

CONFIRMED MINUTES

SPECIAL STANDING COMMITTEE MEETING VIA ZOOM



At the **Standing Committee** on **3 Nov 2022** these minutes were **confirmed as presented**.

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| Name: | Standing Committee |
| Date: | Tuesday, 16 August 2022 |
| Time: | 10:00 am to 11:37 am (NZST) |
| Location: | via ZOOM, Remote |
| Committee Members: | Bishop Andrew Hedge (Committee Chair), The Reverend Alan Burnett, The Venerable Bronwyn Marchant, The Reverend Canon Jenny Chalmers, The Venerable Linda King, Paul White |
| Attendees: | Lauren Hibberd, Colleen Kaye, Debbie Phillips, Tracey O'Shaughnessy |
| Apologies: | Alison Thomson |
| Guests/Notes: | Martin Bishop, Senior Accountant, will be in attendance with the Finance Manager for the financial items. |

1. Preliminaries

1.1 Opening Prayer/Welcome

Bishop Andrew opened in prayer and welcomed everyone to the meeting.

1.2 Apologies

Apologies were received from Alison Thomson.



Apologies - 16 August 2022

That the apologies from Alison Thomson be noted and received.

Decision Date: 16 Aug 2022

Outcome: Approved

2. Synod Items for Discussion

2.1 Budget 2023

Bishop Andrew welcomed Tracey O'Shaughnessy (Finance Manager) and Martin Bishop (Senior Accountant) to the meeting. The Finance Manager spoke to the overall budget and addressed the projected deficit of \$374k. She stressed the need to increase revenue streams in line with increased delivery and ongoing charges of costs incurred on behalf of others etc. While reserves gave an interim buffer which could in theory cover the deficit for up to 12 years, this was not a

long-term answer. Accordingly, it was necessary to put in place a solid foundation to enable the same level of service delivery to continue.

Members expressed concern about the finances, and that current income streams were not enough to fund operations going forward. They stressed the need for strategic planning to be carried out to both resolve the current deficit and to implement a plan to remedy the situation going forward.



Budget 2023

1. Include explanatory notes in the Synod Budget to take into account feedback from the meeting and build a clear picture for Synod to ensure the information tells the whole story, is easily understood and transparent, and shows the future going forward.
2. Provide a summary report for Synod on the IT Project, explaining the background and current status of the project.
3. Keep a consistency between headings and items in the Synod budget so people know what they are and can see how they have been grouped.
4. Provide an estimated forecast model as to where revenue might be in the next year.

Due Date: 26 Aug 2022
Owner: Martin Bishop



Budget 2023

That approval be given for the Budget 2023 as presented to be taken to Synod 2022.

Decision Date: 16 Aug 2022
Outcome: Approved

2.2 Annual Audited Accounts

The Finance Manager advised that clearance was received on the Diocese financial statements late yesterday afternoon, together with the letter of representation, however the audit opinion and management letter had yet to be issued. There were no major changes to the financials from the draft previously presented to Standing Committee - amendments included some recategorisations and asset movements on the balance sheet, however the overall bottom line had not changed. She gave feedback from her perspective on how the audit had progressed and said there needed to be some serious discussions with the auditors about the whole process and timing.

The Finance Manager and Senior Accountant left the meeting at this point, and the meeting stopped for a short break, reconvening at 10.58am.

2.3 Draft Bill - The Amalgamation of the Parishes of Riverslea and Hastings

The contents of the Bill were noted, and the Diocesan Registrar advised that at a meeting she had recently had with the vestry of Riverslea and Hastings to discuss the Bill before it went to Synod, there had been overwhelming support to proceed with the amalgamation.



Draft Bill - The Amalgamation of the Parishes of Riverslea and Hastings

That approval be given for the Bill titled "*The Amalgamation of the Parishes of Riverslea and Hastings, Statute 2022*" to be presented to Synod 2022.

Decision Date: 16 Aug 2022
Outcome: Approved

2.4 Draft Bill - The Repeal and Replacement of Canon 2 of Regions Bill 2022

The Diocesan Registrar summarised the content of the Bill which had been compiled by the Chancellor.

