

# MINUTES OF SYNOD 2025

DIOCESE OF WAIKATO AND TARANAKI

FIRST SESSION OF THE FORTY THIRD SYNOD

## MINUTES OF FRIDAY 3 OCTOBER 2025

St. Mary's Chapel,  
Te Kura Pi'opatanga O W'akaa'urangi  
Taranaki Diocesan School for Girls

### Diocese of Waikato and Taranaki

#### Mission Statement

The mission of the Church is the mission of Christ

- To proclaim the Good News of the Kingdom
- To teach, baptise and nurture new believers
- To respond to human need by loving service
- To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation
- To strive to safeguard the integrity of creation, and sustain and renew the life of the earth

**6.30PM**

#### **Synod Eucharist**

**Celebrant:** Archdeacon Kim Wright, Archdeacon of Paranihi,  
Chaplain of Taranaki Diocesan School for Girls.

#### **President's Welcome**

To Synod Members.

**6.47pm**

#### **CONSTITUTION OF SYNOD**

During the Opening, Synod 2025 was constituted by the Synod Secretary.

The Synod Secretary reported there were 50 apologies and that the Bishop, 52 Clergy and 52 Lay members were present. This was a quorum under Statute No. 2, Clause 14, sub-clause 2, Constitution of Synod.

**Reflection:** Bishop Philip with a segment from Archbishop Desmond Tutu, entitled "Forgiving the unforgiveable".

**7.40pm Motion No. 1 Procedural Motion and Officers of Synod**

*Mover: The Venerable Trevor Harrison*

*Seconder: The Reverend Wynn Bowers-Mason*

**CARRIED**

- a) **That the Officers, Sessional Committees and Hours of Synod be as follows:**

## **OFFICERS & SESSIONAL COMMITTEES OF SYNOD 2025**

### **SECRETARIES:**

Clerical Secretary  
Lay Secretary

The Venerable Trevor Harrison  
Mrs Pip Harrison

### **CHAIRPERSONS OF COMMITTEE:**

The Venerable Peter Bargh (Clergy Chair of Committee)  
Mrs Christine Bryant (Lay Chair of Committee)  
Assisted by The Chancellor, Judge Christopher Harding

### **ORDER PAPER COMMITTEE as required:**

The Most Reverend P Richardson      The Venerable Trevor Harrison  
The Chancellor, Judge C Harding      Mrs Christine Bryant

### **MINUTES COMMITTEE:**

The Venerable Trevor Harrison      The Venerable Peter Bargh  
Mrs Pip Harrison

### **VOTE OF THANKS:**

The Reverend Andrew Evens

**b) Hours of Synod**

That the hours of Synod be as follows:

|                          |                                                                  |
|--------------------------|------------------------------------------------------------------|
| Friday, 3 October 2025   | 6.30pm The Chapel of St Mary, Taranaki Diocesan School for Girls |
| Saturday, 4 October 2025 | 9.00 am Business sessions (Stratford War Memorial Centre)        |
|                          | 6.30 pm Synod Dinner                                             |
| Sunday, 5 October 2025   | 9.00 am Business sessions (Te Whare Hononga, Taranaki Cathedral) |
|                          | 12.00 pm Conclusion                                              |

**c) Leave of Absence & Apologies**

That Leave of Absence is granted to those who have made submission in writing; and, in addition, to those recorded (during Synod) on the attendance list.

**d) Right to Speak**

That those listed have the right to Speak, but not to Vote:

Ms M Nickalls – Trust Management Ltd  
The Reverend Luca Tovey-Duckworth – Anglican Missions

Anybody else with the leave of the Presidents.

e) **Procedural**

That the General-Purpose Financial Statements of the Standing Committee, Taranaki Anglican Trust Board and Waikato Diocesan Trust Board be taken as read.

**7.44pm Announcements**

**8.05pm Synod adjourned**

## **MINUTES OF SATURDAY 4 OCTOBER 2025**

### **Stratford War Memorial Centre**

**9.05am Morning Prayer** was led by the Bishop.

**9.22am Bishop's Charge**

The Bishop welcomed members, visitors and guests to this day's session of Synod.

A time of remembrance was held for those former members of the national church and Synod who had died in the past year.

- John Hislop – died Saturday, 18th Oct
- Canon Gerald Bailey
- Dame Peggy Koopman-Boyden
- Heather Rodley
- Ron Tyrell
- Bishop Brian Carrell
- Enid Graham
- Rev'd Helen Tidswell
- Gwenda Hanley
- Monsignor Jo Stack
- Barbara Maxted
- Sarah-Jane Matthew (Rev'd Janine Sinclair's daughter)
- Walter Thomas Stark

**10.33am Morning Tea**

**10.57am Session 2**

**10.58am Tabling of the minutes of the Second Session of the Forty-Second Synod.**

The minutes of the Second Session of the Forty-Second Synod have been accepted as a true and correct record by Standing Committee and are now tabled.

**10.59am Election of General Synod representatives**

**11.06am PRESENTATION:** Ms Marie Nickalls, Head of Finance – Parish Accounting

**HIGHLIGHTS: CONSOLIDATED ACCOUNTS**

- Net equity of \$23,030,000
- Deficit of \$655,000
- Revenue of \$7,157,000 up \$474,000
  - + Grants & Bequests \$1,195,000
  - + Rental & Hall Hire up \$186,000
  - + Op Shop up \$3,000
- Operating Expenses of \$7,978,000 up \$841,000
  - + Operating Costs up \$840,000

**WAIKATO DIOCESAN TRUST BOARD**

- Operating surplus of \$945,567
- Average Return of 7.7%

**TARANAKI ANGLICAN TRUST BOARD**

- Total Equity of \$50,553,251
- Operating Deficit of \$247,622

**STANDING COMMITTEE**

- Operating Surplus of \$8,067
- Revenue of \$752,253
- Expenses of \$744,186

**2026 BUDGET**

- Revenue of \$728,974
  - + Assessments \$621,077
  - + Rental income \$83,000
  - + WDTB distribution \$21,224
- Expenses of \$728,303

*The XERO JOURNEY was laid out and explained and questions answered.*

**11.38am General Synod election results**

Those elected are:

LAY

Frances Brown  
Christine Bryant  
Chris Harding

CLERGY

Peter Bargh  
Jay Ruka

**Motion:** "That the ballot papers be destroyed."  
*Mover: The Most Reverend Philip Richardson*

**CARRIED**

**11.39am      Motion No. 2: Adoption of WDTB General Purpose Financial Statements 2024**

*Mover: The Venerable Joyce Marcon*  
*Seconder: The Very Reverend Julian Perkins*

"That this Synod approves the audited General Purpose Financial Statements of the Waikato Diocesan Trust Board, for the year ended 31 December 2024."

**CARRIED**

**11.41am      Motion No. 3: Adoption of Taranaki Anglican Trust Board General Purpose Financial Statements 2024**

*Mover: The Venerable Joyce Markon*  
*Seconder: The Very Reverend Julian Perkins*

"That this Synod approves the audited General Purpose Financial Statements of the Taranaki Anglican Trust Board, for the year ended 31 December 2024."

**CARRIED**

**11.41am      Motion No. 4: Adoption of Diocese of Waikato and Taranaki General Purpose Financial Statements for 2024**

*Mover: The Most Reverend Philip Richardson*

"That this Synod approves the audited General-Purpose Financial Statements of the Diocese of Waikato and Taranaki, for the year ended 31 December 2024."

**CARRIED**

**11.42am      Motion No. 5: Funding Standing Committee Operations – Approval of 2026 Budget**

*Mover: The Most Reverend Philip Richardson*

"That for the year 2026 this Synod agrees to a Diocesan Budget for Standing Committee operations of \$728,300.00 allocated in accordance with details contained in the budget, with \$621,077.00 of this sum to be provided by assessments."

**CARRIED**

**11.43am      Motion No.6: Assessments 2026 – Approval of Schedule**

*Mover: The Very Reverend Julian Perkins*

*Seconder: The Most Reverend Philip Richardson*

“That Parish Diocesan Assessments for the year 2026 be set according to the schedule of percentages for 2024, as detailed in the Synod papers.”

**CARRIED**

**11.45am      Motion No.7: Funding the 2026 Ministry Support Fund**

*Mover: The Venerable Andrew Evans*  
*Seconder: The Reverend Dr Turi Hollis*

“That this Synod requests Standing Committee to fund the Ministry Support Fund, to be calculated at the equivalent of the basic Vicar’s stipend and contributed to by all parishes, Parish Districts and Mission Districts per annum using the same formula as used for Assessments.”

