



The Anglican Diocese of Newcastle

MINUTES OF THE MEETING OF THE DIOCESAN COUNCIL HELD IN THE DIOCESAN OFFICES, PARKER AND STIBBARD ROOMS, LEVEL 3, 134 KING STREET NEWCASTLE, ON THURSDAY, 21 NOVEMBER 2013 AT 5.00 PM

The Meeting opened with Prayer led by the Reverend Murray Woolnough at 5.00 pm.

Received Formally

PRESENT: Administrator (sede vacante): The Right Reverend Dr Peter Stuart
The Diocesan Business Manager: Mr John Cleary
The Chancellor: The Honourable Mr Justice Peter Young AO
The Archdeacon for Ministry and Support: The Venerable Arthur Copeman
The Acting Archdeacon for Ministry and Support: Sonia Roulston
The Very Reverend Stephen Williams
The Reverend Canons Hugh Bright and David Battrick
The Reverends Charlie Murry, Murray Woolnough, Wendy Dubojski and Michelle Hazel-Jawhary
Ms Beverly (Bev) Birch, Mressrs William Keith Allen, Warwick Gilbertson, and Richard Turnbull

APOLOGIES: The Archdeacon of Newcastle: The Venerable Stephen Pullin,
The Reverend Canon Katherine Bowyer, The Honourable Mr John Price AM,
Mr Cec Shevels, Mr Alan Green, Mrs Judy Walsh and Mrs Sue Williams

MINUTE SECRETARY: Mrs Debbie Torok (Minute Secretary)

The Reverend Wendy Dubojski entered the room at 5.07 pm
The Reverend Charlie Murry entered the room at 5.07 pm
Mr Warwick Gilbertson entered the room at 5.55 pm
The Reverend Canon David Battrick left the meeting at 6.40 pm
The Chancellor: The Honourable Mr Justice Peter Young AO left the meeting at 7.10 pm

Item No.	Minutes and Actions
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Bishop Peter welcomed the Reverend Michelle Hazel-Jawhary to Diocesan Council.

Diocesan Council congratulated the Reverend Murray Woolnough on his appointment as Rector of St John's Newcastle.

2013/11/110 Declarations of Interest

Nil

2013/11/111 FORMAL MATTERS:

The following matters set out in the Agenda were taken formally –

1. 3) Apologies
2. 4) In Attendance
3. 7) Minutes: (B) Minutes of the Property Approval Board meeting 7 November 2013
4. 12) Financial Matters: (A) YTD Financial Statements as at 31 October 2013
5. 12) Financial Matters: (B) Parish Debtors as at 31 October 2013
6. 12) Financial Matters: (C) Mission Giving Statement as at 31 October 2013
7. 12) Financial Matters: (D) Episcopal Certificate Schedule as at 14 November 2013
8. 12) Financial Matters: (E) Special Purposes Fund Account Summary as at 14 November 2013
9. 12) Financial Matters: (F) HVRF
10. 13) Parish & Clergy Matters: (A) Property Lease Register
11. 13) Parish & Clergy Matters: (B) Parish of New Lambton Retirement Living Trust No. 2
12. 14) Matters Not Arising Elsewhere: (B) Insurance Coverage Summary 2014
13. 15) Boards and Committees: (C) Board Expiries – next 3 months
14. 15) Boards and Committees: (D) Board Vacancies (draft – vacancies to be confirmed)
15. 16) Reports: (A) Administrator's Acts

Carried

The following matters set out in the Agenda were debated –

1. 7) Minutes: (A) Minutes of the Diocesan Council meeting 24 October 2013
2. 14) Matters Not Arising Elsewhere: (A) Confirmation of Meeting Dates
3. 16) Reports: (B) WHS Report

2013/11/112

MINUTES:

(A) Minutes of the Diocesan Council Meeting – 24 October 2013

"That the Minutes of the Diocesan Council meeting held on 24 October 2013 be confirmed as a correct record of the proceedings of that meeting including minor amendments."

Carried

(B) Minutes of the Property Approvals Board Meeting – 7 November 2013

Received Formally

The Minutes were received.

