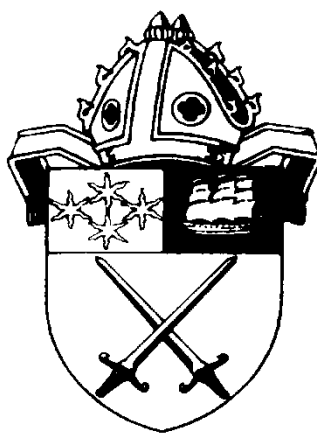


THE ANGLICAN CHURCH OF AUSTRALIA
THE DIOCESE OF BUNBURY
WESTERN AUSTRALIA



SECOND SESSION
OF THE FORTY-FIRST SYNOD
2021 - 2023

BOOK TWO - 2022

BISHOP-IN-COUNCIL AND TRUSTEES
REPORTS

TABLE OF CONTENTS

ACTS OF BISHOP-IN-COUNCIL.....	4
CLERICAL STIPENDS COMMITTEE	10
DIOCESAN TRUSTEES	11

ACTS OF BISHOP-IN-COUNCIL

Meeting Attendance (by presence or teleconference)

Name	Attendance	
	Possible	Actual
Bishop Ian Coutts (Chair)	5	5
Ven Julie Baker	4	4
Dr Renae Barker	5	5
The Hon. Kevin Prince	5	5
The Very Revd. Darryl Cotton	5	5
Revd. Nick Freeland	4	4
Ms Robin Depiazzi	5	5
Revd. Dr Lucy Morris	5	5
Revd. James Tabor	5	5
Revd. Rose Guok	5	3
Revd. Karen Cave	5	5
Revd. Esther Leach	5	4
Ms Marilyn Royer	5	5
Mrs Susan Davies	5	5
Mrs Suzanne Saunders	5	4
Mr Brian Seale	5	5
Mr Peter Fitzgibbon	5	5
Mrs Eleanor Lewin	5	5

The Revd Nicolas Freeland joined Bishop-in-Council wef January 2022
The Venerable Julie Baker resigned wef 31 July 2022

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

MISSION MATTERS	RESOLUTION Action
Motions from Synod 2021.	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
Progress with the construction of the Cathedral hall was monitored.	Complete
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 as necessary.	Ongoing
The Very Revd. Darryl Cotton was appointed Chair for the Social Justice Working Party and the terms of reference were approved in amended form for the remainder of the current Synod. The other members of this working party are the Revd. Dr. Lucy Morris and the Revd. Rose Guok.	Approved
Terms of reference for the Mission Standing Committee (Catalyst 4 Mission) were agreed	Approved
Family Violence and Domestic Abuse Policy and Research by the Anglican Church of Australia into Intimate Partner Violence and the 10 Commitments for Preventing and Responding to Domestic and Family Violence were reviewed for consideration by Synod in 2022.	Discussed
Work underway on Mandatory Reporting, the Reportable Conduct Scheme, Work Health and	Ongoing

MISSION MATTERS	RESOLUTION Action
Safety – all legislation before the WA Government which will impact the Diocese.	
A review of WHS policies was undertaken by Employsure and a new WHS Manual and Handbook will be rolled out later this year	Ongoing
A Memorandum of Understanding was signed with Te Pihopatanga O Aotearoa of The Anglican Church in Aotearoa, New Zealand and Polynesia with regard to ministry to the Maori Mission.	Complete
A proposal to split the Parish of Corrigin-Kondinin into two Anglican communities was approved.	Approved

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, Revd. James Tabor, Ms Marilyn Royer, Revd. Nicolas Freeland Diocesan Registrar (wef January 2022), Mr. Brian Seale	Report noted
The impact of gambling advertising was discussed and it was agreed that we would respond by supporting existing initiatives	Discussed
The Venerable Julie Baker was thanked for her significant contribution to the life of this diocese	Thanked

PARTNERSHIP MATTERS	RESOLUTION Action
Provincial Council's Stipends Committee recommendations accepted	Approved. Disseminated promptly

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

FOUNDATIONAL MATTERS	RESOLUTION Action
Reports from the Litigation Standing Committee were considered in respect of the National Redress Scheme and Commonwealth payments	Noted
Reports from the Diocesan Reconciliation Working Group were noted	Noted
A significant number of matters from DSMA were considered	See the full list in the DSMA report in Book 3

<p>The results of a desktop review of Boniface Care's DGR status, conducted by ACNC, were discussed and it was agreed to bring a resolution to the 2022 Synod proposing amendments to the Bunbury Diocesan Anglicare Council Statute to address the findings. A change to the Charity sub-type was also requested by ACNC</p>	<p>Changes to the Bunbury Diocesan Anglicare Council Statute have been tables for consideration by this Synod. The change to the Charity sub-type was agreed and has been actioned.</p>
<p>It was agreed to establish a Synod Business Committee. Terms of reference were agreed. This committee is Chaired by the Diocesan Secretary, The Revd. Nick Freeland. The other members of the Committee are Dr. Renae Barker, Mrs Robin Depiazzi, and the Revd. Canon Geoff Chadwick.</p>	<p>Established</p>
<p>It was agreed to establish a Legislation Standing Committee. Terms of reference have been agreed and Dr. Renae Barker was appointed Chair. The Hon. Kevin Prince, The Revd. Canon Geoff Chadwick, The Revd. James Tabor, and The Revd. Dr. Lucy Morris were also appointed to that committee.</p>	<p>Established</p>
<p>A report on General Synod legislation that Diocesan synod needs to consider was noted.</p>	<p>Noted and passed to the Synod Business Committee for action.</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