**CARRIED**

**11.50am      Motion No.9: Receive the Reports to Synod**

*Mover: The President of Synod*

*That this Synod receives the following reports:*

- 1      Standing Committee Report
- 2      Anglican Action Report to Synod
- 3      BAF Report to Synod 2025
- 4      The Combined Diocesan Trust Board
- 5      University of Waikato Chaplaincy – Chairperson’s report
- 6      University of Waikato Chaplaincy – Ecumenical Chaplain’s report
- 7      WINTEC Ecumenical Chaplaincy – Chairperson’s report
- 8      WINTEC Ecumenical Chaplaincy – Ecumenical Chaplain’s report
- 9      Waikato Hospital Chaplaincy Report
- 10     Cursillo Annual and Treasurer’s Report

**RECEIVED WITH ACCLAMATION**

**First Reading of Bills**

**11.56am      Bill No. 1      The Parish Bill 2025**

**Motion:**      “That Bill No. 1 The Parish Bill 2025 be withdrawn.”

*Mover: The President of Synod*

**CARRIED**

**12.05pm      Bill No. 2      The Lay Ministry Licences Statutes Bill 2025**

**Motion:**      “That the principles of the Bill, as amended, be approved and that the Bill be referred to Synod in Committee for consideration in detail for later in the day.”

*Mover: The Reverend Kat Maxwell*  
*Second: The Venerable Kim Wright*

**CARRIED**

**12.19pm Bill No. 3 The Boundaries Amendment Bill 2025**

**Amendment:** "That the Commencement clause do read:

**Commencement**

This Statute shall come into force at the close of the session of Synod at which it is enacted."

*Mover: The Venerable Julie Guest*  
*Second: The Reverend Stephanie Owen*

**Motion:** "That the principles of the Bill, as amended, be approved and that the Bill be referred to Synod in Committee for consideration in detail for later in the day."

*Mover: The Venerable Julie Guest*  
*Second: The Reverend Stephanie Owen*

**CARRIED**

**10.10am Bill No. 4 Miscellaneous Statute Amendment Bill 2025**

**Motion:** "That the bill be withdrawn and a motion moved later in the day."

*Mover: The Venerable Lance Pilbrow*  
*Second: The Reverend Kat Maxwell*

**CARRIED**

**12.33pm LUNCH**

**1.15pm Session 3**

**Greetings were received from:**

Anglican Diocese of Waiapu – Bishop Andrew Hedge  
Anglican Diocese of Auckland – Bishop Ross Bay  
Anglican Diocese of Christchurch – Bishop Peter Carrell  
Anglican Diocese of Dunedin – Bishop Anne van Gend  
Anglican Diocese of Nelson - Bishop Steve Maina  
Te Hui Amorangi ki Te Tairāwhiti  
Te Hui Amorangi ki Te Upoko-o-Te-Ika – Bishop Waitohiariki Quayle  
Anglican Diocese of Wellington – Archbishop Justin Duckworth

**1.24pm PRESENTATION:** Anglican Missions – The Reverend Luca Tovey-Duckworth

**1.38pm Motion No.8: Mission Target 2026**

*Mover: The Venerable Andrew Evans*  
*Seconded: The Reverend Dr Turi Hollis*

“That for the year 2026 the Missions’ targets are as follows:

- a) Overseas Mission remains at \$210,000;
- b) For Anglican Action to be set at \$50,000;
- c) For BAF to be set at \$15,697.”

**CARRIED**

**1.39pm      Second Reading of Bills**

**Motion:**      “That Synod move into Committee to consider Bill No. 2”.

*Mover: The President of Synod*

**CARRIED**

**1.40pm      SYNOD IN COMMITTEE**

**DIOCESE OF WAIKATO AND TARANAKI**

**BILL NO 2**

**THE LAY MINISTRY LICENCES STATUTE BILL 2025**

The Synod of the Diocese of Waikato and Taranaki enacts as follows –

**1. TITLE**

This Statute is The Lay Ministry Licences Statute 2025..

**2. PURPOSE**

The purpose of this Statute is to reform the statutory requirements relating to Lay Ministry Licences, to simplify the requirements relating to types of Licence, to establish a Practicum Year for lay ministers, and to make provision for the issuing of such Licences.

**3. COMMENCEMENT**

This Statute shall come into force at the close of the session of Synod at which it is enacted.

**4. REPEAL**

That Statute 18 The Lay Ministry Licence Statute 2011 is hereby repealed.

**5. ENACTMENT**

- (1) Statute 51 The Lay Ministry Licence Statute 2025 is hereby enacted.
- (2) Every person holding a Lay Licence under Statute 18 The Lay Licence Statute 2011 shall continue to hold that licence, subject to renewal under this statute.

## **6. INTERPRETATION**

Unless inconsistent with the context, the following expressions shall have the following meanings throughout this Statute –

**Bishop** – shall mean the Bishop with responsibility for Episcopal care and oversight.

**Ministry Unit** – includes a Parish, Mission Unit, School, Social agency, or Diocesan office within the Anglican Church.

**Parish** – shall have the same meaning as in the Parishes Statute 2009.

**Practicum Year** – means the licence period of one year during which a candidate undertakes structured learning and development before being eligible for a licence valid for up to two years.

**Minister in Charge** – includes a Vicar, Priest in Charge, a Chaplain, and an Archdeacon.

## **PART 1 MINISTRY CERTIFICATES**

### **7. MINISTRY CERTIFICATES**

(1) In addition to the personal ministry expected of all the baptised, a Ministry Unit may call and train lay people to perform certain tasks in the mission, ministry and leadership of the Church within the Ministry Unit. When lay persons are exercising such ministry under the direct supervision of a person holding a Bishop's Licence they may do so by virtue of a Certificate in the form set out in Schedule One of this Statute (or to the like effect) issued by the Minister in Charge on the recommendation of the Vestry. The Certificate shall list the functions for which the certificate is issued. Certificated ministries will normally include:

- a) Assisting in leading public worship (e.g. liturgist, intercessor, reader)
- b) Assisting with educational groups and programmes (e.g. helping with a home group or Sunday school programme)

(2) A Certificate shall not be issued under this Statute until the person who is to be certificated shall first have signed the Declarations set out in Schedule Two with the necessary changes.

(3) Every certificated person shall be required by the Ministry Unit in which the certificate is issued to attend such parish training sessions as are held from time to time and relevant to the ministry exercised. Certificate holders are also welcome to attend regional or diocesan training events relevant to their ministry, when invited.

(4) Every Certificate issued under this Statute shall expire after three years but may be renewed or cancelled by the Minister in Charge at his/her discretion.

(5) Any Ministry Certificate may be withdrawn from a holder of such a Certificate at any time by the Minister in Charge after approval by vestry, by notice in writing to the

holder, who shall forthwith surrender the Certificate to the Minister in Charge and cease to exercise certificated ministry within the Ministry Unit.

(6) A holder of a Ministry Certificate must not exercise any of the functions listed in the Certificate unless they do so under the direct supervision (i.e. physical presence) of a person holding a Bishop's licence

(7) If the name of a holder of a Ministry Certificate is no longer recorded on the parish roll, the Ministry Certificate of that person shall lapse.

(8) Only those baptised and on the Parish Roll are entitled to receive and retain a Certificate.

## **PART 2 LICENSED LAY MINISTERS**

### **8. SCOPE**

(1) Baptised lay people exercising ministry with sole responsibility, or with responsibility for the ministry of or with others, shall be licensed by the Bishop to the Office of Licensed Lay Minister. Anyone leading a ministry with vulnerable adults, children, and/or young people must be licensed to undertake that ministry role on behalf of the Church.

(2) Licensed Lay Ministers may serve either: a) Within a specific Ministry Unit; or b) In a diocesan capacity across multiple Ministry Units e.g. an employee of the diocese (e.g. children and families ministry enabler).

(3) A person holding a licence under Clause 8 (1) may also exercise any or all of the functions of certificated persons set out in Clause 7.

### **9. PRACTICUM YEAR**

(1) When an applicant is accepted into the Lay Practicum programme, and has completed the screening process, a licence valid for one year may be issued.

(2) The Practicum Year provides intentional learning and development opportunities over a 12-month period.

(3) Upon successful completion of the Practicum Year requirements, a Lay Licence valid for up to 2 years may be issued.

### **10. GENERAL CONDITIONS RELATING TO LAY MINISTRY LICENCES**

(1) An applicant:

a) For parish-based ministry: shall be nominated in writing by no fewer than two members of the congregation amongst whom the Lay Person is to serve, with

approval by the Minister in Charge and Vestry, Parish Council or equivalent authority; or

b) For diocesan ministry shall have their application determined by the Bishop.

(2) The nomination shall be accompanied by a signed ministry covenant ( as detailed in the Diocesan guidelines) in the prescribed form, which shall be forwarded to the Bishop's Office.

(3) The nominee must have completed or agreed to undergo the Practicum Year training, provided that the Bishop may license a person without the Practicum Year if the person is deemed to be adequately qualified through equivalent preparation.

(4) Every person to be admitted to the Office of Licensed Lay Minister shall first sign the Declarations set out in Schedule Two.

(5) An applicant must receive a clear Police Check processed through the Diocese and undergo full background screening clearance as required by the Diocesan Background Screening and Police Vetting Policy before being licensed. The cost of screening will be passed on to the Parish/Ministry Unit by the Diocese.

