

## **DIOCESE OF WAIKATO**

### **STATUTE NO. 14**

## **THE WAIKATO DIOCESAN CATHEDRALS STATUTE 2006**

**[Updated to 2018]**

The Synod of the Diocese of Waikato enacts as follows –

1. **TITLE**

This Statute is the Waikato Diocesan Cathedrals Statute 2006.

2. **PURPOSE**

The purpose of this Statute is to provide for the role and the governance of the two Diocesan Cathedrals, to provide procedures for the election of Cathedral Canons and to provide for the functions of the staff and the Chapters of the two Cathedrals.

3. **COMMENCEMENT**

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

### **PART 1**

4. **INTERPRETATION**

In this part "Cathedral" means the Waikato Cathedral Church of St Peter, Hamilton.

5. **WAIKATO CATHEDRAL**

- (1) The Cathedral Parish is defined in the first schedule to the Boundaries of Local Ministry and Mission Units in the Diocese of Waikato Statute 1996.
- (2) The Cathedral is called the Waikato Cathedral Church of St Peter, Hamilton.

6. **ROLES OF THE CATHEDRAL**

- (1) The Waikato Cathedral Church of St Peter is the Cathedral for the Bishopric of Waikato and ordinations, Diocesan services and other functions may be held in the Cathedral at the direction of the Bishops after consultation with the Dean.
- (2) The Cathedral, under the direction of the Dean, is the inner city church for the City of Hamilton.

7. **DEAN**

- (1) The Dean is the Vicar of the Cathedral Parish.
- (2) The Dean is appointed by the Bishops with the concurrence of the Board of Nomination.
- (3) Services:
  - (a) For Diocesan services or occasions in the Cathedral, including ordinations, the Bishops will appoint preachers and, in consultation with the Dean and the Director of Music, will approve the music and hymns. The Dean will be responsible for all other arrangements for such services or occasions.
  - (b) For all other services in the Cathedral, the Dean will appoint preachers. The Dean, in consultation with the Director of Music, will

approve the music and hymns and will be responsible for all other arrangements for such other services.

- (4) The Bishops have the right to preside at the Eucharist and at their discretion to preach in the Cathedral.
- (5) Assistant Clergy may be appointed to the Cathedral. Such appointments will be made by the Bishops on the nomination of the Dean and with the approval of the Board of Nomination.
- (6) All Cathedral Clergy will carry out the duties specified in a position description relating to the position that each holds or in a document having the same effect.

## **8. THE CATHEDRAL PARISH VESTRY**

- (1) Membership – The Cathedral Parish Vestry shall consist of those who are entitled to be members pursuant to the provisions of the Parishes Statute 2009 and all clergy who hold a licence to minister at the Cathedral and who minister daily within the Cathedral Parish.
- (2) Duties and Responsibilities –
  - (a) To manage the affairs of the Cathedral Parish.
  - (b) To appoint, on the recommendation of the Dean, a Director of Music, a Sacristan, a Verger, and such other lay staff members as it thinks fit, and to provide for such appointees a list of their respective duties set out in a description of the relevant position.
  - (c) Subject to Sub-clause (2)(b) to carry out the duties and responsibilities of Vestries as set out in the Parishes Statute 2009.
  - (d) To care for and maintain the fabric of the Cathedral.
  - (e) To consult the Cathedral Chapter about any proposal, other than routine maintenance, to alter and/or enlarge the Cathedral, whether internally or externally, and to make such decisions only in conjunction with the Cathedral Chapter.

## **9. CHAPTER**

- (1) There will be a Chapter for the Cathedral.
- (2) The members of the Chapter will be the Diocesan Bishops, any Assistant Bishop in the Diocese, the Dean of the Waikato Cathedral, the Chancellor of the Diocese, the clerical and lay Canons of the Cathedral, any Canon Theologian of the Diocese, and such other person or persons appointed by the Chapter for a specified term for his her or their specific skills.
- (3) The role of the Chapter is to–
  - (i) Foster and monitor the relationships between the Cathedral, the parishes and the Diocese and the role of the Cathedral in the Bishopric.
  - (ii) Provide advice to the Bishop and the Dean of the Cathedral and to the Cathedral Vestry.
  - (iii) Support and further the ministry of the Cathedral.
  - (iv) Support the Cathedral in its work in the Bishopric and where appropriate act collegially with its counterpart in the other Bishopric.
  - (v) Support the Bishop and the Dean in their work in the wider community.