POLICIES AMENDED OR APPROVED	
POLICY	RESOLUTION Action
Policies updated and approved: <ul style="list-style-type: none"> • Print Media Policy approved November 2021 • Comprehensive Psychological Assessment Policy of Candidates for Ordination Approved November 2021 • Transportation Policy approved February 2022 • Screening Policy updated and approved November 2021 • Oversight Committee Role updated and approved June 2022 • Safe Church Contact Person Job Description updated and approved June 2022 • A Charter for Children’s Safety – designed on National Childcare Principles and approved June 2022 	Approved and Actioned

CLERICAL STIPENDS COMMITTEE

Review of Stipends Effective 1 July 2022

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 \$63,409 per annum (\$5,284.08) per month) being an increase of 2.0% for the financial year commencing 1 July 2022.

Country Allowance

The Country Allowance is set at 2% of stipend. \$1,268 (\$105.68 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 \$16,932 pa (\$1,411 per month).

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 Nick Freeland	4	4
Rev'd James Tabor	5	4
Ven Julie Baker	4	4
The Very Revd. Darryl Cotton	5	5
Mrs Marilyn Royer	5	4
Hon Kevin Prince	5	5
Mrs Eleanor Lewin	5	5
Mr Peter Fitzgibbon	5	5
The Rev'd Dr Lucy Morris	5	5

The Revd Nicolas Freeland joined the Board wef January 2022

The Venerable Julie Baker resigned wef 31 July 2022

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
Approval of a short term line of credit to finish the Cathedral hall pending the repayment of GST paid.	Approved
Faculties included matters such as Leases, Memorial Walls/Gardens, potential sales of land, installation of solar panels, changes to furnishings in churches, redecorating, giving away an old organ	Actioned and where appropriate, approved
The Trustees approved the establishment of a Risk Committee and the terms of reference. The members are The Revd. Nick Freeland, Chair, The Hon. Kevin Prince and Mrs Marilyn Royer	Approved
Superannuation was reviewed and it was agreed to increase the employer additional contributions by 0.5% so that superannuation payments would be on par with the Diocese of Perth.	Approved
Changes to the authorised signatory lists with our banks and investment advisers, to reflect changes in personnel, were approved	Approved
A proposal to set up a Diocesan Disaster Relief Fund was approved.	Approved
A proposal to purchase a license to use a board portal to reduce the administration involved in putting together board packs and to reduce the amount of printing required was considered and approved.	Approved
The Trustees approved the stipends and allowances as recommended by Provincial Stipends Committee	Approved effective 1 July 2022
The Trustees approved changes to the reporting format for financial reports.	Approved
The Trustees agreed to engage AMD Bookkeeping to provide accounting support and advice as required and to help with the preparations for the year-end audit	Approved
The Trustees noted that the Diocesan Office did not have a dedicated HR function or Work Health and Safety expertise and agreed to engage Employsure to provide specialist advice in those areas on a five year contract. This contract includes reviews of our	Approved. The reviews have been carried out and new policies and procedures will be

MATTERS	RESOLUTION
Employee Relations and Work Health and Safety policies and procedures.	implemented over the coming month that are compliant with current legislation.
The Trustees reviewed the grants paid to parishes where parish clergy are Canons of the Cathedral, Area Deans, or fulfil other significant roles in the Diocese over and above their parish ministry.	Ongoing
The budget for the FY ending 30 June 2023 was considered and approved.	Approved
The Trustees approved the disposal of one of the minibuses used by the Mission to Seafarers on the condition that any gap between the disposal proceeds and the cost of purchasing a replacement is covered by either sponsorship or fundraising.	Approved
The Trustees noted that St. Mary's Community Care, Busselton is being wound up.	Noted
The Trustees noted that a subpoena had been served on several churches, including the Diocese of Bunbury, in respect of any documents held relating to "Controlled Natives" during the period 1936 to 1972 and they also noted our reply.	Actioned
As at the end of the financial year, the Trustees noted two civil litigation claims in respect of historic child sexual abuse and one claim through the National Redress Scheme and approved financial provisions for each case.	Actioned and our insurers have been notified in respect of one of the litigation cases

MATTERS REPORTED ON AT EACH MEETING

MATTERS	RESOLUTION
Property Matters are reported at each meeting and the Property Administrator 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	If used, the use of the seal is reported

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. Current risks include: WHS Legislation; Property Insurance; Safe Ministry; 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

POLICIES AMENDED OR APPROVED	
POLICY	RESOLUTION Action
Policies updated and approved: <ul style="list-style-type: none"> • Delegated Authority Limits • Financial Controls Policy • Heritage Appeals Policy • IT Security Policy • Recruitment of Lay Employees Policy 	Approved and Actioned