(6) A Lay Licence shall be for a term not exceeding three years and may be renewed by the Bishop. The Licence shall be in the form set out in Schedule Three.

(7) Every application for the renewal of a Licence shall meet the requirements of endorsement under sub clause (1), with appropriate modifications for diocesan licences, along with required training and screening processes.

(8) A Licensed Lay Minister shall be a member of the Ministry Team of the Ministry Unit, or in the case of diocesan licences, shall be accountable to the appropriate diocesan authority.

## **11. SUPERVISION AND ACCOUNTABILITY**

(1) Each Licensed Lay Minister is required to meet with an external supervisor or spiritual director as determined from time to time by the diocesan guidelines.

(2) Every Licensed Lay Minister must have a covenant (see clause 10(2)) which outlines his/her role and responsibilities, whether serving in a Ministry Unit or diocesan capacity. The ministry covenant should be reviewed as required by the Diocesan Guidelines: Licenced Lay Ministry & Local Ministry Certificates.

(3) Licensed Lay Ministers covenant to participate in regular ministry support team meetings (where appropriate) and Diocesan Licensed Lay Ministry training events.

(4) Each Licensed Lay Minister must meet the requirements of Safeguarding training.

## **12. ROLES AND RESPONSIBILITIES**

(1) Licensed Lay Ministers may perform any of the duties for which they are licensed in any Parish or other Ministry Unit of the Church within the Diocese if called upon to do so by the Minister in Charge or appropriate authority in charge, with the permission of the ministry leader of the unit they are licensed to.

(2) Licensed Lay Ministers holding diocesan licences (e.g. employees of the diocese) may exercise their ministry across multiple Ministry Units as directed by the Bishop or appropriate diocesan authority.

(3) Licensed Lay Ministers shall carry out their duties in such manner as the Minister in Charge, Ministry Team, or appropriate diocesan authority, on behalf of the Bishop, shall from time to time direct; and where appropriate, may wear such robes as shall be approved by the Bishop.

(4) Any Licence may be withdrawn from a Licensed Lay Minister at any time by the bishop, by notice in writing to the holder, who shall forthwith surrender the Licence to the Bishop and cease to exercise licensed ministry within the Diocese.

(5) If a Licensed Lay Minister leaves the Ministry Unit or diocesan role in which he or she is licensed to serve, or the name of that person is no longer recorded on the parish roll (for parish-based licences), or that person leaves their diocesan employment (for diocesan licences), the Licence of that Licensed Lay Minister shall lapse.

(6) When a Licensed Lay Minister moves between Ministry Units or from diocesan to parish ministry (or vice versa), a new application process may be required as determined by the bishop.

(7) Every Licensed Lay Minister is obliged to attend such training events as are held from time to time and of which notice shall be given.

(8) All Kaikarakia duly authorised or licensed within Te Pihopatanga o Aotearoa may, upon invitation, and with the permission of the licencing authority, exercise an equivalent office of a Licensed Lay Minister within the Diocese.

## **PART 3 SPECIALIST LICENCES**

### **13. LICENCES FOR SPECIALIST MINISTRIES**

(1) The bishop may issue a lay person with a licence for a specialist ministry, subject to the conditions and permissions outlined in an accompanying letter of appointment (e.g., a licence as a parish children's or youth worker).

(2) An applicant: a) For parish-based ministry: shall be nominated in writing by no fewer than two members of the congregation amongst whom the Lay Person is to serve, with approval by the Minister in Charge and Vestry, Parish Council or equivalent authority; or b) For diocesan ministry: shall be determined by the Bishop.

(3) The nomination shall be accompanied by a signed ministry covenant in the prescribed form, which shall be forwarded to the Bishop's Office, who shall certify to

the bishop that the nomination is in order. The ministry covenant and renewal requirements are detailed in the Diocesan Guidelines: Licenced Lay Ministry & Local Ministry Certificates, which shall be consulted for the specific forms and procedures required.

(4) Every person to be admitted to the Office of Licensed Lay Minister shall first sign the Declarations set out in Schedule Two.

(5) An applicant must receive a clear Police Check processed through the Diocese and undergo full background screening clearance as required by the Diocesan Background Screening and Police Vetting Policy before being licensed. The cost of screening will be passed on to the Parish/Ministry Unit by the Diocese.

(6) A Lay Licence shall be for a term not exceeding three years and may be renewed by the bishop. The Licence shall be in the form set out in Schedule Three.

(7) Every application for the renewal of a Licence shall meet the requirements of endorsement under sub clause (1), with appropriate modifications for diocesan licences, along with required training and screening processes.

(8) A Licensed Lay Minister shall be a member of the Ministry Team of the Ministry Unit, or in the case of diocesan licences, shall be accountable to the appropriate diocesan authority.

**Delete the current subsections (2) and (3) under Section 13.**

#### **14. HEALING MINISTRY LICENCE**

Any lay person in any Ministry Unit in the Diocese of Waikato and Taranaki qualified under Title B Canon XXI (of Qualifications for Lay Persons to Hold Office) may be licensed by the Bishop to hold and exercise the Office of Lay Minister to Anoint with Consecrated Oil in the terms stated in that Licence in any Parish or other Ministry Unit of the Church in this Diocese.

#### **15. ROLES AND RESPONSIBILITIES FOR HEALING MINISTRY**

(1) The terms and conditions of Healing Ministry Licences may be regulated by the Bishop who may require Covenants to be entered into by the lay person in connection with the terms and conditions of the licence.

(2) Any person to be licensed under this Part shall be nominated by the Minister in Charge and the Churchwardens and shall be approved by the Vestry of the Ministry Unit.

(3) The person to be so licensed shall be trained to anoint with oil by the Bishop or the Bishop's appointee.

(4) The person must be a member of the Ministry Team.

(5) The person must be subject to a covenant.

(6) The Licence shall be in the form in Schedule Four of this Statute.

(7) Any person to be so licensed shall first sign the Declarations in Schedule Two of this Statute.

(8) Any Licence under this Part may be withdrawn at any time by the Bishop by notice in writing to the holder who shall forthwith surrender the Licence to the Bishop.

## **PART 4 MISCELLANEOUS**

### **16. REGULATIONS**

The Standing Committee of the Diocese may make regulations under this Statute for any administrative purpose at any ordinary or special meeting.

### **SCHEDULE ONE DIOCESE OF WAIKATO AND TARANAKI CERTIFICATE OF MINISTRY**

PARISH OF \_\_\_\_\_

To \_\_\_\_\_

The Vestry/Parish Council has resolved that you be appointed as:

\_\_\_\_\_

Together with the responsibilities and obligations of that/those roles.

This certificate records your appointment as being certificated and authorised to perform those duties specified above.

\_\_\_\_\_ Signature

\_\_\_\_\_ Date

### **SCHEDULE TWO**

#### **A**

#### **DECLARATION OF ADHERENCE AND SUBMISSION TO THE ANGLICAN CHURCH IN AOTEAROA NEW ZEALAND AND POLYNESIA**

**I, A.B. DO DECLARE** that I will give all due obedience to The Constitution / Te Pouhere and the Code of Canons of the Anglican Church in Aotearoa New Zealand

and Polynesia and to the decisions and judgments of those holding authority under The Constitution / Te Pouhere and the Code of Canons including all regulations which may be made pursuant to The Constitution / Te Pouhere and the Code of Canons.

**AND** I hereby undertake in consideration of my holding any such office or membership immediately to resign that office or membership together with all the rights and emoluments appertaining thereto whenever I shall be called upon so to do by those acting under authority given to them by The Constitution / Te Pouhere or the Code of Canons or any regulations made pursuant to them.

Given under my hand this day of in the presence of:

## **SCHEDULE TWO**

### **B**

**The Anglican Church in Aotearoa, New Zealand and Polynesia**  
*Te Haahi Mihinare ki Aotearoa, ki Niu Tirenī*  
*Ki Nga Moutere o te Moana Nui a Kiwa*

#### **DECLARATION OF ACKNOWLEDGEMENT OF THE AUTHORITY OF THE DIOCESE OF WAIKATO AND TARANAKI**

I, \_\_\_\_\_ (full name)

Occupation: \_\_\_\_\_

Address: \_\_\_\_\_

being about to be Licensed to the Office of **Lay Minister**

in the parish of \_\_\_\_\_ in the Diocese of Waikato and Taranaki

#### **DO ACKNOWLEDGE AND DECLARE**

1. That I will pay true and canonical obedience, in all things lawful and honest to the Bishops of Waikato and Taranaki and to the successors of those Bishops, and will be obedient to the ecclesiastical laws and regulations in force in the Diocese of Waikato and Taranaki.

2. I acknowledge that I am bound by the obligations of Office in Title D Canon1 establishing standards of ethics in ministry.

