



The Methodist Church of New Zealand Te Hāhi Weteriana o Aotearoa

Administration Division

SUPPLEMENTARY RESPONSE TO NOTICE TO PRODUCE 452 DATED 24 MAY 2022

ADDITIONAL INFORMATION FROM THE METHODIST MISSIONS

QUESTIONS 3, 5, 6 and 7

8 July 2022

Monitoring and oversight, safeguarding

Question (3)(a) The safeguarding policies that exist in the Methodist Church and its related entities to ensure the safety and protection of children, young people, and vulnerable adults, how these policies are prepared (including any expertise or external advice used in preparation), how these policies are implemented, and how compliance with these policies is monitored. In addition, please explain how these policies have changed over time and what led to those changes or developments to the policies.

Safeguarding Policies

Methodist Church

The Church is in the process of revising its safeguarding policies. Copies of the draft documents (in development) are provided with this report. These documents, once fully developed, will be signed off by Conference in November 2022 to become policy.¹

Wesley Community Action (WCA) - Wellington

Policies include:

- Recruitment Employment Policy.²
- Health and Safety and Resource Management Policy.³

¹ See Safeguarding, Policy, Procedures and Guidance (DRAFT), June 2022 [MET.04.00099] and Safeguarding Workshop PowerPoint, 17 June 2022 [MET.04.00100].

² Recruitment and Employment Policies – Kaupapa Here Kimi Kaimahi me te Whiwhinga Mahi, Wesley Community Action [MET.04.00056].

³ Health and Safety and Resource Management – Ngā kaupapa here hauora me ngā tikanga haumamaru, Wesley Community Action [MET.04.00057].

- Practice Guidelines.⁴
- Purpose/Mission/Governance Policy.⁵

Christchurch Methodist Mission (CMM)

Policies include:

- Child Protection Policy.⁶
- Children’s Workforce Safety Check Policy.⁷
- Adult Disclosures of Non-Recent Abuse Policy.⁸
- CMM Human Resources Manual.⁹
- CMM Health and Safety Manual.¹⁰

How are these policies prepared (including any expertise or external advice used in preparation)?

Wesley Community Action (WCA) - Wellington

All policies are reviewed bi-annually. This is an iterative process led by the General Manager. Informed amendments are made to policy and these proposed changes are made transparent and then sent to all staff for their input and feedback. The feedback is discussed, and final changes are agreed. The policy documents with the ratified changes are then sent to the Director for final sign off. Policies are also approved by the WCA Board. Policies are version controlled with the current and review date on the cover page. Policies are monitored by the Ministry of Social Development as part of the accreditation process.

Christchurch Methodist Mission (CMM)

Over time, there has been an increased emphasis on ensuring that CMM has the policies and procedures in place and are regularly revised. For example, CMM’s Child Protection Policy is now reviewed annually by the CMM Board and Management Team and is on the CMM website.

4 Practice – Ritenga, Wesley Community Action [MET.04.00058].

5 Purpose/Mission/Governance – Aronga/Mihana/Whakaruruha, Wesley Community Action [MET.04.00059].

6 Child Protection Policy, Christchurch Methodist Mission [MET.04.00060].

7 Children’s Workforce Safety Check Policy, Christchurch Methodist Mission [MET.04.00061].

8 Adult Disclosures of Non-Recent Abuse Policy, Christchurch Methodist Mission [MET.04.00062].

9 Methodist Mission Human Resources Manual, Christchurch Methodist Mission [MET.04.00063].

10 Health and Safety Manual, Christchurch Methodist Mission [MET.04.00064].

In 2016, police vetting was brought in for all Board members (vetting of staff was already well established by this date). All Board policies are on a regular cycle of review.

CMM has significant expertise in the area of Child Safeguarding and has developed these policies themselves with advice from Oranga Tamariki. These policies are monitored by the Ministry of Social Development as part of the accreditation process.

How are these policies are implemented?

Wesley Community Action (WCA) - Wellington

When a letter of offer is made to a prospective employee, contractor or volunteer, a summary document of all policy statements is sent as part of the recruitment document. The internal drop box system contains a link to the full policy documents. During orientation and induction time the location of documents is made clear and signed off in the role orientation document.

Christchurch Methodist Mission (CMM)

Policies are implemented as follows: as per CMM's Child Protection Policy, the responsibilities are:

Service Managers:

Each CMM service working with children and families has a Manager who holds responsibility for child protection for their services and ensuring child protection is a key focus:

- Ensuring child protection policy/procedures are followed, reviewed regularly and staff are well informed.
- Providing advice and support for staff who may have child protection concerns.
- Ensuring child protection training is received and recorded.
- Ensuring all practices and procedures have a child protection lens applied.
- Maintaining child protection records and documentation confidentially.

As part of the MSD accreditation process divisions must hold records of all Reports of Concern as a separate register, as well as on client files.

Team Leaders:

Each CMM service working with children and families also has a Team Leader who backs up the role and responsibility of the Manager and in particular provides professional supervision and support to staff with care and protection concerns.

Staff:

All CMM staff have a responsibility to understand the signs of child abuse and neglect, and if abuse or neglect is suspected to follow CMM procedures for reporting and consult with their manager or team leader as soon as possible.

Practice Oversight

All CMM services working with children and families provide staff with professional support and supervision which includes issues of risk and abuse involving children.

All staff are familiarised with CMM's Child Protection Policy and Code of Conduct as part of their induction.¹¹ CMM's child protection policy includes how to recognise and report potential abuse and safe working practices.

CMM staff receive regular training on Child Protection issues and how to use the policy and related issues such as family violence.

CMM has strong relationships with Oranga Tamariki sites including regular visits to their team meetings. CMM report they call on these relationships for advice and consultation on child protection issues.

How is compliance with the policies monitored?**Wesley Community Action (WCA) - Wellington**

WCA's onboarding process includes the role orientation document.¹² This provides a tick box for all new staff members to complete. It includes a check to see that the new staff member knows where to find all policies and has read them in full. Compliance with this is checked by the staff member's Team Manager.

