

## Methodist Church House Management Committee

### Basic Information

<b>Contact Name and Details</b>	The Revd Geoff Cornell, Chair of the Committee
<b>Status of Paper</b>	Final
<b>Action Required</b>	The Council is asked to receive these reports.
<b>Draft Resolutions</b>	The Council receives the report.

### Summary of Content

<b>Subject and Aims</b>	The Committee has submitted two reports for the Council – one concerning the year 2011-12, and one concerning the year 2012-13.
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## Report of the Methodist Church House Management Committee for 2011-12

### Legal and Administrative Information

#### **Trustees during the year ended 31 August 2012**

The Revd Geoff Cornell (Chair)  
 John Hutchings  
 Brian Mansfield

Officers in attendance:

Nick Moore (Head of Support Services Cluster)  
 Reg Everest (Building and Facilities Officer)  
 Maureen Sebanakitta (Director of Financial Operations)  
 Julie Robinson-Judd (Connexional Property Co-ordinator) from March 2012

### Trustees Report for the year ended 31<sup>st</sup> August 2012

#### **Membership of the committee**

There were no changes to the membership of the committee during the year.

#### **Achievements and performance**

During the year the administration of the building continued under the management of Mr Reg Everest, Building and Facilities Officer, and his team. Over and above the normal day-to-day maintenance work, the following replacement and refurbishment work was undertaken:

- installation of shower and bicycle storage facilities
- software upgrade of telecommunications system
- installation of voltage optimisation technology

The Committee continued to engage with the question of the future of Methodist Church House. Although the building is well maintained, major refurbishment is due within five years and it is unlikely that the building can meet the 2009 Conference targets for Carbon Reduction. This concern had been brought to the Strategy and Resources Committee (SRC) in March 2011 which asked the General Secretary to commission work into the best use of resources and possible relocation to alternative premises. However,

funding for a comprehensive options appraisal was not agreed and so at its meeting in February 2012 the SRC requested further work on the costs of continuing to occupy MCH for the medium term. The MCH Management Committee undertook to explore costs and options and to report to the SRC as soon as possible.

## **Report of the Methodist Church House Management Committee for 2012-13**

### Legal and Administrative Information

#### **Trustees during the year ended 31 August 2013**

The Revd Geoff Cornell (Chair)  
John Hutchings  
Brian Mansfield (until November 2012)  
Andrew Gibbs (from March 2013)

#### Officers in attendance:

Reg Everest (Building and Facilities Officer) (until November 2012)  
Brian Pugh (Building and Facilities Officer) (from November 2012)  
Julie Robinson-Judd (Connexional Property Co-ordinator)  
Maureen Sebanakitta (Director of Financial Operations)

### Trustees Report for the year ended 31<sup>st</sup> August 2013

#### **Membership of the committee**

Thanks were expressed to Brian Mansfield who stood down from the Committee in November 2012 after 18 years of invaluable service. Andrew Gibbs (Connexional Treasurer) was welcomed in his place. A revision of the Memorandum of Agreement was presented by the Strategy and Resources Group (SRC). This set out the size of the committee and the length of service on it. Accordingly, a process for recruiting new members was agreed in June 2013, with interviews arranged for September 2013, and Geoff Cornell and John Hutchings indicated that their periods of service would come to an end when the new Committee members were settled in (and in Geoff's case definitely in January 2014 because he was on sabbatical in the Spring of that year).

#### **Achievement and Performance**

During the year the administration of the building continued under the management of Mr Reg Everest and his successor Mr Brian Pugh, and their team. Over and above the normal day-to-day work, the following replacement and refurbishment work was undertaken

- installation of replacement rear gates
- repairs to front entrance and ramp

The West lift was taken out of service.

The Quinquennial was undertaken over the summer of 2012 and the report (QQ) received in September 2013. This confirmed that the property was well maintained and in good condition but drew attention to upcoming major refurbishment work. A comprehensive Fire Risk Assessment was undertaken by Ecclesiastical Insurance (April 2013), a survey on Fire Doors and a survey of the drainage (May 2013). A report on the Fire Escape was also received. Reports and quotations for fixed wiring work were received in June 2013. An Energy and Sustainability Review was commissioned from CEADA and received in July 2013.

The Committee resolved that all the above reports should form the basis of a Feasibility Study into the future of Methodist Church House. It was agreed that the cost should come from the Long Term Renewals Fund. The Fee Proposals were to be received by the Committee in September 2013, with a view to the Study itself being available to the Committee in November so that a report could be prepared for the SRC meeting in December.

**\*\*\*RESOLUTION**

**21/1. The Council receives the report.**