Signed by the above named Declarant: \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_

in the presence of: \_\_\_\_\_

Occupation: \_\_\_\_\_

Address: \_\_\_\_\_

### **SCHEDULE THREE**

**The Anglican Church in Aotearoa, New Zealand and Polynesia**  
**Te Hāhi Mihinare ki Aotearoa, ki Niu Tirenī, ki Ngā Moutere o te Moana Nui a Kiwa**

### **DIOCESE OF WAIKATO AND TARANAKI**

**Licence for the Office of Lay Minister**  
\_\_\_\_\_, by the GRACE OF GOD **BISHOP**

To our well beloved in Christ

**[NAME]**

**PARISH OF [PARISH NAME]**

I, having received a Petition from certain members of the congregation of the **[PARISH NAME]** and having received consent thereto from the Vicar (if any) or Vestry or Parish Council or similar authorised persons,

and being assured of your faithfulness and moral and spiritual integrity, and having also received from you a profession of your belief in the teaching of this Church in Aotearoa, New Zealand and Polynesia, and of your willingness to conform to the Canons, Statutes and any Regulations governing Lay Ministries,

and your adherence to the Code of Ethics and Harassment Regulation and of your willingness to respect the customs and discipline of the Church and to obey those set in authority over you,  
and having satisfied myself as to your fitness for an Office of Licensed Lay Minister: and you having made the required declarations required by the Constitution and Canons of the Anglican Church in Aotearoa, New Zealand and Polynesia.

Provided always that you do not use the Absolution or the Blessing; and that you do not use The Great Thanksgiving or Prayer of Consecration of a Eucharistic Liturgy, or the Prayer of Consecration of Oil.

I hereby admit you to the Office of **LICENCED LAY MINISTER** whereby you are authorised to perform the duties of that office, within the **[PARISH NAME]** and as specified in your Ministry Covenant.

Given under the hand and seal this \_\_\_\_ day of \_\_\_\_

in the year of Our Lord two thousand and \_\_\_\_\_  
and of my Consecration the \_\_\_\_\_ year.

\_\_\_\_\_  
**BISHOP**

\_\_\_\_\_  
**REGISTRAR**

Registered in the Diocesan Register: [NUMBER]

This Licence is valid until \_\_\_\_\_

#### **SCHEDULE FOUR**

**The Anglican Church in Aotearoa, New Zealand and Polynesia**  
**Te Hāhi Mihinare ki Aotearoa, ki Niu Tirenī, ki Ngā Moutere o te Moana Nui a Kiwa**

#### **DIOCESE OF WAIKATO AND TARANAKI**

#### **Licence for the Office of Lay Minister to Anoint with Consecrated Oil**

\_\_\_\_\_, by the GRACE OF GOD **BISHOP**

To our well beloved in Christ

**[NAME]**

**PARISH OF [PARISH NAME]**

I, having received a recommendation from the Vicar or the Clergy Team (if any) and Vestry of the Parish **[PARISH NAME]**, and being assured of your faithfulness and moral and spiritual integrity, and having also received from you a profession of your belief in the teaching of this Church in Aotearoa, New Zealand and Polynesia and your of your willingness to conform to the Canons, Statutes, and Regulations governing Lay Ministries and of your willingness to respect the customs and discipline of the Church and to obey those set in authority over you, and having satisfied ourselves as to your fitness for this Office.

Do hereby admit you to the Office of **Lay Minister to Anoint with Consecrated Oil** whereby you are authorised to perform the duties specified for that office, namely

To exercise "The Ministry of Healing" through the Laying on of Hands and/or Anointing using the Order of Service in the New Zealand Prayer Book/He Karakia Mihinare o Aotearoa pages 738-745; as requested by the Bishops, the Bishops' lawful nominee of your Vicar.

To be a member of the ministry team.

To perform such other duties as shall from time to time be requested by the Bishops, the Bishops' lawful nominee of your Vicar.

Provided always that you do not use the Absolution or the Blessing; and that you do not use the Great Thanksgiving of a Eucharistic Liturgy; and the Prayer of Consecration of Oil.

Given under the hand and seal this \_\_\_\_ day of \_\_\_\_  
in the year of Our Lord two thousand and \_\_\_\_  
and of my Consecration the \_\_\_\_ year.

---

**BISHOP**

---

**REGISTRAR**

Registered in the Diocesan Register: [NUMBER]

This Licence is valid until \_\_\_\_\_

**Amendment:** "That in Clause 6 Practicum Year that the words 'three year licence' be deleted and replaced with the words 'a licence valid for up to two years'."

*Mover: The Reverend Kat Maxwell*  
*Seconder: The Venerable Lance Pilbrow*

**CARRIED**

**Amendment:** "That in Clause 9(1) Practicum Year the words 'and has completed the screening process' be added after programme."

*Mover: The Venerable Sue Burns*  
*Seconder: The Reverend Andrew Evans*

**CARRIED**

**Amendment:** "That in Clause 9(1) Practicum Year the word 'will' be replaced with the word 'maybe'."

*Mover: Mrs Pip Harrison*  
*Seconder: The Venerable Sue Burns*

**CARRIED**

**Amendment:** "That in Clause 9(3) Practicum Year the word 'will' be replaced with the word 'maybe'."

*Mover: The Reverend Brendan Gibbs*  
*Seconder: The Reverend Kat Maxwell*

**CARRIED**

**Amendment:** “That in Clause 10(2) after the word ‘covenant’ the words ‘(as detailed in the Diocesan guidelines)’ be added and all the words after ‘Bishop’s Office’ shall be deleted.”

*Mover: The Reverend Andrew McKean*  
*Seconder: The Reverend Kat Maxwell*

**CARRIED**

**Motion:** “That I report to the President of Synod that we have made progress with Bill No. 2 and request that we can come back to it at a future time.”

*Mover: Chair of Committee*

**CARRIED**

**3.03pm      SYNOD OUT OF COMMITTEE**

**3.04pm      Afternoon tea**

**Motion:** “That the decision of Synod in Committee become the decision of Synod.”

*Mover: The President of Synod*

**CARRIED**

**Motion:** “That the Third Reading of Bill No. 2 be an order of the day for later today.”

*Mover: The President of Synod*

**CARRIED**

**3.32pm      Session 4**

**Notices**

**Motion:** “That Synod move into Committee to consider Bill No. 3”.

*Mover: The President of Synod*

**CARRIED**

**3.36pm      SYNOD IN COMMITTEE**

**DIOCESE OF WAIKATO AND TARANAKI**

**BILL NO 3**

**THE BOUNDARIES AMENDMENT STATUTE 2025**

The Synod of the Diocese of Waikato and Taranaki enacts as follows –

**1. TITLE**

This Statute is The Boundaries Amendment Statute 2025.

**2. PURPOSE**

The purpose of this Statute is to redefine the boundaries of The Parish of St John, Te Awamutu and The Parish of Christ Church, Orakau consequent upon the amalgamation of these parishes.

### **3. COMMENCEMENT**

This Statute shall come into force at the close of the Synod at which it is enacted.

### **4. AMENDMENTS TO PART ONE OF SCHEDULE**

Part One of the Schedule to The Boundaries of the Local Ministry and Mission Units in the Diocese of Waikato Statute 1996 is amended by the deletion of the provisions relating to The Parish of Christ Church, Orakau and amendment of the provisions relating to The Parish of St John, Te Awamutu by the following provisions –

#### **The Parish of St John, Te Awamutu**

The land and dwellings enclosed by;  
Starting at the railway crossing with Te Kawa Road in Te Kawa village; SW to include Te Kawa Road, to SH3 at Gallagher Road West; SE down Gallagher Road West; S to include Gallagher Road East and Ngahape Road to the junction with Whibleys Road; crossing Whibleys Road between Mangaorongo Road and Ngahape village to include the N half of Whibleys Road; crossing Ngahape Road half way between Mangaorongo Road and Ngahape village to include the N half of that part of Ngahape Road; all of Happy Valley Road, Cottles Road, Pamotumotu Road and Wall Road; and the E half of Mangatutu Road; S to Ranginui trig; SE to Pukeokahu trig; NE to Mangawhio Gorge; N up Lake Arapuni to the road crossing of the Waikato River at Darby Road; W to cut the Waiteti Road straight into half to include the S portion; W to Pukeatua trig and Whanake trig; NW to the NW corner of the Serpentine Lake near Ohaupo; W to the confluence of the Mangaotona Stream N of Te Rore with the Waipa River; W to the junction of Te Pahu-Kaniwhaniwha Road with Arthur Road; S down Arthur Road through the summit of Mt 27/7 Pirongia to the junction of Pirongia West No. 2 Road and SH 31; E along SH 31 to Te Kawa road and E along Te Kawa Road to the railway crossing at Te Kawa, the starting point.