Christchurch Methodist Mission (CMM)

Compliance to CMM policies is the responsibility of Divisional Managers (for example, the Social Services Manager, Manager of the Preschool etc). Managers will ensure that staff are aware of the policies and that they are being implemented. These policies are regularly referred to in supervision, in case consultations and in cases where abuse is identified or suspected.

How do Missions monitor, oversee and report abuse?

¹¹ Code of Conduct for Working with Children, Christchurch Methodist Mission [MET.04.00065].

¹² Role Orientation Document, Wesley Community Action [MET.04.00066].

Wesley Community Action (WCA) - Wellington

WCA's Practice Guidelines states that the duty of care to support vulnerable people that are at risk of abuse, and neglect:¹³

"Wesley Community Action has a duty of care to support those people most vulnerable and at risk of abuse and neglect, primarily children. Abuse includes physical sexual financial and/or emotional abuse. Neglect is failing to meet a child's physical and emotional needs, e.g. not giving them the care, supervision love and attention they need. This policy provides guidance to staff/kaimahi on how to identify and respond to concerns about the wellbeing of a child, including possible abuse or neglect. WCA commits to not using "settlement agreement" where an abuse allegation has been made against staff/kaimahi and when these are contrary to a culture of child protection."

This policy document sets out the clear obligation of staff/kaimahi to be active to look for risk, assess risk, to notify appropriate authorities. WCA provides support and training to staff/kaimahi in risk identification, assessment, and wherever possible to inform the client/whānau if Police and/or Oranga Tamariki are to be notified and the reasons for doing this. If there is serious risk to the individual's health and safety, Oranga Tamariki and Police are notified. The process of how disclosures of abuse and neglect are managed is set out on page 7 of the Practice Guidelines.¹⁴ Page 8 sets out the process if the allegation identifies a member of WCA staff/kaimahi.

WCA's Practice Guidelines:¹⁵

Wesley Community Action has a duty of care to support those people most vulnerable and at risk of abuse and neglect. Abuse includes physical sexual, financial and/or emotional abuse. . Neglect is failing to meet the persons physical and emotional needs, e.g. not giving them the care, supervision love and attention they need.

This policy provides guidance to staff/kaimahi on how to identify and respond to concerns about the wellbeing of a vulnerable adult, including possible abuse or neglect. WCA commits to not using "settlement agreement" where an abuse allegation has been made against staff/kaimahi and when these are contrary to a culture of best practice. The Crimes Act 2012 describes Vulnerable Adults as "A vulnerable adult is someone who because of their age, sickness or mental impairment, or because they are in detention, are unable to remove themselves from the care or charge of another person"

This policy document sets out the clear obligation of staff/kaimahi to be active to look for risk, assess risk, to notify appropriate authorities. WCA provides support and training to staff/kaimahi in risk identification, assessment, and wherever possible to inform the client/whānau if Police are to be notified and the reasons for doing this, unless there is serious risk to the individual. When the risk is urgent Police are called immediately. The process of how disclosures of abuse and neglect are managed is set out on page 11 of the Practice Guidelines. Page 12 sets out the process if the allegation identifies a member of WCA staff/kaimahi.

¹³ Practice – Ritenga, Wesley Community Action, at p5 [MET.04.00058].

¹⁴ Practice – Ritenga, Wesley Community Action, at p5 [MET.04.00058].

¹⁵ Practice – Ritenga, Wesley Community Action, at p9 [MET.04.00058].

Recruitment Employment Policy

WCA's recruitment employment policy requires at least two referee checks to be made from the candidate's most recent employer and/or previous employer in related fields.¹⁶ All staff/kaimahi must complete a pre-employment checklist, and a Police check for all staff/kaimahi working directly with client/taura.

WCA complies with Children's Act 2014 (previously the Vulnerable Children's Act 2014), which sets out standards for the state-funded children's workforce to ensure robust recruitment processes and all core workers are police vetted every three years. In addition, p5 of Recruitment Employment Policy states "if the applicant is going to be providing direct support or in close contact with any young people, an Oranga Tamariki vetting process must also occur."

Audit Processes

WCA is accredited under the MSD social services accreditation process as a Level 1 provider which requires a high level of compliance and is externally audited annually. This includes ensuring that all policies and procedures are in place to manage child safety and wellbeing.¹⁷

Contractual Obligations

WCA's Oranga Tamariki contracts are covered by Service Specifications for each service type:

- Level 1 Social Sector Accreditation Standards.¹⁸
- Family Wellbeing Service Specifications.¹⁹
- Family Start Programme Manual.²⁰
- Shared Care Service Specifications.²¹

These describe how WCA's services contribute to the outcomes sought by Oranga Tamariki including reduced incidence of child abuse and family breakdown. As part of contract monitoring by Oranga Tamariki contract managers ask WCA to provide information on reports of concern about child abuse to Oranga Tamariki sites and more generally on WCA's relationships with each local site.

Christchurch Methodist Mission (CMM)

¹⁶ Recruitment and Employment Policies – Kaupapa Here Kimi Kaimahi me te Whiwhinga Mahi, Wesley Community Action, at p4 [MET.04.00056].

¹⁷ Level 1 Social Sector Accreditation Standards, New Zealand Government [MET.04.00067].

¹⁸ Level 1 Social Sector Accreditation Standards, New Zealand Government [MET.04.00067].

¹⁹ Service Guidelines and Addendum – Family Wellbeing, Oranga Tamariki [MET.04.00068].

²⁰ Family Start Programme Manual, Oranga Tamariki [MET.04.00069].

²¹ Shared Care Service Specifications [MET.04.00070].

Adult disclosures of non-recent abuse

CMM recognises that the increased visibility of historical abuse in the community may lead more of their adult clients to disclose their experiences of abuse. CMM’s Adult Disclosures of Non-Recent Abuse Policy sets out to staff how to respond including being aware of the potential for current risks to children and where to access support.²²

Human Resource Policies

CMM’s Human Resources manual specifies process for recruitment, police vetting and reference checks. CMM complies with Children’s Act 2014 (previously the Vulnerable Children’s Act 2014), which sets out standards for the state-funded children’s workforce to ensure robust recruitment processes and all core workers are police vetted every three years.

