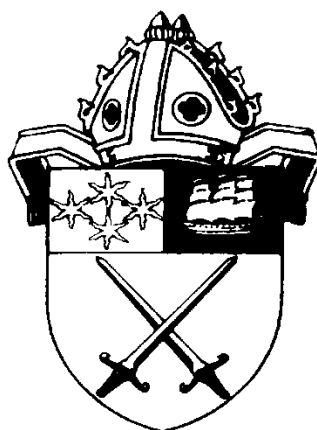


THE ANGLICAN CHURCH OF AUSTRALIA
THE DIOCESE OF BUNBURY
WESTERN AUSTRALIA



**SECOND SESSION
OF THE
FORTIETH SYNOD
2018 - 2020**

BOOK TWO - 2019

**BISHOP-IN-COUNCIL AND TRUSTEES
REPORTS**

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ACTS OF BISHOP-IN-COUNCIL

Meeting Attendance (by presence or teleconference)

Name	Attendance	
	Possible	Actual
Bishop Ian Coutts (Chair)	5	5
Ven Julie Baker	5	5
Dr Renae Barker	5	4
Rev'd Dr Lucy Morris	5	5
The Hon. Kevin Prince	5	4
The Very Rev'd Darryl Cotton	5	5
Ms Robin Depiazzi	5	5
Rev'd Canon Karon Austin	5	5
Rev'd James Tabor	5	5
Rev'd Ian Mabey	5	5
Hon Murray Montgomery	5	5
Mrs Elisabeth Pellicaan	5	3
Rev'd Linley Matthews-Want	5	4
Rev'd Lindy Rookyard	5	4
Ms Marilyn Royer	5	3
Mr Bruce Sherborne	5	5
Ms Phyl Winchcombe	5	5

**Excerpt of Matters considered by
Bishop-in-Council**

MISSION MATTERS	RESOLUTION Action
Motions from Synod 2018.	Refer to Book Four - Motions, etc. for update
Conflict of Interest statement and reporting approved as a standard item at each meeting.	Accepted
The Minutes of each BIC meeting approved and signed.	Approved
Finance Sub-Committee reporting to BIC regularly and to Trustees. Reports received at each meeting, accepted, discussed and actioned. Copies of the Draft Minutes of the Sub-Committee Meetings are included in the BIC and Trustees papers.	Approved
Diocesan Office Redevelopment – the Members agreed to continue with the project within the revised budget extended from \$1.26m to \$1.4m and design parameters. An ACF loan was approved. Reports provided at each meeting and approved.	Approved
BIC supported Boniface Care Council in establishing a Working Party for Op Shops and other matters to explore support required by parishes	Approved and implemented through Bishop-in-Council
Members of BIC approved the membership application to the Anglican Representative (National Redress Scheme) Ltd in February 2019	Actioned and Membership implemented
Members approved the establishment of the Sustainable Living Working Party as raised at the Synod 2017 and to support an ongoing response to the General Synod climate change and sustainable living matters in line with the GS Canon adopted in 2007 and to report back to Bishop-in-Council	Interested people at Synod invited to express an interest in joining a working party, supported by the Diocesan Secretary with Terms of Reference and the Chair appointed by BIC

MISSION MATTERS	RESOLUTION Action
New Policies approved: Ministry Expense Account Policy; Gift Policy, Grievance Procedure and Conflict Management Policy; Redress and Pastoral Care Policy; Code of Conduct (not yet distributed); Family Violence and Domestic Abuse; Clergy Distress Fund	Approved and Actioned
General Synod changes to Safe Ministry for Children processes with new forms implemented	Implemented
A Social Justice Working Party established	Being established. A chairperson is sought.
Family Violence and Domestic Abuse Policy	Currently being discussed.
Mission To Seafarers Review carried out and final report provided to Members	Endorsed
Establishment of the newly named Anglican Parish of Pingelly, Wickepin and Narrogin	Approved
The name of the Anglican Parish of Williams to be known also as The Gateway Anglican Parish	Approved

PEOPLE MATTERS	RESOLUTION Action
A Clergy and Laity update and happenings around the Diocese provided at each meeting	Report noted.
Received Clergy update noting new appointments and pending retirements	Report noted.
Members of the Finance Sub-Committee re-appointed and elected. Bishop Ian Coutts, Ven. Julie Baker, Dean Darryl Cotton, Rev'd Ian Mabey, Ms Marilyn Royer, Rev'd Dr Lucy Morris Diocesan Secretary, Mr Stephen Biggar Diocesan Registrar	Approved and actioned.

