

Policy Committee Report to Coordinating Council 15 May 2021

The Territory Policy Committee is comprised of the following members:

- Bishop Lincoln Mckoen
- Dwight Oatway/Len Fraser, Financial Officer
- Margaret Mitchell, Chair
- Suzanne Jackson, Legal Advisor
- The Rev John Boyd

Since Coordinating Council last met in November 2020, the Policy Committee has met twice to review policy revisions and determine where new policies are required. We were pleased to welcome the Rev John Boyd to our committee this year; John has provided us with focussed insight to our work. We also welcome the Rev Canon Len Fraser who is the interim Financial Officer for the Territory.

The following policies are presented for your approval.

POLICY REVISION

1.1 Name and Composition of Assembly

- 1.1.2 i) Policy 1.11 approved at Assembly June 2019
- 1.1.5 iv) Counsel to the Bishop replaces Legal Adviser
- 1.1.5 v) Delete paragraph... duplicate of first bullet

1.3 Mandate of Administration Committee

The mandate was discussed at Policy Committee and Administration Committee on April 22, 2021 with regard to the continuing relevance of the Ministry Fund and Capital Fund Grant Committees with Administration Committee responsible for the final approval of both grant funding bodies. Administration Committee approved the following motion:

Subsequently Policy 1.3 has been revised

Page 1: additional paragraph

Page 2: 1.3.3 Term of office - additional bullet

Page 2: 1.3.4 two additional bullets a) and b)

1.5.1 Memorandum of Understanding between the Fraser Basin Property Society, the Territory of the People and the Parishes

Revisions are relevant to the change of name and status of the Territory of the People from the Anglican Parishes of the Central Interior.

1.8 Election of Delegates at Parish Annual Vestry Meeting (AVM)

Revision to 1.8.2 Indigenous Delegates – to provide better clarification with the process of nomination and selection of Indigenous Delegates

1.12 Mandate of the Resource Centre (formerly Policy 1.4.5)

Clarity of policy for the Resource Centre; terms of reference will be drafted by the Resource Centre Coordinators in liaison with the Ministry Committee

2.3 Parish Mileage and Territory Meeting Travel Expense

Motion approved at Administration Committee January 31, 2019 to recommend to Coordinating Council that travel allowances and rates be reviewed on a two year cycle not the current three year cycle.

3.6 Duties of Wardens

Page 4 of 5 – clarification regarding the responsibility of the wardens to ensure the Parish Policy Manual is kept current; some grammatical edits.

3.7 Duties of the Incumbent/Ministry Developer

Page 1 – clarification of the Bishop’s Personnel Commission

3.8 Duties of Church Committee

Grammatical edits;
3.8.6 – additional clarification
3.8.9 c) addition regarding liability insurance

5.8 Capital Fund Loan Agreement

Addition of bullet 2 regarding interest rate review on loans with a term > 5 years

6.4 Parish Loans and Mortgages

regarding interest rate review on loans with a term > 5 years
6.4.2 h) addition
Authorization and Indemnity (page 3 of 4) addition of bullet 2

NEW POLICIES

Two new policies are being researched and drafted which hopefully will be presented to Coordinating Council for approval at the October 2021 meeting

- 3.11 Working Alone
- 3.12 Lay Employee Remuneration and Benefits

FUTURE POLICIES

The Policy Committee is diligent in ensuring policies are revised and created as and when necessary, and are open to suggestions for policy revision and new policy from Parishes, Administration Committee and Coordinating Council.

POLICY MANUALS

All new and revised policies are sent in hard copy to all policy manual holders semi-annually following Coordinating Council, for the manual holder to add the updated content. All revised/new policies and forms are uploaded to the Website. A new sub section on the Territory website has been developed which contains all Forms for ease of reference to users.

New Coordinating Council members will be assigned their own Policy Manual following the Assembly in 2021, and a request made to the retiring Coordinating Council members to return their Policy Manual.

Respectfully submitted

Margaret Mitchell,
Chair, Territory of the People Policy Committee

Attachments