See also Children’s Workforce Safety Check Policy.²³

Contractual Obligations

CMM’s Oranga Tamariki contracts are covered by Service Specifications for each service type – see:

- Level 2 Social Sector Accreditation Standards.²⁴
- Family Services, Service Specifications.²⁵
- Supported-Accommodation Service Specifications.²⁶
- Primary Level Mental Health Service Specifications.²⁷

These describe how CMM’s services contribute to the outcomes sought by Oranga Tamariki including reduced incidence of child abuse and family breakdown. As part of contract monitoring by Oranga Tamariki contract managers ask CMM to provide information on reports of concern about child abuse to Oranga Tamariki sites and more generally on CMM’s relationships with each local site.

Audit Processes

²² Adult Disclosures of Non-Recent Abuse Policy, Christchurch Methodist Mission [MET.04.00062].

²³ Children’s Workforce Safety Check Policy, Christchurch Methodist Mission [MET.04.00061].

²⁴ Level 2 Social Sector Accreditation Standards, New Zealand Government [MET.04.00071].

²⁵ Service Guidelines – Family Services, Oranga Tamariki [MET.04.00072].

²⁶ Supported Accommodation Service Specifications, Oranga Tamariki [MET.04.00073].

²⁷ Primary Level Mental Health Service Specifications, Oranga Tamariki [MET.04.00074].

CMM is accredited under the MSD social services accreditation process as a Level 2 provider which requires a high level of compliance and is externally audited every two years. This includes ensuring that all policies and procedures are in place to manage child safety and wellbeing.²⁸

How have these policies have changed over time and what led to those changes or developments to the policies?

Wesley Community Action (WCA) - Wellington

All WCA policies are reviewed bi-annually. This an iterative process is led by the General Manager. Informed amendments are made to policy and these proposed changes are made transparent and then sent to all staff for their input and feedback. The feedback is discussed and final changes are agreed. The policy document with the ratified changes are then sent to the Director for final sign off. Policies are also approved by the WCA Board. Policies are version controlled with the current and review date on the cover page.

Policies are monitored by the Ministry of Social Development as part of the accreditation process.

Christchurch Methodist Mission (CMM)

Over time, there has been an increased emphasis on ensuring that CMM has the policies and procedures in place and are regularly revised. For example, CMM's Child Protection policy is now reviewed annually by the CMM Board and Management Team and is on the CMM website. In 2016, police vetting was brought in for all Board members (vetting of staff was already well established by this date). All Board policies are on a regular cycle of review.

CMM has significant expertise in the area of Child Safeguarding and has developed these policies themselves with advice from Oranga Tamariki. These policies are monitored by the Ministry of Social Development as part of the accreditation process.

Question (3)(b) The safeguarding and monitoring measures (other than safeguarding policies covered in 3a. above) that the Methodist Church has in place to ensure the safety and protection of children, young people and vulnerable adults, and how have these changed over time.

Wesley Community Action (WCA) - Wellington

WCA completes a resilience maintenance plan, a strengths-based version of a risk management plan for each child/young person in their foster care to manage and minimise risk.²⁹

²⁸ See Level 2 Social Sector Accreditation Standards, New Zealand Government [MET.04.00071].

²⁹ Resilience Maintenance Plan, Wesley Community Action [MET.04.00075].

The purpose of the plan is to identify fair and developing responses to help the child/young person manage their behaviour and any risk issues that come up for them so they remain safe and their placement with Wesley is safe and secure.

The plan includes name, DOB, cell phone, Oranga Tamariki orders/status, key relationships and responsibilities and contact details including emergency contacts, what works well, strengths, what does not work well, strategies for support if challenging behaviours are exhibited.

In addition, every young person has an individual organisational plan (Whakamahere Plan) which covers a variety of elements including: name, contact details, DOB, Oranga Tamariki legal status, home district, ethnicity, entry & planned exit dates, review dates, foster parents' names, respite foster parents' names, location of placement, Oranga Tamariki social workers names, Counsel for Child's name and contact details, details of exit plan, emergency contact details, etc.³⁰ The plan also details the efforts WCA and Oranga Tamariki have made to connect the young person with their whānau, hapū or iwi; whakapapa, identification of people the young person cares about, and general goals. The plan also has additional goals for: education, training or employment; health; culture & identity; recreation and community engagement; family, whanau and friends; life skills and safety; and increasing ability. The plan also includes any specialist day programme and budget predictions for the young person. Plans are reviewed at least quarterly with the young person and staff.

Christchurch Methodist Mission (CMM)

In addition to the Child Protection policy which ensures the safeguarding of children, CMM has developed a policy for adult disclosure of non-recent abuse. See Adult Disclosures of Non-Recent Abuse Policy.³¹

Question 3(c) How often alleged perpetrators have been allowed back into the Methodist Church, why, and under what conditions.

Wesley Community Action (WCA) - Wellington

WCA advised that in approximately the late 1990s or early 2000s there was an instance of an alleged perpetrator in a WCA run group home. The allegation was regarding grooming of a young person in WCA by an alleged perpetrator. The alleged perpetrator lived outside the group home. The alleged behaviour was reported immediately to Children & Young Persons Service, the statutory organisation at the time, who managed the situation and the behaviour changed.

Christchurch Methodist Mission (CMM)

CMM would not employ someone who has a record of abuse of children, young people or vulnerable adults.

³⁰ Whakamahere Plan, Wesley Community Action [MET.04.00076].

³¹ Adult Disclosures of Non-Recent Abuse Policy, Christchurch Methodist Mission [MET.04.00062].

Question 3(d) If or when a known offender is amongst the community, the steps that are taken to ensure that no abuse occurs.

Wesley Community Action (WCA) - Wellington

WCA report that this has not been an issue that has arisen to date. If members of a young person's whānau poses a risk, this is identified in the Resilience Management Plan and there is a clear strategy to manage any and all concerning behaviours.

Christchurch Methodist Mission (CMM)

If CMM becomes aware that a known offender is amongst the community, a risk assessment is undertaken. This includes the possibility of the known abuser coming into contact with children/young people and safety plans are made as appropriate. This is most likely to occur in our housing services.

Question 3(d) Whether members of the Methodist Church and its leaders are trained to recognise abuse, support victims after disclosures of abuse and trained to deal with alleged perpetrators in their community. If yes, who provides that training, how often and whether attendance is compulsory (and any ramifications of not attending). If no training is provided, what resources can they draw on to support them after a congregation member has disclosed abuse.

