

# Anglican Diocese of Waiapu

## STANDING COMMITTEE

MINUTES of the conference meeting held on Thursday 21<sup>st</sup> February 2019 at 9.30am at

All Saint's Church, 23 Puketapu Rd, Taradale, Napier

CHAIRPERSON: The Right Reverend Andrew Hedge

	<p><b>Membership</b> Bishop Andrew Hedge                      Miss Alison Thomson Dr Diane Mara                                      Mr John Binns Rev'd Jenny Chalmers                      Rev'd Tim Barker Rev'd Deborah Wilson                      Rev'd Paul Williamson Rev'd Isabel Mordecai                      Mrs Elaine Wood Ms Allana Hiha                                      Rev'd Jo Crosse</p> <p><b>In Attendance</b> Ms Colleen Kaye (Registrar) Mrs Bianca Snee (Minutes Secretary)</p> <p><b>Apologies</b> Mrs Elaine Wood Rev'd John Binns</p> <p><b>Prayers</b> Led by Bishop Andrew Hedge</p>
	<p><b>Please note: The meeting did not follow the order of the agenda, however the minutes are recorded as per the agenda.</b></p>
SC 19.02.1	<p><b>Confirmation of the Minutes – 5<sup>th</sup> December 2018</b></p> <p><b><i>Resolved:</i></b></p> <p><b><i>That the minutes of the meeting held on 5<sup>th</sup> December 2018 be confirmed as a correct record.</i></b></p> <p><b>Matters Arising and Action List:</b></p> <p>A discussion was held on the Action List, no matters arose.</p>
SC 19.02.2	<p><b>ACW Statement of Intent FY20 Presentation</b></p> <p><b><i>Bishop Andrew welcomed Lucy Laitinen (CEO of Anglican Care Waiapu) and members of the WASSTB at 9:35am. The WASSTB Members present were Brian Watkins and Christine Scott, and members Geoff Yates and Nicola Roberts send their apologies.</i></b></p> <p>Lucy Laitinen (CEO of Anglican Care Waiapu) and the WASSTB Board members presented their statement of intent to the Standing Committee as per Canon 18, section 2.5, which states:</p>

	<p>“The [WASSTB] Board will report to the Standing Committee of the Diocese twice each year, once to present its Statement of Intent for approval and once to review its past year’s performance. The review will include a full statement of the Board’s financial performance and financial position”.</p> <p>Bishop Andrew thanked the CEO of Anglican Care Waiapu and the WASSTB Board members for attending the meeting and presenting their Statement of Intent.</p> <p><i>Lucy Laitinen, Christine Scott and Brian Watkins left the meeting at 11am.</i></p> <p><b>Resolved:</b></p> <ol style="list-style-type: none"> <li><i>i) That the Standing Committee approve the enclosed Statement of Intent for Anglican Care Waiapu for 2019;</i></li> <li><i>ii) That the Standing Committee note that a report on WASSTB’s financial performance and financial position will be submitted to the Standing Committee after the WASSTB accounts are audited later this year.</i></li> </ol>
<p><b>SC 19.02.3</b></p>	<p><b>Future needs of Papamoa Mission report</b></p> <p>Rev’d Jenny Chalmers spoke to her report regarding the future needs of Papamoa Mission and highlighted the following findings:</p> <ul style="list-style-type: none"> <li>• There are currently two Anglican Church bases in Papamoa. Both are commercial, with one being in a Funeral Director’s premise.</li> <li>• There are approximately 21,000 people who live in Papamoa (2013 census). By statistical average there would be around two thousand people attending church in Papamoa, which indicates that Papamoa may be under-churched.</li> <li>• The Papamoa Mission is supported by a non-stipended priest, and has a roll of 29 people.</li> <li>• The Papamoa Missioner, who supports St Aiden’s community, is based at Legacy Gardens Funeral Church. There is no formal Sunday worship; however, there is a Messy Church, EFM and off site, Death Café.</li> <li>• The Missioner’s position is currently vacant.</li> </ul> <p>Rev’d Jenny Chalmers then spoke to her recommendations to:</p> <ul style="list-style-type: none"> <li>• Merge the two congregations into one unit</li> <li>• Turn the unit into a parish and resource with a priest.</li> <li>• Move from Legacy Gardens in due course to help improve the relationship with tikanga and other cultures.</li> <li>• Build a hall, which would be available for community use, well sited, with a kitchen and hall for joint use and worship.</li> <li>• Explore the opportunity to implement an Anglican Church school.</li> </ul> <p>A discussion was held and it was decided that a working group will be formed to meet with the stakeholders around Papamoa Mission and begin to explore the way forward. It was decided that the group would comprise of Paul Williamson, Jenny Chalmers, Bishop Andrew and Allana Hiha, and that the group would grow as need be.</p> <p><i>The Standing Committee moved into committee at 12:22pm</i></p> <p><i>The Standing Committee moved out of committee at 12:27pm</i></p>

