

ANGLICAN CHURCH OF AUSTRALIA

DIOCESE OF GIPPSLAND



40th SYNOD

THIRD SESSION

24 – 26 May 2024

SALE

The Synod Book

SECTION 2

Bishop in Council Report

Report on 2023 Synod Motions

2024/25 Bishop in Council Budget

Issued by the Registrar

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10 May 2024

SECTION TWO

ANGLICAN DIOCESE OF GIPPSLAND THIRD SESSION OF THE FORTIETH SYNOD 2024

SALE, VIC

BISHOP-IN-COUNCIL REOPORT TO SYNOD AND BUDGETS

ITEM	PAGE
BISHOP IN COUNCIL REPORT	3
GENDER EQUITY REPORT	16
2023 SYNOD RESOLUTIONS – REPORT ON ACTION TAKEN	17
BUDGET	
• OCT 2024/SEPT 25 Bishop in Council BUDGET	24

BISHOP IN COUNCIL

REPORT TO SYNOD ~ 2024

This report covers the major matters dealt with by Bishop in Council since the last Synod Session in May 2023.

1. MEMBERSHIP OF THE COUNCIL AS AT 1 APRIL 2024

Ex Officio Members

The Bishop	Bishop Richard Treloar
The Vicar-General	The Ven. Graham Knott
The Dean of Sale	The Very Rev'd Keren Terpstra
The Archdeacon	The Ven. Sue Jacka
The Chancellor	Mr Roger Blythman
The Registrar	Mr Richard Connelly
The Members of the Trusts Corporation elected by Synod	The Hon Robert Fordham, AM (Retires 2027)
	Mr Tim Gibson (Retires 2027)
	Mrs Marion Dewar (Retires 2027)
	Mr Cameron Herbert (Retires 2027)

Members appointed by the Bishop - Three Clerical and Three Lay persons

		Appointed	Retires
Clerical	Vacant		
	The Rev'd Kathy Dalton	2023	2026
	Vacant		
Lay	Mrs Jaan Enden	2022	2025
	Mrs Alice Weatherall	2022	2025
	Dr Sandra Leggat	2023	2026

Members elected by Synod - Three Clerical and Six Lay Members of Synod

		Elected	Retires
Clerical	The Rev'd Lyndon Phillips	2021	2024
	The Rev'd Lyn Williams	2022	2025
	The Rev'd David Perryman	2021	2024
Lay persons	Mr Ian Maxfield	2022	2025
	Mr Marion Dewar	2022	2027
	Ms Val Jones	2022	2025
	Mrs Cynthia Grove	2021	2024
	Mrs Maryann Ashton	2021	2027
	Vacant		

2. SYNOD MOTIONS – 2022

Reports on Synod motions passed in 2023 are to be found on pages **16** of this Paper.

3. STRATEGIC MATTERS

Council met on six occasions since Synod 2023. The Council again spent considerable time on strategic issues during the year. The key issues progressed included:

Property Development The Trusts Corporation has for some time been operating under a policy of identifying (and selling) vacant, surplus or non-income producing parcels of land for building up capital reserves. Proceeds from these sales has both built up capital reserves for the Diocese to meet redress claims and support Aboriginal Ministry, and has provided funds for parishes to undertake capital works. Council and the Trusts Corporation have been exploring opportunities for property development on suitable parcels of land to maximise the returns to parishes and the Diocese and facilitate mission and ministry. As pilot projects, Registry staff have been liaising with a property developer regarding the following possible development sites:

Nar Nar Goon The Episcopal District of Nar Nar Goon is keen to provide housing for clergy within the parish, both for the current Incumbent and future needs. Whilst subject to heritage overlays, the 4,000sqm block has surplus areas at the rear of St John's Church. A developer was engaged to develop a 'best use of site' proposal incorporating a rectory and other dwellings for sale and / or rental income. Collaboration has occurred between the Trustees and the Parish regarding the objectives of the Parish to provide clergy housing and also obtain income streams, coupled with the Diocesan objectives of building capital resources. A plan has been developed for the constructions of 8 dwellings; one rectory and 7 units. Final costings are being developed prior to any commitment to proceed.

Longwarry The Union Church in Longwarry is currently owned by the Uniting Church in Australia, with a Deed providing for a 1/3 interest to the Diocese. The UCA is planning to close the church and dispose of the land. The Diocese has been developing plans for a parish plant / community hub / op shop space in the existing church buildings, with further potential for housing construction on the surplus land. The block is again 4,000sqm. Whilst working in consultation with the Parish of Drouin the development and use of the site may be a Diocesan activity, with the aim to create on-going income streams for the Diocese through property development and operating an op-shop, as well as providing a point of outreach for new ministry activities. These plans remain in its infancy given negotiations are continuing with the UCA regarding the property's acquisition.

Retirement Villages Council has been holding broad discussions on the strategic direction to be pursued in relation to the Diocesan retirement villages. Council has received advice of the increasing obligations on operators of retirement villages with anticipated legislative reforms. The Villages' ageing infrastructure and

associated liabilities indicate significant capital needs in the near future. Council is continuing its work on this topic.

Land Tax The Victorian State Government has introduced budgetary policies regarding Land Tax for commercial holdings of property. Advice has been sought regarding any potential impact on parishes concerning commercial leasing of church properties. To date, it is understood that use of church halls and facilities for occasional, ad hoc, or even commercial hiring of facilities is unlikely to attract Land Tax. The commercial leasing of land, such as rental of rectories may be subject to Land Tax.

Auditors Council resolved to appointed the current auditor for a further 3 year period for the 22/23 – 24/25 financial years.

Insurance The Diocese has again been fortunate to only experience a modest increase of 7.1% in its insurance premiums for 2024. This is due to several factors: a low claims history, the georisks facing Gippsland to be generally low, and improving risk mitigation strategies. Some risk mitigation strategies include the on-going gutter cleaning process, bushfire risk management plans and a program of updating insurance values for churches across the Diocese. The efforts of parishes in Bushfire Prone Areas to prepare their properties for the fire season were appreciated. It is noted that the anticipated high-risk summer did not eventuate.

There have been further changes to the church facility hire insurance procedures, requiring external users to provide their own insurance, either independently or through an AIRS-provided insurance product. Such changes were required due to a review of compliance with financial services regulations. Further changes in this area are anticipated following feedback that the most recent changes have impacted on parish capacity to administer these procedures with community use of church facilities significantly reducing throughout the year.