Carried

2013/11/113

ADMINISTRATOR'S REPORT TO DIOCESAN COUNCIL:

Meeting: In camera - 5.10 pm (Debbie Torok left the room)
Out of Camera– 5.47pm (Debbie Torok re-entered the room)

Bishopscourt –

After much discussion and careful consideration Bishop Greg and Kerry have made the decision not to live in Bishopscourt as they commence their ministry in the Diocese of Newcastle. Bishop Greg says, "There has been a realisation in many dioceses that the grand house that served so well in another age needs to give way to more practical housing that serves the needs of the current era. Bishopscourt Newcastle is a magnificent house but it requires costly annual management and maintenance. Rather than begin our ministry in the house and then ask the Diocese to consider a change I have come to the view that I would be best able to begin ministry among you in a different way." The Council supported

arrangements for alternative accommodation and requested the Property Approvals Boards to undertake a review of Bishopscourt and bring a report to Diocesan Council in March 2014.

Recording of all Diocesan Meetings -

Audio Recording of Diocesan Council and other Diocesan Meetings are to be destroyed following the adoption of the Minutes of the Meeting.

Office Workload –

An acknowledgement of the very large office workload is to be made to the administrative staff in the form of a gift voucher to the value of XXXX.

Bishop of Grafton -

Bishop Peter recognized the election of the Reverend Dr Sarah MacNeil as the Bishop of Grafton as the first woman to be elected as a Diocesan Bishop. The Reverend Dr Sarah MacNeil has immense skills to bring to the role and is an outstanding choice for that ministry.

It was Resolved: Mr Alan Green

“That this Diocesan Council acknowledges the outstanding contribution of Mr Allan Green during 25 years as Headmaster of Newcastle Grammar School. Diocesan Council applauds the close relationship between Newcastle Grammar School and the Diocese of Newcastle that has been nurtured by Mr Green and expresses the hope that this will continue after his retirement as Headmaster. The Council notes with admiration the growth and development of Newcastle Grammar School under Mr Green’s leadership. We also acknowledge the contribution made by Mrs Bronwyn Green to the school and Diocesan community as wife of the Headmaster. The Diocesan Council wishes Mr Alan Green and Mrs Bronwyn Green every happiness in retirement.”

Moved: The Very Reverend Stephen Williams

Seconded: The Reverend Canon Hugh Bright

Carried With Acclamation

It was Resolved: Mr John Price AO

“That this Diocesan Council acknowledges the outstanding and exemplary contribution of Mr John Price AO MLA to the life of the Diocese in his capacity as Trustee of Church property for six years. Diocesan Council expresses our gratitude to Mr Price for his continuing dedication to the welfare and business of the Diocese and to Mrs Libby Price for her support of John’s ministry.”

Moved: The Very Reverend Stephen Williams

Seconded: Mr Keith Allen

Carried With Acclamation

It was resolved:

“That the report of the Administrator be received.”

Carried

2013/11/114

POLICY:

(A) Persons of Concern – Policy Update

It was resolved:

“That this Diocesan Council approved the revised definition of serious sexual misconduct to state:

“Serious sexual misconduct” means sexual offences which would result in a person not being granted clearance to work with children in the state of NSW in accordance with the Child Protection (Working with children) Act 2012, sexual conduct against a person under the age of consent before a Board or Tribunal such as the Professional Standards Board and/or sexual conduct about which the Professional Standards Committee has made an adverse risk assessment.”.”

It was resolved:

“That this Diocesan Council approved that Risk Assessments associated with this policy be reviewed on an annual basis.”

Moved: The Reverend Canon David Battrick

Seconded: The Honourable Mr Justice Peter Young AO

It was resolved:

“That this Diocesan Council approved the following definitions for both terms:

“Charged with” in the context of this document means the criminal process of charging and any formal administrative process by which a person's suitability or fitness for a particular office is formally placed before a formally constituted board of review.

“Convicted” in the context of this document means the court process of conviction and any formal administrative process by which an adverse finding against a person's suitability or fitness for a particular office is made by a formally constituted board of review.

Moved: Mr Richard Turnbull

Seconded: The Reverend Charlie Murry

Carried

(B) Reminder to Churchwardens

There is further work to be done in relation to the Reminder to Churchwardens memorandum, suggested to come back to Diocesan Council next year.

(C) Towards A Safer Church – Parish Council Declaration

There is further work to be done in relation to Towards A Safer Church – Parish Council Declaration, suggested to come back to Diocesan Council in December 2013.