- (vi) Take responsibility for the fabric of the Cathedral including the strengthening of the building, its extension or refurbishment, in conjunction with the Cathedral Vestry.
- (vii) Take responsibility for the rebuilding of the organ and its enlargement or enhancement in conjunction with the Cathedral Vestry.
- (4) The Bishop, or in the absence of the Bishop, the Dean, shall chair meetings of the Chapter.
- (5) The Chapter shall fix its own meeting procedure and its quorum.
- (6) The Chapter shall meet not less than four times in each calendar year.
- (7) The Chapter will report to the Synod in writing each year.
- (8) The Diocesan Registrar Manager or his or her appointee shall be the secretary of the Chapter.

## **10. CATHEDRAL CANONS**

- (1) The Cathedral may have up to four Clerical Canons and four Lay Canons. Half their number, two Clerical Canons and two Lay Canons, shall be appointed by the Bishops and half their number, two Clerical Canons and two Lay Canons, shall be nominated by the Dean for appointment by the Bishops. Such Canons shall be chosen from amongst the clergy and laity resident in the Bishopric, and shall be nominated for their leadership in a defined area of ministry or Christian service. Nominations need not be restricted to members of the Anglican Church in Aotearoa, New Zealand and Polynesia.
- (2) The Bishops may appoint as Canon Theologian a person who is otherwise suitable and who holds academic qualifications in theology, preferably at doctoral level from a recognised University, and may appoint as Canon Registrar the Diocesan Registrar Manager. Such appointments are in addition to the appointments provided for in sub-clause (1) of this clause.
- (3) On the nomination of the Dean the Bishops may appoint Canons in Residence from amongst the clergy on the staff of the Cathedral. Canons in Residence are not members of the Cathedral Chapter.
- (4) The duties of the Canons are –
  - (a) To be a model of exemplary worship in the Diocese.
  - (b) To oversee the Vestry's care of the fabric of the Cathedral.
  - (c) To preach in the Cathedral when called upon to do so thereby supporting the liturgical life of the Cathedral
  - (d) To be a member of the Cathedral Chapter.
  - (e) To exercise leadership in one of the following fields; Christian education; theology; the Cathedral; or any field of Christian Service such as arts, music, community liaison, civic leadership.
  - (f) To provide advice to the Dean on matters within their areas of competence.
- (5) A Canon appointed under Sub-clause (1) of this Clause will hold office for three years or until no longer exercising the leadership role upon which the appointment of Canon was made whichever comes first. A Canon whose term has expired may be re-appointed for a further term or terms.

- (6) A Canon appointed under Sub-clause (1) of this Clause will be deemed to have vacated office if he or she
  - (a) Is appointed to any other office which carries with it appointment as a member of the Cathedral Chapter.
  - (b) Resigns in writing to the Cathedral Chapter
  - (c) Ceases to reside in the Bishopric.
  - (d) Is absent from the Bishopric for six months without the leave of the Bishops, or in the absence of the Bishops, the Vicar-General, or is absent without leave of the Bishop or in the absence of the Bishop the Vicar-General and Chapter.
- (7) The title "Canon" may be used only while a person holds that office but the Bishop(s) may, upon the retirement from office of a Canon who has given meritorious service, appoint that person a "Canon Emeritus". A Canon Emeritus may use the title "Canon" but is not a member of the Cathedral Chapter. This Clause does not apply to the further Canon provided for in Sub-clause (2) of this Clause.
- (8) The Bishop(s), with the consent of the Standing Committee, may appoint as an "Honorary Canon" any person who has given outstanding service to the Church. An honorary Canon may use the title "Canon" but is not a member of the Cathedral Chapter.

## **PART 2**

### **11. INTERPRETATION**

In this part "Cathedral" means the Taranaki Cathedral Church of St Mary, New Plymouth.

