

ANGLICAN INFORMATION OFFICE ORDINANCE 1976

No. 42 1976

AN ORDINANCE to constitute the Anglican Information Office to define its functions and to provide for its management and organisation and for other purposes.

WHEREAS for some years a committee of the Standing Committee of the Diocese of Sydney has been established and operating within the Diocese of Sydney and is presently known as the "Information and Public Relations Committee" AND WHEREAS the Anglican Information Office is the principal activity of the said committee AND WHEREAS Synod in the year 1975 did request the Standing Committee to pass an Ordinance establishing the Anglican Information Office and providing for the appointment of a Chief Executive Officer of the said office and regulating his duties NOW the Standing Committee of the Synod of the Diocese of Sydney in the name and place of the said Synod HEREBY ORDAINS AND DIRECTS as follows:-

PART I PRELIMINARY

1. This Ordinance may be cited as the "Anglican Information Office Ordinance 1976".

2. In this Ordinance unless inconsistent with the context or subject matter:-

- (a) "the Archbishop" means the Archbishop of the Diocese of Sydney or in his absence his Commissary or if the See be vacant, the Administrator of the Diocese;
- (b) "the Council" means the Council appointed pursuant to this Ordinance;
- (c) "the Diocese" means the Church of England in Australia Diocese of Sydney;
- (d) "the Synod" means the Synod of the Diocese;
- (e) "the Standing Committee" means the Standing Committee of the Synod; and
- (f) words importing the masculine gender include the feminine

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gender, words importing persons include corporations and words importing the singular number include the plural number and vice versa.

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PART II NAME AND FUNCTION

3. There shall be constituted an organisation known as the Anglican Information Office (hereinafter called "the Information Office").

4. The functions of the Information Office shall be as follows:-

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(a) to release news, statements and information to parishes, clergy and the public concerning church affairs and matters of interest to the diocese;

(b) to publish the diocesan magazine now known as "Southern Cross";

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(c) to publish and distribute forms of service and liturgy and reports and other literature relating thereto;

(d) to direct and manage the affairs and functions of the organisation now known as "Anglican Mail Order";

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(e) to answer enquiries for information concerning the affairs, activities and attitudes of the church and generally to deal with matters of a public relations nature;

(f) to provide research facilities, advice and information to church leaders and spokesmen from time to time in relation to public statements which they may be called upon to make;

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(g) to provide staff and facilities for and generally to administer and manage the affairs and functions of the organisation known as the "Anglican Inquiry Centre";

(h) to provide a service as public relations consultants to diocesan and other organisations where so required from time to time;

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(i) to provide staff and facilities to the Archbishop for such tasks as the Archbishop of Sydney's Winter Appeal and Emergency Fund and the Archbishop of Sydney's Overseas

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- 60 Relief Fund and to provide such research facilities, advice
and information concerning public relations matters and
matters of concern as he may from time to time require;
- (j) to research Christian attitudes to areas and current
questions of social responsibility with a view to advising
the Archbishop and the Standing Committee when appropriate
65 of possible statements, attitudes and/or courses of action
which may be taken to express a Christian viewpoint thereon;
- (k) to publish books periodicals pamphlets and other literature
of a Christian nature;
- (l) to carry out such additional activities and functions as
70 may from time to time be approved requested or directed by
resolution of Standing Committee.

PART III INFORMATION OFFICE' COUNCIL

5. (1) The general direction and management of the Information
Office its activities and functions, officers, employees, agents
75 property and facilities shall be vested in a Council (hereinafter
called "the Council") which in particular but without limiting the
generality of the foregoing shall be empowered:
- (a) to open and operate on bank accounts and determine the
persons by whom cheques and other banking documents
80 shall be signed or endorsed;
- (b) to raise or borrow money for the purposes of the Information
Office, whether with or without security provided that a
resolution of the Council to borrow shall be approved by
resolution of the Standing Committee before action is taken
85 upon it; and
- (c) to employ persons and dismiss persons employed by the
Council.
- (2) The members of the Council shall consist of:-
- (a) Ten persons elected by the Standing Committee at the
90 first ordinary meeting of that Committee after the

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first ordinary session of each Synod and two persons appointed by the Archbishop.

Each person so elected or appointed shall retire on the date of the meeting referred to above and shall be eligible for re-election or reappointment.

95 (b) The Information Office Director (ex officio).

(3) A person elected or appointed pursuant to sub-clause (2) hereof shall cease to be a member of the Council if or when:

(a) he attains the age of seventy years;

100 (b) he resigns by notice given or sent to the Archbishop or the Chairman of the Council;

(c) he becomes bankrupt or insolvent;

(d) he is convicted of any criminal act punishable by imprisonment;
or

105 (e) he is absent from three consecutive ordinary meetings of the Council without leave of absence.

(4) Upon any person elected or appointed pursuant to sub-clause (2)(a) hereof ceasing to be a member of the Council the vacancy shall be filled by the Standing Committee or the Archbishop as the case may be.

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PART IV INFORMATION OFFICE DIRECTOR

6. (1) There shall be an Information Office Director (hereinafter called "the Director") who shall be appointed by the Archbishop for such period and upon such salary, terms and conditions as the Archbishop may determine. The Director may be dismissed by the

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(2) The Director shall be the Chief Executive Officer of the Council and shall be responsible to the Archbishop and the Council for the administration of all affairs, activities, functions, property and facilities of the Information Office and its officers and employees and agents and shall perform such duties and exercise such proper

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functions as the Archbishop and/or the Council may from time to time entrust to him.

PART V PROCEEDINGS OF THE COUNCIL

125 7. (1) Five members of the Council shall form a quorum and subject to this Ordinance the members of the Council shall meet at such times and in such places and conduct the business of the Council in such manner as the said members consider appropriate.

(2) A vacancy in the membership of the Council shall not invalidate
130 any act or proceeding of the Council.

(3) The Chairman of the Council shall be appointed by the Archbishop either from the elected members or his own nominees. In the absence of the person so appointed as Chairman the members present may at any meeting appoint one of such members to act as Acting Chairman at that
135 meeting. The Chairman or Acting Chairman of the meeting shall have a deliberative but not a casting vote.

(4) Every member of the Council shall be indemnified out of the assets of the Information Office against all loss or liability properly incurred by him for and on behalf of the Information Office by reason
140 of being or having been a member of the Council other than that incurred or occasioned by his own wilful act or neglect.

PART VI PROPERTY AND ACCOUNTS

8. All assets and property, officers and staff managed and controlled engaged or employed by the organisation which as at the date upon which
145 this Ordinance receives the assent of the Archbishop was known as the "Anglican Information Office" shall thereupon be deemed to be managed and controlled engaged or employed by the Council.

9. The Council shall comply with the provisions of the Accounts Ordinance 1975 as amended from time to time.

150 10. The Council shall furnish to the Standing Committee and Synod any information as to the affairs of the Information Office which it may be requested so to do in pursuance of a resolution of Synod or Standing

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Committee and shall at least once in every year report its proceedings to Standing Committee and Synod.

- 155 11. All moneys belonging to the Information Office and available for investment shall be invested in accordance with the investment of Church Trust Property Ordinance 1944 or any Ordinance amending or taking the place of the same.

I CERTIFY that the Ordinance as printed is in accordance with the Ordinance as reported.

D. Cameron
Deputy Chairman of Committees

I CERTIFY that this Ordinance was passed by the Standing Committee of the Synod of the Diocese of Sydney on the 25th day of October 1976

W. Gotley
Secretary

I ASSENT to this Ordinance.

M.L. Loane
Archbishop of Sydney
25 /10/76