The main section for consideration was around Canon 2 of Archdeaonries which completely removed regions and became archdeaonries with new boundaries. The Committee discussed the document and provided feedback to take to the Chancellor including the possibility of lay archdeacons; whether people are licensed or a PTO; allowing flexibility for archdeacons who live outside the archdeaonry area; in clause 8b of schedule 1, change frequency of episcopal ministry team meetings to "...on at least a monthly basis"; and in clause 8e, correct spelling of the word "lead" to "led"; allow more flexibility around whether an archdeacon needs to be in the archdeaonry.



Draft Bill - The Repeal and Replacement of Canon 2 of Regions Bill 2022

That approval be given for the Bill titled "*The Repeal and Replacement of Canon 2 of Regions Bill 2022*" to be presented to Synod 2022.

Decision Date: 16 Aug 2022

Outcome: Approved



Draft Bill - The Repeal and Replacement of Canon 2 of Regions Bill 2022

Provide feedback to the Chancellor on amendments to the Bill.

Due Date: 30 Aug 2022

Owner: Colleen Kaye

2.5 Draft Bill - Chancellor and Legal Advisers Bill 2022

This new Bill was to establish the role of Chancellor beyond what was just required in the provincial canons. It provides for the Chancellor and the role of Vice Chancellor, and sets out the work of legal advisors and a pathway to seek legal advice.

Feedback included: a request to clarify the wording in clause 9(b) - is it just intended to cover opinions sought by the Bishop and Standing Committee, or other associated entities in the Diocese as well?; the need to have a control standard for legal advice; the implications of the Bishop directing who advisory opinions are provided to; check if 5(2) needs to reference the provincial canons.



Draft Bill - Chancellor and Legal Advisers Bill 2022

That approval be given for the Bill titled "*The Chancellor and Legal Advisers Bill 2022*" to be presented to Synod 2022.

Decision Date: 16 Aug 2022

Outcome: Approved



Draft Bill - Chancellor and Legal Advisers Bill 2022

Provide feedback to the Chancellor on amendments to the Bill.

Due Date: 30 Aug 2022

Owner: Colleen Kaye

2.6 Regional Nominator and Standing Committee Nominations

The contents of the report outlining the nominations for Regional Nominators and Standing Committee were noted, and the Diocesan Registrar explained the election process for these vacancies.

2.7 General Business - Motion re Napier South for Synod 2022

The Reverend Canon Jenny Chalmers said she had been reading through some historic documents around Napier South over the last week, and had noted that a year ago Standing Committee had said it would take a motion to Synod 2022 around incorporating the parish of Napier South into the Waiapu Cathedral of St John the Evangelist.



Motion re Napier South for Inclusion in Synod 2022 Papers

Prepare a motion regarding incorporating the Parish of Napier South into the Waiapu Cathedral of St John the Evangelist for Standing Committee to vote on via flying minute, requesting approval for the motion to be presented to Synod 2022.

Due Date: 24 Aug 2022

Owner: The Reverend Canon Jenny Chalmers

2.8 General Business - Proposed Change to Timing of Synod 2022



Proposed Change to Synod Timing of Synod 2022

Following a request from the Diocesan Registrar, approval was given for the timing of Synod 2022 to be changed to be held from 9.30am Friday 16 September 2022 to 2.30pm Saturday 17 September 2022, with the evening session originally proposed for Thursday 15 September 2022 being cancelled, and that an extended timeframe be included during a lunchbreak for Archdeacons and their ministry units to gather together.

Decision Date: 16 Aug 2022

Outcome: Approved

2.9 General Business - Safeguarding Compliance Training



Safeguarding Compliance Training

Provide a report to the 3 November Standing Committee meeting on the uptake and status of the Title D safeguarding training.

Due Date: 24 Oct 2022

Owner: Rev'd Deborah Broome

3. Close Meeting

3.1 Close the Meeting

Next meeting: Standing Committee - 3 Nov 2022, 9:30 am

Signature: Andrew Waiaqa Date: 3/11/22