### **12. TARANAKI CATHEDRAL**

- (1) The Cathedral Parish of St Mary is defined in the first schedule to the Boundaries of Local Ministry and Mission Units in the Diocese of Waikato Statute 1996.
- (2) The Cathedral is called the Taranaki Cathedral Church of St Mary, New Plymouth.

### **13. ROLES OF THE CATHEDRAL**

- (1) The Taranaki Cathedral Church of St Mary is the Cathedral for the Bishopric of Taranaki and ordinations, Diocesan services and other functions may be held in the Cathedral at the direction of the Bishops after consultation with the Dean.
- (2) The Cathedral, under the direction of the Dean, is the inner city church for the City of New Plymouth.

### **14. DEAN**

- (1) The Dean is the Vicar of the Cathedral Parish.
- (2) The Dean is appointed by the Bishops with the concurrence of the Board of Nomination.
- (3) Services:
  - (a) For Diocesan services or occasions in the Cathedral, including ordinations, the Bishops will appoint preachers and, in consultation

with the Dean and the Director of Music, will approve the music and hymns. The Dean will be responsible for all other arrangements for such services or occasions.

- (b) For all other services in the Cathedral, the Dean will appoint preachers. The Dean, in consultation with the Director of Music, will approve the music and hymns and will be responsible for all other arrangements for such other services.
- (4) The Bishops have the right to preside at the Eucharist and at their discretion to preach in the Cathedral.
- (5) Assistant Clergy may be appointed to the Cathedral. Such appointments will be made by the Bishops on the nomination of the Dean and with the approval of the Board of Nomination.
- (6) All Cathedral Clergy will carry out the duties specified in a position description relating to the position that each holds or in a document having the same effect.

## **15. THE CATHEDRAL PARISH VESTRY**

- (1) Membership – The Cathedral Parish Vestry shall consist of those who are entitled to be members pursuant to the provisions of the Parishes Statute 2009 and all clergy who hold a licence to minister at the Cathedral and who minister daily within the Cathedral Parish.
- (2) Duties and Responsibilities –
  - (a) To manage the affairs of the Cathedral Parish
  - (b) To appoint, on the recommendation of the Dean, a Director of Music, a Sacristan, a Verger, and such other lay staff members as it thinks fit, and to provide for such appointees a list of their respective duties set out in a description of the relevant position.
  - (c) Subject to Sub-clause (2)(b) to carry out the duties and responsibilities of Vestries as set out in the Parishes Statute 2009.
  - (d) To care for and maintain the fabric of the Cathedral.
  - (e) To consult the Cathedral Chapter about any proposal, other than routine maintenance, to alter and/or enlarge the Cathedral, whether internally or externally, and to make such decisions only in conjunction with the Cathedral Chapter.

## **16. CHAPTER**

- (1) There will be a Chapter for the Cathedral.
- (2) The members of the Chapter will be the Diocesan Bishops, the Deans of the Waikato Cathedral and the Taranaki Cathedral, the Chancellor of the Diocese, the clerical and lay Canons of the Cathedral, any Canon Theologian of the Diocese, a Kaumatua appointed by the Bishops in consultation with the Dean, the Warden of the Dean of Taranaki Cathedral and the Parishioners' Warden of the Cathedral Parish.
- (3) The Chapter's function is to foster and monitor the relationships between the Cathedral, the Parishes, the Diocese and the wider community. Where appropriate and desirable the Chapter will act collegially with its counterpart in the other Bishopric in fulfilling these roles.

- (4) The Chapter will administer any income received which is related to the role of the Cathedral in the Bishopric and in particular any Trust income of the Cathedral.
- (5) The Chapter will advise the Dean and the Bishops of the Diocese about the worship and other Cathedral ministries in the Bishopric.
- (6) One of the Bishops, or in the absence of both Bishops, the Dean will chair the meetings of the Chapter.
- (7) The Chapter will fix its own quorum.
- (8) The Chapter will meet at least twice in every calendar year either in person or by electronic link and will fix its own meeting procedures.
- (9) The Chapter will report in writing to Synod each year.
- (10) The Diocesan Registrar-Manager shall be a member of the Chapter ex-officio.

