



**DC - ADMINISTRATION FOR:
EPISCOPAL STANDARDS STATUTE (ESS),
PROFESSIONAL STANDARDS STATUTE (PSS), AND
CLERGY DISCIPLINE STATUTE (CDS)**

Approved by Diocesan Council

12 June 2025

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1 **Introduction**

- 1.1 The Anglican Diocese of Perth (Diocese) is committed to a safe, supportive and ethical work and worshipping environment and desires to manage matters of professional standards or misconduct as effectively as possible.
- 1.2 The purpose of this policy is to support the application of the Episcopal Standards Statute 2016 (ESS), the Professional Standards Statute 2021 (PSS), and the Clergy Discipline Statute 2021 (CDS), recognising that the Statutes cover the processes to be followed in significant detail, which does not need to be repeated in policy.

2 **Scope**

- 2.1 The ESS aims to facilitate the just, expedient and efficient resolution of the real issues in the complaint and to regulate fitness for ministry of the Archbishop for the protection of the community.
- 2.2 The PSS pertains to allegations of abuse by a church worker or a church volunteer in the Diocese.



2.3 The CDS pertains to allegations of misconduct and offences by clergy only.

3. Definitions

3.1 The terms used in this policy are consistent with those defined in the Statutes.

4. Policy

4.1 Overview

4.1.1 This policy should be read in conjunction with:

- a. Policy 2.1 - Respect at Work
- b. Policy 40 - Safe Ministry and Professional Standards Framework
- c. Policy 40.1 - Safe Ministry Screening and Training
- d. Policy 40.2 - Faithfulness in Service

4.1.2 The requirements for Mandatory Reporting and Reportable Conduct are applicable in relation to abuse and breaches of professional standards.

4.1.3 In accordance with Policy 2.1 – Respect at Work, every attempt is to be made to resolve grievances at the lowest possible level without unnecessary escalation. This policy details the following stages of grievance resolution:

- a. Stage 1 - Resolution between Parties
- b. Stage 2 - Resolution with Relevant Manager
- c. Stage 3 - Resolution with Archbishop's Delegate

4.1.4 Stage 3 (above) represents the point where a respect at work grievance may, if necessary, transition to the CDS complaints process.

4.2 Governance

4.2.1 Synod will elect members to the Diocesan Tribunal and Diocesan Council (DC) will appoint members to the Conduct Board, Conduct Committee, Episcopal Standards Board, Episcopal Standards Committee, Episcopal Standards Review Board, Professional Standards Board, and Professional Standards Committee, to meet the minimum requirements of the Constitution of the Anglican Church of Australia and the relevant Statutes.

4.2.2 These same appointees (unless they choose otherwise) may concurrently be appointed by DC to the ESS, PSS, CDS Panel, established under this policy. The purpose of this panel is to provide a source from which to fill short term vacancies or supplement the committees or boards with due regard to skills and conflict of interest.

4.2.3 The Chair / President of each committee or board is to be specifically identified and appointed. The Chair / President will be responsible for convening or supplementing the committee or board from the ESS, PSS, CDS Panel with the assistance of the Diocesan Secretary, with due regard to availability, skills, and conflict of interest.

4.2.4 Individuals may serve on more than one committee or more than one board, but not within the same area; e.g., not on both the Conduct Committee and Conduct Board.

4.2.5 The ESS, PSS, CDS Panel will consist of at least:

- a. three (3) female members of the clergy,



- b. three (3) male members of the clergy,
 - c. three (3) female members of the laity,
 - d. three (3) male members of the laity,
 - e. two who are or have been a Bishop¹,
 - f. one non-Anglican,
 - g. one Anglican from outside the Diocese, and
 - h. two judicial officers, or a practising barristers or solicitors of at least 10 years' standing of a Supreme Court of a State or Territory.
- 4.2.6 The panel should contain a range of skills in law, human resources, alternative resolution processes, pastoral ministry, psychology or psychiatry, social work or ethics.
- 4.2.7 Appointments to the committees, boards, or the panel will be:
 - a. for terms of three-years,
 - b. a maximum of three terms (nine years in total), and
 - c. staggered.
- 4.2.8 Members of the committees, boards, or the panel must have completed Safe Ministry screening and training requirements.
- 4.2.9 Members of all the committees, boards, or the panel may be able to claim reasonable expenses in the course of duties.
- 4.2.10 In relation to the PSS and CDS, the Archbishop will appoint the Archbishop's Delegate with due regard to any conflict of interest. The Archbishop's delegate will normally be one of the assistant bishops.
- 4.2.11 Each committee and board will have a Secretary appointed in accordance with the relevant statute.
- 4.3 [Complaints Management](#)
- 4.3.1 The Director of Professional Standards or the Secretary of every committee and board is authorised to receive complaints or other material relevant to the body.
- 4.3.2 The principles of natural justice and confidentiality (as detailed in Policy 2.1 – Respect at Work) are to be applied when executing the requirements of the Statutes.
- 4.3.3 In conjunction with the Archbishop's Delegate, the Secretary is to ensure appropriate pastoral care and support is provided to the complainant, respondent, and the parish concerned.
- 4.3.4 In relation to potential criminal offences:
 - a. after consultation with Diocesan Secretary or Archbishop, the Secretary will report the matter to the WA Police or ask the complainant to do so;
 - b. if appropriate the Diocesan Secretary will report the matter to Diocesan insurers;
 - c. the Secretary and relevant Committee will co-operate with and assist WA Police with their investigation;

¹ The requirement for a Bishop only exists for the Episcopal Standards Board



- d. the Secretary and relevant Committee must ensure that their actions do not interfere with, influence, or hinder an investigation undertaken by WA Police; and,
- e. when the investigation by WA Police is complete, the Secretary and relevant Committee will consider the need for further action under the Statute.

4.4 **Costs**

- 4.4.1 Costs incurred in facilitating the requirements of the Statutes will be borne by DC. In consultation with the Chair/President of the Committees, Boards, and Tribunals, the Diocesan Secretary is authorised to approve expenditure up to \$10,000 for each case. Amounts greater than this may be approved in consultation with DC. Expenditure may be incurred for:
 - a. Committees, Boards, and Tribunals expenses,
 - b. legal advice,
 - c. counselling,
 - d. investigation expenses,
 - e. professional dispute resolution services,
 - f. stipends, housing allowance, reimbursement of utility costs, and relocation costs for suspended clergy, and
 - g. other expenses pursuant to the Statutes.
- 4.4.2 Counselling and mediation services are available to paid employees and clergy through the Employee Assistance Program (EAP).
- 4.4.3 In the event the suspension of a member of clergy is recommended and approved by the Archbishop or Church authority, the liability for payment of his or her stipend will be borne by DC for the period of suspension.
- 4.4.4 Depending on the circumstances of the case, it may be appropriate for the member of clergy to vacate the Diocesan provided rectory. If this occurs the member of clergy will be paid housing allowance and reimbursed for utility costs for the period of suspension plus relocation costs, to find and fund their own accommodation. The fixed component of motor vehicle allowance will also be paid during the period of suspension.
- 4.4.5 There will be a 12-month limit on payments to suspended clergy, unless approved by DC.
- 4.4.6 The parish will be responsible for meeting the cost of a Locum while the incumbent member of clergy is suspended.

4.5 **Media Interest**

- 4.5.1 The Secretary will advise the Archbishop and the Diocesan Secretary of any allegations or complaints received that may be of interest to the media, so that appropriate statements and responses can be provided.