**Motion:** “That I report to the President of Synod that we have passed Bill No. 3 without amendment.”

*Mover: Chair of Committee*

**CARRIED**

#### **3.39pm      SYNOD OUT OF COMMITTEE**

**Motion:** “That the decision of Synod in Committee become the decision of Synod.”

*Mover: The President of Synod*

**CARRIED**

**Motion:** “That the Third Reading of Bill No. 3 be an order of the day for tomorrow.”

*Mover: The President of Synod*

**CARRIED**

#### **3.41pm      Motion No.11: Camp Fund Utilisation**

*Mover: The Very Reverend Julian Perkins*  
*Seconder: The Reverend Dr Turi Hollis*

This Synod requests the proceeds from the sale of the Te Rau Aroha camp be prioritised in the following ways: 1) To meet any reparation costs resulting from historical church abuse, including redress payments to survivors of abuse in the Diocese of Waikato before 2008 and the Diocese of Waikato and Taranaki post-2008, noting that all current cases of historic abuse in this Diocese were offences against children; 2) To meet any reparation costs relating to the disenfranchisement of Māori from whenua/land in the Diocese of Waikato and Taranaki.

**4.11pm**      **Motion:** “That the President has discretion to allow members to speak more than once to Motion 11.”

*Mover: The Most Reverend Philip Richardson*

**CARRIED**

**4.15pm**      **Amendment:** “That point 2) in its entirety be deleted.”

*Mover: Mrs Susanna Rowse*  
*Seconder:*

**4.28pm**      The amendment was withdrawn by the mover.

**4.56pm**      Motion 11 was put and ...

**CARRIED**

**4.57pm**      **Evening Prayer**

**5.10pm**      **Announcements**

**5.18pm**      **Synod adjourned**

# MINUTES OF SUNDAY 5 OCTOBER 2025

## Te Whare Hononga, Taranaki Cathedral

**9.02am**      **Welcome** by the Very Reverend Jay Ruka, Dean of Taranaki Cathedral

**9.09am**      Morning Worship

**9.18am**      **PRESENTATION:** Te Whare Hononga and Mere Tapu.

**10.08am**      **Motion:** “That Synod move into Committee to consider Bill No. 2”.

*Mover: The President of Synod*

**CARRIED**

**10.04am**      **SYNOD IN COMMITTEE**

**Amendment:** “That in Clause 6 Interpretation we add **Vulnerable adult** – shall mean a person unable, by reason of detention, age, sickness, mental impairment, or any other cause, to withdraw himself or herself from the care or charge of another person.”

*Mover: The Chair of Committee*

**CARRIED**

**Amendment:** “That in Clause **7 MINISTRY CERTIFICATES** section 1 we add ‘c. But shall not include any form of one-on-one ministry.’”

*Mover: The Chair of Committee*

**CARRIED**

**Amendment:** “That in Clause **7 MINISTRY CERTIFICATES** section 2 after changes we add the words ‘and in addition, completed the police vetting process within the Diocese.’”

*Mover: The Chair of Committee*

**CARRIED**

**Amendment:** “That in Clause **7 MINISTRY CERTIFICATES** section 6 after supervision we delete the words ‘(i.e. physical presence)’ and after licence we add  
a) Any case of ministry with children, young people or vulnerable adults shall require the physical presence of a person holding a Bishop’s licence.

b) In all other cases, the physical presence of a person holding a Bishop's licence is highly desirable but not essential."

*Mover: The Chair of Committee*

**CARRIED**

**Amendment:** "That in Clause **7 MINISTRY CERTIFICATES** section 6 b) the words 'but not essential' be deleted."

*Mover: The Venerable Val Riches  
Second: The Reverend Ben Ong*

**Motion:** "That I do report progress to the President."

*Mover: The Chair of Committee*

**CARRIED**

**10.26am Morning tea**

**10.53am Session 2**

**10.55am Motion:** "That Synod move into Committee to consider Bill No. 2".

*Mover: The President of Synod*

**CARRIED**

#### **SYNOD IN COMMITTEE**

**Amendment:** "That in Clause **7 MINISTRY CERTIFICATES** section 6 b) the words 'but not essential' be deleted."

*Mover: The Venerable Val Riches  
Second: The Reverend Ben Ong*

**CARRIED**

**Amendment:** "That in Clause **8 SCOPE** (1) the words 'with vulnerable adults, children, and/or young people' be deleted and replaced with the words 'with children, young people, and/or vulnerable adults.'"

**CARRIED**

**Amendment:** "That in Clause **8 SCOPE** (2) b) the words 'e.g. an employee of the diocese' be deleted.

**CARRIED**

**Amendment:** "That in Clause **10 GENERAL CONDITIONS RELATING TO LAY MINISTRY LICENCES** all the words be deleted in order to be replace with others."

**CARRIED**

**Amendment:** "That in Clause **10 GENERAL CONDITIONS RELATING TO LAY MINISTRY LICENCES** these words be added:

- “1. The bishop shall determine licensing for all diocesan ministries.
2. An applicant for parish-based ministry shall be nominated in writing by no fewer than two members of the parish amongst whom the Lay Person is to serve, with approval by the Minister in Charge and Vestry, Parish Council or equivalent authority.
3. For parish-based ministry, the nomination shall be accompanied by a signed ministry covenant (as detailed in the Diocesan guidelines), which shall be forwarded to the Bishop’s Office.
4. Every person to be admitted to the Office of Licensed Lay Minister:
  - a) Must have completed or agreed to undergo the Practicum Year training, provided that the bishop may license a person without the Practicum Year at the bishop’s discretion.
  - b) Shall first sign the Declarations set out in Schedule Two.
  - c) Must receive a clear Police Check processed through the Diocese and undergo full background screening clearance as required by the Diocesan Background Screening and Police Vetting Policy before being licensed. The cost of screening will be passed on to the Parish/Ministry Unit by the Diocese.
5. A Lay Licence shall be for a term not exceeding three years and may be renewed by the bishop. The Licence shall be in the form set out in Schedule Three.
6. Renewal of a Licence shall require the meeting of the relevant standards earlier set out in this clause.
7. A Licensed Lay Minister shall be a member of the Ministry Team of the Ministry Unit, or in the case of diocesan licences, shall be accountable to the appropriate diocesan authority.”

**CARRIED**

**Amendment:** “That in Clause **13 LICENCES FOR SPECIALIST MINISTRIES** the sections 2 to 8 be deleted with a view to replacing with other words.”

*Mover: The Venerable Andrew Evans*  
*Second: The Reverend Kat Maxwell*

**CARRIED**

**Amendment:** “That in Clause **13 LICENCES FOR SPECIALIST MINISTRIES** sections 1 to 7, with the exception of 4.a from Clause 10 be added.”

*Mover: The Venerable Andrew Evans*  
*Second: The Reverend Kat Maxwell*

**CARRIED**

**11.38am**      **Motion:** “That I report to the President of Synod that we have passed Bill No. 2 with amendments.”

*Mover: Chair of Committee*

**CARRIED**

**11.39am**      **SYNOD OUT OF COMMITTEE**

**Motion:** “That the decision of Synod in Committee become the decision of Synod.”

*Mover: The President of Synod*

**CARRIED**

**Bill No. 2 as amended and passed**

## **DIOCESE OF WAIKATO AND TARANAKI**

### **BILL NO 2**

### **THE LAY MINISTRY LICENCES STATUTE BILL 2025**

The Synod of the Diocese of Waikato and Taranaki enacts as follows –

#### **TITLE**

This Statute is The Lay Ministry Licences Statute 2025.

#### **PURPOSE**

The purpose of this Statute is to reform the statutory requirements relating to Lay Ministry Licences, to simplify the requirements relating to types of Licence, to establish a Practicum Year for lay ministers, and to make provision for the issuing of such Licences.

#### **COMMENCEMENT**

This Statute comes into force on 1 January 2026.

#### **REPEAL**

That Statute 18 The Lay Ministry Licence Statute 2011 is hereby repealed.

#### **ENACTMENT**

- (1) Statute 51 The Lay Ministry Licence Statute 2025 is hereby enacted.
- (2) Every person holding a Lay Licence under Statute 18 The Lay Licence Statute 2011 shall continue to hold that licence, subject to renewal under this statute.

#### **INTERPRETATION**

Unless inconsistent with the context, the following expressions shall have the following meanings throughout this Statute –

**Bishop** – shall mean the Bishop with responsibility for Episcopal care and oversight.

**Ministry Unit** – includes a Parish, Mission Unit, School, Social agency, or Diocesan office within the Anglican Church.

**Parish** – shall have the same meaning as in the Parishes Statute 2009.

**Practicum Year** – means the licence period of one year during which a candidate undertakes structured learning and development before being eligible for a licence valid for up to two years.

**Minister in Charge** – includes a Vicar, Priest in Charge, a Chaplain, and an Archdeacon.

**Vulnerable adult** - shall mean a person unable, by reason of detention, age, sickness, mental impairment, or any other cause, to withdraw himself or herself from the care or charge of another person.