Following the Tasmanian tragedy of 2021, insurance underwriters now place significant restrictions on the use of jumping castles and other inflatable installations. Insurance cover for jumping castles and other inflatable recreational equipment is no longer being provided by the Insurer apart from exceptional circumstances with risk assessments needing to be approved in advance by the insurer. External users can operate jumping castles on Diocesan property should they confirm their own insurance coverage.

Council has committed to the Registry undertaking a valuation program of churches under a current valuation of \$2,000,000. The most recent valuations occurred in 2014 and recent valuations would indicate that churches are significantly under-insured.

Council also resolved to increase the parish excess on insurance claims from \$500 to \$1,000. The previous excess had not been changed for many years and was set at a rate to be comparable with commercial rates.

The Abbey Strategic Redevelopment Plan

Following the leadership of Abbey Chapter, Council has engaged architects McIlldowie and Partners to review and develop a strategic redevelopment plan for The Abbey. This is occurring at a time of increasing engagement and financial growth in Abbey programs and accommodation operations. The plan includes both the refurbishment of the iconic A-frame building as well as further site development of 'accommodation hubs' to increase capacity for larger groups, such as clergy conferences, group retreats and school groups. Funding sources for this project are being explored.

Parishes are encouraged to adopt The Abbey as 'their place' and to use it as a resource for parish retreats / camps and leadership forums.

Clergy Car Loans

The practice of providing car loans to clergy has largely been abandoned across Australian dioceses given changes to legislation and financial services licencing. Legal advice regarding our ability to continue this benefit to clergy indicated that the current practice is not compliant with current requirements and presented significant risks if it were to be continued.

The Registrar informed Council of practices in other dioceses, most of which ceased providing clergy car loans due to non-compliance issues, with however, several dioceses obtaining the relevant exemption from ASIC and the ATO at significant cost and time. Those dioceses that have retained such a facility have ADF assets significantly greater than most regional dioceses making such an investment worthwhile. Council resolved in April to not provide any new loans to clergy, and to 'grandfather' existing loans. Further opportunities to provide financing benefits to clergy for the purpose of purchasing or having access to a vehicle are being explored.

Registry Operations & Staffing

The Registry has recently noted the extended leave prior to retirement of Mrs Annette Hollonds, Financial Administration Officer who has served the Registry and Diocese faithfully for over 20 years. Opportunities to celebrate her work, including a TGA article, a dinner, and Synod presentation are being organized. Corresponding with Annette leaving there has been a transition of financial management systems including financial reporting, book keeping and payroll services using third party providers. On completion of this transition, a review will be held as to continuing needs to meet workflows and demands on Registry staff to identify if further recruitment is needed and what roles need to be covered.

The Gippsland Anglican

The Gippsland Anglican has marked its 120th year of publication. A drive to increase individual subscriber numbers to 120 commenced in 2024 to coincide with the Anniversary. Storytelling is a fundamental quality of being part of a community. Sharing information through words and pictures has always been at the heart of gathering together and supporting one another. It helps groups of people to appreciate their common values, to celebrate each other's good news and success stories, and to show compassion in hard times.

For Gippsland Anglicans, this News Ministry takes place across a variety of communication platforms. The various news ministry platforms we use and invest in

each serve a distinct purpose and include: the diocesan website, *Ad Clerum* letters and email updates from the bishop, social media, News for the Pews adverts, radio (through Life FM), the Tithe.ly/Elvanto Church Management System, and – of course – *TGA*.

TGA's specific role in this mix relates to longer-term news and exploration of topics relating to our life and work in the church and in the world. *TGA* reaches every diocese in Australia (and parts of the Communion beyond in its digital form), and engages the broad and diverse community of Gippsland Anglicans, narrating and archiving our journey of faith and ministry.

Within the wider diocesan communications strategy, *TGA* is clearly the most cost-material- and labour-intensive news ministry platform. With a local readership of approximately 1000, the diocese currently subsidises the cost of the production and distribution of *TGA* by about \$90 per reader per year. With every direct subscription taken out (at approximately \$65) that figure reduces, and we are seeing an increase in the number of subscriptions, which is pleasing.

The Editorial Committee is working hard to increase advertising revenue and contain costs. Like all ministry, news ministry comes at a cost. Happily in more recent years, *TGA* represents a cost centre within a surplus budget.

Ministry Wellbeing & Development Following the 2022 Synod motion calling for the adoption and implementation of the General Synod policy on Ministry Wellbeing and Development, a working group has been developing the Diocesan response to this motion. The Rev'd Dr Tim Gaden was appointed as Coordinator (0.2) of MWD and the diocesan protocols around Professional Supervision were launched in March 2024. The initial phase of implementation will include mandatory professional supervision for clergy and some licensed lay ministry workers with the aim to have all participants engaged with a supervisor from October 2024. It is noted that the majority of clergy already engage in professional supervision.

Council has resolved to distribute the cost of the minimum requirement for supervision under the policy (6 sessions per year) equally between the individual, the parish ministry centre and the Diocese. Clergy choosing to have more frequent supervision sessions will meet these additional costs themselves. The cost to parishes will be to \$330 per supervisee annually and will be added to the parish stipend invoices and paid as a monthly allowance. This will impact on the Diocesan budget by approximately \$12,000 annually.

Safe Ministry Authority The Safe Ministry Authority has continued to provide a program of Safe Ministry Workshops (initial and refresher) throughout the year. These continue to be well attended. Council extends its thanks to the volunteer trainers that provide this valuable role: Jenny Wicking, Kerri Brown, Brenda Burney, Val Jones, David Perryman, Alice Weatherall, Brian Norris and Kerryn Cunningham. The administrative role of processing clearances has now been undertaken by Kooyoora. Whilst parish Safe Ministry Officers have continued to use the on-line database Safe Ministry Online, a transition is currently underway to Kooyoora's on-line clearance application process, OSCA. This is likely to continue over the next few months.

The Safe Ministry Authority will continue to monitor the support needs for meeting the compliance requirements of safe ministry clearances and consider the ways in which this can be supported.

