="list-style-type: none"> • St John's College Trust Board have made an offer to every episcopal unit across the church that they have \$100,000 in funding, which can be used to help support Ministry education, and any additional unforeseen expenses due to COVID-19. • Bishop Andrew and the Diocesan Registrar are looking to put forward an application for funding once the Royal Commission work is complete. <p>A further discussion was held regarding what initiatives the funding could be used towards.</p> <p><i>Action: Bishop Andrew and the Diocesan Registrar to make an application for funding to the St John's College Trust Board once the Standing Committee have agreed on initiatives requiring funding.</i></p> <p><u>Waiapu Koru Ministry Leadership Role</u></p> <p>Bishop Andrew informed the Committee that Jocelyn Czerwonka has expressed her interest to work part time.</p>

Bishop Andrew and the Diocesan Registrar are looking at a re-definition of Jocelyn's role on a part time basis, focusing on Messy Church, and are developing a job description. It was noted that funding may need to be set aside within the budget for another full-time role.

A suggestion was made to review the 'Safe Here' program to see if it could be streamlined.

Forms of Meeting: Canon 1/7.2

Lauren Hibberd and The Very Rev'd Ian Render presented the following wording changes to Canon 1/7.2 for Standing Committee approval:

Forms of meeting: *The regular meetings of the Vestry required by Canon 1/7.2, including any Special Meetings, may be held either:*

(a) by several of the vestry members who constitute a quorum, being assembled together at the place, date and time appointed for the meeting; or

(b) by means of audio, or audio and visual, communication by which all vestry members participating and constituting a quorum can simultaneously hear each other throughout the meeting.

Decisions of Vestry: *Notwithstanding Can 1/7.3, decisions of Vestry may be made:*

(a) At a duly convened meeting with an appropriate quorum; or

(b) By means of circulation of a resolution in writing to all members of Vestry which is then signed or assented to by the requisite number of those Vestry members required to pass that resolution. The circulation of the resolution and/or assent to the same may be communicated by email.

It was noted that such decisions would be recorded and presented to Synod for approval.

Resolved: *To receive the proposed changes and prepare a bill to present at Synod 2020.*

Bishop Andrew thanked Lauren and Ian for the work on re-wording the Canon.

Action: *The Diocesan Registrar to work on preparing the bill to present at Synod 2020*

Diane left the meeting at 1pm

Climate Change

Rev'd Jo Crosse presented the work that she, Diane Mara and The Very Rev'd Ian Render had done on addressing climate change. A presentation called 'Call for expressions of interest to assist WDSC to provide a strategy and associated resourcing for local and regional responses to climate change' was tabled.

A suggestion was made to build an educational aspect into the climate change response, which could make up part of the funding application to the St Johns College Trust Board.

Noted

Action: *Email the 'Call for expressions of interest... climate change' draft out to the Standing Committee for feedback.*

	<p><u>Other Business</u></p> <p>John Binns informed the Committee that he was stepping down from Synod. Bishop Andrew acknowledged John’s contributions.</p> <p>Bishop Andrew informed the Committee that Rev’d Tim Barker was stepping down from Standing Committee and acknowledged his contributions.</p> <p><u>Next meeting dates</u></p> <p>20th August 2020 5th November 2020 10th December 2020</p>
	<p>Bishop Andrew called the meeting to a close at 1:08pm</p> <p>Confirmed: _____</p> <p style="text-align: center;">Chair</p> <p>Date: _____</p>