## **PART 1 – MINISTRY CERTIFICATES**

### **MINISTRY CERTIFICATES**

- (1) In addition to the personal ministry expected of all the baptised, a Ministry Unit may call and train lay people to perform certain tasks in the mission, ministry and leadership of the Church within the Ministry Unit. When lay persons are exercising such ministry under the direct supervision of a person holding a Bishop's Licence they may do so by virtue of a Certificate in the form set out in Schedule One of this Statute (or to the like effect) issued by the Minister in Charge on the recommendation of the Vestry. The Certificate shall list the functions for which the certificate is issued. Certificated ministries will normally include:
  - a) Assisting in leading public worship (e.g. liturgist, intercessor, reader)
  - b) Assisting with educational groups and programmes (e.g. helping with a home group or Sunday school programme)
  - c) But shall not include any form of one-on-one ministry.
- (2) A Certificate shall not be issued under this Statute until the person who is to be certificated shall first have signed the Declarations set out in Schedule Two with the necessary changes and in addition, completed the police vetting process within the Diocese.
- (3) Every certificated person shall be required by the Ministry Unit in which the certificate is issued to attend such parish training sessions as are held from time to time and relevant to the ministry exercised. Certificate holders are also welcome to attend regional or diocesan training events relevant to their ministry, when invited.
- (4) Every Certificate issued under this Statute shall expire after three years but may be renewed or cancelled by the Minister in Charge at his/her discretion.

- (5) Any Ministry Certificate may be withdrawn from a holder of such a Certificate at any time by the Minister in Charge after approval by vestry, by notice in writing to the holder, who shall forthwith surrender the Certificate to the Minister in Charge and cease to exercise certificated ministry within the Ministry Unit.
- (6) A holder of a Ministry Certificate must not exercise any of the functions listed in the Certificate unless they do so under the direct supervision of a person holding a Bishop's licence.
  - a) Any case of ministry with children, young people or vulnerable adults shall require the physical presence of a person holding a Bishop's licence.
  - b) In all other cases, the physical presence of a person holding a Bishop's licence is highly desirable.
- (7) If the name of a holder of a Ministry Certificate is no longer recorded on the parish roll, the Ministry Certificate of that person shall lapse.
- (8) Only those baptised and on the Parish Roll are entitled to receive and retain a Certificate.

## **PART 2 LICENSED LAY MINISTERS**

### **SCOPE**

- (1) Baptised lay people exercising ministry with sole responsibility, or with responsibility for the ministry of or with others, shall be licensed by the Bishop to the Office of Licensed Lay Minister. Anyone leading a ministry with children, young people, and/or vulnerable adults must be licensed to undertake that ministry role on behalf of the Church.
- (2) Licensed Lay Ministers may serve either:
  - a) Within a specific Ministry Unit; or
  - b) In a diocesan capacity across multiple Ministry Units (e.g. children and families ministry enabler).
- (3) A person holding a licence under Clause 8 (1) may also exercise any or all of the functions of certificated persons set out in Clause 7.

### **PRACTICUM YEAR**

- (1) When an applicant is accepted into the Lay Practicum programme, and has completed the screening process, a licence valid for one year may be issued.
- (2) The Practicum Year provides intentional learning and development opportunities over a 12-month period.
- (3) Upon successful completion of the Practicum Year requirements, a Lay Licence valid for up to 2 years may be issued.

## **GENERAL CONDITIONS RELATING TO LAY MINISTRY LICENCES**

1. The bishop shall determine licensing for all diocesan ministries.
2. An applicant for parish-based ministry shall be nominated in writing by no fewer than two members of the parish amongst whom the Lay Person is to serve, with approval by the Minister in Charge and Vestry, Parish Council or equivalent authority.
3. For parish-based ministry, the nomination shall be accompanied by a signed ministry covenant (as detailed in the Diocesan guidelines), which shall be forwarded to the Bishop's Office.
4. Every person to be admitted to the Office of Licensed Lay Minister:
  - a) Must have completed or agreed to undergo the Practicum Year training, provided that the bishop may license a person without the Practicum Year at the bishop's discretion.
  - b) Shall first sign the Declarations set out in Schedule Two.
  - c) Must receive a clear Police Check processed through the Diocese and undergo full background screening clearance as required by the Diocesan Background Screening and Police Vetting Policy before being licensed. The cost of screening will be passed on to the Parish/Ministry Unit by the Diocese.
5. A Lay Licence shall be for a term not exceeding three years and may be renewed by the bishop. The Licence shall be in the form set out in Schedule Three.
6. Renewal of a Licence shall require the meeting of the relevant standards earlier set out in this clause.
7. A Licensed Lay Minister shall be a member of the Ministry Team of the Ministry Unit, or in the case of diocesan licences, shall be accountable to the appropriate diocesan authority.

## **SUPERVISION AND ACCOUNTABILITY**

- (1) Each Licensed Lay Minister is required to meet with a supervisor and spiritual director as determined from time to time by the diocesan guidelines.
- (2) Every Licensed Lay Minister must have a covenant (see clause 10(3)) which outlines his/her role and responsibilities, whether serving in a Ministry Unit or diocesan capacity. The ministry covenant should be reviewed as required by the Diocesan Guidelines.
- (3) Licensed Lay Ministers covenant to participate in regular ministry support team meetings (where appropriate) and Diocesan Licensed Lay Ministry training events.
- (4) Each Licensed Lay Minister must meet the requirements of Safeguarding training.

## **ROLES AND RESPONSIBILITIES**

- (1) Licensed Lay Ministers may perform any of the duties for which they are licensed in any Parish or other Ministry Unit of the Church within the Diocese if called upon to do so by the Minister in Charge or appropriate authority in charge, with the permission of the ministry leader of the unit they are licensed to.
- (2) Licensed Lay Ministers holding diocesan licences (e.g. employees of the diocese) may exercise their ministry across multiple Ministry Units as directed by the Bishop or appropriate diocesan authority.
- (3) Licensed Lay Ministers shall carry out their duties in such manner as the Minister in Charge, Ministry Team, or appropriate diocesan authority, on behalf of the Bishop, shall from time to time direct; and where appropriate, may wear such robes as shall be approved by the Bishop.
- (4) Any Licence may be withdrawn from a Licensed Lay Minister at any time by the Bishop, by notice in writing to the holder, who shall forthwith surrender the Licence to the Bishop and cease to exercise licensed ministry within the Diocese.
- (5) If a Licensed Lay Minister leaves the Ministry Unit or diocesan role in which he or she is licensed to serve, or the name of that person is no longer recorded on the parish roll (for parish-based licences), or that person leaves their diocesan employment (for diocesan licences), the Licence of that Licensed Lay Minister shall lapse.
- (6) When a Licensed Lay Minister moves between Ministry Units or from diocesan to parish ministry (or vice versa), a new application process may be required as determined by the Bishop.
- (7) Every Licensed Lay Minister is obliged to attend such training events as are held from time to time and of which notice shall be given.
- (8) All Kaikarakia duly authorised or licensed within Te Pihopatanga o Aotearoa may, upon invitation, and with the permission of the licencing authority, exercise an equivalent office of a Licensed Lay Minister within the Diocese.

## **PART 3 SPECIALIST LICENCES**

### **LICENCES FOR SPECIALIST MINISTRIES**

- (1) The bishop may issue a lay person with a licence for a specialist ministry, subject to the conditions and permissions outlined in an accompanying letter of appointment (e.g., a licence as a parish children's or youth worker).
- (2) The bishop shall determine licensing for all diocesan ministries.
- (3) An applicant for parish-based ministry shall be nominated in writing by no fewer than two members of the parish amongst whom the Lay Person is to serve, with

approval by the Minister in Charge and Vestry, Parish Council or equivalent authority.

- (4) For parish-based ministry, the nomination shall be accompanied by a signed ministry covenant (as detailed in the Diocesan guidelines), which shall be forwarded to the Bishop's Office.
- (5) Every person to be admitted to the Office of Licensed Lay Minister:
  - a) Shall first sign the Declarations set out in Schedule Two.
  - b) Must receive a clear Police Check processed through the Diocese and undergo full background screening clearance as required by the Diocesan Background Screening and Police Vetting Policy before being licensed. The cost of screening will be passed on to the Parish/Ministry Unit by the Diocese.
- (6) A Lay Licence shall be for a term not exceeding three years and may be renewed by the bishop. The Licence shall be in the form set out in Schedule Three.
- (7) Renewal of a Licence shall require the meeting of the relevant standards earlier set out in this clause.
- (8) A Licensed Lay Minister shall be a member of the Ministry Team of the Ministry Unit, or in the case of diocesan licences, shall be accountable to the appropriate diocesan authority.

#### **HEALING MINISTRY LICENCE**

Any lay person in any Ministry Unit in the Diocese of Waikato and Taranaki qualified under Title B Canon XXI (of Qualifications for Lay Persons to Hold Office) may be licensed by the Bishop to hold and exercise the Office of Lay Minister to Anoint with Consecrated Oil in the terms stated in that Licence in any Parish or other Ministry Unit of the Church in this Diocese.