## **17. CATHEDRAL CANONS**

- (1) The Cathedral may have up to four Clerical Canons and four Lay Canons. Half their number, two Clerical Canons and two Lay Canons, shall be appointed by the Bishops and half their number, two Clerical Canons and two Lay Canons, shall be nominated by the Dean for appointment by the Bishops. Such Canons shall be chosen from amongst the clergy and laity resident in the Bishopric and shall be nominated for their leadership in a defined area of ministry or Christian service. Nominations need not be restricted to members of the Anglican Church in Aotearoa, New Zealand and Polynesia.
- (2) The Bishops may appoint as Canon Theologian a person who is otherwise suitable and who holds academic qualifications in theology, preferably at doctoral level from a recognised University, and may appoint as Canon Registrar the Diocesan Registrar Manager. Such appointments are in addition to the appointments provided for in sub-clause (1) of this clause.
- (3) On the nomination of the Dean the Bishops may appoint Canons in Residence from amongst the clergy on the staff of the Cathedral. Canons in Residence are not members of the Cathedral Chapter.
- (4) The duties of the Canons are –
  - (a) To be a model of exemplary worship in the Diocese.
  - (b) To oversee the Vestry's care of the fabric of the Cathedral.
  - (c) To preach in the Cathedral when called upon to do so thereby supporting the liturgical life of the Cathedral.
  - (d) To be a member of the Cathedral Chapter.
  - (e) To exercise leadership in one of the following fields; Christian education; theology; the Cathedral; or any field of Christian Service such as arts, music, community liaison, civic leadership.
  - (f) To provide advice to the Dean on matters within their areas of competence.
- (5) A Canon appointed under Sub-clause (1) of this Clause will hold office for three years or until no longer exercising the leadership role upon which the appointment of Canon was made whichever comes first. A Canon whose term has expired may be re-appointed for a further term or terms.

- (6) A Canon appointed under Sub-clause (1) of this Clause will be deemed to have vacated office if he or she -
- (a) Is appointed to any other office which carries with it appointment as a member of the Cathedral Chapter.
  - (b) Resigns in writing to the Cathedral Chapter.
  - (c) Ceases to reside in the Bishopric.
  - (d) Is absent from the Bishopric for six months without the leave of the Bishops, or in the absence of the Bishops, the Vicar-General, or is absent without leave of the Bishop or in the absence of the Bishop the Vicar-General and Chapter.
- (7) The title "Canon" may be used only while a person holds that office but the Bishop(s) may, upon the retirement from office of a Canon who has given meritorious service, appoint that person a "Canon Emeritus". A Canon Emeritus may use the title "Canon" but is not a member of the Cathedral Chapter. This Clause does not apply to the further Canon provided for in Sub-clause (2) of this Clause.
- (8) The Bishop(s), with the consent of the Standing Committee, may appoint as an "Honorary Canon" any person who has given outstanding service to the Church. An honorary Canon may use the title "Canon" but is not a member of the Cathedral Chapter.

**18. DEEDS OF COLLATION**

The appointment of Canons pursuant to clause 10 (1), (2), (3), (7) and (8) and clause 17 (1), (2), (3), (7) and (8) of this Statute shall be evidenced by completed relevant Deeds of Collation in the forms set out in the Schedule to this Statute or to the like effect.

**19. REGULATIONS**

The Standing Committee may from time to time make regulations for the better administration of this Statute.

**20. REPEALS**

Clause 9 repealed and replaced.

## SCHEDULE

### THE ANGLICAN CHURCH IN AOTEAROA, NEW ZEALAND AND POLYNESIA

*Te Hāhi Mihinare ki Aotearoa, ki Niu Tirenī ki Nga Moutere o te Moana Nui a Kiwa*

### DIOCESE OF WAIKATO AND TARANAKI

### DEED OF COLLATION TO A CANONRY

#### Recitals

1. Pursuant to the Waikato Diocesan Cathedrals Statute 2006 the Bishops of Waikato and Taranaki may collate Canons for the Cathedrals in the Diocese.
2. A vacancy for a [Clerical] [Lay] Canon has arisen in the Canonry of the [Waikato Cathedral Church of St Peter] [Taranaki Cathedral Church of St Mary] in the Diocese of Waikato and Taranaki.
3. [The Reverend] [NN] has been nominated for appointment to fill the vacancy in the said Canonry.

