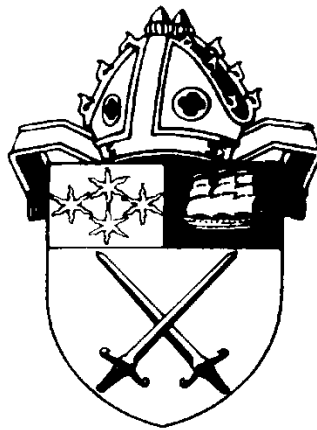


THE ANGLICAN CHURCH OF AUSTRALIA
THE DIOCESE OF BUNBURY
WESTERN AUSTRALIA



THIRD SESSION
OF THE FORTIETH SYNOD
2018 - 2020

BOOK TWO - 2020

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	4
Dr Renae Barker	5	4
Rev'd Dr Lucy Morris	4	4
The Hon. Kevin Prince	5	5
The Very Rev'd Darryl Cotton	5	4
Ms Robin Depiazzi	5	4
Rev'd Canon Karon Austin	5	2
Rev'd James Tabor	5	4
Rev'd Ian Mabey	5	5
Hon Murray Montgomery	2	2
Mrs Elisabeth Pellicaan	5	5
Rev'd Linley Matthews-Want	5	5
Rev'd Lindy Rookyard	5	5
Ms Marilyn Royer	5	1
Mr Bruce Sherborne	5	4
Ms Phyl Winchcombe	4	3
Mrs Susan Davies	5	5
Mrs Rosemary Cussons	1	1
Mr Peter Fitzgibbon	1	1

Resignations

The Hon. Murray Montgomery at the February meeting

Mrs Phyl Winchcombe at the June meeting

Rev'd Dr Lucy Morris at the June meeting

**Excerpt of Matters considered by
Bishop-in-Council (BIC)**

MISSION MATTERS	RESOLUTION Action
Motions from Synod 2019.	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 Bishop-in-Council meeting approved and signed.	Approved
Finance Sub-Committee reporting to Bishop-in-Council 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 Bishop-in-Council and Trustees papers.	Approved
Diocesan Office Redevelopment – the project was completed within the budget previously approved. The Diocesan team moved over the December January break. Thanks to Ms Cheryl Norman for her project management and to the Architect Alice Ostrowski from Linct Architecture.	Approved
Bishop-in-Council supported Boniface Care Council in establishing a Working Party for Op Shops and other matters to explore support required by parishes. This is chaired by Rev'd Ian Mabey and commenced meeting after the pandemic lock-down eased.	Approved and implemented through Bishop-in-Council and Boniface Care
Members of Bishop-in-Council approved the membership application to the Anglican Representative (National Redress Scheme) Ltd by five Diocesan entities: Mission To Seafarers – Bunbury; and Albany; St Mary's Community Care Busselton; St George's Community Care Dunsborough; and Boniface Care.	Actioned and Membership implemented
The Sustainable Living Working Party continued its work for the Diocese 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 General Synod Canon adopted in 2007 and to report back to	Ongoing

MISSION MATTERS	RESOLUTION Action
Bishop-in-Council. This happens at each meeting but the Working Party was suspended during the pandemic lock-down.	
New Policies approved: Gender and Diversity; Screening Policy - updated; Known Sex Offenders and Persons of Concern – updated; Social Media; Family and Domestic Violence; Clergy Distress Fund, Digital Communications Policy (amending Social Media Policy, name and content).	Approved and Actioned
General Synod changes to Safe Ministry for Children processes with new forms implemented; including a new diocesan form for volunteers Under 18 years old.	Implemented
A Social Justice Working Party established.	Being established. A chairperson is sought.
Family Violence and Domestic Abuse Policy approved and a planning workshop was held in February to discuss a diocesan response and to encourage more awareness raising and education in the Diocese.	Currently being discussed
Bishop-in-Council established a Working Party to respond to the Synod 2019 direction concerning further work on the Code of Conduct. This commenced work during the pandemic and is a work in progress.	Ongoing with a Code being provided to Synod for its consideration
Members approved the establishment of a Working Party to explore the National Principles for Children. To be established as part of the Diocesan Safe Ministry Authority work.	Approved
The Audit of the Safe Ministry to Children Canon 2017 implementation was commenced in January 2020 and is ongoing – delayed with the pandemic lockdown which altered anticipated processes. The Diocese was one of the first 4 dioceses in the country to be audited.	Actioned
Events and activities cancelled and re-scheduled or held by Zoom. These included cancellation of General Synod; Lambeth Conference; clergy retreat; lay retreat; and a scaled back Synod for the Diocese.	Actioned

