

## **Memorandum of Understanding (MoU)**

**between the Guernsey Deanery Board of Finance LBG ('GDBF') and the Deanery of Jersey Board of Finance ('DJBF') (referred to together as 'the Deanery Boards') and the Salisbury Diocesan Board of Finance ('the Diocesan Board'),**

**WHEREAS** (1) the Deaneries of Guernsey and Jersey were from earliest times attached to the Diocese of Coutances in Normandy, and from the 16<sup>th</sup> century to the Diocese of Winchester, and are shortly, by Order of Her Majesty in Council, pursuant to the Channel Island Measure 2020 and, pursuant to a recommendation of the Archbishop of Canterbury's Commission on the relationship of the Channel Islands to the wider Church of England, to be attached to the Diocese of Salisbury;

(2) since 25 March 2014 the Deaneries of Guernsey and Jersey have been under the episcopal care of the Right Reverend Trevor Willmott, formerly Bishop of Dover in the Diocese of Canterbury, and have received support in the financial and administrative matters addressed in this Memorandum of Understanding from the Diocese of Canterbury through Canterbury Diocesan Board of Finance;

(3) from earliest times the Church in Guernsey and Jersey has exercised considerable autonomy in the conduct of the Islands' ecclesiastical affairs, substantially reflecting the legal and constitutional relationship between the Bailiwicks and England (later the United Kingdom);

(4) that autonomy extends to the conduct of financial affairs, responsibility for which is vested, in the Guernsey and Jersey Deaneries (referred to together as 'the Deaneries'), in Guernsey Deanery Board of Finance and the Deanery of Jersey Board of Finance respectively.

### **1. Engagement with the Diocese of Salisbury**

- i. This Memorandum of Understanding states the financial and administrative context within which it is intended that the relationship between the Deaneries and the Diocese of Salisbury should flourish and be mutually enriching and supportive.
- ii. It is understood by all the parties to this Memorandum of Understanding that an essential element in building and developing our working relationship will be robust and honest communication and reflection, and the ability for us to adjust, change and modify this Memorandum of Understanding.
- iii. Notwithstanding the previous paragraph, there will be a formal review of the Memorandum of Understanding three years from the date of the initial agreement.
- iv. In order to maintain clear channels of communication that include senior lay people as well as the Deans, representatives of the Deanery Boards and the Diocesan Board shall meet together not less than once each year.

### **2. The financial context of the Deaneries**

- i. The Jersey Deanery has no material assets or reserves. The parish churches and rectories are owned by the civic authorities, and the district churches are established under separate individual trusts.

- ii. The Guernsey Deanery has the benefit of the capital accrued by the Deanery Fund LBG (a Guernsey charity and company) from the surplus income arising from the probate jurisdiction of the Guernsey Ecclesiastical Court. It is expected that further transfers of surplus income will cease during 2021 following the enactment of legislation transferring the probate jurisdiction from the Ecclesiastical Court to the Royal Court. The ownership and management of churches and parsonage houses is similar to that in Jersey.
- iii. The Guernsey Deanery also holds a number of trust funds.
- iv. Two small trust funds in Jersey provide some financial assistance for retreats, further learning and ministerial development, and the cost of travel to the UK for courses, etc. A restricted fund within DJBF provides some capital for retirement housing for clergy who have served in Jersey, similar to the English Church Housing Assistance for Retired Ministry fund ('CHARM'), although its criteria for making grants is currently under review.
- v. Stipends are paid to the Deans and to other clergy in accordance with the annual recommendations of the Church of England's Central Stipends Authority, with the addition of an uplift that recognises the significantly higher cost of living in the Channel Islands. Clergy also receive a travel allowance twice a year, to facilitate travel to and from the UK. This has hitherto been administered through the Diocese, but there is no reason why the allowances should not be paid directly by the Deanery Boards. There is some provision in the Deaneries for payments to, or on behalf of, stipendiary clergy for medical costs, as there is no NHS system in the Islands. The amount of the stipend uplift and other allowances is reviewed every five years by the Deanery Boards (in consultation with the Diocesan Board), the next review being due in 2021, for implementation from 1 January 2022.
- vi. Although described historically as 'Deaneries', the Deaneries are constitutionally more analogous to archdeaconries in England and, in relation to some administrative functions, to diocesan offices.