#### **ROLES AND RESPONSIBILITIES FOR HEALING MINISTRY**

- (1) The terms and conditions of Healing Ministry Licences may be regulated by the Bishop who may require Covenants to be entered into by the lay person in connection with the terms and conditions of the licence.
- (2) Any person to be licensed under this Part shall be nominated by the Minister in Charge and the Churchwardens and shall be approved by the Vestry of the Ministry Unit.
- (3) The person to be so licensed shall be trained to anoint with oil by the Bishop or the Bishop's appointee.
- (4) The person must be a member of the Ministry Team.

- (5) The person must be subject to a covenant.
- (6) The Licence shall be in the form in Schedule Four of this Statute.
- (7) Any person to be so licensed shall first sign the Declarations in Schedule Two of this Statute.
- (8) Any Licence under this Part may be withdrawn at any time by the Bishop by notice in writing to the holder who shall forthwith surrender the Licence to the Bishop.

## **PART 4 MISCELLANEOUS**

### **REGULATIONS**

The Standing Committee of the Diocese may make regulations under this Statute for any administrative purpose at any ordinary or special meeting.

## **SCHEDULE ONE**

### **DIOCESE OF WAIKATO AND TARANAKI CERTIFICATE OF MINISTRY**

**PARISH OF** \_\_\_\_\_

To \_\_\_\_\_

The Vestry/Parish Council has resolved that you be appointed as:

\_\_\_\_\_

Together with the responsibilities and obligations of that/those roles.

This certificate records your appointment as being certificated and authorised to perform those duties specified above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## SCHEDULE TWO

### A



#### DECLARATION OF ADHERENCE AND SUBMISSION TO THE ANGLICAN CHURCH IN AOTEAROA NEW ZEALAND AND POLYNESIA

**I, A.B. DO DECLARE** that I will give all due obedience to The Constitution / Te Pouhere and the Code of Canons of the Anglican Church in Aotearoa New Zealand and Polynesia and to the decisions and judgments of those holding authority under The Constitution / Te Pouhere and the Code of Canons including all regulations which may be made pursuant to The Constitution / Te Pouhere and the Code of Canons.

**AND** I hereby undertake in consideration of my holding any such office or membership immediately to resign that office or membership together with all the rights and emoluments appertaining thereto whenever I shall be called upon so to do by those acting under authority given to them by The Constitution / Te Pouhere or the Code of Canons or any regulations made pursuant to them.

Given under my hand this                      day of                      in the presence of:

## SCHEDULE TWO

### B

The Anglican Church in Aotearoa, New Zealand and Polynesia  
*Te Haahi Mihinare ki Aotearoa, ki Niu Tirenī*  
*Ki Nga Moutere o te Moana Nui a Kiwa*

**DECLARATION OF ACKNOWLEDGEMENT OF THE AUTHORITY OF  
THE DIOCESE OF WAIKATO AND TARANAKI**

I, \_\_\_\_\_ (full name)

Occupation: \_\_\_\_\_

Address: \_\_\_\_\_

being about to be Licensed to the Office of **Lay Minister**

in the parish of \_\_\_\_\_ in the Diocese of Waikato and Taranaki

**DO ACKNOWLEDGE AND DECLARE**

1. That I will pay true and canonical obedience, in all things lawful and honest to the Bishops of Waikato and Taranaki and to the successors of those Bishops, and will be obedient to the ecclesiastical laws and regulations in force in the Diocese of Waikato and Taranaki.
2. I acknowledge that I am bound by the obligations of Office in Title D Canon 1 establishing standards of ethics in ministry.

Signed by the above named Declarant: \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_

in the presence of: \_\_\_\_\_

Occupation: \_\_\_\_\_

Address: \_\_\_\_\_

## SCHEDULE THREE



The Anglican Church in Aotearoa, New Zealand and Polynesia  
Te Hāhi Mihinare ki Aotearoa, ki Niu Tirenī, ki Ngā Moutere o te Moana Nui a Kiwa

### DIOCESE OF WAIKATO AND TARANAKI

#### Licence for the Office of Lay Minister

\_\_\_\_\_, by the GRACE OF GOD **BISHOP** To our well beloved in Christ

#### **[NAME] PARISH OF [PARISH NAME]**

I, having received a Petition from certain members of the congregation of the **[PARISH NAME]** and having received consent thereto from the Vicar (if any) or Vestry or Parish Council or similar authorised persons,

and being assured of your faithfulness and moral and spiritual integrity, and having also received from you a profession of your belief in the teaching of this Church in Aotearoa, New Zealand and Polynesia, and of your willingness to conform to the Canons, Statutes and any Regulations governing Lay Ministries,

and your adherence to the Code of Ethics and Harassment Regulation and of your willingness to respect the customs and discipline of the Church and to obey those set in authority over you,

and having satisfied myself as to your fitness for an Office of Licensed Lay Minister: and you having made the required declarations required by the Constitution and Canons of the Anglican Church in Aotearoa, New Zealand and Polynesia.

Provided always that you do not use the Absolution or the Blessing; and that you do not use The Great Thanksgiving or Prayer of Consecration of a Eucharistic Liturgy, or the Prayer of Consecration of Oil.

I hereby admit you to the Office of **LICENCED LAY MINISTER** whereby you are authorised to perform the duties of that office, within the **[PARISH NAME]** and as specified in your Ministry Covenant.

Given under the hand and seal this \_\_\_\_ day of \_\_\_\_ in the year of Our Lord **two thousand and** \_\_\_\_ and of my Consecration the \_\_\_\_ year.

\_\_\_\_\_  
**BISHOP**

#### **REGISTRAR**

*Registered in the Diocesan Register: [NUMBER]*

This Licence is valid until \_\_\_\_\_

## SCHEDULE FOUR



The Anglican Church in Aotearoa, New Zealand and Polynesia  
Te Hāhi Mihinare ki Aotearoa, ki Niu Tirenī, ki Ngā Moutere o te Moana Nui a Kiwa

### DIOCESE OF WAIKATO AND TARANAKI

#### Licence for the Office of Lay Minister to Anoint with Consecrated Oil

\_\_\_\_\_, by the GRACE OF GOD **BISHOP** To our well beloved in Christ

#### **[NAME] PARISH OF [PARISH NAME]**

I, having received a recommendation from the Vicar or the Clergy Team (if any) and Vestry of the Parish **[PARISH NAME]**, and being assured of your faithfulness and moral and spiritual integrity, and having also received from you a profession of your belief in the teaching of this Church in Aotearoa, New Zealand and Polynesia and your willingness to conform to the Canons, Statutes, and Regulations governing Lay Ministries and of your willingness to respect the customs and discipline of the Church and to obey those set in authority over you, and having satisfied ourselves as to your fitness for this Office.

Do hereby admit you to the Office of **Lay Minister to Anoint with Consecrated Oil** whereby you are authorised to perform the duties specified for that office, namely

To exercise “The Ministry of Healing” through the Laying on of Hands and/or Anointing using the Order of Service in the New Zealand Prayer Book/He Karakia Mihinare o Aotearoa pages 738-745; as requested by the Bishops, the Bishops’ lawful nominee of your Vicar.

To be a member of the ministry team.

To perform such other duties as shall from time to time be requested by the Bishops, the Bishops’ lawful nominee of your Vicar.

Provided always that you do not use the Absolution or the Blessing; and that you do not use the Great Thanksgiving of a Eucharistic Liturgy; and the Prayer of Consecration of Oil.

Given under the hand and seal this \_\_\_\_ day of \_\_\_\_ in the year of Our Lord **Two thousand and** \_\_\_\_\_ and of my Consecration the \_\_\_\_\_,

\_\_\_\_\_  
BISHOP

\_\_\_\_\_

#### REGISTRAR

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**Motion:** “That the Third Reading of Bill No. 2 be an order of the day for later today.”

*Mover: The President of Synod*

**CARRIED**

**11.40am      Motion:** “That Bill No. 3 be read for a Third Time.”

*Mover: The President of Synod*

**CARRIED**

**11.41am      Motion:** “That Bill No. 2 be read for a Third Time.”

*Mover: The President of Synod*

**CARRIED**

**11.42am      Motion No. 18: Establish Safeguarding Leads**

*Mover: The Reverend Kat Maxwell  
Seconder: The Venerable Lance Pilbrow*

That this Synod resolves:

1. Pending further guidance from the Provincial Church, to require each parish and mission unit to appoint a Safeguarding Lead;
2. For a Parish, the Safeguarding Lead must be appointed at the first meeting of the Vestry after the AGM;
3. The Safeguarding Lead must not be the vicar and need not be a member of vestry;
4. For a Mission Unit, the Safeguarding Lead shall be in addition to the Secretary and Treasurer;
5. Notwithstanding the provisions above, a Safeguarding Lead may be appointed for multiple parishes/mission units or for an archdeaconry.
6. In each case, the Safeguarding Lead shall oversee the safety of the parish/mission unit or archdeaconry, and is required to have undertaken training necessary regarding Coordinating Safeguarding;
7. The Safeguarding Lead shall:
  - (a) Have an overview of all the church (or archdeaconry) activities involving children and vulnerable adults and have a record of these activities;
  - (b) Have up to date knowledge of the Diocesan Safeguarding policy and guidance, and ensure leaders of activities are aware of and are implementing the guidance;
  - (c) Liaise with the Vicar/Priest/Dean in charge or Archdeacon over safeguarding issues;
  - (d) Report all concerns or allegations against church officers to the **Ministry Standards Registrar**;
  - (e) Liaise with Diocesan Safeguarding Coordinator (DSC) as needed;
  - (f) Attend Diocesan safeguarding training for Safeguarding Leads;
  - (g) Ensure safeguarding posters are displayed in all church premises and on the church website;

(h) Keep good records of safeguarding concerns, ensure others do this and store securely.”