#### This Deed witnesses

That pursuant to the authority vested in us by the Waikato Diocesan Cathedrals Statute 2006 and having satisfied ourselves that [The Reverend] [NN] is a fit and proper person to hold the office of [Clerical Canon] [Lay Canon] we Helen-Ann by the Grace of God Bishop of Waikato and Philip by the Grace of God Bishop of Taranaki appoint the said [The Reverend] [NN] to hold the office of Canon of the [Waikato Cathedral Church of St Peter] [Taranaki Cathedral Church of St Mary] for a period of three (3) years from the date of this Deed.

Signed and sealed on the \_\_\_ day of \_\_\_\_\_ 20\_\_

the \_\_\_\_\_ and \_\_\_\_\_ years of our consecrations

\_\_\_\_\_  
**BISHOP OF WAIKATO**

\_\_\_\_\_  
**BISHOP OF TARANAKI**

\_\_\_\_\_  
**DIOCESAN REGISTRAR-MANAGER**



**THE ANGLICAN CHURCH IN AOTEAROA,  
NEW ZEALAND AND POLYNESIA**

*Te Hāhi Mihinare ki Aotearoa, ki Niu Tirenī  
ki Nga Moutere o te Moana Nui a Kiwa*

**DIOCESE OF WAIKATO AND TARANAKI**

**DEED OF COLLATION AS CANON THEOLOGIAN**

**Recitals**

1. Pursuant to the Waikato Diocesan Cathedrals Statute 2006 the Bishops of Waikato and Taranaki may appoint a Canon Theologian for the Cathedrals of the Diocese.
2. [The Reverend] [NN] holds the degree of [ ] in theology from [ ]

**This Deed witnesses**

That pursuant to the authority vested in us by the Waikato Diocesan Cathedrals Statute 2006 and being satisfied that [The Reverend] [NN] holds an appropriate theological qualification at doctoral level and is otherwise suitable we Helen-Ann by the Grace of God Bishop of Waikato and Philip by the Grace of God Bishop of Taranaki appoint the said [The Reverend] [NN] to the office of Canon Theologian of the [Waikato Cathedral Church of St Peter] [Taranaki Cathedral Church of St Mary] for a period of three (3) years from the date of this Deed.

Signed and sealed on the \_\_\_ day of \_\_\_\_\_ 20\_\_

the \_\_\_\_\_ and \_\_\_\_\_ years of our consecrations

\_\_\_\_\_  
**BISHOP OF WAIKATO**

\_\_\_\_\_  
**BISHOP OF TARANAKI**

\_\_\_\_\_  
**DIOCESAN REGISTRAR-MANAGER**

**THE ANGLICAN CHURCH IN AOTEAROA,  
NEW ZEALAND AND POLYNESIA**

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ki Nga Moutere o te Moana Nui a Kiwa*

**DIOCESE OF WAIKATO AND TARANAKI**

**DEED OF COLLATION AS CANON IN RESIDENCE**

**Recitals**

1. Pursuant to the Waikato Diocesan Cathedrals Statute 2006 the Bishops of Waikato and Taranaki may appoint Canons in Residence for the Cathedrals of the Diocese.
2. [The Reverend] [NN] is a clerical member of the staff of the [Waikato Cathedral Church of St Peter] [Taranaki Cathedral Church of St Mary] and has held that position since [date].

**This Deed witnesses**

That pursuant to the authority vested in us by the Waikato Diocesan Cathedrals Statute 2006 and being satisfied that [The Reverend] [NN] is a clerical staff member of the [Waikato Cathedral Church of St Peter] [Taranaki Cathedral Church of St Mary] and is otherwise suitable we Helen-Ann by the Grace of God Bishop of Waikato and Philip by the Grace of God Bishop of Taranaki appoint the said [The Reverend] [NN] to the office of Canon in Residence of the [Waikato Cathedral Church of St Peter] [Taranaki Cathedral Church of St Mary] for a period of three (3) years from the date of this Deed, or until he/she sooner ceases to be a clerical member of the staff of the said Cathedral.