Feedback has been received from several parishes struggling to attract people to fulfil the role of Safe Ministry Officer. The engagement of volunteers remains a critical issue since the Covid19 pandemic, which is consistent with trends of dropping volunteerism nationally. The Safe Ministry Authority will endeavour to support SMO's in their role and the new clearance platform (OSCA) being launched by Kooyoora is anticipated to ease the administrative load on SMO volunteers. Council continues to monitor whether other strategies are required to support this critical piece in safeguarding our parish and ministry activities. Information sessions at Bairnsdale, Warragul and Leongatha for Safe Ministry Officers, clergy and interested people were held in the last few months.

4. PROPERTY MATTERS

Council and the Trusts Corporation oversaw the following property dealings:

Rosedale Parish

- Decommissioning and sale of Carrajung Church
- Application by the parish to renovate the vacant rectory at Rosedale for rental accommodation.

Traralgon Parish

- The sale of vacant surplus land at Burns Street Traralgon
- The sale of subdivided vacant land at Glengarry

Yarram Parish

- Advice received of structural repairs needed on the narthex at Holy Trinity Yarram
- Registration of a covenant on vacant land adjacent to Christ Church Tarraville, prior to sale

Moe – Newborough Parish

- The sale of subdivided land at the rear of St Luke's Moe
- The refurbishment of the Moe Anglican Op shop
- Strategic planning around the consolidation into one main parish worship centre
- Continued redevelopment of the Madge Vinnel Centre and remainder of site at 7 Anzac Street Moe.

Leongatha Parish

- The strategic planning for the redevelopment of St Peter's Leongatha to include a glass featured atrium joining the church and other parish facilities.
- The subdivision of vacant land at Meeniyan

Morwell Parish

- The refurbishment of Boyd House to provide, among other things, dedicated space for Aboriginal Ministry in the parish.

Sale Cathedral Parish

- The bequest of a residential property 'Mavis Jennings House'.

Bass – Phillip Island Parish

- The ongoing subdivision of surplus land at Bass into 4 separate titles.

St Mark's Yarragon

- Correspondence from the parish regarding future of St Mark's Yarragon.

Retirement Village operational management

The management of Clifton Waters Village is now provided by Ashleigh House; a not-for-profit local provider. The Village remains a valuable source of independent living for residents over 55 in the Bairnsdale region, with the Trusts Corporation fulfilling its landlord obligations as lessor and responsible for site capital improvements and insurance.

The arrangement with Ashleigh House is continually monitored. Occupancy rates have remained at close to 100% for the whole year, with the only vacancies arising from vacating residents and the refurbishments required in between leases.

5. APPOINTMENTS / RETIREMENTS TO COMMITTEES

Since the last session of Synod the following retirements and appointments are noted:

- The Rev'd Jeff Berger appointed as Hon. Abbey Chaplain.
- Helen Gwynn appointed as Paynesville Parish representative to the Abbey Chapter.
- The resignation of Val Jones from the Safe Ministry Authority, Bishop in Council, and Executive Committee.
- The resignation of Kevin Broughton from the Professional Standards Committee.
- The resignation of The Rev'd Lyn Williams from Bishop in Council.
- The resignation of Marylyn Mathieson as Chair of the Professional Standards Committee
- The appointment of Kim McFarlane as Chair of the Professional Standards Committee.

6. BUDGETARY AND FINANCIAL STRATEGIC DEVELOPMENT**Income Declaration – Cash flow policy**

In line with achieving the Synod's 2019 directive to achieve budget neutrality by 2023/24, the cash flow funding of the Bishop in Council budget is now in its second year. This policy limits the available draw down from Trusts and ADF capital to 80% of dividend and interest income. For the 2023/24 budget year, income from Trust and ADF funds under management and Trust commercial property was declared to be:

ADF Dividend yield	\$ 71,982
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ADF Loan yield	\$ 55,506	
Trust Dividend yield	\$ 318,872	
Trust property net yield	\$ 118,755	
Total	\$ 565,115	(\$47,092 per month).

This policy, in conjunction with adjustments to investment practices in line with existing risk policies has had a positive impact on the financial sustainability of Diocesan operations. Other strategies, such as capital raising property development projects (outlined above) are likely to contribute further to long term financial stability. Without further capital resources, the Diocese remains vulnerable to significant corrections to financial markets.

The second year of the 80% income allocation policy adopted by Council in 2022 has delivered a surplus result in 2022/23 and is likely to continue for 2023/24 as anticipated in last year's report to Synod. The favourable projected returns on property and share markets (due to a higher interest rate environment) is anticipated to provide in excess of 12% growth in share market funds.

Other budgetary and financial strategic decisions There is likely to be a favourable budget variation due to recent changes to Registry accounting systems in both staffing and service costs. The purchase of battery powered electric vehicles for the Bishop and Registrar will make continued savings on fuel costs. However, additional program areas that the Diocese is now funding will place additional pressure on any budget surplus. The acquittal of the grant for Aboriginal Ministry will also impact on the budget moving forward. In line with previous resolutions of Council the parish assessment rate will increase to 12.25% for 2024/25.

The initiatives outlined above are continuing to see the Diocese incrementally improve its budgetary position, with the Bishop in Council budget showing a surplus of approximately \$200,000 (at the time of writing) for 23/24.

7 FINANCIAL and ADMINISTRATIVE MATTERS

Anderson, Munro and Wyllie conducted the audit for the previous three years. The accounts for 2022/23 are tabled at this session of Synod together with the audit reports which can be found in Section 4 of the Synod Papers.

7.1 Consolidated Financial Statements for 2022/23

The financial statements represent a consolidation of the accounts of Bishop in Council, the Trusts Corporation, The Abbey, ADF, *The Gippsland Anglican*, Anglican Retirement Villages and the Church Book Room.

Annexed to the audited Consolidated Financial Statements are individual financial reports for each entity, including:

- Bishop in Council
- Trusts Corporation
- Anglican Diocese of Gippsland Administration Ltd
- Anglican Development Fund
- Anglican Retirement Living

- The Abbey Raymond Island
- Gippsland Ministry Foundation
- The Gippsland Anglican
- Church Book Room

The following comments are made on specific areas:

7.2 The Abbey

The Abbey has enjoyed a full year of operations. Changed bookings practices and increased promotions are resulting in greater accommodation income. A revitalized Abbey Program is seeing greater numbers attending events. The Abbey Feast had over 100 guests.

These factors are likely to see more stable surpluses being recorded each year. embers of Synod are referred to The Abbey report (in Section 3 of Synod Papers).