PARTNERSHIP MATTERS	RESOLUTION Action
Audited Accounts for 2017-2018 signed and approved	Approved and share with Synod.
Budget for 2019-2020 approved for endorsement by Synod	Approved and share with Synod
Increase in parish assessments by 2 % for the next two years, commencing July 2020 and again in July 2021	Approved and share with Synod.
Provincial Council's Stipends Committee recommendations accepted	Approved. Disseminated promptly
Relationship with the Anglican Schools Commission further explored and feedback provided	Noted
Memorandum of Understanding between Parish of Kojonup and the Bishop-in-Council members for the support and use and maintenance of the Boniface Care – Lawrence House Centre, Kojonup	Actioned
Memorandum of Understanding between the Parish of Mandurah and Wagin and Dumbleyung	Actioned

COMMUNICATION MATTERS	RESOLUTION Action
Ms Joy Fraser-Price, Rev'd Sue Kemp, and Mrs Sandra Marriott nominations to the Boniface Care Council were endorsed	Approved and actioned
Submission to the AR(NRS)L (Anglican Representative (National Redress Scheme) Ltd) on the Joint Committee Report on the NRS (National Redress Scheme)	Endorsed

FOUNDATIONAL MATTERS	RESOLUTION Action
Litigation Standing Committee established by Bishop-in-Council and Trustees to provide advice and assist in legal matters. Reports back to Trustees and Bishop-in-Council. Members are Bishop Ian Coutts, Rev'd Dr Lucy Morris Diocesan Secretary, The Hon. Kevin Prince Diocesan Chancellor, Dr Renae Barker Diocesan Advocate and Rev'd James Tabor, Member of Bishop-in-Council and Trustee	Approved and established
Diocesan Safe Ministry Authority Standing Committee established by Bishop-in-Council and Trustees	Approved and currently being established. Chairperson being sought.

GENERAL BUSINESS	
MATTER	RESOLUTION Action
Consent Agenda Items included in General Business approved at each meeting.	Approved
Finance Report	Noted
Finance Sub-Committee Meeting Minutes	Noted
Boniface Care Council Minutes	Noted
Sustainable Living Working Party Minutes	Noted
Risk Management Report	Noted. Matters arising are actioned.

MATTERS REPORTED ON AT EACH MEETING	
MATTER	RESOLUTION Action
Resignations, deaths and other important milestones are recognised at each meeting when known.	Noted each meeting.
Minutes of the meeting	Approved each meeting.
Conflict of Interest	Reported and noted each meeting.
Investment reports updated quarterly and as required.	Approved subject to checking with contract and in line with policy decisions.
Action Items	Action Items are reported at each meeting until completed.

CLERICAL STIPENDS COMMITTEE

Review of Stipends Effective 1 January 2019

Stipend

The average of the Wage Price Index WPI and AWOTE for WA, rounded to the nearest whole percentage point, is used as the guide for stipend rates in the Province.

The minimum clergy stipend was set at \$59,752 per annum (\$4,979.33 per month) being an increase of 2.0% for the year commencing 1 January 2019.

Country Allowance

The Country Allowance is set at 2% of stipend. \$1,195 (\$99.58 per month)

Motor Vehicle Allowance (Where applicable)

The Motor Vehicle Allowance remains as set at \$8,280 pa. based on the 2015 RAC survey. This remained unchanged.

Housing Allowance (Where applicable)

The Housing Allowance was set at \$15,924 pa for the two previous years and remained unchanged.

The standard housing allowance is normally reviewed based on the Index of Housing – Perth. This index increased by 1.52% in the year to September 2016 and applying this increase to the current standard housing allowance of \$15,300 pa resulted in a rounded figure of \$15,924 pa (an increase of \$240 pa) in the previous year. This has remained unchanged.

These recommendations were approved by circular resolution dated 14 December 2018 and confirmed at the meeting of Bishop-in-Council held on 14 February 2017.

The current stipend paid to clergy in the Diocese of Bunbury places the Diocese in tenth position with North West and Perth dioceses across the 23 dioceses in Australia.

DIOCESAN TRUSTEES

Meeting Attendance (by presence or teleconference)

Name	Attendance	
	Possible	Actual
Bishop Ian Coutts (Chair)	5	5
Dr Renae Barker	5	4
Rev'd Dr Lucy Morris	5	5
Rev'd James Tabor	5	5
Ven Julie Baker	5	5
Mrs Marilyn Royer	5	4
Hon Murray Montgomery	5	5
Hon Kevin Prince	5	4
Rev'd Lindy Rookyard	5	4
Ms Phyl Winchcombe	5	5