Wesley Community Action (WCA) - Wellington

All WCA staff/kaimahi attend modules of Fostering Kids training programme which cover a wide range of scenarios of recognising abuse, boundaries, keeping yourself safe. All registered social worker staff receive line and external supervision on a regular basis. Regular case reviews are undertaken with social work staff, where reflective practice is strongly supported and practiced. Any issues that arise are worked through. Staff/kaimahi are encouraged and supported to attend training and registered social workers attend the at least the regulated 20hours per annum training.

Christchurch Methodist Mission (CMM)

Procedures regarding disclosure of abuse are covered in the Child Protection Policy. The Social Services Team works with children and families where there is a high risk of abuse. All staff in this team working with children are either registered social workers or psychologists. All registered social worker staff receive peer, line and external supervision on a regular basis. Regular case reviews are undertaken with social work staff, where reflective practice is strongly supported and practiced. Any issues that arise are worked through. All staff are encouraged and supported to attend training and registered social workers attend the at least the regulated 20hours per annum training.

Question 3(f) How members of the Methodist Church are encouraged to report suspected abuse, including whether they are able to report abuse anonymously and any support or information available to them.

Wesley Community Action (WCA) - Wellington

WCA's Practice Guidelines states the duty of care to support vulnerable people that are at risk of abuse, and neglect.³²

When there is suspected abuse staff/kaimahi notify their Team Manager, who in turn notifies the Practice Manager so an appropriate response is made. However, if there is an urgent safety risk, Oranga Tamariki and the Police are called. Wherever possible staff/kaimahi are to inform the client/whānau if Police and/or Oranga Tamariki are to be notified and the reasons for doing this, unless there is serious risk to the individual's health and safety. The process of how disclosures of abuse and neglect are managed is set out on page 7 of Practice Guidelines. Staff/kaimahi and the individual who is the victim of alleged abuse, are supported throughout this process.

If the perpetrator of the alleged abuse is a member of WCA staff/kaimahi, the process on page 8 of the Practice Guidelines is followed. If the allegations involves a child or young person, Oranga Tamariki and/or Police are notified. If the allegation is a potential crime then Police are notified.

Christchurch Methodist Mission (CMM)

CMM has provided support to a local parish who were dealing with a report of abuse within a church-owned house. The Parish was supported to follow the Church's Child Protection policy and was provided with advice.

Question 3(g) Whether the Methodist Church's leadership encourages victims to report abuse? Does the leadership think that its methods of encouragement have been successful, and how does it reach this conclusion?

Wesley Community Action (WCA) - Wellington

WCA works with victims of alleged abuse and all the information relating to the alleged abuse to make an informed decision about reporting. Advocacy support and physical supported is offered to the victim by staff/kaimahi.

WCA report they consider this has been successful as they have not received any complaints from people they have worked with to report their abuse, advising that they do not feel supported.

³² Practice – Ritenga, Wesley Community Action, at p5 [MET.04.00058].

Question 3(h) Any contracts that exist between the Methodist Church and the State that include oversight and monitoring (and reporting) obligations with regard to abuse.

Wesley Community Action (WCA) - Wellington

WCA's contracts with Oranga Tamariki have the associated service guidelines and the accreditation standards.

Level 1 Social Sector Accreditation Standards quotes s15 CYP&F Act which states:³³

*Reporting of ill-treatment or neglect of child or young person – any person who believes that any child or young person has been, or is likely to be, harmed (whether physically, emotionally, or sexually), illtreated, abused, neglected, or deprived **may report** the matter to a [Child, Youth and Family] social worker or a member of the Police.*

While the statutory requirement to report ill treatment, abuse or neglect is not mandatory, all WCA staff/kaimahi are obliged to report these incidents or disclosures to their Team Manager, Practice Manager, Operations Manager, or Director. The process set out on page 7 of the Practice Guidelines are followed.

Also the service guidelines set out the obligations to report e.g. Family Wellbeing Guidelines – see the Family Wellbeing Service Guidelines.³⁴ These guidelines make it mandatory to report an allegation of abuse or neglect if the allegation is made while child or young person is in the care of WCA.³⁵

Christchurch Methodist Mission (CMM)

As professionals working in the Children's workforce, there is an expectation that all abuse will be reported.

In recent years, CMM's contracts with Oranga Tamariki have referred specifically to the Government's Children's Action Plan or the Child and Youth Wellbeing Strategy.

Question 3(i) Any voluntary or mandatory reporting requirements including when abuse must be reported to the Police or relevant state agencies (such as Oranga Tamariki).

Wesley Community Action (WCA) - Wellington

See information provided in response to Question 3(h) above.

In addition, WCA's Practice Guidelines:³⁶

³³ See Level 1 Social Sector Accreditation Standards, New Zealand Government, at p5 [MET.04.00067].

³⁴ Service Guidelines and Addendum – Family Wellbeing, Oranga Tamariki [MET.04.00068].

³⁵ Service Guidelines and Addendum – Family Wellbeing, Oranga Tamariki, at p5 [MET.04.00068].

³⁶ Practice – Ritenga, Wesley Community Action, at p5 [MET.04.00058].

Wesley Community Action has a duty of care to support those people most vulnerable and at risk of abuse and neglect, primarily children. Abuse includes physical sexual financial and/or emotional abuse. Neglect is failing to meet a child's physical and emotional needs, e.g. not giving them the care, supervision love and attention they need. This policy provides guidance to staff/kaimahi on how to identify and respond to concerns about the wellbeing of a child, including possible abuse or neglect. WCA commits to not using "settlement agreement" where an abuse allegation has been made against staff/kaimahi and when these are contrary to a culture of child protection.

The process set out on page 7 of the Practice Guidelines is followed when a disclosure of abuse or neglect is disclosed by a child or young person.

WCA also has an incident reporting template.³⁷ This is completed for all incidents for children/young people in foster care and is copied to the Oranga Tamariki Social Worker, Oranga Tamariki Contract Manager, and Oranga Tamariki National Office Advisors. If the incident is serious at Level A, it is also reported to Police within one hour. In addition, the WCA Director will also inform the Oranga Tamariki Manager High Needs Manager, Regional Manager, and Contract Manager within 24 hours of the incident occurring. Details of those advised and the time the call was made is detailed in the incident report.