\$17,571 Surplus

7.3 Church Book Room

The Church Book Room is a comparatively small service provided by the Registry providing communion wafers and candles to parishes. A majority of parishes rely on on-line purchases for these supplies. The profit and loss outcome for the last financial years is as follows:

\$1,116 Surplus

7.4 The Gippsland Anglican

As referred to above (see p.7), *The Gippsland Anglican* is a key element of the Diocesan communication strategy. The cost of production and distribution have increased significantly in recent years, and the subscription and advertising income is subsidized by the Diocese to ensure its reach across Gippsland and more broadly. Individuals are encouraged to join the growing number of supporters taking up a personal subscription in order to help defray the costs. As part of the Bishop in Council budget, although reported separately, the deficit incurred in producing our flagship diocesan publication is able to be borne within a surplus year of operations for 2022/23.

\$94,183 deficit

7.5 Anglican Development Fund – Gippsland

The ADF remains an important facility to enable parishes to make capital improvements to parish assets through providing market competitive rates. It also provides interest income for parish reserves invested in the Fund. The Parish Administration Act requires parishes to invest reserve funds in either the ADF or Trust Funds rather than making term deposits in third-party institutions.

The ADF accepts deposits for investment from parishes, diocesan organisations, clergy and salaried employees. There is some limited capacity for the ADF to receive deposits

from other people associated with the Diocese, with further information available from the Registrar.

As at 30 September 2023 the ADF reports:

Year	Deposits	Loans to Parishes	Operating Surplus
2016-17	\$4,324,930	\$1,183,849	\$193,040
2017-18	\$3,024,206	\$1,269,261	\$157,927
2018-19	\$2,131,726	\$1,076,172	\$46,799
2019-20	\$2,394,551	\$1,253,027	\$79,952
2020-21	\$2,464,888	\$1,113,203	\$335,653
2021-22	\$2,450,682	\$1,238,912	\$87,359
2022-23	\$2,055,118	\$1,674,766	\$154,682

ADF Interest Rates

<i>31 day deposits</i>	<i>2.1%</i>
<i>Term deposits to \$100,000</i>	<i>2.15%</i>
<i>Term deposits above \$100,00</i>	<i>2.20%</i>
Parish Loans	
<i>Up to \$50,000</i>	<i>6.49%</i>
<i>Over \$50,000</i>	<i>6.35%</i>

7.6 Gippsland Ministry Foundation

The objects of the Foundation as set out in the GMF deed are:

- The provision of adequate training for ministry of clergy and laity.
- The support of Ministry within Parishes and areas of special Ministry principally within the Diocese of Gippsland.
- The development and growth of Parish and Diocesan structures to facilitate ministry within the Diocese.

The range of activities that the GMF may support is likely to increase in the foreseeable future as the number of persons entering discernment is increasing, encouragingly, and other ministry training activities are being supported.

Balance at 30 September

Year	Balance
2020/21	\$818,835
2021/22	\$839,542
2022/23	\$926,412

7.7 Anglican Retirement Villages

The Villages continue to operate in surplus. Of special note is that all operations are now funded through rental and maintenance income paid by residents, with the consequential benefit of reducing the liability currently owed to residents for in-going contributions. The Diocese, under its management agreement with Ashleigh House

responds to capital works requests and refurbishment of vacated independent living units.

	2020/21	2021/22	2022/23
Operating surplus	\$139,279.00	\$271,786	\$395,224
Ingoing Contribution Liability	\$4,499,963	\$4,407,722	\$4,777,427
Capital Deposits held	\$1,051,542	\$907,187	\$ 1,355,594

7.8 Anglican Diocese of Gippsland Administration Ltd (ADG Admin Ltd)

The ADG Admin Ltd financial performance relates primarily to the cost of professional standards and employee Workcover insurance. It creates no income independent of an allocation from the Bishop in Council budget which for 2022/23 totalled \$188,410 (as compared with \$176,980 for the previous year). There were no redress expenses for the year.

7.9 Anglican Trusts Corporation of the Diocese of Gippsland

The role of the Trust is to:

- Ensure that the Trust Seal has been affixed in accordance with the decisions of BIC;
- Receive advice of any new bequests or trusts in which the Diocese has an interest and to ensure the management of trusts are compliant with any Trust Deeds;
- To meet when a new trustee is appointed to authenticate the seal and signatures.

The Trusts Corporation budget relates primarily to the investment and trust management operations of the Diocese. These activities are separate from the operational diocesan management activities. The following is noted in relation to the Trusts Corporation financial position for 2021.

	2021/22	2022/23
Dividends & Interest	\$ 332,816.00	\$ 391,556.00
Property Income	\$ 241,804.00	\$ 251,264.00
Gross Income	\$ 574,620.00	\$ 542,865.00
Expenses	\$ 145,650.00	\$ 103,352.00
Net Income	\$ 428,970.00	\$ 439,513.00
Share Portfolio (Incl ADF)	\$ 7,721,669.00	\$ 8,802,005.00

The Trusts Corporation membership comprises -

The Bishop Ex-officio & Chair
The Chancellor Ex-officio

The Registrar Ex-officio
Members: Hon. Robert Fordham, AM, Mr Tim Gibson, Mrs Marion Dewar, Mr Cameron Herbert and Mr David Gittins (as consultant) and James Sullivan (as Diocesan Solicitor).

Trust Corporation – Interest Rates

The following rates are current :

Parish Trusts	2.50%
Diocesan Trusts	2.50%
Clergy Car Replacement Funds	2.50%
Clergy Car Loans	5.25%

(Effective from 1 October 2018)

7.10 Finance Committee

This Bishop in Council Committee oversees the financial management of the Diocese and provides advice to the Council on financial and administrative matters. It typically monitors expenditure of the Bishop in Council budget.

The membership of the Committee currently comprises Mr Richard Gjisbers (Acting-Chair), the Bishop, the Registrar (as Secretary), the Ven Clem Watts, Mr Chris Beckman, and is supported by the Diocesan Finance Officer, Mrs Annette Hollonds, and Executive Support, Kevin Broughton.

The Committee meets monthly, and the main issues considered include:

Strategic Financial Plan

The Committee actively generates proposals for increasing revenue streams and reducing expenditure. The Finance Committee has oversight of the development of the Bishop in Council budget, insurance premiums and policies and management of the ADF.