Excerpt of Matters considered by The Diocesan Trustees

MATTERS	RESOLUTION
Trustees were inducted and signed declaration at first meeting.	Actioned
Conflict of Interest policy and practice notified at each meeting	Approved and implemented
Account signatories updated	Actioned
Approval to provide accommodation upgrade for the Campsite at Busselton, within a budget of \$230,000. An architect appointed	Actioned
Handover of St John's Church, Pinjarra-Waroona to the Shire Council	Actioned
Diocesan Office Redevelopment – the Trustees agreed to continue with the project within the revised budget extended from \$1.26m to \$1.4m and design parameters. An ACF loan approved. Reports provided at each meeting and approved. Builders approved and building is underway	Actioned
The Cathedral Community Hall Development redesigned; approval from Heritage Council and the City Council; Architect appointed.	Cathedral Chapter, Parish, Trustees advised
Church of the Way, Parish of Coodanup Community Hall building supported by Trustees and completed	Actioned

MATTERS	RESOLUTION
Boniface Care – Lawrence House Centre, Parish of Kojonup built with support from Trustees. Completed. Action against the Engineer is being investigated following a disputed report being provided	Actioned
Rental of the Rectory in Pingelly approved	Actioned
Support for Denmark-Walpole parish for the building of the community hall	Actioned
Sale of Rectory at Lake Grace approved	Actioned
Trustees endorse principle of no building in the Diocese and parishes without direct assistance being appointed by Trustees and supported by the Diocese to oversee and assist in the building projects	Actioned
Policies updated and approved: Ministry Expense Accounts, Gifts, Use of Capital Funds, Policy on Renting Property on the Open market; Policy on Sale of Diocesan Assets; Policy on the Rental of Diocesan Property within a Parish. Guidelines for Treasurers and Wardens updated. Work underway on Archiving Policy, Storage and Data management	Actioned
The Trustees continued to approve the work on the Diocesan office redevelopment	Actioned throughout the year
Issue of Franking Credits and Imputation Tax for shares reported and investigated	Actioned
The membership of the AR(NRS)Ltd and the NRS by the Diocese endorsed in February 2019. Bunbury Cathedral Grammar School urged to joined and agreed in August 2019. ASC schools have joined the scheme	Actioned and followed up with BCGS
Sale of AMP shares following the disclosures at the Royal Commission into Banking practices approved	Actioned
Litigation Standing Committee established by Trustees and Bishop-in-Council. Members are Bishop Ian Coutts, Rev'd Dr Lucy Morris Diocesan Secretary, the Hon. Kevin Prince Diocesan Chancellor, Dr Renae Barker Diocesan Advocate and Rev'd James Tabor Member of Bishop-in-Council and Trustees	Actioned
Diocesan Safe Ministry Authority Standing Committee established by Trustees and Bishop-in-Council. Chairperson being sought. Terms of Reference in place	Actioned
Mission To Seafarers review endorsed and conducted. Recommendations being implemented	Actioned

MATTERS	RESOLUTION
Four Requests for Information (RFIs) received through the NRS. Two were not accepted, two have been accepted of which one is still being processed and the other has been finalised	Actioned
Civil case by previous Diocesan Redress Scheme Applicant resolved by mediation and agreed payment. The known sex offender's property will be sold in the future to reimburse the Diocese	Actioned
Diocesan entities advised to join AR(NRS)Ltd separately by General Synod office following updated legal opinion. Advice affects Boniface Care, Mission To Seafarers in Albany and Bunbury, St Mary's Community Care and St George's Community Care. The Diocese is progressing with these membership applications	Actioned
Nurture Works Foundation Inc., been approved for DGR status by State Minister. To be established separately, awaiting insurance issues to be resolved and implications for the NRS membership	Actioned
The Trustees approved the financial report for the YE June 2019	Actioned
The Trustees approved the signing of the Audited Accounts for the year 2018 -2019	Actioned
The Trustees approved the budget for 2019-20120	Actioned at Synod
The Trustees approved the increase in parish assessments commencing July 2020 and again in July 2021 by 2% on each occasion.	Approved and actioned at Synod
The Trustees accepted a bequest.	Noted

MATTERS REPORTED ON AT EACH MEETING

MATTERS	RESOLUTION
Property Matters are reported at each meeting and the Property Manager attends the meeting	Ongoing reports given on property matters
Financial Reports are provided at each meeting.	To each meeting of Bishop-in-Council and Trustees
Loan Guarantees	Report given on outstanding Loans

Seal records	The use of the seal is confirmed at each meeting
Faculty Approvals	Faculty approvals are reported on and noted
Grant Applications	Grant applications reported when made and outcomes
Risk Management incorporating legal matters, risk analysis, insurance matters and Trustees responsibilities. Risk report is updated at each meeting on current risks in the Diocese.	These matters are a standing item on the agenda for each meeting
Action Items	Action Items are reported each meeting until completed