2013/11/115

ORDINANCES:

To be considered by the Diocesan Council under the Synod (Delegation of Powers) Ordinance 2009

(A) Episcopal Certificates Ordinance 2013

“That the Bill be approved in principle.”

“That the Bill do now pass.”

Moved: The Venerable Arthur Copeman
Seconded: Mr John Cleary
Carried

The Administrator gave his ascent to the Bill.

It was resolved:

"That this Diocesan Council asked the Diocesan Business Manager to prepare a formal report that will enable members of Diocesan Council to understand the indebtedness of the diocese on a six monthly basis."

Moved: Ms Bev Birch
Seconded: Mr Richard Turnbull

(B) Clergy Emoluments Advisory Board Ordinance 1979 Amendment Ordinance 2013

"That the Bill be approved in principle."
"That the Bill do now pass."

Moved: The Venerable Arthur Copeman
Seconded: The Reverend Murray Woolnough
Carried

The Administrator gave his ascent to the Bill.

(C) Morpeth Trusts Removal of Term Ordinance 2013

"That the Bill be approved in principle."
"That the Bill do now pass."

Moved: The Venerable Arthur Copeman
Seconded: Ms Bev Birch
Carried

The Administrator gave his ascent to the Bill.

(D) Management of the See Endowments Ordinance 2013

Amendments:

Trusts 5 –

Delete (a), replace with "Further,"

(a) Add "then" after the comma

(b) After "Fund", add "not required to provide for the Bishops accommodation"

(b) c. i. After "travelling," add "(including Lamberts travelling)"

(b) c. I. After "travel," add "(including Lamberts travelling)"

Power to sell or purchase Real Property 8 (3)

Delete "may", replace with "shall"

"That the Bill be approved in principle."
"That the Bill do now pass."

Moved: The Venerable Arthur Copeman
Seconded: Mr Richard Turnbull
Carried

The Administrator will withhold his ascent to the Bill for one month for Diocesan Council members to seek any legal advice if they wish.

Bishop Peter Stuart thanked the Chancellor – Mr Justice Peter Young for his support and guidance to Diocesan Council

2013/11/116 SYNOD ACTION ITEMS

(A) Property Maintenance

Use "With support of DC"

It was resolved:

"That this Diocesan Council authorise the Diocesan Business Manager to amend the letter with amendments relating to the usage of buildings and send to parishes within the next month."

Carried

2013/11/117 FINANCIAL MATTERS:

(A) YTD Financial Statements as at 31 October 2013

Received Formally

(B) Parish Debtors as at 31 October 2013

Received Formally

(C) Mission Giving Statement as at 31 October 2013

Received Formally

(D) Episcopal Certificate Schedule as at 14 November 2013

Received Formally

(E) Special Purposes Fund Account Summary as at 14 November 2013

Received Formally

(F) HVRF

Received Formally

Recommendation:

"That this Diocesan Council approves sponsorship of \$1,125.00 from the Special Purposes Trust to assist the Hunter Valley Research Foundation with its research program in 2014."

Carried

2013/11/118 PARISH & CLERGY MATTERS

(A) Property Lease Register

Received Formally

This was noted and received.

(B) Parish of New Lambton Retirement Living Trust No. 2

Received Formally

It was Resolved:

"That this Diocesan Council consents to the variation of the Parish of New Lambton Retirement Living Trust No. 2 to add the works "and for payment of contributions and levies to the Diocese of Newcastle" following the works "for the pay out of licence holders on the surrender of licence."

Carried**(C) Clergy Housing****It was Resolved:**

"That this Diocesan Council appoints a sub-committee consisting of:

Mr Richard Turnbull;

The Reverend Charlie Murry;

The Reverend Wendy Dubojski; and

Ms Bev Birch (Convenor)

To further develop this policy on alternate clergy housing and report back to Diocesan Council in May 2014."

Moved:**Seconded:****Carried****(D) Maintenance of Heritage Buildings in the Parish of Muswellbrook****Number 1:****It was Resolved:**

"That the Diocesan Council note the "Maintenance and Capital Expenditure Plan for Parish Heritage Buildings in Muswellbrook 2013" estimated at \$2.159 million, as at September 2013."