Insurance The whole Diocesan insurance costs increased by 7.1% as compared with 2023, with a 6.6% increase for property insurance. This compares favourably with national increases for commercial property insurance of 18.3% for 2023##.

www.cbiz.com.au/articles

8. PARISH MATTERS

“The year of the Gutter” The ‘Year of the Gutter’ continues, with the gutter vacuum cleaner remaining available for use by parishes. The Registry team have conducted over 30 cleans throughout the 2023 year but there is no capacity to meet all parish needs. Whilst there are significant insurance savings from annual cleaning, the Gippsland climate lends itself to cleaning after Autumn (to clear leaves in preparation for Winter rains) and a late Summer clean (for bushfire prevention).

Of note, since the ‘Year of the Gutter’ initiative has commenced there have been no insurance claims from storm water damage across the Diocese, notwithstanding the significant rain / storm events throughout the summer of 2023/24.

Contact the Registry to arrange for the Gutter Vac to visit your parish. It would be most helpful if neighbouring parishes could group together to arrange for getting your gutters cleaned efficiently.

This year, the Registry will also endeavour to attend each church site valued under \$2M to conduct an on-site insurance valuation to ensure valuations remain current to provide for adequate insurance. Given these have not occurred since 2014, notwithstanding annual indexation, it is anticipated this may lead to substantial increases in valuations (and insurance premiums) for churches across the Diocese.

The Council commends this report to Synod

A handwritten signature in blue ink, appearing to read 'R Connelly', written in a cursive style.

Richard Connelly
Registrar

Report regarding gender equity on Diocesan bodies for 2022/23

Rank	Body	Male number / %	Female number / %
1	Synod (House of Laity)	25 / 33%	50 / 66%
2	Professional Standards Committee	1 / 14%	6 / 86%
3	Safe Ministry Authority	3 / 50%	3 / 50%
4	Licensed Clergy	12 / 37%	20 / 63%
5	Bishop in Council **	9 / 36%	16 / 64%
6	Abbey Chapter	4 / 50%	4 / 50%
7	ADG Admin	4 / 57 %	3 / 43%
8	Trust Corporation **	6 / 75%	2 / 25%
9	Finance Committee	5 / 100%	0 / 0%

The above report arises from Synod motion 232/19 Equal Representation, from which Council will report annually regarding the gender representation on Diocesan bodies.

*** Bishop in Council and Trusts Corporation includes a range of appointed, elected and ex officio roles where gender is not able to be considered given existing appointments. This is itself is subject to potential gender biases in recruitment and appointment of executive roles such as the Bishop and Registrar, for example. However, the roles able to be filled by election (by Synod) and appointment are filled in the following proportions: BiC – 2 males (12%) and 15 females (88%); Trusts Corp – 3 males (75%) and 1 female (25%).*

Report into Formal Motions of 2022 Session Synod

256/23 **Ministry Development Program**

Resolved that this Synod welcomes Ministry Development Program as an initiative for training and equipping future ordained ministry and requests Bishop in Council to prepare a model for the governance of the program to be brought before the third Session of the Fortieth Synod of the Diocese of Gippsland.

The Ministry Development Program Committee of Management has met quarterly throughout the year. It continues to develop the governing framework for the program, including reporting to Executive Committee of Bishop in Council and Diocesan Staff meetings.

Anglican Diocese of Gippsland – Ministry Development Program DRAFT Charter

Purpose

The purpose of the Ministry Development Program (MDP) is to offer practical vocational training to equip Gippsland Anglicans for ministry – lay and ordained – in our context. Those who complete the full course will be ready and able to take up roles of servant leadership alongside lay and ordained colleagues in the Anglican Diocese of Gippsland, sharing in God’s mission to the world in Christ.

Founding Benefaction

The concept of MDP has been enabled through the application of a generous bequest from the Estates of Anne Louise Atkins and James William Atkins. This bequest was to the Parish of Mirboo North, whose Parish Council has directed a portion of this corpus as seed funding for MDP within the terms of the gift.

Ongoing funding

As some places on the Program are stipendiary, and travel allowances may apply in other cases, further donations will be sought to minimise the drawdown on the original bequest. There will also be some recurrent expenses associated with the delivery of the Program. The annual accounts will clearly record that which is operating income and that which is drawn from the principle to finance the delivery of the Program, including stipendiary and other allowances.

Staffing

MDP has emerged organically from the extant partnership between the Parishes of Mirboo North and Leongatha, as a vision of the two Incumbents made possible by the terms of the bequest. As such, the inaugural Coordinators of the Program will be The Venerable Graham Knott (Ministry Development Officer for the Diocese) and The Revd Belinda Seabrook, Priest-in-Charge at Mirboo North. As the Program grows to become diocesan-wide, it is envisaged that other mentors will join the staff team.

It is anticipated that, in the early stages of MDP, preparation for and delivery of the Program will take, on average, one day per week for each staff member involved. This time is 'gifted' by their respective parishes as part of the ministry of the respective clergy, on the understanding that participants will provide ministry at the local level which will offset staff time devoted to MDP. As MDP grows and extends across the Diocese, these arrangements will need to be reviewed.

Curriculum

A full curriculum of vocational learning will be delivered using an 'input-action-reflection' model. MDP participants will be expected to engage in classroom learning and in the opportunities to gain practical supervised experience in Mirboo North, Leongatha, and other participating parishes and ministry centres. Participants are expected to be available for two days each week during the academic year.

Venue

In the first instance, the educational and practical program will be located at St Peter's Leongatha and St Mary's Mirboo North, with the endorsement of both Parish Councils.

Course Duration

The full course takes two years to complete. It is expected that all participants commit to at least the first year of the Program which covers the core curriculum.

Training Allowance

Participants will be allocated a stipendiary and/or travel allowance according to need and as determined annually by the Committee of Management.

Accounts

The MDP account will be known as the Atkins Trust Fund, and will be administered by the Registrar under the oversight of the Trusts Corporation.

Application and Selection

Applications for MDP will be open to all Gippsland Anglicans. Priority will be given to those who are in discernment with regard to ordination. Applicants will be interviewed by the MDP Coordinators, a member of the Parish Councils of Mirboo North and Leongatha, and a member of Committee of Management not already part of the panel. Recommendations will then be made to the Committee of Management, who will determine the intake for the current Program and any allowances payable.