Children Homes & Orphanages

Question 5 From 1950 to present day, please detail:

Question 5(a) How children's homes/orphanages managed by the Methodist Church were regulated by the State. Please summarise any contracts that existed or exist in this regard.

Each Methodist Children's Home operated independently from each other and consequently information is presented relating to each Home. Masterton Children's Home closed 1978, Auckland Children's Homes closed its dormitory style residential home Wesleydale 1974, replacing it with family homes that lasted until mid-1980s, South Island Children's Home in Christchurch closed its residential home 1987.³⁸

Reports were made yearly for all the Children's Homes to the Methodist Church of New Zealand Conference and published in the Minutes of Conference. These can be found on the MCNZ website:

<https://www.methodist.org.nz/whakapapa/archives/methodist-history/methodist-childrens-homes/childrens-home-minutes-of-conference-extracts/>

In addition, the website also contains information on Methodist Children's Homes Committee Minute Books, Admissions & photographs:

<https://www.methodist.org.nz/whakapapa/archives/methodist-history/methodist-childrens-homes/>

³⁷ See Event/Incident Report Template for Wesley Community Action Te Waka Kotahi [MET.04.0077].

³⁸ Fact sheet: Methodist Children's Homes in New Zealand [MET.04.0011].

Masterton

In 1950 no reference to direct regulation by the State has been found other than relevant acts of parliament such as the Child Welfare Act. Contact with the State was informal and regionally based. No contracts have been located within the records held in the Methodist Church of New Zealand Archives. Any change to policy was (for example Board minutes 10 April 1975) "review to cover current thinking of DSW and other welfare organisations on child care".³⁹

Auckland

No contracts with the State have been located in records for 1950-1987.

Christchurch

No contracts with the State have been located in records of the South Island Children's Home for 1950-1987

Question 5(b) Whether the Methodist Church was required to complete application processes to register its children's homes/orphanages with the State. If so, what steps were the Methodist Church required to take to apply to register its children's homes/ orphanages with the State?

Masterton

No application documents have been located to register the Home 1950-1987

Auckland

No application documents have been located in records to register the Home 1950-1987.

Christchurch

No application documents have been located to register the Home 1950-1987.

Question 5(c) The Methodist Church's reporting requirements to the State in respect of its children's homes/orphanages, including the nature and frequency of periodic reporting obligations and what requirements existed to report:

- (i) well-being concerns;**
- (ii) complaints; and**

³⁹ Robins and Shaw, Extract from the Minutes 1975 to 1980, p 93 [MET.04.00010].

(iii) instances of actual or potential abuse.**Masterton**

No documents requiring reporting to the State have been located but this would have taken place under the Child Welfare Act.

Auckland

No documents requiring reporting to the State have been located but this would have taken place under the Child Welfare Act.

Christchurch

A circular letter from the Department of Education details annual reporting required by managers of children's homes in 1963. This includes annual returns of numbers, information about subsidies, inspections, after-care, specialist services.⁴⁰

Question 5(d) The nature and frequency of the State's monitoring and inspection of the Methodist Church's orphanages/children's homes, and whether any independent monitoring took place.

No further documents have been located.

Foster care services**Question 6 From 1950 to present day, please detail:**

Question 6(a) The relationship between the Methodist Church and the State for foster care arrangements. Please summarise any contracts that exist in this regard.

Wesley Community Action (WCA) - Wellington

The State contracted WCA to provide foster care services since February 1996 until the present.

Currently, the Oranga Tamariki contract with WCA for foster care services amounts to \$3,575,268.55 and covers from 1 July 2020 to 30 June 2023.⁴¹ This contract purchases the following services:

⁴⁰ South Island Children's Home, Department of Education 30 October 1963, catalogue reference: 8144.34 [MET.04.00013].

⁴¹ See Outcome Agreement No. 329670_5 with Wesley Wellington Mission Incorporated [MET.04.00078].

| F2020 - F2023 | Details of Contract |
|------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| \$ 16,034.97 | F2021 only - Transition & reintegration service for three young people in the specialist caregiver homes & one to one specialist caregiver services |
| \$ 1,816,483.43 | One to one specialist caregiver services |
| \$ 44,068.28 | As above for 1 April 2021 - 30 June 2021 |
| \$ 17,031.60 | Specialist youth day programmes for one to one service |
| \$ 1,029,529.10 | Care for youth with conduct disorder |
| \$ 105,663.48 | As above for 1 April 2021 - 30 June 2021 |
| \$ 309,612.27 | Shared care service for named young person |
| \$ 28,240.94 | As above for 1 April 2021 - 30 June 2021 |
| \$ 7,491.55 | Day programme funding for named young person |
| \$ 16,451.10 | Provision of care for a named young person from Porirua OT Site |
| \$ 8,000.00 | One off set up cost for named young person |
| \$ 176,661.83 | Whanau support for young people |
| \$ 3,575,268.55 | |

In addition, there are other contracts between Oranga Tamariki and WCA for services including: social work, community work, Strengthening Families, Social Workers in Schools, Care Task Force, Family Start, Building Financial Capability. An outcome agreement with MSD, Oranga Tamariki, Ministry for Children & WCA from 1 July 2019 to 30 June 2023 totalled \$7,918,607.42.⁴²

Oranga Tamariki also purchased services for Care Task Force from 1 July 2018 to 30 June 2020 amounting to \$565,000.02. This was for the Mana Whānau programme which is an intensive home-based programme to prevent children and young people who are at risk of being taken into care.⁴³

Oranga Tamariki contracted with WCA for foster care amounts to \$3,408,516.91 and covers from 1 July 2017 to 30 June 2020.⁴⁴ This contract purchases the following services:

| F2017 - F2020 | Details of Contract |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------|
| \$ 54,390.18 | Care for youth with conduct disorder |
| \$ 144,217.80 | One to one specialist caregiver services |
| \$ 72,000.00 | Transition & reintegration service for three young people in specialist caregiver homes & one to one specialist caregiver services |
| \$ 95,259.60 | Transition services |
| \$ 168,000.00 | Specialist youth day programmes for one to one service |
| \$ 1,986,082.18 | One to one specialist caregiver services |
| \$ 850,351.05 | Care for youth with conduct disorder |
| \$ 38,216.10 | Contingency funding for expected day programme overspend against one to one caregiver service and conduct disorder home |

⁴² See Outcome Agreement No. 328060_5 with Wesley Wellington Mission Incorporated [MET.04.00079].