### **3. Finance**

- i. The Deaneries are, and expect to remain, self-financing, and will not constitute a financial burden to the Diocese.
- ii. In the Deaneries, a local system has been introduced of apportioning the Island Share, which is collected centrally by GDBF and DJBF respectively. This has been welcomed by the churches and has encouraged a sense of mutual support and belonging, as well as enabling the Deaneries to meet their financial obligations to the wider Church. It is anticipated that this model will continue once the transfer has taken place.
- iii. The Diocesan Board will open two bank accounts, as Custodian Trustee, one for each of the Deaneries, into which GDBF and DJBF respectively will pay sufficient funds to meet the cost of stipends, pensions, agreed contributions to the National Church Institutions and agreed payments to the Diocesan Board (reflecting the practice hitherto with Canterbury Diocesan Board of Finance regarding a proportion of costs of supporting the administration of the Islands and the cost of safeguarding). The Deanery Boards shall each receive a monthly

statement from the Diocesan Board, with supporting documentation, in relation to the respective accounts.

- iv. The amounts to be paid to the Diocesan Board by the Deanery Boards, referred to in paragraph (iii) above, will be negotiated between the parties, having regard to areas of expenditure (both by the Diocesan Board and the National Church Institutions) from which the Deaneries receive no benefit, and which include:
  - a. Schools and education (there are no church schools in the Deaneries);
  - b. Church buildings and property, including provision for capital repairs and payment of quinquennial inspections and faculty charges (property is owned and managed in the Deaneries and there is no access to funds from the National Church for grants for church buildings);
  - c. Consistory Courts (the Deaneries have their own ecclesiastical courts, judiciary and ecclesiastical lawyers);
  - d. Pastoral and trusts management, which is handled locally in each Island;
  - e. Area offices and support for rural/area deans.
- v. In the currently unforeseen and difficult financial circumstances, the Deaneries will be able to rely on the support in relation to the payment of stipends by the Church Commissioners, which is available to dioceses in England (ie, the Church Commissioners will continue to pay stipends notwithstanding that either Deanery is unable to make stipend contributions).

#### **4. Technology and environmental stewardship**

Reflecting and developing the previous practice with the Diocese of Canterbury, and to demonstrate concern to minimise environmental impact and unnecessary travel, the Deaneries will seek to use technology wherever possible to develop both sound financial management and good communications.

#### **5. Protocols with regard to travel and accommodation**

- i. Any official trips to the Deaneries or either of them will be agreed in advance with the Dean or an appropriate deanery officer, and costs and expenses will be charged in accordance with an agreed schedule.
- ii. The Deanery Boards and the Diocesan Board shall agree a schedule of allowances.
- iii. Accommodation will usually be available for visiting diocesan officers at the respective Dean's residence.
- iv. Whenever it is appropriate, official visits should include both Deaneries in the itinerary, to avoid unnecessary travel.
- v. When clergy are appointed to posts in England or elsewhere, the Deaneries will pay removal expenses to the appropriate English port (the 'receiving' diocese paying the costs of onward removal to the new official residence).

#### **6. Ministry, vocations and training**

- i. The Deaneries are seeking to work with a Diocese that will be flexible in its approach to training, taking into account the challenges of travel and

associated costs, the availability of technology, distance learning and the number of residential weekends in England expected of ordinands and lay ministers.