Committee of Management

The Committee of Management will oversee the governance of the Program including being responsible for the finances and the preparations of accounts. The Committee will report to the Parishes of Mirboo North and Leongatha, and to Bishop in Council. The day to day management of the Program will be in the hands of the staff who will report to the Committee, which shall meet no fewer than three times each year. The Committee of Management will be chaired by the Bishop, and will

comprise the Registrar and MDP staff (ex-officio), one member of the Parish Council of Leongatha and two members of the Parish Council of Mirboo North as appointed by the respective Parish Councils for a period of two years. Other members may be co-opted according to need.

Review

The Program will be reviewed after the first full cycle and thereafter every second cycle. MDP will report at least once to each Synod cycle.

Disputes

Any disputes arising from the delivery of MDP would be addressed by the Diocesan Grievance Policy or Professional Standards protocols as appropriate.

On the Winding-up of the Program

Should MDP cease to operate, and funds remaining in the Atkins Trust Fund would revert to the ADF for the benefit of the Parish of Mirboo North as specified in the bequest.

257/23

Indigenous Voice to Parliament Referendum

That this synod urges our congregations and all Australians to engage seriously with the referendum question about constitutional recognition of our First Nations peoples.

Along with the unanimous statement from all the Australian bishops we especially encourage Anglicans to prayerfully consider this matter, and use such appropriate resources as will assist them to determine their response.

We are grateful for the ministry of our two Gippsland aboriginal clergy, Revd Canon Auntie Phyllis Andy and Revd Kathy Dalton in the life of our Diocese and for the work of NATSIAC (the National Aboriginal and Torres Strait Islander Anglican Council).

In response to this motion, a range of activities and publications were provided across the Diocese to enable people to engage seriously with the referendum question. This included a suite of 12 articles in *The Gippsland Anglican*, a range of website resources, Facebook promotions, webinars, *ad clerum* postings and website content. The resources provided perspectives across the range of views held by the community. The material provided on the Diocesan website was aimed at helping viewers understand the issues behind the Referendum.

The information provided included educational pieces from Government websites, peak body organisations, public-funded sources of journalism, articles that were free to access, and from other Christian organisations in order to provide a range of views.

Content was specifically excluded from social media platforms, websites behind pay walls and from political parties.

Through a webinar hosted by Bishop Richard, Gippsland Anglicans were provided with a unique opportunity to hear from our own Revd Canon Aunty Phyllis Andy and Revd Kathy Dalton about their views and understanding of the Referendum for themselves and their community, as well as the perspective of the origins and spiritual significance of the Referendum from the Revd Canon Uncle Glenn Loughrey.

We continue to hold the ministry of our two Gippsland aboriginal clergy, Revd Canon Aunty Phyllis Andy and Revd Kathy Dalton, in our prayers as they bring the gospel into their communities and the work of NATSIAC (the National Aboriginal and Torres Strait Islander Anglican Council).

258/23

Locum Ministry

That this Synod expresses its sincere gratitude for the generous work and ongoing ministry of retired clergy as locums throughout the Diocese; and that Synod asks Bishop in Council to investigate challenges faced by locums and develop practical ways of supporting them as they carry out these ministries.

Following Synod 2023, a working group was established to respond to this motion. It consulted widely across the Diocese, seeking input from a range of stakeholders with varying perspectives. From this work the following report was prepared, making way for further developments to implement the pastoral, administrative and celebratory supports of locum ministry in the Diocese.

Locum Ministry Review 2024

Preliminary findings

Background

- The work undertaken by the review group was instigated by a motion at synod in 2023 that the work of locums be reviewed. This task was delegated to a working group by Bishop in Council. The working group consisted of: The Very Reverend Keren Terpstra (chair), the Reverend John Webster, the Reverend Liam Matthews, the Reverend Brenda Burney, and the Reverend Sallyann Hart.
- Both the synod motion and the speeches at synod affirmed the ministry of locums, and the gratitude and affection members of the Diocese hold for clergy who offer their gifts in this way, while recognising that there are challenges and areas related to locum ministry that could do with improvement.

- The working group's brief was, recognising that there's a great deal of diversity in conditions of locum ministries, to survey members of the diocese lay and ordained, in various kinds of ministries, about the issues surrounding locum ministry. Based on these findings, the working group was to make recommendations for how the diocese and its members can better support the ministry of locums.

Method

- We crafted an online survey, which was distributed as a link as well as word document to the bishop's ad clerum list, as well as through the TGA and the registrar's list of parish officers.
- There were a total of 57 responses: 25 clergy online, 29 lay people online; 1 clergy offline, 2 lay people offline via email responses. A summary of questions and responses to the survey is available to anyone interested in the raw data.
- In addition to the survey, there were a number of phone conversations with members of the committee

Common threads

- There was a sense of overwhelming gratitude for what locums bring to ministry: different perspectives, the sacrifice of time involved, what locums give, the affirmation of "good fit" between locum and parish. On the other hand, is the challenge of a locum having to minister to multiple centres/congregations all of which have different worship styles and expectations – and wrapping their head around it.
- Survey responses noted the prevalence of locum ministry around Gippsland, as well as the potential for this to only grow, given the demographic and average age of incumbent clergy.
- There is some ambiguity around the difference between locum ministry and the status of those with Permission to Officiate, especially the issue of PTO not being transferrable between dioceses (at the borders).
- Being retired clergy is not the same as having a PTO.
- The need for clearly articulated expectations, perhaps by a letter of appointment. The unwritten rule that locums are not to change anything in the parish is often broken. On the other hand, is the frustration that interregna often allow underlying tensions and competing agendas to arise and dominate – and locums have no authority to deal with bad behaviour. There is also a question around boundaries in terms of expectations of locums, as well as for the behaviour and engagement of locums.
- Related to this is beginning and ending a locum ministry well, especially if the locum has been there a long time.
- Also related to this is authorisation and communication of that authorisation. Who's in charge here? What are they authorised to do? What are the limits of that authorisation? Do all parties understand the limits as well as content of that authorisation?
- In a regional diocese, there's the challenge of the distance locums have to travel, and accommodation for locums when they come to a centre.
- Tied into this: working conditions and expectations. \$84 per service needs urgent review. Consideration needs to be given to the difference between an occasional locum (filling in for a Sunday or several Sundays while an incumbent is on leave) and longer-term interregnum locum.