MISSION MATTERS	RESOLUTION Action
Work to be done on the Mandatory Reporting, the Reportable Conduct Scheme, Work Safety and Health – all legislation before the WA Government which will impact the Diocese.	Ongoing

PEOPLE MATTERS	RESOLUTION Action
A Clergy and Laity update, vacancies, illnesses 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	Report noted

PARTNERSHIP MATTERS	RESOLUTION Action
Audited Accounts for 2018-2019 signed and approved	Approved and share with Synod
Budget for 2020-2021 delayed given the pandemic and implications for income and expenditure. The Finance Sub Committee met more regularly to work on the financial constraints.	Approved and share with Synod
Increase in parish assessments by 2 % for the next two years, commencing July 2020 and again in July 2021 was approved at Synod 2019. Delayed due to the pandemic until January 2021.	Approved and share with Synod
Provincial Council's Stipends Committee recommendations accepted	Approved. Disseminated promptly
Bishop approved a new Board Member on the Frederick Irwin Anglican School	Actioned

COMMUNICATION MATTERS	RESOLUTION Action
Submission to the AR(NRS)L (Anglican Representative (National Redress Scheme) Ltd) on the Joint Committee Report on the NRS (National Redress Scheme)	Endorsed
Progress on the Strategic Plan by Bishop-in-Council.	Ongoing and a Report to be provided to Synod
A new website was established and launched in early 2020. Thanks to the Ven. Julie Baker for her significant input into its implementation	Approved and actioned

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 and subsequently as the Diocesan Safe Ministry Authority Chairperson, 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. Rev'd Dr Lucy Morris was appointed as the Chairperson of the DSMA after she had resigned as the Diocesan Secretary. The membership of the Authority is being finalised with proposed membership approved at the August meeting and being completed before Synod.	Approved
Rev'd Dr Lucy Morris invited as an Observer to Bishop-in-Council and Trustees in her new role as Chairperson of the DSMA from June 2020 onwards.	Approved
Code of Conduct updated by Sub-Committee to be distributed to Synod members and more broadly for discussion and feedback to Bishop-in-Council.	Refer to Appendix attached

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; a second Pandemic Risk Management Report was commenced in April 2020 and continues to be reported.	Noted. Matters arising are actioned

MATTERS REPORTED ON AT EACH MEETING	
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 2020

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 \$60,947 per annum (\$5,078.92 per month) being an increase of 2.0% for the year commencing 1 January 2020.

Country Allowance

The Country Allowance is set at 2% of stipend. \$1,219 (\$101.58 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 November 2019 and confirmed at the meeting of Bishop-in-Council.

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)	7	7
Dr Renae Barker	7	5
Rev'd Dr Lucy Morris (Resigned May 2020)	5	5
Rev'd James Tabor	7	6
Ven Julie Baker	7	6
Mrs Marilyn Royer	7	4
Hon Murray Montgomery	2	2
Hon Kevin Prince	7	7
Rev'd Lindy Rookyard	7	7
Ms Phyl Winchcombe	5	3
Mrs Rosemary Cussons	1	1
Mr Peter Fitzgibbon	1	1

Resignations:

The Hon. Murray Montgomery resigned February 2020

Mrs Phyl Winchcombe resigned June 2020

Rev'd Dr Lucy Morris resigned June 2020

Excerpt of Matters considered by The Diocesan Trustees

MATTERS	RESOLUTION
Conflict of Interest policy and practice notified at each meeting	Approved and implemented
Account signatories updated	Actioned
Diocesan Office Redevelopment – completed within budget and the agreed timeframe. Moved in over December – January 2019-2020. Thanks to Ms Cheryl Norman for her excellent project management of the development and the Architect Alice Linct.	Actioned
The Cathedral Community Hall Development put on hold, after architect and builder approved, due to drop in income from the impact of the pandemic.	Cathedral Chapter, Parish, Trustees advised

MATTERS	RESOLUTION
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
Faculties included matters: Leases; Memorial Walls, Risk, Toilets; Shade sails; Rentals; changes to furnishings in churches	Actioned and where appropriate, approved
The membership of the Anglican Representative National Redress Scheme Ltd AR(NRS)Ltd and the National Redress Scheme by the Diocese by five additional Diocesan entities based on legal advice, were processed and approved: Mission To Seafarers – Bunbury and Albany; St Mary’s Community Care Busselton; St George’s Community Care Dunsborough; Boniface Care.	Actioned and completed
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. Rev’d Dr Lucy Morris changing membership role as the Diocesan Safe Ministry Authority Chairperson for the Diocese in June 2020. Legal matters progressed during the year. Three cases have been brought against the Diocese this year for abuse in the 1950’s and against the State and Federal Governments by child migrants. Two have been settled through mediation and the third one is still in process.	Actioned
Diocesan Safe Ministry Authority Standing Committee established by Trustees and Bishop-in-Council. Chairperson appointed – Rev’d Dr Lucy Morris following her resignation as the Diocesan Secretary. Membership actioned following the August meeting.	Actioned
Six Requests for Information (RFIs) received through the National Redress Scheme (NRS) by applicants. Two were not accepted, four have been accepted of which one had previously been finalised under the Diocesan Scheme and its outcome confirmed and approved by the NRS; one which has had an offer made and the acceptance is still to be made – deadline November 2020; no update on the other two claims.	Actioned

MATTERS	RESOLUTION
Civil case commenced 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. A formal apology was sought from the most senior clergywoman in the diocese. The Ven. Julie Baker completed this to the survivor's complete satisfaction.	Actioned. Completed
Nurture Works Foundation Inc., been approved for DGR status by State Minister. The transition of all the matters to the new, separate entity has been completed and thanks to Ms Marilyn Royer for her leadership in this matter.	Actioned and completed
The Trustees approved the financial report for the YE June 2020.	Actioned
The Trustees approved the signing of the Audited Accounts for the year 2019 -2020.	Actioned
The Trustees delayed implementing a budget for 2020-2021 due to the implications of the pandemic. In lieu of this report, the Finance Sub Committee increased its meetings as did the Trustees to track the finances and the Diocesan financial performance.	Actioned at Synod
The Trustees approved the increase in parish assessments commencing July 2020 and again in July 2021 by 2% on each occasion. This was delayed due to the pandemic to January 2021.	Approved and actioned at Synod
Trustees agreed to meet monthly, commencing in May 2020 to manage the Diocesan response to the pandemic and its impact on parishes and the diocese. Currently in place until November 2020.	Approved and actioned
St George's Community Care Dunsborough to wind up as a separate entity and become a sub-committee of parish council as enabled by last year's legislation changes to The Parochial Statute 2017-2019, Schedule 10.	Underway

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 reports (regular and pandemic) are updated at each meeting on current risks in the Diocese. Current risks include: OSH Legislation; Covid pandemic; Property Insurance; Safe Ministry to Children Audit; NRS claims; Civil claims; Mandatory Reporting; Reporting Conduct Scheme,	These matters are a standing item on the agenda for each meeting
Action Items	Action Items are reported each meeting until completed