Signed and sealed on the \_\_\_ day of \_\_\_\_\_ 20\_\_

the \_\_\_\_\_ and \_\_\_\_\_ years of our consecrations

\_\_\_\_\_  
**BISHOP OF WAIKATO**

\_\_\_\_\_  
**BISHOP OF TARANAKI**

\_\_\_\_\_  
**DIOCESAN REGISTRAR-MANAGER**

**THE ANGLICAN CHURCH IN AOTEAROA,  
NEW ZEALAND AND POLYNESIA**

*Te Hāhi Mihinare ki Aotearoa, ki Niu Tirenī  
ki Nga Moutere o te Moana Nui a Kiwa*

**DIOCESE OF WAIKATO AND TARANAKI**

**DEED OF COLLATION AS CANON EMERITUS**

**Recitals**

1. Pursuant to the Waikato Diocesan Cathedrals Statute 2006 the Bishops of Waikato and Taranaki may upon the retirement from office of a Canon who has given meritorious service, appoint that person Canon Emeritus.
2. [The Reverend] [NN] has held the office of [Clerical] [Lay] Canon in the Chapter of the [Waikato Cathedral Church of St Peter] [Taranaki Cathedral Church of St Mary] since [date].
3. [The Reverend] [NN] has resigned his/her Canonry OR has retired from the office of [Clerical] [Lay] Canon OR the term of office of [The Reverend] [NN] as [Clerical][Lay] Canon has expired.

**This Deed witnesses**

That pursuant to the authority vested in us by the Waikato Diocesan Cathedrals Statute 2006 and being satisfied that [The Reverend] [NN] has given meritorious service as a [Clerical][Lay] Canon to the Chapter of the [Waikato Cathedral Church of St Peter] [Taranaki Cathedral Church of St Mary] we Helen-Ann by the Grace of God Bishop of Waikato and Philip by the Grace of God Bishop of Taranaki appoint the said [The Reverend] [NN] to the office of Canon Emeritus of the [Waikato Cathedral Church of St Peter] [Taranaki Cathedral Church of St Mary].

Signed and sealed on the \_\_\_ day of \_\_\_\_\_ 20\_\_

the \_\_\_\_\_ and \_\_\_\_\_ years of our consecrations

\_\_\_\_\_  
**BISHOP OF WAIKATO**

\_\_\_\_\_  
**BISHOP OF TARANAKI**

\_\_\_\_\_  
**DIOCESAN REGISTRAR-MANAGER**

**THE ANGLICAN CHURCH IN AOTEAROA,  
NEW ZEALAND AND POLYNESIA**

*Te Hāhi Mihinare ki Aotearoa, ki Niu Tirenī  
ki Nga Moutere o te Moana Nui a Kiwa*

**DIOCESE OF WAIKATO AND TARANAKI**

**DEED OF COLLATION AS HONORARY CANON**

**Recitals**

1. Pursuant to the Waikato Diocesan Cathedrals Statute 2006 the Bishops of Waikato and Taranaki may appoint Honorary Canons for the Cathedrals of the Diocese.
2. [The Reverend] [NN] has been nominated for appointment as an Honorary Canon.

**This Deed witnesses**

That pursuant to the authority vested in us by the Waikato Diocesan Cathedrals Statute 2006 and being satisfied that [The Reverend] [NN] has given outstanding service to the Church and with the consent of the Standing Committee of the Waikato Diocesan Synod we Helen-Ann by the Grace of God Bishop of Waikato and Philip by the Grace of God Bishop of Taranaki appoint the said [The Reverend] [NN] to the office of Honorary Canon of the [Waikato Cathedral Church of St Peter] [Taranaki Cathedral Church of St Mary].

Signed and sealed on the \_\_\_ day of \_\_\_\_\_ 20\_\_

the \_\_\_\_\_ and \_\_\_\_\_ years of our consecrations

\_\_\_\_\_  
**BISHOP OF WAIKATO**

\_\_\_\_\_  
**BISHOP OF TARANAKI**

\_\_\_\_\_  
**DIOCESAN REGISTRAR-MANAGER**