- The tension of long-term locums, the loss of vision and direction, “where is this going”. Not the locum’s fault, but if they are there only to keep things turning over, in a long locum situation is that a good or desirable thing?
- Communication emerged as a significant challenge.
- Support of and care for locums, and oversight of locum ministry - perhaps a chaplain is needed? And also, that the bishop takes into account feedback about the locum in redeploying them. Who hires and fires locums, tells them when they’re needed and when they’re not? This has not been handled well in a number of situations. Could locums be more integrated into the life of the diocese (conference, retreat, synod, etc

Observations

- As we looked at Locum ministry, the whole nature of ministry was raised and locum ministry in the context of broader ministry. How do we recognise and celebrate ministry of all kinds, with appropriate beginnings and endings, and clearly articulated roles?
- The people of Gippsland Diocese value those retired and PTO clergy who offer their ministry as locums, and they value the gifts and experience they bring to the role. The desire stated in many responses is around “what can we do better” to support locum ministers and ministry, because there are aspects that are not working well.
- Issues around clear articulation of role and expectations, authorisation, and their counterpart in working conditions emerged as the biggest challenges. Related to this was the question of how locum ministry can begin and end well.
- The responses highlighted the need for naming the difference between “filling in” locums (to cover annual leave, LSL, the odd Sunday off for an incumbent), and longer-term locum periods. Attendant issues for this are: who hires and fires, to whom is the locum responsible, what are they there to do? And also, a broader question about how do we best serve parishes that are in a long-term locum situation to maintain vision and direction? Where are the limits of “placeholdering”?
- Communication: the locum is often the last person to know about the progress of the appointment process. There are question marks about the cloak-and-dagger secrecy of the discernment process for a new incumbent. How can this be better handled? Also, communication between people engaged to locum in the same place – in terms of continuity between locums, as well as where there is a cooperating situation.
- Support of and care for locums also emerged as a key concern.

Recommendations

- That thought given to different categories of locum appointment: “fill-in”, short-term, and perhaps “intentional” locum ministries. Note: the Episcopal Church has intentional locum ministry. It would be worthwhile surveying the resources of the Anglican Communion to see what happens elsewhere and whether any of it could be adapted for our use. This seems especially apposite as we note with the retirement of incumbents and the shortage of clergy (which is likely to increase, looking at national trends) the longer vacancies in parishes. Also, “self-managed” interregna could be considered – where a parish is resourced to largely look after itself.
- That there be a Letter of authorisation for locum ministries over 3 months which clearly articulates expectations and working conditions, especially when the ministry is remote from the person’s usual place of habitation. The letter to go to locum and wardens. As a counterpart, a Letter of deauthorisation and thanks –

spelling out that it's time to step back and handing over of authority to incumbent. Expectations to be clearly articulated, including that the usual habit and pattern of the parish in place at the time of the incumbent's leaving not to be changed except by agreement with the wardens and bishop.

- Formal recognition on first Sunday of locum, with some kind of public gesture – perhaps handed the keys and service registers? Maybe a warden reads out letter of appointment from bishop? Hand them back at the “decommissioning”? Formal recognition liturgically on the taking up of a new incumbency where all Lay Readers and retired/locum clergy agree to work under the authority of the incumbent and recommit to ministry under his/her guidance as part of the commissioning service? Perhaps a place where in the commissioning of the new incumbent, the locum is involved in some way in handing over the tools of ministry or similar. Possibly after the wardens have taken custody of the new incumbent?
- A document like the Leaving Well policy, which in general terms sets out the expectations for the different categories of locum ministry, and makes provision for beginning and ending well. The Letter of authorisation would pick up on the contents of the locum policy document – so there would be alignment between the general and the specific.
- That there be someone designated to oversee/care for locum ministers and ministry (a portfolio). This would include receiving feedback from parishes about a locum, and from locums about the parish they've served. It may include maintaining a list of those willing and able to offer locum ministry, and their availability/limits. May also include calling together the group of PTO and locums periodically. (With the opportunity for a timely reminder about ending of ministry and lines of authority – opens up opportunity for discussion and times when people find it hard not to step over the boundary... Needs to be verbal as well as written.) How “we” do locum ministry. This person would be responsible to the Bishop.
- Recommend ongoing conversation about locum ministry.

Keren Terpstra
Chair
Locum ministry review group

BISHOP IN COUNCIL	INCOME	Actual 20-21	Actual 21-22	Budget 22-23	Actual 22-23	Budget 23-24	Budget 24/25
Aboriginal Ministry Fund		71,508.00	42,500.00	0.00	55,357.28		85,000.00
ADF Distribution				0.00			
Parish Contributions		365,271.00	365,271.00	400,000.00	365,271.00	400,000.00	420,000.00
Income from Investment (453 Raymond St)		55.00	141.00	29,602.00	32,727.54	29,602.00	32,000.00
Gippsland Home Mission Fund Grant (GHMF)		0.00	0.00	0.00	0.00	0.00	0.00
Diocesan Trusts and ADF Distributed (80% of income)			0.00	339,700.00	361,881.36	585,625.00	570,000.00
Management Fees Received		39,600.00	55,200.00	64,000.00	50,600.00	32,000.00	50,600.00
Trust Management Fee		130,000.00	130,000.00	130,000.00	130,000.00	130,000.00	150,000.00
Grant to Diocese		340,000.00	340,000.00	0.00	0.00	0.00	0.00
Sundry Income / Phil & Fundraising		32,388.00	14,446.00	22,890.00	78,770.74	115,000.00	50,000.00
Transfer to Reserves / Tfr fr Trust (temp)				0.00	120,000.00		
TGA Advertising				16,500.00	7,046.10	10,000.00	10,000.00
TGA Sales				23,000.00	17,104.20	20,000.00	25,000.00
Total Income		978,822.00	947,558.00	1,025,692.00	1,218,758.22	1,322,227.00	1,392,600.00
ALLOCATIONS	Actual	Actual	Budget	Actual	Budget	Budget	
	20-21	21-22	22-23		23-24	24-25	
Anglican Diocese of Gippsland Administration Ltd - Professional Standards and Workcover		186,640.00	200,000.00	180,000.00	150,000.00	160,000.00	160,000.00
Chaplaincy Federation University - Gippsland		0.00	0.00	0.00	0.00	0.00	0.00
Conference Expenses		2,534.00	12,760.00	8,000.00	30,611.40	8,000.00	10,000.00
Committee Expenses		3,740.00	2,142.00	3,000.00	1,523.93	3,000.00	2,500.00
Clerical Allowances			58,158.00	65,260.00	60,550.06	67,500.00	70,000.00
Clergy Furniture Removal Expenses		19,273.00	18,459.00	20,000.00	17,521.97	20,000.00	20,000.00
Communications and Media (TGA)				70,000.00	114,917.16	82,500.00	120,000.00
General Synod - Statutory Assessment		30,290.00	30,290.00	31,000.00	29,104.79	32,000.00	32,000.00
General Synod - Special Assessment		8,212.00	8,480.00	8,500.00	8,840.16	10,000.00	10,000.00
General Synod and Provincial Council			0.00	0.00	0.00	0.00	0.00
Indigenous Ministry - salaries		45,344.00	62,630.00	62,000.00	58,378.54	65,000.00	70,000.00
Indigenous Ministry - super		6,117.00	6,199.00	6,200.00	5,971.62	6,500.00	7,000.00
Lambeth Conference Allocation		1,500.00	1,190.00	1,500.00		1,500.00	1,500.00
National Home Mission Fund		0.00		0.00	2,019.90	0.00	0.00
National Aboriginal & Torres Strait Islander Anglican Council		0.00	0.00	2,000.00	2,000.00	0.00	2,000.00
St Paul's Cathedral - Maintenance		2,749.00	2,750.00	2,750.00	2,520.76	2,850.00	2,850.00
Synod - Committees		3,740.00	849.00			3,000.00	3,000.00
Victorian Council of Churches		5,000.00	4,000.00	4,000.00		4,000.00	4,000.00
Sundry Allocations (BCA support)		44,725.00	42,500.00	0.00	37,166.64	55,000.00	42,500.00
MD&WP		0.00	0.00	0.00		0.00	50,000.00
ACTinG		0.00	0.00	0.00		0.00	500.00
Total Allocations		315,139.00	407,907.00	288,460.00	521,126.93	520,850.00	607,850.00

