



Anglican Diocese of Grafton Registry Update

Edition 21 – December 2021

For distribution to any office bearer within the Anglican Diocese of Grafton including its parishes and organisations.

This is the second edition of the Registry Update for 2021 and as usual it contains important information on a variety of topics. These Registry Updates are not only important for reading at the time of receiving but also worthwhile for putting aside for future reference. If you are looking for any of the previous copies, you can find them on the Diocese's website at <https://www.graftondiocese.org.au/documents/registry-update/>

This Registry Update has been widely distributed by email but if you believe that someone has been missed who should also be receiving the Registry Update, please feel free to share your copy with them and advise admin@graftondiocese.org.au of the update to the distribution list.

The information contained in this Registry Update is not confidential or private, so please feel free to share it with others who would benefit from knowing.

CLERGY STIPENDS, SUPERANNUATION and LONG SERVICE LEAVE

New Stipend levels

At its meeting of 8 October 2015, Bishop-in-Council resolved that the Australian Bureau of Statistics' Wage Price Index (WPI) will be the basis on which the clergy stipend is revised each year. As the WPI over the applicable 12 month period up to September 2021 was 2.2%, the following schedule of clergy stipends will be effective from **1 January 2022**.

Clergy role	Current annual stipend	Current monthly stipend	New annual stipend from 1 January 2022	New monthly stipend from 1 January 2022
Rector ¹	\$68,432.70	\$5,702.73	\$69,938.20	\$5,828.18
Priest Associate ²	\$67,757.00	\$5,646.42	\$69,247.70	\$5,770.64
Assistant Priest ³ or Deacon ⁴	\$64,717.20	\$5,643.10	\$66,141.00	\$5,511.75

(Notes: ¹ includes Priests-in-Charge and Locums; ² typically a senior priest in a challenging role; ³ typically a priest in a curacy or training stage; ⁴ Stipendiary deacons only)

Superannuation

The rate of superannuation for clergy will remain at 11.0% of the stipend. (Superannuation will not be applied to the payment of allowances.)

It is expected that the rate of the Superannuation Guarantee will increase by 0.5% on 1 July 2022. If that increase is applied, the rate of superannuation for clergy will simultaneously increase to 11.5%.

Long Service Leave

The Anglican Church of Australia Long Service Leave Fund has advised that the annual rate of contribution for a full-time participant in the fund will remain at \$1,596.00 effective from 1 January 2022.

Future changes to Stipend

As mentioned above, the Wage Price Index (WPI) statistic provided by the Australian Bureau of Statistics will guide future increases in clergy stipend. The stipend will change on 1 January of each year depending on the annual change in the WPI reported in the previous September Quarter. The September Quarter statistic is usually published in mid-November of each year.

PAYROLL PROCESSING – DECEMBER and JANUARY

With the holiday season fast approaching the Registry finance team have been planning their requirements for the timely processing of December and January payrolls. In order to ensure no disruption to normal payment times, we are requesting that forms for all planned annual leave to be taken in the months of December and January be submitted to payroll by no later than Wednesday 8 December.

Please note that annual leave forms should be submitted through the normal process therefore there is no change to the standard process for submitting leave forms. As the Diocese will be closed up until the 10 January 2022 receiving annual leave forms for both December and January by 8 December will ensure timely completion of all payroll processes and disbursement to all clergy/employee accounts by 15 January.

If you require any further clarification, please contact Jenny Brock or Adam Giordano.

POLICIES & PROCEDURES

Parish leadership are advised that two new procedure documents relevant to parishes (and Transitional Ministry Districts) have received approval. Also approved was a procedure relevant to clergy and lay ministers in receipt of a stipend.

They are:

GEN-010 Conflict of Interest Management

Expectations on charities to operate with integrity and with good governance have increased in recent years. The charity regulator, the Australian Charities and Not-for-profit Commission (ACNC), have established Governance Standards for charities that “require charities to remain charitable, operate lawfully, and be run in an accountable and responsible way”. In Governance Standard 5 “Duties of Responsible People”, there is a duty that conflicts of interest are disclosed and there is an expectation that charities have a procedure regarding conflicts of interest.

Consistent with the ACNC Governance Standards and as good practice, the Diocese of Grafton has developed a Conflict of Interest Management policy and a copy of the policy and related form can be found on the Diocesan website.

Please ensure that all members of your Parish Council are familiar with this procedure and that Parish Council processes include conflict of interest declarations.

CTS-004 Trust Fund Applications

Most parishes have trust funds that benefit their parish and from time to time need to make application to the Corporate Trustees for allocation of funds. The Corporate Trustees have been concerned about some trust fund applications that lacked information or context.

The Corporate Trustees have now approved a new procedure and associated form to guide parishes in applying for trust funds.

Parish Councils are encouraged to become familiar with this new procedure which, if followed, should streamline the trust fund application process. The form can be filled out electronically or printed and completed manually.

GEN-011 Clergy Salary Sacrifice

Stipendiary clergy would be aware that with the closure of Anglican Funds Grafton Diocese (AFGD) changes have been made to the salary sacrifice process including the introduction of a new card on which salary sacrifice expenditure can be made.

This new process has been written as a procedure applicable to stipendiary ministers of the Diocese.

The above policies and associated forms are available on the Diocesan website:

<https://www.graftondiocese.org.au/documents/policies-procedures/>

GOVERNANCE ORDINANCE CHANGES – LICENSED LAY MINISTERS

As the holding of a Synod in 2021 was not feasible, the Bishop-in-Council at their December meeting considered a bill to change Chapter 14 of the Diocesan Governance Ordinance relating to Licensed Lay Ministers. The bill was finalised after extensive consultation and review.

