



Whistleblower Policy			
Body adopting policy:	Diocesan Council	Date of adoption or last review:	11 November 2020
Related Documents:	Whistleblower Procedures	Review schedule:	5 Years

1. Introduction

1.1. Background

The Synod of the Diocese of Adelaide of the Anglican Church of Australia Inc (the Synod) adopted the AFSA Whistleblower Policy in 2013. The AFSA Whistleblower Policy was limited in its scope, as it related only to activities within AFSA. The Synod is committed to accountability and transparency in the conduct of all its activities.

1.2. Objective

The Synod aims to provide a supportive relationship in the work environment where concerns about fraudulent, corrupt or illegal activity and financial maladministration can be raised without fear of retribution.

1.3. Scope

The **Whistleblower Policy** applies to all current and former Synod officeholders, employees and volunteers.

2. Principles

- 2.1. The Synod is committed to honesty, integrity and ethical behaviour in the conduct of all its activities.
- 2.2. The Synod upholds the principles of transparency and accountability in its management and administrative practices.
- 2.3. The Synod does not tolerate fraudulent, corrupt or illegal activity or financial maladministration within the Synod's operations.
- 2.4. The Synod will support and protect any person who raises a concern in good faith about possible **wrongdoing** under this Policy.
- 2.5. The Synod will ensure that it maintains confidentiality concerning the identity of the person making the **disclosure**, wherever possible.
- 2.6. The Synod will investigate all concerns disclosed and will conduct its investigations in a fair and impartial manner.
- 2.7. The Synod will keep persons who make **disclosures** informed about the progress and outcome of its investigation.
- 2.8. The Synod will take appropriate action to rectify the consequences of any **wrongdoing** identified as a result of a **disclosure** made under this Policy or under the **Act**.
- 2.9. The Synod will take appropriate disciplinary action against officeholders, employees or volunteers found to have engaged in **wrongdoing**.
- 2.10. The Synod will adopt policies and procedures to address any gaps in its policies or internal controls that become apparent as a result of a **disclosure** made under this Policy.

3. Roles and Responsibilities

3.1. Diocesan Council is responsible:

- 3.1.1. for approving the **Whistleblower Policy** and for reviewing and approving any revisions to it; and
- 3.1.2. for reviewing annual reports from the **Diocesan Risk and Audit Committee**.

3.2. Diocesan Risk and Audit Committee is responsible:

- 3.2.1. for reviewing and endorsing the **Whistleblower Policy** before it is submitted to Diocesan Council for approval;
- 3.2.2. for reviewing and endorsing any revisions to the **Whistleblower Policy** before it is submitted to Diocesan Council for approval;
- 3.2.3. for receiving reports from the **Secretary of Synod** on compliance with and the effectiveness of the **Whistleblower Policy**; and
- 3.2.4. providing a report to **Diocesan Council** annually on compliance with and the effectiveness of the **Whistleblower Policy**.

3.3. Secretary of Synod is responsible:

- 3.3.1. for developing and implementing procedures to give effect to the **Whistleblower Policy**;
- 3.3.2. for monitoring compliance with the **Whistleblower Policy**;
- 3.3.3. reporting to the Diocesan Risk and Audit Committee on compliance with and the effectiveness of the **Whistleblower Policy**;
- 3.3.4. for reviewing the **Whistleblower Policy** and making recommendations for revisions for consideration by the **Diocesan Risk and Audit Committee** and subsequently by **Diocesan Council**;
- 3.3.5. for informing all relevant stakeholders about the **Whistleblower Policy** and Procedures

4. Review Schedule

This **Whistleblower Policy** must be reviewed every 5 years.

5. Definitions

Disclosure means raising a concern about possible **wrongdoing**.

Wrongdoing means conduct which in the view of a person acting in good faith is

- fraudulent
- corrupt
- illegal
- dishonest
- in breach of legal or professional obligations
- unauthorised expenditure or application of Synod's resources or any breach of the Synod's internal policies or of approved accounting standards, within the Synod's operations
- dangerous to public health, safety or the environment
- improper or unethical and likely to cause reputational damage or other loss (financial or non-financial) to the Synod or to the Anglican Church of Australia.

6. Related Documents

6.1. Other Diocesan Ordinances, policies and procedures

Professional Standards Ordinance 2015

Faithfulness in Service – A national code for personal behaviour and the practice of pastoral ministry by clergy and church workers (November 2016)

Principles of Delegation Policy

6.2. Reference documents
Corporations Act 2001 (Cth)
Banking Act 1959 (Cth)

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