



MINISTRY WELLBEING – MINISTRY REVIEWS

Approved by Diocesan Council

20 August 2026

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1 Preamble

- 1.1 Best practice for Ministry Wellbeing and Development incorporates a commitment to Professional Supervision, Professional Development and Ministry Reviews. This policy provides a Diocesan framework for Ministry Reviews.
- 1.2 The Royal Commission into Institutional Responses to Child Sexual Abuse, in its 2017 final report, recommended that each Diocese of the Anglican Church of Australia should ensure that all people in religious or pastoral ministry undertake annual mandatory ministry reviews
- 1.3 In response to these recommendations, this policy implements a mandatory program of ministry reviews for all licensed clergy in the Anglican Diocese of Perth.
- 1.4 In due course this policy may be extended to include all paid church workers.



2 Scope

- 2.1 This policy applies to all clergy who hold a licence under Policy 10.11 – Clergy Appointment and Licensing.

3 Definitions

- 3.1 For the purposes of this policy, ministry reviews are guided reflections and discussions that focus on a clergy person's ministry over a preceding period.

4 Policy

4.1 Purpose and Principles

- 4.1.1 To ensure support for ministry wellbeing, for growth in the ministry to which they have been called, and for accountability, clergy are to participate in a three-stage ministry review process across each three-year cycle of ministry.
- 4.1.2 Ministry reviews will encompass these *five* principles:
- An Invitation for reflection on ministry,
 - a celebration of that which is going well,
 - an honest reflection on challenges*,
 - an exploration of ministry needs, and
 - an opportunity for encouragement and support.

4.2 Ministry Review Schedule

- 4.2.1 Ministry reviews will increase in breadth over the three-year cycle:
- In the first year**, a guided self-reflection on the clergy person's ministry, and their learning from professional supervision and professional development, will take place.
 - In the second year**, a joint review will be conducted between the clergy person and a person selected from list of those delegated by the Archbishop to conduct these reviews.
 - In the third year**, a holistic-facilitated review will take place. This holistic-facilitated review will include a self-reflection component and multi-sourced feedback from different perspectives. A report from the reviewer will be compiled.
- 4.2.2 Each year following the ministry review:
- the clergy person will discuss the experience of the review and its outcomes with their professional supervisor. Evidence that this conversation has been held will be indicated on the annual supervision report (Form 4) submitted by 31st December each year.
 - a summary of outcomes will be compiled by the clergy person and shared with the local bishop (or the bishop's delegate).



4.3 Reviewers

- 4.3.1 A list of authorised reviewers will be drawn from those on our authorised list of supervisors. These reviewers will be trained in the principles underlying the Diocese of Perth Ministry Review processes.
- 4.3.2 A reviewer's location should not prevent adequate access to the ministry review. Ministry reviews may be conducted in-person or online.
- 4.3.3 The content of any ministry review discussion shall remain confidential within the limits of confidentiality aside from the summary statements shared each year and the report of review (as per 4.2.1c.)

4.4 Cost and Reimbursement

- 4.4.1 The cost of ministry reviews in the second and third year is to be apportioned as follows:
 - a. 50% by the Parish or Diocesan Department or Agency the member of clergy is responsible to; and
 - b. 50% by the Diocese.
- 4.4.2 The cost of the second and third year review will be set annually.

4.5 Compliance and Reporting

- 4.5.1 The Archbishop has discretion to vary requirements for ministry reviews in the case of a person experiencing extended illness, on extended leave, when they are licensed but not engaged in ministry, in other special circumstances or due to hardship. Any such request for variation must be recommended in writing by the co-ordinator for Ministry Wellbeing and Development and approved by the Archbishop.
- 4.5.2 Clergy to whom the Archbishop has granted Permission-to-Officiate (PTO) are not required to undertake ministry reviews unless appointed as a locum tenens for three (3) months or more. In this instance, clergy will participate in the first-year self-review at the 12-month mark of their locum tenens arrangement. Should the arrangement extend to 24 months, then the second-year review will take place, and if to 36 months, then the third-year review.
- 4.5.2 Where the Archbishop is satisfied that a member of clergy has not complied with these requirements, they will take appropriate action.
- 4.5.3 The deidentified data collated from the receipt of Form 4a *Annual Report of Supervision* (by 31 December annually) is to be included in the Work Health and Safety Report to DC and the PDT as a measure to control Psychosocial Hazards.

4.6 Review

- 4.6.1 This policy is to be reviewed after being in effect for one year and at least every three years after that.

4.7 Process

- 4.7.1 The Ministry Reviewer raises invoice and forwards it to the Archdeacon for Ministry Wellbeing and Development.
- 4.7.2 The claim is approved by the Archdeacon for Ministry Wellbeing and Development and forwarded to the Accounts team.
- 4.7.3 The Accounts team co-ordinate the payment of the invoice and debiting the ministry setting for their portion of the cost.