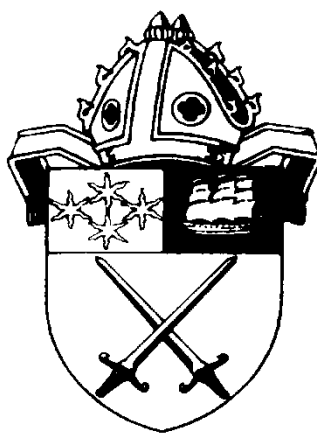


THE ANGLICAN CHURCH OF AUSTRALIA
THE DIOCESE OF BUNBURY
WESTERN AUSTRALIA



FIRST SESSION
OF THE FORTY-FIRST SYNOD
2021 - 2023

BOOK TWO - 2021

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
The Hon. Kevin Prince	5	5
The Very Rev'd Darryl Cotton	5	4
Mr Stephen Biggar	5	4
Ms Robin Depiazzi	5	5
Rev'd Canon Karon Austin	5	4
Rev'd James Tabor	5	4
Rev'd Ian Mabey	5	5
Mrs Elisabeth Pellicaan	5	3
Rev'd Linley Matthews-Want	5	5
Rev'd Lindy Rookyard	5	5
Ms Marilyn Royer	5	3
Mrs Susan Davies	5	4
Mrs Rosemary Cussons	5	5
Mr Peter Fitzgibbon	5	5
Mr Bruce Sherborne	3	2

**Observer: Rev'd Dr Lucy Morris, Diocesan Safe Ministry
Chairperson**

Retired: Mr Stephen Biggar July 2021

Resigned: Mr Bruce Sherborne

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

MISSION MATTERS	RESOLUTION Action
Motions from Synod 2020.	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
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. St George’s Community Care wound up December 2021
The Sustainable Living Working Party continued its work for the Diocese as raised at the Synod 2017 and supports an ongoing response to the General Synod climate change and sustainable living matters in line with the General Synod Canon adopted in 2007 and it reports back to Bishop-in-Council at each meeting.	Ongoing
Policies updated and approved: Screening Policy - updated; Known Sex Offenders and Persons of Concern – updated; Social Media; Family and Domestic Violence	Approved and Actioned
General Synod changes to Safe Ministry for Children processes with forms updated	Implemented
A Social Justice Working Party established.	A chairperson is sought.
Family Violence and Domestic Abuse Policy and Research by the Anglican Church of Australia into Intimate Partner Violence and the 10	Currently being discussed

MISSION MATTERS	RESOLUTION Action
Commitments for Preventing and Responding to Domestic and Family Violence are being reviewed and it is proposed commitments to be considered by Synod in 2022.	
Bishop-in-Council finalised the work on the Codes of Conduct – Being Together for all parishioners, Church Workers and Volunteers and the Diocesan Being Together Code for LLMs following 2020 Synod and implemented its decisions.	Actioned and Approved.
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.	Ongoing
The Audit of the Safe Ministry to Children Canon 2017 implementation was commenced in January 2020 and is ongoing for the year commencing 2018 - 2019. It was delayed with the pandemic lockdown which altered the anticipated processes. The Diocese was one of the first 4 diocese in the country to be audited. The final report was written then put on hold as the wider audit process for the Anglican Church of Australia was reviewed; and the Audit redesigned and commenced again with the review now being for the year 2020. Once again, this has been impacted by Covid.	Actioned
Events and activities cancelled and re-scheduled or held by Zoom. These included cancellation of General Synod 2020 and 2021; Lambeth Conference; clergy retreat limited and restricted by lockdown; lay retreat; and a scaled back Synod for the Diocese.	Actioned
Work underway on 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, Mr Stephen Biggar Diocesan Registrar	Report noted

PARTNERSHIP MATTERS	RESOLUTION Action
Audited Accounts for 2019-2020 signed and approved	Approved and share with Synod
Budget for 2021-2022 and audited accounts approved by Bishop-in-Council	Approved and share with Synod
Approved Parish Assessments for July 2021-2022 based on 14% of the average income from 2018 to 2020. If there is more than 50% difference in the assessment, this will be negotiated with the Executive and Parish.	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
AR(NRS)L (Anglican Representative (National Redress Scheme) Ltd) on the Joint Committee Report on the NRS (National Redress Scheme) continue to be reported	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. A new Clergy Page has been added. Thanks to the Ven. Julie Baker for her significant input into its implementation	Approved and actioned

