

## 16/03 Stipends, Allowances and Benefits

(A report on behalf of the Standing Committee.)

### 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 2005, the present members being -

Mr R Bradfield	Mr D S Marr
Bishop G Davies	Mr D Mitchell
The Rev N Foord	Mr T Muir
Mr P Gerber	The Rev C W Roberts
Mrs N Gupta	The Rev C S Sheehan
The Rev A E Hamilton	The Rev Z Veron
Mr S Lindemann	The Rev S Willis

3. The circular to ministers and churchwardens entitled "Guidelines for the Remuneration of Parish Ministry Staff for 2004" (the "Stipends Circular") was published in November last year and provides details of the stipends, allowances and benefits for ministers, assistant ministers and lay ministers in the current calendar year.

### Minimum Stipends

4. Stipends are reviewed annually on the recommendation of the Committee. The minimum stipends for 2004, approved by the Standing Committee are -

	% of Minister's Minimum Stipend	Minimum Stipend \$ pa
Minister	100	41,128
Assistant Ministers & Lay Ministers		
First and second year.	85	34,959
Third and fourth year.	90	37,015
Fifth and subsequent years.	95	39,072

5. The minimum stipend for a minister for current year represents a 3.8% increase over the applicable figure for 2003, and this increase is in line with the movement in the Wage Cost Index over this period.

6. As requested by the Standing Committee, during the year the Committee reported on the alternative methods of determining minimum stipends, recommending a continuation of the previous benchmark of 80% of the male average weekly ordinary time earnings in New South Wales as published by the Australian Bureau of Statistics (ABS).

7. However, the Standing Committee adopted the principle that recommended minimum stipends be set each year with reference to the latest available Average Weekly Earnings data and Wages Cost Index data published by the Australian Bureau of Statistics, with a review every 5 years in the light of the trends in the Household Expenditure Survey.

**Remuneration Packaging**

8. Under these arrangements a minister may sacrifice up to 30% of their stipend to be paid into a ministerial expense account (MEAC). Certain expenditure can be reimbursed to the minister from the MEA. Benefits received in this way are exempt from fringe benefits tax and income tax.

**Superannuation Contributions**

9. Contributions on account of superannuation for ministers and assistant ministers are provided by the parish ministry and property allocations through the Synod Appropriations and Allocations Ordinance. Superannuation for lay ministers is a separate charge. The annual contributions for 2004 are -

	<b>Superannuation Contribution \$ pa</b>
Minister	7,000
Assistant Ministers and Lay Ministers with 7 or more years experience	7,000
Other Assistant Ministers and Lay Ministers	6,300

**Travelling Allowances/Benefits**

10. On the recommendation of the Committee, the diocesan scale for the travelling allowance to be paid to ministers, assistant ministers and lay ministers for 2004 continues to be calculated in accordance with the following scale -

A fixed component of \$7,457 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.

11. Travel benefits may be provided through an MEA in lieu of a travel allowance in accordance with the guidelines published in the Stipends Circular.

**Remuneration for Occasional Services**

12. The recommended rates for clergy who take occasional services in 2004 are -

	\$
For 1 service	70
For 2 or more services in a half day	90
For a whole day	135

13. 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**

14. The recommended daily rate for remuneration of acting ministers and locum tenens is \$135 for 2004. In addition, an adequate amount to reimburse for travelling costs must be paid.

**Part-Time Pastoral Workers**

15. 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 \$135 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**

16. The recommended assistance for student ministers for 2004 is-

	<b>\$ pa</b>
Full day only	5,141
If a student minister works more than 1 full day then the rate payable is pro-rata the full day rate.	

17. 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) 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) Superannuation contributions are payable if the remuneration exceeds \$450 per month.

For and on behalf of the Stipends and Allowances Committee

MARTIN THEARLE

*Secretary*

27 August 2004