⁴³ See Outcome Agreement No. 327504 with Wesley Wellington Mission Incorporated – Mana Whānau [MET.04.00080].

⁴⁴ See Outcome Agreement No. 326212_1 with Wesley Wellington Mission Incorporated [MET.04.00081].

\$ 3,408,516.91

In addition, another contract from Oranga Tamariki for service provision from WCA for Parenting Resource into the Family Start Programme and key deliverables, Social work, Social Workers in Schools, community work, Strengthening Families, from 1 July 2017 to 30 June 2021, totalling \$4,120,658.76.⁴⁵

Prior to this there was an outcome agreement with MSD from 1 July 2016 – 30 June 2017 with WCA for services including social work, budgeting advice, Family Start Services, Social workers in schools, Strengthening Families, One to one specialist caregiver services, specialist youth day programmes for one to one service, care for youth with conduct disorder, day programmes for youth with conduct disorder, transition services. The total value of the contract was \$2,179,812.97.⁴⁶

Christchurch

No contracts located, 1950-1980s independent of the State other than legislation requirements.

Question 6(b) How foster care placements facilitated by the Methodist Church were regulated by the State.

Wesley Community Action (WCA) - Wellington

MSD/CYF/OT service guidelines, contracts, and regular auditing against service standards regulated foster care placements.

Christchurch

Foster services began around 1968 and no regulation has been found. Many of CMM's files were destroyed during the Christchurch earthquake (collapse of Durham Street Church where the social service records were stored and it is likely that this information might have been stored there).

The Child and Young Person's Act 1974 introduced the registration of Children's Home and Foster Care placements.

Question 6(c) Whether the Methodist Church was required to complete an application process to procure foster care services on behalf of the State. If so, what steps was the Methodist Church required to take to apply to become a provider of foster care services on behalf of the State?

Masterton

⁴⁵ See Outcome Agreement No. 326164_4 with Wesley Wellington Mission Incorporated [MET.04.00082].

⁴⁶ See Outcome Agreement No. 324706_1 with Wesley Wellington Mission Incorporated [MET.04.00083].

No application documents by families to foster children or references have been located in the records.

Manawatu Social Services Centre Palmerston North

No record of this has been found in the Manawatu Methodist Social Service Centre minute book or surviving documents

Auckland

No documents have been located for applications.

Wesley Community Action (WCA) - Wellington

Firstly a tender process was entered including the submission of a comprehensive registration of interest, then, completion of a comprehensive application process. A presentation on the application was made in person to State Selection Panel (CYFS), who made the final decision to contract services.

A search was made for this documentation, but it could not be found. However, this information would be available from the State.

Christchurch

No documents have been located for applications.

Question 6(d) The Methodist Church's reporting requirements to the State in respect of its foster care services, including the nature and frequency of periodic reporting obligations and what requirements existed to report:

- i. well-being concerns;
- ii. complaints; and
- iii. instances of actual or potential abuse.

Masterton

No documents requiring reporting these issues have been located.

Manawatu Social Services Centre Palmerston North

No references found in records to reporting.

Auckland

No documents found in records re reporting these issues.

Wesley Community Action (WCA) - Wellington

This has changed over the years. Initially, a monthly reconciliation was provided to the Community Funding Agency. This included, name of the child/young person in care, number of bednights used per month, custody status, OT/CYF region/site.

Quarterly reports including a narrative report were also provided. Monthly reports are still being provided.

In addition, any incidents regarding serious wellbeing concerns, complaints or potential or actual abuse were reported directly and immediately to the relevant Site.

Christchurch

No documents found; any issues would be dealt with by the social worker for the Home 1950-1979. The Methodist Children's Home in Christchurch closed on 28 August 1987 and subsequently, all foster care also terminated.

Question 6(e) The nature and frequency of the State's monitoring and inspection of the Methodist Church's foster care services, and whether any independent monitoring took place.

Masterton

No documents relating to State monitoring and inspection have been located.

Manawatu Social Services Centre Palmerston North

No references found in records.

Auckland

In 1981 the Auckland Methodist Central Mission became a member of the Child Care Co-ordinating Committee which included an agreement to report to the Director General of Social Welfare, NZ Council of Christian Social Services any issue affecting child and family care services.

Wesley Community Action (WCA) - Wellington

Monitoring was undertaken by the State on a regular basis, and at least annually. However, this is dependent on the risk and the frequency of audit and accreditation review can be 6 months – 2 years. WCA advised that from memory, no independent monitoring has been undertaken.

Christchurch

No documents found of any independent monitoring that may have taken place.

Question 6(f) The requirements for the vetting of foster parents, monitoring of placements, processes for complaints received about the caregivers, and any specific cultural considerations and requirements.

Wesley Community Action (WCA) - Wellington

Potential foster parents complete an application form, a caregiver assessment interview takes place, and Police and OT checks. A house visit is undertaken and health and safety assessment of the home environment is completed.

WCA has a process for complaints in policy documents – see page 21 of the Practice Guidelines.⁴⁷

WCA is committed to being a kaupapa Treaty committed organisation and records specific cultural considerations of both foster parents and the foster child.

Question 6(g). The Methodist Church’s approach to matching a child, young person or vulnerable adult with a foster caregiver to ensure that (other than in an emergency situation) the caregiver could meet that child’s identified care and protection needs, including:

- i. Seeking placements with wider whanau, hapu, iwi as a first option.
- ii. Seeking culturally appropriate placements (e.g. within wider cultural group)
- iii. Keeping siblings together when placed in care
- iv. Placing children, young people or vulnerable adults in care in their home regions; and
- v. Facilitating visits, phone calls and letters from whanau and friends

Wesley Community Action (WCA) – Wellington

The process of matching a child/young person to a foster caregiver includes:

- Referral received from the Oranga Tamariki Regional Hub.
- Assess against available caregivers.
- If a potential match is found, the information is sent to potential matched foster carers to review.

