



## 8/99 Stipends, Allowances and Benefits

(A report from the Standing Committee.)

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### Introduction

1. The Stipends and Allowances Committee (the "Committee") is appointed by the Synod each year and reports to the Standing Committee. The Standing Committee is directed by resolution 8/81 to report to the Synod all recommendations made by the Committee and the action taken.

2. The re-appointment of the Committee is recommended for 2001, the present members being -

Mr R Bradfield	Mr D S Marr
Canon T K Dein	Mr D Mitchell
Mr R S Dredge	Mr T Muir
The Rev N Foord	Archdeacon D D Nicolios
Mrs D Galea	Deaconess M A Rodgers
The Rev A E Hamilton	The Rev Dr L M Stoddart
Mr C Lees	The Rev Z Veron

3. The circular to ministers and churchwardens entitled "Stipends, Allowances and Benefits" (the "Stipends Circular") is published in September or October each year and provides details of the stipends, allowances and benefits for ministers, assistant ministers and lay ministers in the next calendar year.

### Minimum Stipends

4. Stipends are reviewed annually on the recommendation of the Committee. The minimum stipends for 2000 are -

	<b>% of Minister's Minimum Stipend</b>	<b>Minimum Stipend \$ pa</b>
Minister	100	35,030
Assistant Ministers & Lay Ministers		

First and second year.	85	29,775
Third and fourth year.	90	31,527
Fifth and subsequent years.	95	33,278

5. The minimum stipend for a minister continues to be based on 80% of the male average weekly ordinary time earnings in New South Wales as published by the Australian Bureau of Statistics. The Committee considers that the male average weekly ordinary time earnings remains the most appropriate indicator by which stipends are revised. The publication of a new labour costs index by the Australian Bureau of Statistics is being monitored as it may prove a more appropriate indicator in the future.

### Superannuation Contributions

6. Contributions on account of superannuation for ministers and assistant ministers are provided by the recoveries of parish ministry/property expenses through the Synod Appropriations Ordinance. Superannuation for lay ministers is a separate charge. The annual contributions for 2000 are -

	<b>Superannuation Contribution \$ pa</b>
Minister	5,963
Assistant Ministers and Lay Ministers with 7 or more years experience	5,963
Other Assistant Ministers and Lay Ministers	5,366

### Travelling Allowances/Benefits

7. On the recommendation of the Car Board, the diocesan scale for the travelling allowance to be paid to ministers, assistant ministers and lay ministers for 2000 is calculated in accordance with the following scale -

A fixed component of \$7,392 per annum to cover depreciation, registration, insurance etc plus a reimbursement at the rate of \$145 for every 1,000 kilometres travelled by the person concerned on behalf of the church or organisation which he or she serves.

8. Travel benefits may be provided through a ministerial expense account in lieu of a travel allowance in accordance with the guidelines published in the Stipends Circular.

### Remuneration for Occasional Services

9. The recommended rates for clergy who take occasional services in 2000 are -

	\$
For 1 Service	65
For 2 or More Services in Half a Day	85
For a Whole Day	120

10. The following guidelines also apply in relation to remuneration for occasional services -

(a) If the total return journey of the person taking the occasional service is 75 kilometres or less, a travelling allowance of 65 cents per kilometre must be paid. If further kilometres are travelled, the travel allowance must be negotiated.

(b) Meals should be provided where necessary.

(c) As pension benefits may be reduced according to other income received, the recommended rates are open to negotiation.

(d) Where a minister is invited to take, or assist in, services in a church outside their parochial unit, any payment for services should be made to the parochial unit to which the minister is licensed, rather than to the minister.

### Acting Ministers and Locum Tenens

11. The recommended daily rate for remuneration of acting ministers and locum tenens is \$120 for 2000. In addition, an adequate amount to reimburse for travelling costs must be paid.

### Part-Time Pastoral Workers

12. The Standing Committee has approved the following principles which apply for part-time workers who are remunerated for their services -

- (a) Subject to any relevant award, the worker should be paid at the rate of \$120 per day.
- (b) The worker should be paid a travelling allowance at the rate of 65 cents per kilometre for kilometres travelled in performing their duties.
- (c) Other allowances, such as housing, should be provided in appropriate circumstances.

### Male and Female Student Ministers (Catechists)

13. The recommended assistance for student ministers for 2000 is -

Full Day only	<b>\$ pa</b>
If a student minister works more than 1 full day then the rate payable is pro-rata the full day rate.	<b>4,379</b>

14. The following guidelines also apply in relation to the remuneration of student ministers -

- (a) Transport costs (whether private vehicle or public) should be paid by the parochial unit. Where extensive travel is involved consideration should be given to paying for the travel time.
- (b) Where a student minister serves for a half day in addition to a full day, account should be taken of the additional time and cost in travelling and care taken to ensure that the student minister is not disadvantaged by the additional expense.
- (c) Appropriate arrangements should be made to ensure student ministers are provided with appropriate hospitality. For example, appropriate breaks should be provided especially in a long working day.
- (d) Preparation time adds to the total time incurred in service for the parochial unit and should be allowed for when the amount of payment is considered.
- (e) Where it is necessary to determine a daily rate for the payment of a student minister, this rate should be agreed in advance by the parochial unit and the student minister. The daily rate could be determined by dividing an agreed annual rate by the number of agreed working days.

### Employment of Lay Workers

15. During 1998 the Committee conducted a survey of all parishes in the Diocese about various aspects of part-time employment. Developing this information in 1999 the Committee was able to recommend to the Standing Committee that the issues involved in the employment and remuneration of all lay workers be researched and guidelines published for the assistance of parishes. The research is currently being undertaken by the Diocesan Legal Officer and will also involve assistance from a specialist Industrial Relations lawyer.

### Remuneration Packaging

16. During 1999 the Committee commenced to examine the possible introduction of remuneration packaging for clergy. A sub committee was appointed to examine the issues and reported its findings to the Committee late in the year. Recommendations were prepared and approved by the Standing Committee.

For and on behalf of the Stipends and Allowances Committee

**ANDREW SILLAR**  
*Secretary*  
1 August 2000