

## 2/05 Stipends, Allowances and Benefits

(A report on behalf of the Standing Committee.)

### Introduction

1. By resolution 2/05, the Synod requested that the Standing Committee –

- (a) reconstitute the Stipends and Allowances Committee as a subcommittee of the Standing Committee, with power to co-opt, and
- (b) appoint persons to be members of the subcommittee for a 3 year term at the first meeting of the Standing Committee after the first ordinary session of each Synod, and
- (c) report its findings about stipends and allowances to the Synod each year.

2. Standing Committee reconstituted the Stipends and Allowances Committee as a subcommittee and appointed persons as members. Standing Committee then also determined that the subcommittee should have the power to co-opt members in addition to the 13 members appointed by the Standing Committee, provided the membership always has a majority of lay persons.

3. The members of the subcommittee appointed by Standing Committee are –

#### Clergy

The Rev Richard Blight  
Bishop Glenn Davies  
The Rev Nick Foord  
The Rev Dr Tim Foster  
The Rev Craig Roberts  
The Rev Sue Willis

#### Lay

Mr Glenn Crichton  
Mr Philip Gerber  
Mrs Nicole Gupta  
Mr Graeme Marks  
Mr Doug Marr  
Mr Darren Mitchell  
Mr Greg Nelson

4. The circular to ministers and churchwardens entitled “Guidelines for the Remuneration of Parish Ministry Staff for 2006” (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

5. Stipends are reviewed annually based on a recommendation from the subcommittee. The minimum stipends for 2006, approved by the Standing Committee are –

	<b>% of Minister's Minimum Stipend</b>	<b>Minimum Stipend \$ pa</b>
Minister	100	45,926
Assistant Ministers & Lay Ministers		
First and second year.	85	39,037
Third and fourth year.	90	41,333
Fifth and subsequent years.	95	43,630

6. The minimum stipend for a minister for the current year represents a 5.0% increase over the applicable figure for 2005.

#### **Remuneration Packaging**

7. Under these arrangements a minister may sacrifice up to 30% of their stipend to be paid into a ministerial expense account ("MEA"). 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**

8. Contributions on account of superannuation for ministers and assistant ministers are part of the parish ministry and property costs funded through the Parochial Cost Recovery Ordinance. Superannuation for lay ministers is a separate charge. The annual contributions for 2006 are –

	<b>Superannuation Contribution \$ pa</b>
Minister	7,805
Assistant Ministers and Lay Ministers with 7 or more years experience	7,805
Other Assistant Ministers and Lay Ministers	7,025

#### **Travelling Allowances/Benefits**

9. The diocesan scale for the travelling allowance to be paid to ministers, assistant ministers and lay ministers for 2006 is calculated in accordance with the following scale –

- (a) A fixed component of \$7,457 per annum to cover depreciation, registration, insurance etc, plus
- (b) a reimbursement at the rate of \$158 (previously \$145) for every 1,000 kilometres travelled by the person

concerned on behalf of the church or organisation which he or she serves.

10. 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**

11. The recommended rates for clergy who take occasional services in 2006 are –

	\$
For 1 service	75
For 2 or more services in a half day	95
For a whole day	145

12. 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 should be paid. If further kilometres are travelled, the travel allowance should 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**

13. The recommended daily rate for remuneration of acting ministers and locum tenens is \$145 for 2006. In addition, an adequate amount to reimburse for travelling costs should be paid.

**Part-Time Pastoral Workers**

14. 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 \$145 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.

**92 Report of Standing Committee & Other Reports & Papers**

---

- (c) Other allowances, such as housing, should be provided in appropriate circumstances.
- (d) Workers compensation insurance cover must be arranged by the parish.

**Male and Female Student Ministers**

15. The recommended assistance for student ministers for 2006 is –

	<b>\$ pa</b>
Full day only	5,741
If a student minister works more than 1 full day then the rate payable is pro-rata the full day rate.	

16. 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.
- (f) By arrangement with the student minister the parish may agree to pay college fees (tuition, boarding, etc) on behalf of the student minister in lieu of part of the normal remuneration. If such fees are paid they should be considered an exempt fringe benefit provided -
  - (i) the student is a ministry candidate, and/or holds the Archbishop's licence, or is an independent candidate undertaking the same course of study as required for a ministry candidate, and

- (ii) the benefit is only applied to paying fees and the provision of accommodation/board.

For and on behalf of the Standing Committee.

MARTIN THEARLE  
*Manager Diocesan and Policy Services*

7 August 2006