FOUNDATIONAL MATTERS	RESOLUTION Action
<p>Litigation Standing Committee established by Bishop-in-Council and Trustees to provide advice and assist in legal matters in 2019-2020. Reports back to Trustees and Bishop-in-Council. Members are Bishop Ian Coutts, Rev'd Dr Lucy Morris 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</p>	<p>Approved and established</p>
<p>Diocesan Safe Ministry Authority Standing Committee established by Bishop-in-Council and Trustees. Rev'd Dr Lucy Morris Chairperson of the DSMA. The membership of the Authority comprises The Ven. Julie Baker, Mr Ted Kosicki and The Rev'd Karen Cave.</p>	<p>Approved</p>
<p>Rev'd Dr Lucy Morris attends as an Observer to Bishop-in-Council and Trustees in role as Chairperson of the DSMA from June 2020 to the present time. See the proposed legislation amendment to Trustees ex-officio membership.</p>	<p>Approved</p>
GENERAL BUSINESS	
MATTER	RESOLUTION Action
<p>Consent Agenda Items included in General Business approved at each meeting.</p>	<p>Approved</p>
<p>Finance Report</p>	<p>Noted</p>
<p>Finance Sub-Committee Meeting Minutes</p>	<p>Noted</p>
<p>Boniface Care Council Minutes</p>	<p>Noted</p>
<p>Sustainable Living Working Party Minutes</p>	<p>Noted</p>
<p>Risk Management Report</p>	<p>Noted. Matters arising are actioned</p>

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 2021

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. This was extended to the end of June 2021 due to the pandemic across the Province. The new rates came into effect from 1 July 2021.

Country Allowance

The Country Allowance is set at 2% of stipend. \$1,243 (\$103.58 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 \$16,428 pa (\$1,369 per month) changed after three years.

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)	5	5
Dr Renae Barker	5	4
Mr Stephen Biggar	4	4
Rev'd James Tabor	5	4
Ven Julie Baker	5	4
Mrs Marilyn Royer	5	4
Hon Kevin Prince	5	5
Rev'd Lindy Rookyard	5	5
Mrs Rosemary Cussons	5	5
Mr Peter Fitzgibbon	5	5

Retirement: Mr Stephen Biggar

Observer: The Rev'd Dr Lucy Morris

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

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; Rentals; changes to furnishings in churches, Audio Visual installation, plaques.	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 St George’s Community Care wound up December 2020
Litigation Standing Committee established by Trustees and Bishop-in-Council. Members are Bishop Ian Coutts, Rev’d Dr Lucy Morris, 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 is the Chairperson of the Diocesan Safe Ministry Authority from July 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

MATTERS	RESOLUTION
11 Requests for Information (RFIs) received through the National Redress Scheme (NRS) by applicants over the last 3 years. Two were not accepted, three have been accepted of which one had previously been finalised under the Diocesan Scheme and its outcome confirmed and approved by the NRS; six are still pending	Actioned
Civil cases commenced by previous Diocesan Redress Scheme Applicant resolved by mediation and agreed payment. The known sex offender's property was finally sold 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
The Trustees approved the financial report for the YE June 2021.	Actioned
The Trustees approved the signing of the Audited Accounts for the year 2020-2021.	Actioned
The Trustees approved the increase in parish assessments commencing July 2021 to 14%.	Approved and actioned
St George's Community Care Dunsborough wound up as a separate entity and become a sub-committee of parish council as enabled by The Parochial Statute 2017-2020, Schedule 10.	Approved and actioned

MATTERS REPORTED ON AT EACH MEETING	
MATTERS	RESOLUTION
Property Matters are reported at each meeting and the Property Manager attends the meeting. Land sales approved and reported.	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
Bequests	Reported and Trustees advised and monies banked.
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