Bishop-in-Council approved the changes to the Diocesan Governance Ordinance which become effective immediately. Rectors, Priests-in-Charge, Locums, Licensed Lay Ministers (LLM) and those hoping to become LLMs should read the revised ordinance to become familiar with all provisions. A copy of the current version of the Diocesan Governance Ordinance can be found on the Diocesan website using this link:

<https://www.graftondiocese.org.au/documents/ordinances/>.

Please ensure that you do not refer to old versions of the Diocesan Governance Ordinance. If you use the version that is published on the Diocesan website, you can be confident that you are using the current version.

PARISH PLEDGE CONTRIBUTIONS & OTHER LEVIES

As the holding of a Synod in 2021 was not feasible, the Bishop-in-Council at their December meeting adopted the audited financial statements and approved the budget that would have been considered by the Synod.

With the budget now confirmed, the Registry finance team will now advise each parish and provide invoices for the 2022 Parish Pledge, Global Sustainable Development Goal levy, and contributions for the Clergy Removal Fund.

Bishop-in-Council also approved the use of some financial assistance provided to the Diocese due to the impact of COVID-19 related restrictions. The Registry finance team will be in contact with each parish to advise the reduction of 2021 charges associated with the sharing of this assistance.

RENEWAL OF INSURANCE

Unfortunately, due to delays associated with our major insurer, Ansvar, the finalisation of the insurance coverage for 2021-2022 has been delayed.

Each of the policies that is with another insurer (e.g. Chubb) has been finalised but the significant insurances relating to property and liability are yet to be finalised. The Diocese's broker, Arthur J Gallagher & Co, is working hard to resolve this situation; hopefully before Christmas.

Despite this situation, there is no insurance gap as we have an extension on the existing policy for any policy that is yet to be renewed.

At this stage, it is likely that all entities will get their insurance invoice during January 2022.

An update will be provided when this situation is resolved.

ANGLICAN FUNDS GRAFTON DIOCESE WIND UP

In the October 2021 Registry Update, we communicated the status of the orderly wind up of Anglican Funds Grafton Diocese (AFGD). It is pleasing to share that the wind up has gone very well and is almost completed. The Fund will be officially closed 31 December 2021.

This smooth transition is a credit to the AFGD Advisory Committee, Adam Giordano and Annette Dent who have worked diligently on the transition process. It is also credit to all AFGD account holders who cooperated with the transition process.

Parish Provider

One of the services that AFGD has provided over the years is the Parish Provider program for church members to make regular giving to their parish from their bank accounts.

Parishes that moved their accounts to Anglican Funds South Australia (AFSA) can opt-in to the AFSA electronic giving program called 'Planned Giving'. Any current participants of 'AFGD Parish Provider' in a parish that has moved their accounts to AFSA will have to complete an AFSA Parish Planned Giving Direct Debit Request form to continue their electronic giving. Mrs Annette Dent has already sent a letter to each of the current 'AFGD Parish Provider' participants including a form for them to sign up to the AFSA program.

Parishes that have moved to AFSA may wish to use their pew bulletins and other means to encourage these regular givers to sign and return the AFSA documentation. If the form is not sent back to AFSA that person's planned giving will lapse.

Any parishes that have chosen to go to a financial institution and not chose AFSA, will lose their current Parish Provider arrangements and will need to investigate an alternative approach to encourage regular giving.

NEW BISHOP-IN-COUNCIL MEMBERS & CORPORATE TRUSTEES

The Bishop-in-Council welcomed The Reverend Peter Shayler-Webb and Mrs Cathy Angus as new members at their 2 December meeting. The current membership of the Bishop-in-Council is:

The Right Reverend Dr Murray Harvey (Chair)	
The Venerable Tiffany Sparks	Mr Chris Nelson
The Very Reverend Greg Jenks (on leave)	Canon Terry Shorten
The Venerable Zoe Everingham	Mrs Cathy Angus
The Venerable Judy Edwards	Mr John Bryen
The Reverend Canon Angela Dutton	Mr David Ford
The Reverend Daryl McCullough	Mr Brodie Marshall
The Reverend Cathy Ridd	Mr Alex Purvis
The Reverend Peter Shayler-Webb	Mrs Desley Ryan
The Reverend Rosie Wynter	

The Corporate Trustees now have Mr Ian White as a new member. His first Corporate Trustees meeting will be on 16 December. The current Corporate Trustees are:

The Right Reverend Dr Murray Harvey (Chair)	
Dr Gordon Burch	Mr Lindsay Walker
Mr Stephen Campbell	Mr Ian White
Mrs Kelley Malaba	

IMPORTANT DATES

Bishop-in-Council

24 February 2022	27 October 2022
5 May 2022	15 December 2022
1 September 2022	

Corporate Trustees

16 December 2021	28 July 2022
27 January 2022	22 September 2022
24 March 2022	24 November 2022
26 May 2022	

Buildings and Property Committee

9 February 2022	10 August 2022
28 April 2022	19 October 2022
15 June 2022	7 December 2022

If you have any submission to a meeting of Bishop-in-Council, the Corporate Trustees or the Buildings and Property Committee, please provide these to the Registrar at least 10 days prior to a meeting to ensure that your submission can be included in the business of that meeting.

Synod

24, 25 and 26 June 2022 in Grafton.

Registry Christmas Closure

The Bishop's Registry will close on the afternoon of Thursday 23 December for the Christmas-New Year period and re-open at 9am Monday 10 January 2022.

Yours in Christ's service,

A handwritten signature in black ink, appearing to read 'Chris Nelson', with a long horizontal flourish extending to the right.

Chris Nelson
Registrar/General Manager
Anglican Diocese of Grafton