Number 2:**It was Resolved:**

"That the Diocesan Council approve in principle interest withdrawals and variations in capitalization rates for trusts held by the parish to enable the work to be completed."

Number 3:**It was Resolved:**

"That noting that the work is expected to take ten years, appoints a committee comprising:

- 1. The Archdeacon of Newcastle;*
- 2. The Diocesan Business Manager;*
- 3. The Chair or Delegate of the Property Approvals Board;*
- 4. The Rector of Muswellbrook;*
- 5. A delegate elected by the parish;*

and delegates to the Committee the power to approve trust withdrawals and variations in interest capitalization provided that:

- a. the committee endeavors to maintain the best possible long-term value of the trust while ensuring that the work is done;*
- b. the committee ensures that the work is completed;*
- c. all work is approved by the Property Approvals Board."*

Number 4:

It was Resolved:

"Any dispute in the implementation of this resolution shall be determined by the Bishop of Newcastle, whose decision shall be final."

Number 5:

It was Resolved:

"The Diocesan Council notes that the Parish of Muswellbrook can charge a 15% administration fee against the Trust to ensure the management of this work."

Number 6:

It was resolved:

"That this Diocesan Council prepare a report from this Committee once a year and Diocesan Council and that in passing this motion Diocesan Council can rescind this motion at any time and has not handed over its powers just delegated it."

It was resolved:

"That this Diocesan Council would like a review of this decision by the Diocesan Business Manager in 6 months as to whether this process is achieving the aim of streamlining this decision making."

Moved: The Venerable Arthur Copeman

Seconded: The Reverend Charlie Murry

Carried

2013/11/119

MATTERS NOT ARISING ELSEWHERE:

(A) Confirmation of Meeting Dates

The Diocesan Council Meeting Dates for 2014 are as follows:

30 January – if required
 23 February
 27 March
 April (no meeting due to Easter and Anzac Day)
 22 May
 26 June
 24 July
 28 August
 25 September
 October (no meeting due to Synod)
 20 November
 11 December

2014 Synod

24, 25 and 26 October at BTAC

It was resolved:

"That the Meeting Dates for Diocesan Council for 2014 be confirmed."

(B) Insurance Coverage Summary 2014

Received Formally

(C) Management Liability Coverage

This was noted.

(D) Pastoral Care and Assistance Scheme

This is to be Deferred to December 2013.

2013/11/120

BOARDS AND COMMITTEES:**(A) Audit Committee**

There were no nominations for the Audit Committee.

(B) Cathedral Board

The Cathedral Board nomination was deferred to December 2013.

(C) Board Expiries – next 3 months

Received Formally

(D) Board Vacancies (draft – vacancies to be confirmed)

Received Formally

2013/11/121

REPORTS:**(A) Administrator's Official Acts and Records**

Received Formally

"That the report of the Bishop's Official Acts and Records be received."

Carried

(B) WHS Report

If the Parishes fail to meet a deadline for completion of work the Diocesan Business Manager will determine appropriate action.

The report from the Work Health & Safety Officer was received.

2013/11/122 FUTURE AGENDA ITEMS:

- (A) Professional Standards – Review of Interim Protocols
Bi-annually move this to March 2014**
- (B) Deanery Resource Group
Bi-annually March 2014**
- (C) Weidmann Trust Variation – Parish of Muswellbrook
February 2014 March 2014**
- (D) Variation of Trusts Ordinance (Muswellbrook)
March 2014**
- (E) NASC Report on Loans
March 2014**
- (F) Review of Diocesan Council Ordinance and Synod Administration Ordinance
May 2014**
- (G) Review of Bishop Election Provisions of Clerical Ministry Ordinance
June 2014**
- (H) Ensuring Integrity in the Disciplinary Process – Ordinance
Synod 2014 (October)**
- (I) Insurance Summary (annually)
December 2014**

2013/11/124 DATE OF NEXT MEETING:

Thursday, 12 December commencing at 5.00 pm and will conclude at 5.55pm for dinner with spouses.

Holland House
Newcastle Grammar School
Level 2
Corner Tyrell and Newcommen Street
Newcastle NSW 2300
Enter via Newcommen Street

THERE BEING NO FURTHER BUSINESS

The meeting closed with Prayer led by Bishop Peter Stuart at 8.10 pm.

Minutes Confirmed: _____ Date: _____