**CARRIED**

**11.50am      Motion No.12: Te Ara Hou Ownership**

*Mover: The Venerable Peter Bargh  
Seconded: The Reverend Kat Maxwell*

The establishment of the ecumenical Christian social service village at Te Ara Hou was always intended to be an expression of bi-cultural partnership and vision. Therefore, this Synod requests that the Standing Committee work with Ngati Haua to find out what re-vesting the whenua/land at Te Ara Hou (Lot 2) back to Ngati Haua might mean for both parties. Further, that this work be reported back to the Synod with any appropriate motion.

**Amendment:** “That the words Te Pihopatanga o Aotearoa, Te Hui Amorangi o Te Manawa o te Wheke be added after ‘with’ and before ‘Ngati Haua’.”

*Mover: The Reverend Ben Ong  
Seconded: The Reverend Kat Maxwell*

**CARRIED**

**Amended motion put.**

**CARRIED**

**11.57am      Leave given for a motion without notice.**

**Motion No. 19: A Motion without notice**

*Moved: The Reverend Andrew McKean TSSF  
Seconded: The Reverend Kat Maxwell*

“That this Synod sends its heartfelt congratulations to Dame Sarah Mullally on her designation as the next Archbishop of Canterbury and assures her of our love and prayers.”

**CARRIED**

**12.03pm      Motion: “That the hours of Synod be extended to 12.30pm.”**

*Mover: The President of Synod*

**CARRIED**

**12.03pm      Motion No.15: Cursillo**

*Moved: Heather Riches  
Seconded: Karen Wise*

“All parishes encourage and financially support church lay leaders, clergy and members to attend a Cursillo weekend.”

**Background:**

One reason for the motion is that a lot of churches are not able to financially support a full-time vicar and therefore we need to build the confidence and leadership in our lay members. If our clergy attend Cursillo they will enjoy the weekend and be able to encourage others to attend. The three day Cursillo weekend is a weekend filled with prayer, talks and singing, Gods love, plus connecting with others from over our Diocese. We have seen faith, leadership and confidence grown in ourselves and others during the Cursillo weekend.

**Amendment:** “That the words ‘and financially support’ be deleted.”

*Mover: Stephanie Owen*

*Seconder: The Reverend Wynne Bowers-Mason*

**CARRIED**

**Amended motion:** “All parishes encourage church lay leaders, clergy and members to attend a Cursillo weekend.”

The Amended motion was put and

**CARRIED**

**12.09pm      Motion No.13: Property Review**

*Mover: The Venerable Peter Bargh*

*Seconder: The Reverend Kat Maxwell*

That the Standing Committee –

- i. Generates a comprehensive list of properties currently held in the name of the Waikato Diocesan Trust Board (WDTB) and the Taranaki Anglican Trust Board (TATB) that were given by local iwi for the purpose of the Church (in accordance with Title F Canon III);
- ii. Makes an initial recommendation as to which of those properties might be re-vested in local iwi;
- iii. Explores the potential of shared ownership (of such properties) between the Church and iwi in pursuit of the restoration of relationships and the proclamation of the Gospel;
- iv. Reports back to Synod with the results of this investigation and any recommendations for discussion/action.

**CARRIED**

**12.12pm      Motion No.14: Finances**

*Mover: The Venerable Peter Bargh*

*Seconder: The Venerable Andrew Evans*

- a) “That Synod authorises the establishment of a Diocesan Endowment to fund core Diocesan services and that the proceeds from the sale of assets be added to this endowment. The sale of any asset of which a Ministry Unit is the beneficiary shall contribute 15% of the sale value to the Diocesan Endowment. Ministry Units can apply for exemption from this to Standing Committee (for example where the purpose of the sale is to invest in an alternative property).
- b) That Synod instructs the Standing Committee and the Combined Diocesan Trust Board (CDTB) to ensure that housing for the next Bishop of the Diocese be either built on current diocesan land or that a current house, where a ministry unit is a beneficiary, be repurposed for the accommodation of the next Bishop. That the difference in value from the sale of Bishop’s House Taranaki and this proposed build or repurpose be added to the Diocesan endowment.
- c) That Synod asks the Standing Committee to prepare guidelines for the use of parishes and the diocese in relation to surplus land and buildings that they maintain/own which outlines the steps they need to take should they want to sell this property to improve their financial situation. The guidelines would include information about how sale proceeds would be distributed, together with a template needing to be completed with a financial plan showing to what use the sale proceeds will be used that would improve the financial position of both the parish and the diocese.”

**CARRIED**

**Amendment:** “That the last sentence of b) be deleted.”

*Mover: The Chancellor  
 Seconder: Archdeacon Peter Bargh*

**CARRIED**

**Amended motion:**

- a) “That Synod authorises the establishment of a Diocesan Endowment to fund core Diocesan services and that the proceeds from the sale of assets be added to this endowment. The sale of any asset of which a Ministry Unit is the beneficiary shall contribute 15% of the sale value to the Diocesan Endowment. Ministry Units can apply for exemption from this to Standing Committee (for example where the purpose of the sale is to invest in an alternative property).
- b) That Synod instructs the Standing Committee and the Combined Diocesan Trust Board (CDTB) to ensure that housing for the next Bishop of the Diocese be either built on current diocesan land or that a current house, where a ministry unit is a beneficiary, be repurposed for the accommodation of the next Bishop.
- c) That Synod asks the Standing Committee to prepare guidelines for the use of parishes and the diocese in relation to surplus land and buildings that they maintain/own which outlines the steps they need to take should they want to sell this property to improve their financial situation. The guidelines would include information about how sale proceeds would be distributed, together with a template needing to be completed with a financial plan showing to what

use the sale proceeds will be used that would improve the financial position of both the parish and the diocese.”

The Amended motion was put and

**CARRIED**

**12.21pm Motion No.16: Gospel, Treaty and Constitution**

*Moved: The Reverend Jay Ruka*  
*Seconded: Bishop Philip Richardson*

“This diocese, recognising the unique role our church played in the development, translation and advocacy of the Treaty of Waitangi, affirms our commitment—driven by Te Rongopai (the gospel of Jesus Christ)—to the centrality of Te Tiriti both to Te Pouhere (the constitution of the Anglican Church in Aotearoa, New Zealand and Polynesia) and to our developing identity as a nation.”

**WITHDRAWN**

**12.23pm Motion No.10: Royal Commission Response**

*Mover: The Venerable Andrew Evans*  
*Seconder: The Reverend Kat Maxwell*

That this Synod requests the Standing Committee, in collaboration with our Church-wide Royal Commission response, implements all the relevant recommendations from the Royal Commission to the highest possible standards of care. Furthermore, where the implications of the Gospel require higher standards than those proposed by the Royal Commission of Enquiry into Abuse in Care, the Diocese should seek to meet the standards of the Gospel. The costs of achieving and maintaining compliance with these standards shall generally be the responsibility of each individual ministry unit or entity.

**CARRIED**

**12.26pm Acknowledgement of member of Synod**

The President of Synod acknowledged the service, witness and ministry of The Venerable Kim Wright, priest, Chaplain of Taranaki Diocesan School for Girls, and Archdeacon of Paraninihi, who is shortly to move with her husband and family to Australia.

**12.32pm Vote of Thanks**

*Mover: The Venerable Andrew Evans*  
*Seconder: By general acclamation*

“That our thanks be accorded to:  
Bishop and Chancellor;  
Sam Pullenger (chaplain of Synod);  
Chairs of committee (Peter and Christine);  
Jennifer, Mignon, Catalina for all the logistics: organising, administration, facilities, setting up of meeting rooms etc.;  
Kat: range of support from administration to bills;

Trevor, Pip & Peter: minuting committee;  
Lance for the sound;  
Marinell for her Power Point working;  
Kim (Hannah, Meadow, Ruby, Sophie) and the catering team from  
Taranaki Diocesan School;  
Jay and the crew of this place (Mere Tapu);  
Andrew Evans, organising pack-up on Saturday, work on bills.

**CARRIED BY ACCLAMATION**

**12.36pm                      Grace and dismissal**

**12.37pm                      Closing of Synod**