

# **anglican Diocese of Waiapu**

## **Minutes for the Meeting of The Standing Committee held on Thursday, 31<sup>st</sup> March 2016 at 10.30am**

<b>Membership:</b>	Bishop Andrew Hedge	Miss Alison Thomson
	Mr. Brian Watkins	Rev'd Paul Williamson
	Mr. John Binns	Rev'd Ron Elder
	Rev'd Arthur Bruce	Dr Peter Minchin (Via Video Conference)
	Rev'd Alex Czerwonka	Ms. Colleen Kaye (Registrar)
	Rev'd Dr Howard Pilgrim	Mrs. Frances White
	Rev'd Jo Crosse (General Synod SC)	
	Mrs. Belinda Barnhill (Minutes Secretary)	

**Opening Prayer:** Bishop Andrew.

### **SC 16.3.1 Confirmation of the Minutes of the Meeting Held on 26<sup>th</sup> November 2015**

#### **Resolved:**

***'These minutes are confirmed as a true and correct record.'***

#### **Matters Arising from the Minutes:**

##### **St Mary's Church – Waipukurau**

Bishop Andrew, members of Standing Committee, members of the WBDT and the Diocesan Registrar travelled to Waipukurau on Wednesday 27<sup>th</sup> February to meet with members of the CHB Vestry to discuss the next steps regarding the use of St Mary's Church, which is currently closed. The close due to a low NBS rating -meaning it may be at high risk of damage in an earthquake. The outcome of the meeting was the Registrar and Bishop will take a request from vestry back to SC to enable the Parish to seek funding from the local community to help them proceed with a detailed seismic assessment along with solutions for remedial engineering work.

Bishop Andrew reported it was a good meeting and beneficial to hear the concerns and ongoing frustrations of the from the Waipukurau parish representatives.

Since that meeting the parishioners at St Mary's Waipukurau have discussed ways to fund possible church strengthening work.

Members of SC have received a letter from the People's Warden, Janette Hudson on behalf of the Central Hawke's Bay Parish Vestry in reference to the following points. As quoted...

- "The opportunity to again use the church, as we progress down the path of putting together our strategy plans and seeking further assessment on strengthening required to bring it up to standard.
- To have input into an Engineer's report for specific assessment as to what strengthening might be required ie. There will be more than one quote on what is required.
- An Engineer's report could become a useful marketing tool, in that we can then take it to the public of Waipukurau to begin fundraising. At the moment despite \$10,000 spent on a 'report' we know nothing about weaknesses or what needs to be done or how it could be done – just an assessment.
- That you as Standing Committee will draft a letter encouraging us to seek further assessment of our building."

The legislation re earthquake strengthening is still under review therefore no decisions on the use of the church can be made until the legislation is issued.

**Resolved:**

*“SC agreed to approve the request from the CHB Parish to seek funding from the local community to allow the church to have a seismic engineering report carried out.”*

**Waipukurau Vicarage**

The Registrar has received an email from Rev’d Alister Hendery (Vicar of CHB Parish) seeking clarity around Diocesan policy re selling the Waipukurau Vicarage (currently rented) to fund the possible strengthening of the church.

A discussion followed and included:

- Never sell a vicarage without buying in the same market.
- Important to establish what the parish’s plan is over the next 20 years. The retention of the vicarage is about the ongoing ministry of the parish.
- If sold, funds should be held for the purchase of a replacement property.
- The focus for now needs to be on long-term ministry.

**SC 16.3.2 Strategic and Policy Reports**

The Diocesan Finance Manager, Tracey O’Shaughnessy joined the meeting to present the Financial Report for the year ended 31 December 2015, and the Parish Financial Health Sheet.

The financials show a surplus of \$141,126 compared to a budgeted deficit of \$45,606. Changes in staffing levels have had an influence on this year’s financials, with vacancies now filled and changes at both Diocesan Clergy level and a restructure in the Administration Centre.

● **Commentary on Parish Financial Health**

Twenty nine Parishes are currently monitored – this number has reduced from prior reports as Weber and Dannevirke are now recorded as SHB Parish, and Waipukurau, Waipawa, Porangahau and Takapau are recorded as CHB Parish. Of the parishes shown on the Parish Financial Health sheet, four are showing as having less than five years worth of reserves, if they continue to suffer financial deficits in operations.

A more effective process to monitor parish expenses is currently being explored. The difficulty often is with the tagging of parish funds for a specific purpose. In this instance funds are unable to be used to cover higher priority expenses.