	Actual	Actual	Budget	Actual	Budget	Budget
ADMINISTRATION	20-21	21-22	22-23		23-24	24-25
Archives	0.00	0.00	0.00		0.00	500.00
Audit Fees	16,750.00	17,250.00	12,000.00	18,200.00	18,000.00	20,000.00
Accounting fees	52,002.00	25,293.00	25,000.00	31,958.02	15,000.00	32,000.00
Bank Interest and Charges	28,734.00	34,056.00	29,000.00	31,108.00	35,000.00	35,000.00
Bishopscourt Expenses	16,311.00	15,569.00	12,000.00	28,457.01	12,000.00	10,000.00
Books and Stationery	11,818.00	11,683.00	7,000.00	8,341.43	7,000.00	9,000.00
Cleaning and Grounds Maintenance	8,644.00	398.00	3,500.00	1,083.88	30,000.00	2,000.00
Computer Upgrades	0.00	13,076.00	5,000.00		5,000.00	5,000.00
Consultancy Expenses		6,356.00	10,500.00	5,001.50	7,000.00	5,000.00
Depreciation Motor Vehicles	16,039.00	6,045.00	0.00	6,860.00	0.00	5,000.00
Depreciation Other than MV	16,291.00	8,728.00	0.00	12,476.00	0.00	0.00
Diocesan Website	600.00	840.00	660.00	600.00	800.00	2,000.00
Energy Costs	2,597.00	1,679.00	3,000.00	2,756.09	3,000.00	3,000.00
Fee for Service Expenses			1,750.00		1,750.00	2,000.00
Fundraising Initiative	0.00	1,008.58	50,000.00	113.64	50,000.00	50,000.00
Insurance	38,939.00	30,688.00	45,000.00	22,256.45	35,000.00	35,000.00
Legal Expenses	0.00	700.00	4,000.00	387.16	4,000.00	1,500.00
Miscellaneous	5,968.00	862.00	1,000.00	10,698.06	1,000.00	7,500.00
Parish Accounting Fees	425.00	363.00	700.00	1,699.97	700.00	700.00
Postage, Freight, Bank Charges	3,095.00	2,628.00	5,000.00	2,800.40	3,000.00	3,000.00
Purchase EV Cars x 2 - Capital costs	0.00	0.00	0.00	0.00	29,000.00	29,000.00
Rates 453 Raymond St	15.09	0.00	950.00	213.00	1,000.00	1,000.00
453 Raymond St Expenses / Maintenance	4,502.00		1,800.00	4,951.97	1,800.00	5,000.00
Redress Expenses			1,750.00	3,743.96	100.00	100.00
Registry Expenses (Rent) and Rates	18,000.00	18,000.00	28,000.00	16,227.28	28,000.00	25,000.00
Registry Maintenance Contracts	6,254.00	15,318.00	5,000.00	13,564.41	12,000.00	15,000.00
Registry Computing facilities	6,254.00	10,038.00	7,500.00	11,725.45	7,500.00	
Security		597.00	0.00	309.79	0.00	0.00
Diocesan Synod Costs	1,654.00	849.00	3,000.00	3,494.32	3,000.00	2,000.00
Telephone	11,821.00	12,207.00	1,000.00	6,203.05	0.00	0.00
Travel Expenses - General	0.00	1,793.00	500.00	3,740.71	1,500.00	2,000.00
Total Admin	1,191,612.00	1,186,327.00	417,360.00	218,509.38	327,150.00	317,300.00
STAFFING COSTS	20-21	21-22	22-23		23-24	24-25
	Actual	Actual	Budget	Actual	Budget	Budget
Bishopric			118,000.00	111,844.79	133,000.00	135,000.00
Registrar total package			95,881.87	98,881.87	100,000.00	108,262.00
Registry Salaries			122,118.13	174,349.27	160,262.00	180,000.00
Casual staffing			20,300.00		10,000.00	10,000.00
Superannuation			18,000.00	19,677.51	37,500.00	29,538.00
Total staffing	445,731.00		374,300.00	404,753.44	440,762.00	462,800.00
Allocations	0.00	0.00	288,460.00	521,126.93	520,850.00	607,850.00
Administration	266,713.09	236,024.58	417,360.00	218,509.38	327,150.00	317,300.00
Staffing Costs			374,300.00	404,753.44	440,762.00	462,800.00
Total Expenditure	1,027,583.09	643,931.58	1,080,120.00	1,144,389.75	1,288,762.00	1,387,950.00
Surplus / Deficit			-54,428.00	74,368.47	33,465.00	4,650.00