- ii. Each Deanery will have a minimum of one Assistant Director of Ordinands ('ADO') who will engage fully with the Diocesan Director of Ordinands ('DDO') and will be part of the wider team of ADOs in the Diocese. The Diocese will offer training and support to ensure that vocations and discernment are fully resourced in the respective Deaneries.
- iii. The Island ADOs and Deans will be consulted prior to the determination of a training pathway for a candidate, in order that the nuances and complexities of Island life are taken into account.
- iv. The Diocese of Salisbury will provide a schedule of costs incurred in the training of ordinands and lay ministers from the Deaneries, so as to clarify the obligations of the Deaneries respectively, and prior to any training being agreed.<sup>1</sup>
- v. The Deans will work in collaboration with the DDO and the Bishop of Salisbury in the placing of curates in title posts. Stipendiary title posts cannot be funded in either Deanery without support from the wider Church of England.
- vi. Licensed Lay Minister training will be provided, in accordance with the usual practice in the Diocese of Salisbury, at Sarum College (or another approved Theological Educational Institute), supported by local tutors in both Islands and taking into account point (i) above.
- vii. Training for commissioned lay ministry will be provided by local tutors in both Islands, working to an agreed curriculum under the guidance of the ADO, supplemented and supported by accessible diocesan training.
- viii. Assistant curates in the Deaneries (both stipendiary, where provided for by additional funding from the wider Church of England, and self supporting) will be allocated a local pastoral tutor for personal support throughout their curacy and to have annual meetings with the Dean (or a Vice Dean) and the Bishop as needed.
- ix. Curates will be part of the IME year group, participating in the same programme as other assistant curates in the Diocese of Salisbury.
- x. With the support of the Diocese of Salisbury, the Deaneries will provide their own programme of continuing ministerial development using local knowledge, making use of technology to access mainland training and, where appropriate, inviting speakers to the Deaneries (including specialists from the Diocese of Salisbury), as well as accessing the diocesan training opportunities and resources where possible and appropriate, either by attendance (exceptionally) or by live video feed.
- xi. The Diocese of Salisbury will support the Deaneries in providing a programme of ministerial development review, adapted to the local needs of the Deaneries but integrated with the Diocesan programme.

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<sup>1</sup> It is noted that further discussion will be required with the National Church Institutions ('NCIs') in relation to the cost of training for ordained ministry.

## 7. Safeguarding

- i. The Diocese of Salisbury will provide full support in all safeguarding matters, including case reviews, audits and training at all levels, liaising with Deanery Safeguarding Officers and other Island agencies, as well as the Diocesan Safeguarding Advisers ('DSAs') visiting on an annual basis and where required for rapid response; noting that:
  - a. The Deaneries have worked closely with Canterbury DSAs to ensure that all recommendations for the best practice in safeguarding have been put in place and that we have a robust partnership and system of seeking to ensure that we continue to operate the best practice in safeguarding children, young people and vulnerable adults; and
  - b. The Deaneries' safeguarding policies and practice may differ from the House of Bishops' requirements for the Church of England, but only when this is necessary to reflect the legal requirements of our jurisdictions.
- ii. The Deaneries agree that the Diocese of Salisbury will undertake the necessary work required by the national protocols and practice guidelines for Past Cases Review 2 ('PCR2') in respect of the Deaneries' safeguarding records.
- iii. Funding for the safeguarding provision will be met by the Deaneries in an agreement between the Deanery Boards and the Diocesan Board.

## 8. Other matters

- i. The Diocese of Salisbury will facilitate access to any appropriate charitable funds for the benefit of clergy and churches in the Deaneries.
- ii. There shall be a mutually accepted policy of 'no surprises' so that none of the parties shall be faced at any time with an unexpected financial or administrative burden.

This Memorandum of Understanding was signed on the \_\_\_\_\_ day of \_\_\_\_\_ 202x

Michael Bubb, Chair of Guernsey Deanery Board of Finance

Aynslie Le Brun, Chair of Deanery of Jersey Board of Finance

Nigel Salisbury, Chair of Salisbury Diocesan Board of Finance

The Very Revd Tim Barker, Dean of Guernsey

The Very Revd Mike Keirle, Dean of Jersey