

Anglican Diocesan Ministry Support Centre

At the 2018 Synod the Anglican Diocesan Ministry Support Centre (ADMSC) was established for the purpose of managing the finances of the Diocese and so 2019 was the first full year of its operation.

The role of the Governance Board of the ADMSC (ADMSCGB) is to provide strategic direction on the management of the Anglican Diocesan Ministry Support Centre and fulfil the statutory reporting obligations. The ADMSCGB consists of three members of Standing Committee; the Very Rev'd Lawrence Kimberley, who is the Chair, Rev'd Dr Thomas Brauer, and Rev'd Tony Kippax. There are two co-opted members; Mrs Lynn Shearing, and Mr Tim Stevenson. Bishop Peter attends in his capacity as Bishop and Mr Edwin Boyce, the Diocesan Manager, is an ex officio member. The Diocesan Finance Manager, Mrs Lynda Alexander, also attends all meetings. ADMSCGB meets no fewer than six times per year.

Early in the year a Memorandum of Understanding (MoU) was agreed to between the ADMSCGB and the Diocesan Standing Committee. The purpose of this MoU is to clarify the relationship between the Standing Committee and the ADMSCGB so that each knows the extent of their authority and responsibilities and how each will work together to further the ministry and mission of the Diocese of Christchurch.

Twice in the year the ADMSCGB met with CPTs Committee of Audit, Risk and Finance (CARF) to discuss matters of significance to each other. Such meetings are a great help in ensuring that there is clear communication between the two entities.

The ADMSCGB has the responsibility, in consultation with the Bishop, for:

making all decisions appertaining to requests from parishes for financial support from funds that are under its control, in compliance with any limitations on such funds, advice on the funds received from Church Property Trustees, and advice from SC on the mission and ministry of the parish concerned;

- preparing a report to Standing Committee regarding the financial decisions;
- preparing the ADMSC budget for Standing Committee's perusal in preparation for Synod;
- overseeing and monitoring the ADMSC budget;
- approving changes to the salary and allowances of all lay staff employed by the ADMSC and the Diocesan Manager;
- approving changes to the Anglican Centre Service Level Agreement that relate to the ADMSC;
- all other decisions and approvals as stated in the Diocesan Statutes that relate to the ADMSCGB and
- approval of funding applications on behalf of the Diocese of Christchurch

The ADMSC is also the employment body of the Diocesan Ministry Team (DMT) and as such has responsibilities for their health and safety. Therefore health and safety is a regular agenda item for ADMSCGB meetings.

The items that the Governance Board have had to deal with this year have ranged from setting the budget for the ADMSC through to dealing with the auditors. Probably the most important matter that had to be dealt with has been the fair and equitable distribution of funds to parishes that have found themselves in financial difficulties. Whilst not every parish is finding itself in such a position, more are doing so and this is becoming a major concern for the whole of the Diocese; and as I write this report, the situation will no doubt be exasperated by the devastating COVID-19 pandemic.

The Very Rev'd Lawrence Kimberley
ADMSCGB Chair