⁴⁷ Practice – Ritenga, Wesley Community Action, at p21 [MET.04.00058].

- The potential matched foster carers will send feedback, including any concerns they may have.
- Discussion between potential matched foster carers and WCA staff/kaimahi – if any concerns are resolved, or potentially resolved then process continues.
- The foster child/young person is provided with the foster caregivers profile.
- A met & greet is arranged between the child/young person and caregivers, with kai & whanaungatanga.
- If agree everyone agrees that this is a potential good match, then a transition plan is arranged. This includes a one night stay, followed by a two night stay, then a full weekend stay. If all goes smoothly, then a date for the child/young person to move in permanently is agreed on.
- This process is supported by the lead social worker during this time.
- In addition:
 - ***seeking placements with wider whānau, hapu, iwi as a first option;***
WCA checks with Oranga Tamariki if this has been completed by them.
 - ***seeking culturally appropriate placements (e.g. within wider cultural group);***
This is done by WCA, where at all possible.
 - ***keeping siblings together when placed in care;***
This is not applicable as WCA does not take sibling groups.

Question 6(h). The Methodist Church's approach to identifying whether or not children, young people or vulnerable adults experiencing multiple foster placements in care were placed at risk as a consequence of that experience including:

- i. **What criteria or factors were taken into account when considering a movement or placement of a child, young person or vulnerable adult**
- ii. **Whether policies identified that multiple foster placements were harmful to children, young people or vulnerable adults placed in the care of the Methodist Church and the nature of that risk**
- iii. **'the number of movements/placements of a child, young person or vulnerable adult that was considered appropriate in foster care and family home situations and why**
- iv. **How the consequences of identified risk from multiple placements were mitigated and if not, why not.**

Masterton

There is no policy or documents relating to number of placements or consequences.

Manawatu Social Services Centre Palmerston North

No reference have been located in the records.

Auckland

No documents have been located relating to these questions.

Wesley Community Action (WCA) - Wellington

WCA is never a first placement for the child/young person. All children/young people placed in foster care by WCA has a history of multiple placements prior to the referral being made. The history of previous foster placements is included in the information received from OT on referral.

(i) what criteria or factors were taken into account when considering a movement or placement of a child, young person or vulnerable adult;

- If the relationship with the caregiver has broken down
- It is very rare for WCA to move/change a placement for a foster child/young person internally. However, on the rare occasion, this could be for a number of reasons including relationship breakdown, foster carer resignation, child/young person returning home, or placed with a kin member.
- The child/young person's care and welfare is always WCA's primary driver.

(ii) whether policies identified that multiple foster placements were harmful to children, young people or vulnerable adults placed in the care of the Methodist Church, and the nature of that risk;

- WCA advised that this is not applicable as it is very rare for WCA to move/change a placement for a foster child/young person internally.

(iii) the number of movements/placements of a child, young person or vulnerable adult that was considered appropriate in foster care and Family Home situations, and why;

- WCA considers that the foster care placement is a permanent placement for the child/young person until they either transition home or out of care.
- Any change in care would only be acceptable if this is planned.

(iv) how the consequences of identified risk from multiple placements were mitigated, and if not, why not

- WCA undertakes comprehensive care plans and resilience management plans.⁴⁸

Christchurch

No documents have been located relating to these questions 1950-1987.

Funding

Question 7 From 1950 to present day please provide the following information:

Question 7(a) How has the Methodist Church obtained funding? In your answer, please detail the source of the funding. Where reference to investment income, please specify those investments.

Question 7(b) Has the Methodist Church held a Government third-party provider approval to provide care of children, young people or vulnerable adults on behalf of the State, and what level of payments have been received through this revenue stream?

Wellington

WCA is accredited under the MSD social services accreditation process as a Level 1 provider which requires the highest level of compliance and auditing takes place annually by MSD. Auditing includes checking and ensuring all policies and procedures are in place to manage child safety and wellbeing. See attached standards - 3(a) Wellington - WCA - C5 – Level 1 Social Sector Accreditation Standards.

In addition to the State funding already detailed above, WCA also received the following funding:

- From MSD for Elder Abuse Response Services. The contract started on 1 July 2020 and is due to expire on 30 June 2023. Total value of contract over the three years is \$1,465,000.⁴⁹
- Previous to this a similar contract for the same service for 28 August 2017 to 30 June 2022 totalled \$635,064.30.⁵⁰
- From MSD for gang-affiliated whānau with wrap around services – funding amount: \$136,829.00. The contract started on 1 December 2017 and expired on 30 June 2018.⁵¹
- From Oranga Tamariki – a grant of \$17,500 to support work to implement the National Care Standards for 1 March 2019 to 10 July 2019.⁵²

⁴⁸ Resilience Maintenance Plan, Wesley Community Action [MET.04.00075].

⁴⁹ See Outcome Agreement No. 329669_2 with Wesley Wellington Mission Incorporated [MET.04.00084].

⁵⁰ See Outcome Agreement No. 326538_1 with Wesley Wellington Mission Incorporated [MET.04.00085].

⁵¹ See Outcome Agreement No. 326538_1 with Wesley Wellington Mission Incorporated [MET.04.00086].

⁵² See Outcome Agreement No. 328051 with Wesley Wellington Mission Incorporated [MET.04.00087].