Many parishes have deferred maintenance on their buildings due to lack of funds. Important for church property to look appealing to enable income to be generated from other groups wanting to use the facilities.

The diocese recognizes the need to protect parishes from the potential of out of hand costs occurring. A broader conversation concerning maintenance is needed, and church maintenance guidelines established.

The Registrar will contact the Christchurch Diocese to find out more about property oversight in their diocese.

**Resolved:**

***'The Financial Statement for the year ended 31<sup>st</sup> December 2015 was received without amendment.'***

**SC 16.3.3 General Synod Standing Committee Update**

Jo Crosse reported on the following.

**General Conference**

There seems to be a high degree of anxiety in a few places about how the conference will be convened, what the purpose of the conference is/should be, or indeed if it should even go ahead.

One of the key assurances we need to give to each other as tikanga partners is that this first conference is a beginning step in an ongoing process, and that, if nothing else, we have identified by the end of our gathering on 6<sup>th</sup> May 2016 when and how the next steps will take place.

**Motion 30**

Again, anxiety levels are very high, particularly amongst Tikanga Pakeha dioceses, with regard to the process for addressing the report and possible resulting actions at GSTHW. It seems that the anxiety amongst other Tikanga is more that the conference doesn't end up spending the entire Hinota going over the same ground covered in Waitangi and in previous years.

**General Synod Office**

A review of the GSO structures and roles is underway. One of the discussions touched on was whether there may be scope for a person in that office able to identify and pull together people with various expertise for particular pieces of work eg: research, advisory, policies.

*The Committee broke for lunch and adjourned again at 1.20pm.*

*Deborah Broome, Ministry Educator was welcomed to the meeting.*

**SC 16.3.4 Diocesan Ministry Committee**

Bishop Andrew summarized the function of the committee, including the Ministry Educator's role within the group.

The diocesan Canons provide for a Diocesan Ministry Committee to support the role of ministry education in Waiapu and to work with the Ministry Educator on various matters relating to the education and training of both clergy and lay people within the Diocese. Such a committee has been in recess for some time (its work has been carried out in other ways), but is now to be reconvened. The committee will have the following functions:

***Key Purpose: to support the role of Ministry Education in the diocese.***

To set policy and processes around:

- licences – lay and ordained
- vacancies
- ordination discernment

- sabbatical / study leave
- ministry standards

To undertake short-term projects at the direction of the Ministry Educator.

To plan:

- Clergy Conference
- Clergy and Lay retreats
- To hold an overview of theological education, and training needs and resources for laity and clergy.
- To hold a strategic overview of matters relating to clergy (eg age of clergy, training placements).
- To keep informed about developments in models of ministry throughout the world-wide church.
- To receive reports from Tikanga Pakeha Ministry Council.

The Committee will comprise the Bishop, the Ministry Educator, the three Regional Deans and up to five others. Membership will thus reflect the three houses of clergy, laity, and bishop. It will report to Standing Committee (which will receive minutes of the meetings).

The Ministry Committee will meet four times per year, generally in school holidays.

Comments received from members included:

- Be cautious not to over-empower the group.
- Ensure the Canon is robust re membership.
- Perhaps the word 'Advisory' be included in the title of the group given their role will largely be in an advisory capacity.

## **Waiapu Ordination Discernment Process**

The Ministry Educator reported.

Waiapu is working with Auckland and Waikato-Taranaki on a common Discernment Process. This has been a long-standing hope, expressed at Tikanga Pakeha Ministry Council, that the Tikanga Pakeha diocese could develop a common process and common criteria. We, and Waikato-Taranaki, are basing our process around what is currently used in the diocese of Auckland. Bishop Andrew and the Ministry Educator will be part of the Auckland Discernment weekend on the 27<sup>th</sup> to 29<sup>th</sup> May.

It is expected 2016 will be spent getting the new process bedded in – including the appointment of new Spiritual Companions and Bishop's Ministry Advisors. There are likely to be some initial conversations between prospective candidates and the Ministry Educator (*Enquiry Phase*). The *Application Phase* would commence in December 2016, leading through the *Interview Phase* (February to May), to the *Residential Phase* with an event in May-June 2017.

We are currently in the process of appointing new Spiritual Companions and Bishop's Ministry Advisors, and choosing a new psychologist for the psych assessments.

Some discussion and included the following comments:

- In the developing of a good process we want an individual's training, leading to ministry to be reflected well in 10 years time.
- The discernment process should reflect various types of ministry and not be solely focused on ordination.