	<p><b><i>Resolved:</i></b>  <b><i>To receive the report and table for further discussion with the intention to re-distribute to parish at a later date.</i></b></p>
SC 19.02.4	<p><b>Strategic and Policy Reports</b></p> <p>Finance Team Manager, Tracey O’Shaughnessy, was invited to join the meeting at 1:27pm to present the financial reports.</p> <ul style="list-style-type: none"> <li>• Financial Report to 31 December 2018</li> <li>• Financial Narrative – 31 December 2018</li> <li>• Parish Financial Health Sheet</li> <li>• Parish op-shop graph</li> </ul> <p><b>Points of note:</b></p> <ul style="list-style-type: none"> <li>• There is a reasonable surplus of \$264,000, which will be adjusted when the valuations are released for the commercial properties owned by the Hawke’s Bay Trust.</li> <li>• There are variances in each department of the diocese financials but the major difference is in administration costs, in particular IT project and shared services costs, which has had an impact on the bottom line. However, they have been offset by a higher than budgeted administration fee, received from WBDT, and an extra two months of shared services levy from ACW, as the levy was not finalised until this year but commenced on 1<sup>st</sup> November 2017.</li> <li>• Investment returns continue to be steady with 2.75% on call funds and 8 cents per unit on the Permanent Fund for 2018. It is hoped this level will continue in 2019.</li> <li>• Funds received from St Johns College has been utilised by the ministry educator and the seeding of St Aidan’s.</li> <li>• The subsidies paid by the Diocese to Parishes, who have curates, are funded by an investment held with the WBDT, so from a cash point of view this does not come out of the operational income.</li> </ul> <p><b><i>Resolved:</i></b>  <b><i>To receive the financial reports.</i></b></p>
SC 19.02.5	<p><b>Diocesan Committees</b></p> <ul style="list-style-type: none"> <li>• <i>Diocesan Canon Review Committee</i> Nothing to report</li> <li>• <i>Diocesan Ministry Committee</i> Nothing to report</li> </ul>
SC 19.02.6	<p><b>Other Reports</b></p> <p><u>Bishop’s Report</u></p> <ul style="list-style-type: none"> <li>• <b>March 2019</b> – Bishop Andrew and his wife Raewyn are travelling to Fiji to attend the consecration and installation of Archbishop Fereimi Cama on March 11.</li> <li>• <b>May 2019</b> – Bishop Andrew will be visiting England for the Messy Church International Conference, and then attending the USA Festival of Homiletics,</li> </ul>

which is being held in Minneapolis.

- **September 2019** – The trip to Papua New Guinea, coinciding with Martyrs Day Celebrations, is still being finalised. Bishop Andrew will be accompanied by Collen Kaye, Deborah Broome and David van Oeveren.
- **The Lambeth Conference** is being held in Canterbury July 2020. Bishop Andrew and his wife Raewyn will be attending with the support of the diocese.
- **Sabbatical** – Every five years the St John's College Trust Board funds a three-month sabbatical, which can be taken in parts or all at once within the five years. Bishop Andrew is looking at how his sabbatical can be structured

#### General Synod Representative Report

Rev'd Jo Crosse informed the committee that there was nothing to note.

#### TPCCG Representative Report

Alison Thomson informed the committee that there was nothing to note.

### SC 19.02.7

#### **Other Business**

##### Central Hawke's Bay Parish – Waipawa Vicarage

A request to sell the Vicarage was received from the Vestry of Central Hawke's Bay Parish, with the additional request to be able to use the funds from the sale for property expenditure throughout the parish.

##### **Resolved that:**

- i) ***The Vestry of the Central Hawke's Bay Parish to be given permission to sell the Waipawa Vicarage as requested.***
- ii) ***The funds realised from the sale of the Vicarage is to be split into two amounts;***
  - a. ***one to be held for a long term maintenance and capital development of the property within the Central Hawke's Bay Parish;***
  - b. ***the other to be available for short term property expenditure. The income earned from the long-term investment should be compounded and added to the investment, the income from the short the investment be available to use as the vestry see fit.***

##### Cathedral Deanery

The Vestry of the Cathedral Parish have received a request from Dean Ian Render who wishes to move from the Deanery into his own home, and to receive a housing allowance in accordance with Diocesan guidelines. This request has been put forward to the Standing Committee for approval.

##### **Resolved that:**

***The Standing committee notes the request and agrees to the housing allowance in accordance with Diocesan guidelines.***

### Appointment of Auditors

Bishop Andrew informed the committee that Deloitte Wellington has been appointed as the auditors for the 2018/2019 financial year for:

- Anglican Diocese of Waiapu
- Waiapu Board for Diocesan Trustees
- Waiapu Bishopric Endowment Trust
- Waiapu Anglican Social Services Trust Board

### ***Resolved that:***

***The Standing Committee note the new auditors***

### Shared Services Agreement

The Diocesan Registrar presented a memo on behalf of the CEO of Anglican Care Waiapu outlining how the Shared Services agreement has been drafted and how the fee for the services provided was decided upon.

### ***Resolved that:***

- Standing Committee recognise and affirm the work that WASSTB have undertaken to develop their strategy review of the social services through ACW.***
- Standing Committee request that WASSTB present their Statement of Intent for approval at the 21<sup>st</sup> Feb 2019 meeting, and invite all members of WASSTB to be present.***

### Extra funding received from St John's College Trust Board

The Bishop informed the committee that the grant to the Waiapu Bishopric Endowment Trust has increased its quarterly instalments from \$150,000 to \$215,000 due to receiving an additional \$60,000 to support the education component of the Bishop's activities from SJCTB.

### ***Resolved that:***

***The committee note the additional \$60,000 funding to support the education component of the Bishop's activities from SJCTB.***

### Acknowledgment of Support

A letter was received from the Hawke's Bay Ecumenical Chaplaincy Association acknowledging the financial support Colleen Kaye and Tracey O'Shaughnessy have provided the Chaplaincy Service over the years. Bishop Andrew also personally thanked Colleen Kaye for her support.

### ***Resolved that:***

***The Committee notes the letter as read and supports the acknowledgment***

2019 Meeting Dates:

11<sup>th</sup> April 2019   13<sup>th</sup> June 2019   8<sup>th</sup> August 2019  
17<sup>th</sup> October 2019   5<sup>th</sup> December 2019

The meeting concluded on Thursday 21<sup>st</sup> February at 2:18pm

Confirmed:   
Chair

Date: 01/02/19