

AN ORDINANCE to provide for the administrative and financial management of the Diocese of Newcastle, the appointment of a Diocesan Manager and the abolition of the office of Registrar.

PREAMBLE

WHEREAS by the Diocesan Council Ordinance 1929-1995 it was provided that the temporal affairs of the Church in the Diocese be administered by the Bishop with the advice and consent of the Diocesan Council as constituted by that Ordinance.

AND WHEREAS it is expedient to make further provision for the administrative and financial management of the affairs of the Diocese.

BE IT ORDAINED and ruled by the Bishop, Clergy and Laity of the Diocese of Newcastle in Synod assembled as follows:

1. SHORT TITLE

This ordinance may be cited as “*The Diocesan Management Ordinance 2003*”.

2. INTERPRETATION

Bishop shall mean the Bishop of the Diocese of Newcastle for the time being, or in his absence a Commissary appointed by him, or in the case of a vacancy of the See the Administrator of the Diocese.

Bishop in Council shall mean the Bishop of the Diocese of Newcastle with the advice and consent of the Diocesan Council as constituted by the Diocesan Council Ordinance 1929 (as amended).

3. The Bishop in Council shall from time to time appoint a diocesan officer to be known as the “Diocesan Manager” who shall hold seniority above all other temporal employees of the Diocese.
4. The Diocesan Manager shall function subject to the general control of the Bishop in Council and shall hold office for such specific period, if any, and for such time and on such conditions as are the subject of an agreement with the Diocese or otherwise as the Bishop in Council determines.
5. The Diocesan Manager shall have the functions conferred or imposed by or under this ordinance as follows:
 - Development of corporate objectives and long range plans for endorsement by the Bishop in Council.
 - Development of administrative policies and financial planning and controls.
 - Management and supervision of the administrative financial and other activities of the Diocese including the allocation of priorities.
 - Responsibility for the implementation of the Parish Administration Ordinance.
 - Promotion of the Diocese by sound public relations with National, State and Local Government, business entities and the general public.
 - To supervise the temporal staff of the Diocesan Office.
 - To report to the Bishop in Council all matters arising within the Diocese and advise the Bishop in Council thereon.
 - To attend the meetings of the Bishop in Council and promote current administrative and financial matters and such other matters as the Diocesan Manager determines.

- To select and employ staff except the secretaries to the Bishop and Assistant Bishop.
 - To administer and report on the financial affairs of the Diocese to the Bishop in Council.
 - To be the Secretary to the Trustees of Church Property for the Diocese of Newcastle.
6. (a) With the consent of the Trustees the Diocesan Manager may be removed from Office by a majority decision of the Bishop in Council on the ground that he or she has been guilty of serious misconduct but no determination of removal from office shall be valid unless reasonable notice of the misconduct alleged is given to the Diocesan Manager and the Diocesan Manager shall be entitled to be heard in his or her own defence and to answer any allegations and that any determination shall be in accordance with the principles of natural justice.
- (b) If the Diocesan Manager is removed from Office in accordance with 6(a) then that person shall cease to be the Secretary to the Trustees of Church Property for the Diocese of Newcastle.

7. The Office of Registrar

The Office of Registrar is hereby abolished and in consequence thereof the following consequential amendments are made:

- (a) The clauses referred to in each of the following ordinances are amended by deleting the word “Registrar” and inserting therein in lieu thereof the words “*Diocesan Secretary*”:
- (i) The Church Trust Property Ordinance 1929-1998 Clauses 2(3),(4) and the Schedule.
 - (ii) The Bishop Election Ordinance 1995 Clauses 5(b)(iii),(c)(i)(ii) and (iii) and Clause 23 and the Schedule.
 - (iii) The Presentation Ordinance 1995 Clause 2.
 - (iv) The Parish Administration Ordinance 1995 (as amended) Clauses 7,8,11,22,24,38,44, 47 and Regulation 6(f).
 - (v) The Social Responsibilities Committee Ordinance 1997 Clause 8.
 - (vi) The Synod Administration Ordinance 1998 Clauses 3(l), 4(s) and 6.
- (b) The clauses referred to in each of the following ordinances are amended by deleting the word “Registrar” and inserting therein in lieu thereof the words “*Diocesan Manager*”:
- (i) The Clergy Discipline Ordinance 1966-2001 Clauses 3, 5(3), 7(3), 8(3),12,17(b), 18, 28, 38(2), 40(1) & (2), 41(1)(2)(3) & (5), 42, 43, 45 and 46(3).
 - (ii) The Sickness and Accident Benefits Ordinance 1995, Interpretation Clause and Clause 6.
 - (iii) The Clergy Superannuation Ordinance 1981 Clauses 6 and 10.
 - (iv) The Capital Needs Financing Ordinance 1966 Clause 3.
 - (v) The Parish Administration Ordinance 1995 (as amended), Clauses 4 (Definition), 97, 98 and 99.

- (vi) The Property Approvals Board Ordinance 1986-91 Schedule A(b)(iv) and (d) and C(c).
- (vii) The St. John's College Centre of Ministry Ordinance 1996 Clauses 2 (Definitions) and 5(c).
- (viii) The CA Brown Anglican Village Ordinance 1995 Clause 3(iii).
- (ix) The Samaritans Foundation Diocese of Newcastle Ordinance 1984-98 Clause 6(c).
- (x) The Newcastle Church of England Grammar School for Girls Ordinance 1961-91 Clause 5(a).
- (xi) The Storm Village Constitution Ordinance 1990 Clause 4(iii).
- (xii) The Diocesan Council Ordinance 1929-95 Clauses 5 and 13.
- (xiii) The Parish Contributions Ordinance 1979 Clauses 2B and C, 3,4, and 5.
- (xiv) The Clergy Emoluments Advisory Board Ordinance 1979-1991 Clauses 5 and 6(c).
- (xv) The Anglican Savings and Development Fund, Diocese of Newcastle Ordinance 1979-1994 Clauses 5 and 8.
- (xvi) The Execution of Instruments Authorisation Ordinance 2000 Clauses 1 and 3.
- (xvii) The Cathedral Ordinance 1995 Clauses 13 and 25.
- (xviii) The Synod Administration Ordinance 1998 Clauses 3(f) and 4(e).

For the purpose of The Provincial Synod Constitution Ordinance 1994 Adopting Ordinance 1994 the word "Registrar" shall mean the Diocesan Manager in the Diocese of Newcastle.