- From Oranga Tamariki – a grant of \$55,813.95 to support building organisational capability to meet the National Care Standards for 1 March 2021 to 10 July 2021.⁵³
- From Oranga Tamariki – a grant of \$5,000 one off funding to support implementation of the new reporting framework for 1 July 2021 to 10 July 2022.⁵⁴
- From Oranga Tamariki – a grant of \$3,000 to support whānau, tamariki, rangatahi, kaumatua to be safe and connected during the COVID-19 lockdown from 30 April 2020 to 10 July 2020.⁵⁵
- From Oranga Tamariki – a grant of \$34,000 from 19 June 2018 to 10 July 2019 being a contribution to the on-going efforts of YSS providers to improve responsiveness to mokopuna Māori and Care transitions.⁵⁶
- From Oranga Tamariki – a grant of \$19,699.96 from 1 April 2018 to 10 April 2019 being a one payment for the professional development of whānau workers.⁵⁷
- From Capital and Coast DHB – a contract for supported living for older people from 1 July 2015 – 30 June 2016 for \$300,557.97.⁵⁸ This contract had several variations to cover the subsequent years. The latest variation is 351054-07 for 1 October 2021 to 30 September 2024 for \$1,026,108.00.⁵⁹
- From Hutt DHB – a contract for community activity programme for older people – non-residential care facility and community activity programme for people with CHC – non-residential care facility totalling \$47,098.80 for 1 July 2021 to 30 June 2024.⁶⁰
- From Hutt DHB – a contract for supported living for older people from 1 July 2013 to 30 June 2014 for \$96,480.00.⁶¹ This contract had several variations to cover the subsequent years. The latest variation is 346837-07 for 1 October 2021 to 30 September 2024 for \$465,385.29.⁶²

Christchurch Methodist Mission (CMM)

CMM is accredited under the MSD social services accreditation process as a Level 2 provider which requires a high level of compliance and is externally audited every two years. This includes ensuring that all policies and procedures are in place to manage child safety and wellbeing.⁶³

CMM's financial records which go back 10 years indicate that in the last 10 years, CMM has received approximately \$7.8 million of funding from Oranga Tamariki (Level 2 Social Sector Accreditation).

⁵³ See Grant No. 330748 to Wesley Wellington Mission Incorporated [MET.04.00088].

⁵⁴ See Grant No. 331243 to Wesley Wellington Mission Incorporated [MET.04.00089].

⁵⁵ See Grant No. 328807 to Wesley Wellington Mission Incorporated [MET.04.00090].

⁵⁶ See Grant No. 327289 to Wesley Wellington Mission Incorporated [MET.04.00097].

⁵⁷ See Grant No. 327280 to Wesley Wellington Mission Incorporated [MET.04.00091].

⁵⁸ See Contract No. 351054-01 with Wesley Wellington Mission Incorporated [MET.04.00092].

⁵⁹ See Contract No. 351054-07 with Wesley Wellington Mission Incorporated [MET.04.00093].

⁶⁰ See Contract No. 362703-03 with Wesley Wellington Mission Incorporated [MET.04.00094].

⁶¹ See Contract No. 346837-00 with Wesley Wellington Mission Incorporated [MET.04.00095].

⁶² See Contract No. 346837-07 with Wesley Wellington Mission Incorporated [MET.04.00096].

⁶³ See Level 2 Social Sector Accreditation Standards, New Zealand Government [MET.04.00071].

Question 7(c) From what date has the Methodist Church been a registered charity, and under what name or names has it been registered?

Auckland

In 1885 the Helping Hand Mission was established at Freeman's Bay, Auckland.⁶⁴ In 1927 Conference combined the Helping Hand Mission with the East Street Mission and established the Auckland Methodist Mission.⁶⁵ It has also been known as the Auckland Central Mission, Methodist Central Mission Auckland, Auckland Central Parish and Mission, and Methodist Mission Northern. Incorporated under the Charitable Trust act 1957 on 1 July 1974. In 2008 a three trust structure was put in place - Methodist Mission Northern, Lifewise, and Airedale Property Trust.

Masterton Methodist Children's Home

The Masterton Methodist Children's Home was established by the Wellington Methodist Charitable and Educational Endowments Trust in 1916.⁶⁶ The orphanage was officially opened in October 1921.⁶⁷ In 1960 the orphanage changed its name to Homeleigh.⁶⁸ In 1979 the Masterton Christian Child-Care Programme was launched and a full-time trained worker was employed.⁶⁹ In 1987 the land and buildings were sold.⁷⁰

Today the Trust only holds the farm property and awards grants totalling \$150,000 each year to support child and youth development projects in the Wellington region.⁷¹

Wellington

Established as the Wesley Church (Wellington Circuit) Social Services Trust Board on 19 December 1949.⁷² It was subsequently incorporated under the Charitable Trusts Act 1957 on 24 January 1978 and was renamed Wesley Social Services Trust Board (Inc).⁷³ Also known as Wesley Wellington Mission Incorporated, Wesley Social Services Trust, Wesley Wellington Mission, and Wesley Community Action.

⁶⁴ Rev. Wesley Parker *In the Midst of the City – the rise and growth of the Auckland Methodist Central Mission* (Auckland Methodist Central Mission, Auckland, 1971), at 20.

⁶⁵ I F Faulkner, *The Decisive Decade: Some aspects of the development and character of the Methodist Central Mission, Auckland 1927 – 1937* (Wesley Historical Society (New Zealand), Auckland, 1982), at 7.

⁶⁶ Olsson, A.L., Compiler and Ed, *Methodism in Wellington 1839 to 1989* (Wellington District Synod of the Methodist Church of New Zealand, Wellington, 1989) (extract – pages 272 to 275), at p273 [MET.04.00098].

⁶⁷ See [MET.04.00098], at p273.

⁶⁸ See [MET.04.00098], at p274.

⁶⁹ See [MET.04.00098], at p275.

⁷⁰ See [MET.04.00098], at p275.

⁷¹ See http://www.methodist.org.nz/organisations/wellington_methodist_charitable_educational_endowments_trust.

⁷² Law Book, sections 11(B) 2. 2.6(b) [MET.04.00001].

⁷³ Law Book, section 11(B) 2.2.6(b) [MET.04.00001].

Christchurch Methodist Mission

In 1914 a home with 14 rooms on five acres of land was purchased on the corner of Harewood Road, Papanui and Chapel Street for a South Island Methodist orphanage, known as the South Island Children's Home.⁷⁴ The Christchurch Central Mission was founded in 1939,⁷⁵ and Incorporated under the Charitable Trusts Act 1957 on 21 June 1974. Also known as Christchurch Methodist Central Mission, and Christchurch Methodist Mission.

⁷⁴ See [MET.04.00011].

⁷⁵ W.A Chambers *The Winds of Change: a short history of the Methodist Church in North and South Canterbury from 1950 – 1975* (Wesley Historical Society of New Zealand, Auckland, 1976), at 47.