- The ordination process aims to support the individual however it is ultimately the bishop's decision whether ordination takes place at the end of their training.
- Important to recognize the relevance of someone's life as they commit to several years training. An understanding of the ordination criteria from the start of training would be beneficial.
- Clarity of the process is a key step.
- Important for a student to enter training with the mindset of serving God whether they are ordained or not.

*Deborah was thanked for her presentation and left the meeting.*

## **Other Diocesan Committees**

- **Diocesan Canon Review Committee**

**Purpose:** To review the Diocesan Canons, Standing Resolutions and other related documents at the direction of Standing Committee and in consultation with the Diocesan Chancellor.

**To report to Standing Committee**

**To present Bills and Motions to Synod**

**Suggested Membership:**

Lauren Hibberd  
 Nicky Roberts  
 Robin Nairn  
 Bishop (ex-officio)  
 Diocesan Registrar (ex-officio)  
 Chancellor (advisor)

The people listed above will shortly receive their letter of invitation.

- **Diocesan Property Committee**  
- Yet to be formed.
- **Diocesan Communications Committee**  
- Yet to be formed
- **Finance Advisory Sub Committee**  
- Role and membership to be reviewed

## **SC 16.3.5 General Business**

- **A Way Forward Report**

Bishop Andrew and the Ministry Educator introduced the report to clergy at the recent regional clergy training days.

- **St Matthew's Hastings Parish**

The Diocesan Registrar has received a letter from the Wardens/Treasurer of St Matthew's, Hastings re the following motion passed unanimously at their recent AGM.

1. *That since St Matthew's provided the funds for the construction of St Clare's Anglican Church, Flaxmere, that the proceeds (and subsequent interest) from the sale of the church and land be made available for the general purposes of St Matthew's, Hastings.*
2. *That Standing Committee reviews our Parish Assessment and Insurance costs in the light of our ongoing annual operating budget.*
3. *That Standing Committee urgently starts the conversation about the future of the Anglican Church in Hastings with the people involved.*

After some discussion it was agreed:

1. The funds from the sale of Flaxmere Church remain with the Diocese.
2. No change can be made to the Parish Assessment but a review of the parish insurance costs can be carried out.
3. Conversations concerning the future of the Hastings parishes have begun with a review of the parishes being carried out by the Regional Dean and the Ministry Educator in conjunction with the Registrar.

- **Napier South Parish**

A letter has been received from the vestry of Southern Napier Anglican Parish. In essence Reverend Leo Te Kira outlined six options (and their respective financial and social ramifications) on paper, and allowed each vestry member a fortnight to respond in writing to those options. The result of their decision was summarized in the following paragraph"

*"In February vestry concluded that "We ourselves are going round in endless circles" and subsequently as the church actually belongs to the Diocese, we desire to hand over the problem to yourselves as Bishop, Committee and Board to resolve".*

After some discussion it was agreed a letter be sent acknowledging receipt of the vestry's recent correspondence, explaining a more comprehensive response would follow in May after more time has been given for consideration.

- **Health and Safety**

The Health and Safety in Employment legislation has been updated and the legislation is due to come into force on the 4<sup>th</sup> April 2016. The intention of the legislation is to raise the bar with regard to accountability.

Inter-Church Bureau are running seminars throughout the country to introduce the Health and Safety resource for Churches and Trusts. The diocese office has encouraged churches to send two representatives, the cost of \$25 per person being covered by the diocese. Since then the Anglican Insurance Board has offered to cover the costs for two people meaning the cost is not a barrier to attending.

Attendance at a seminar will also provide a workbook, which will be a valuable resource containing explanation of new requirements along with forms and policies for our own use.

There is not an expectation that all organisations will have a Health and Safety system up and running on Monday 4<sup>th</sup> April, but there is an expectation there will be some planning taking place with regard to implementing something.

**Resolved:**

***"The Health and Safety report was received."***

- **General Synod Planning**

Bishop Andrew and Diocesan Registrar updated the meeting regarding arrangements for General Synod.

- **Clergy Home Ownership Regulations**

Reverend Bryan Carey, Vicar of St Luke's Parish, Havelock North is preparing to relocate from the Vicarage to his own home. Bryan has raised this with his Vestry (approved motion of Vestry and now needs Standing Committee approval for the parish to pay him a housing allowance in accordance with the guidelines.

**Resolved:**

***'Standing Committee grant approval for the Reverend Bryan Carey to receive a housing allowance due to him moving into his own home .'***

The meeting concluded at 3.45pm.

Confirmed: \_\_\_\_\_

*Chair*

Date: \_\_\_\_\_