

# EDINBURGH DIOCESAN SYNOD

2024



ANNUAL REPORT &  
SYNOD AGENDA  
24 FEBRUARY 2024

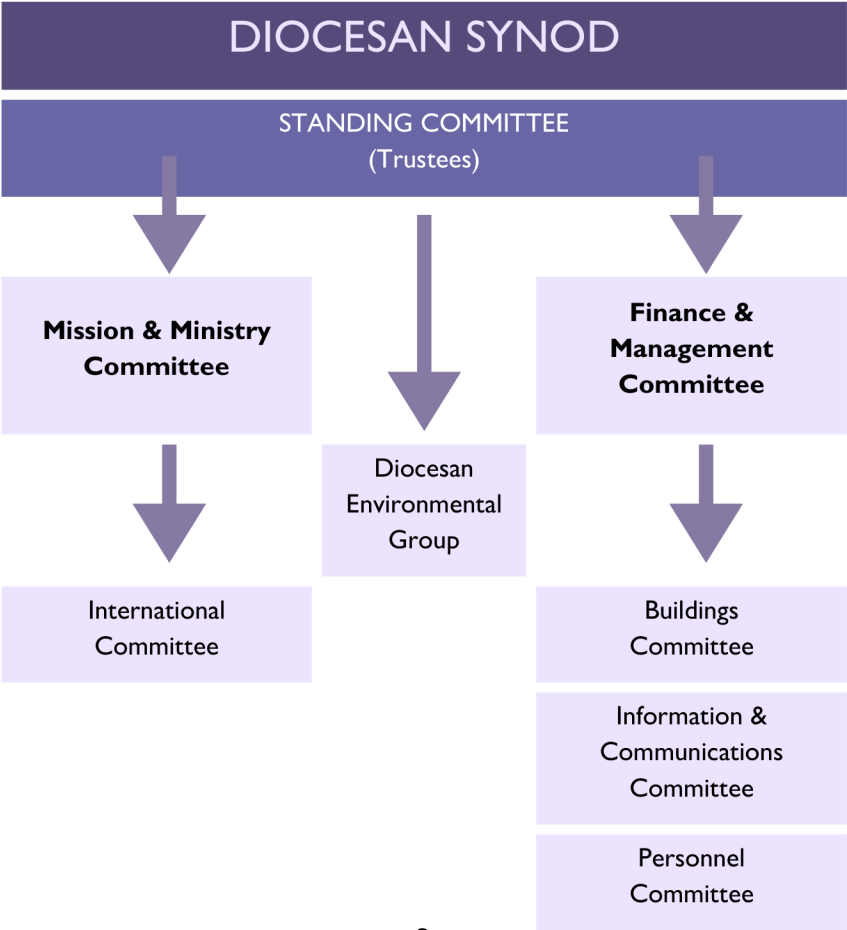
# TABLE OF CONTENTS



03	DIOCESAN STRUCTURE
04	DIOCESAN TRUSTEES
07	AREA COUNCILS
09	ANNUAL REPORTS
09	STANDING COMMITTEE
11	MISSION & MINISTRY
18	FINANCE & MANAGEMENT
23	BUILDINGS
26	SAFEGUARDING
29	SYNOD MEETING AGENDA



# DIOCESAN STRUCTURE



# THE DIOCESAN TRUSTEES

**THE MEMBERS OF THE STANDING COMMITTEE ARE ELECTED BY DIOCESAN SYNOD AND ARE OUR CHARITY TRUSTEES. ELECTED MEMBERS HAVE A 4-YEAR TERM OF OFFICE RENEWABLE ONCE.**

---



## **THE RT REVD DR JOHN ARMES**

Bishop of Edinburgh (Convenor)

An Ex-officio member of the committee whilst holding that office. Bishop John was consecrated as 26th Bishop of Edinburgh on 12 May 2012.

---



## **THE VERY REVD FRANCES BURBERRY**

Dean of Edinburgh Diocese

An Ex-officio member of the committee whilst holding that office, and was appointed as Dean in March 2017. The Dean holds the office for five years, renewable for a further period or periods of five years. Frances is also Rector of St Ninian's Comely Bank, Edinburgh

---



## **THE REVD ROSIE ADDIS**

Rector of Bathgate & Linlithgow

Elected by Diocesan Synod in 2019.



### **REVD DAVID DIXON**

Priest in Charge of St Barnabas, Moredun in Edinburgh  
Elected by Diocesan Synod in 2021



### **VICTORIA ELLIOTT**

A member of the congregation at St Mary's Cathedral, Edinburgh and a member of the General Synod. Elected by Diocesan Synod in 2017



### **IAN LAWSON**

Diocesan Treasurer

An Ex-officio member of the committee whilst holding that office, and was appointed as Diocesan Treasurer in 2018. Ian is also Treasurer of The Good Shepherd, Murrayfield in Edinburgh.



### **THE REVD DR SOPHIA MARRIAGE**

Convenor of the Mission & Ministry Committee

An Ex-officio member of the committee whilst holding that office, and was appointed in 2019. Sophia is also Rector of St Mark's Portobello in Edinburgh.



### **PIPPA SNELL**

Diocesan Registrar

An Ex-officio member of the committee whilst holding that office, and was appointed in 2019. The Diocesan Registrar advises the Bishop on legal matters.



### **DIOCESAN SECRETARY**

Office currently vacant



### **LAY MEMBER**

Currently Vacant

# THE AREA COUNCILS

**THE DIOCESE CONSISTS OF SEVEN AREA COUNCILS. EACH ONE ELECTS A DIOCESAN MEMBER OF THE GENERAL SYNOD. EACH CHARGE WITHIN THE AREA COUNCILS ELECTS A LAY REPRESENTATIVE TO DIOCESAN SYNOD**

---



## **BORDERS**

Coldstream • Duns • Eyemouth • Galashiels • Hawick • Innerleithen • Jedburgh • Kelso • Melrose • Peebles • Selkirk

---



## **EDINBURGH EAST**

Old St Paul's • St Barnabas • St Columba • St Margaret • St Mark • St Peter

---



## **EDINBURGH FORTH**

Holy Cross • St David • St James • St Ninian • St Paul & St George • St Philip & St James • St Vincent • South Queensferry



## **EDINBURGH SOUTH**

Christ Church • St Cuthbert • St Fillan • St John • St Michael & All Saints • Penicuik • Roslin • West Linton



## **EDINBURGH SOUTH WEST**

Balerno • Dalmahoy • Cathedral • Good Shepherd • St Martin • St Salvador



## **MID & EAST LoTHIAN**

Dalkeith • Dunbar • Gullane • Haddington • Lasswade  
• Musselburgh • North Berwick



## **WEST FORTH**

Bathgate • Bo'ness • Falkirk • Grangemouth •  
Linlithgow • Livingston



# ANNUAL REPORTS

## REPORTS FROM DIOCESAN COMMITTEES AND ASSOCIATED SECTORS

### DIOCESAN STANDING COMMITTEE • 2023

CONVENOR - THE RT REVD DR JOHN ARMES, BISHOP OF EDINBURGH

#### INTRODUCTION

As set out in the Diocese's Administrative Scheme, the Standing Committee is the Diocese's senior committee, with its membership being the formal Charity Trustees of the diocese. It oversees the work of, and receives advice and reports from, its two pendant specialist committees – Finance & Management and Mission & Ministry.

The Committee also has the authority to take decisions and otherwise act as necessary on Synod's behalf, between Synod meetings.

The Committee met four times during the year. There were no extraordinary meetings, but the Committee did, where urgency was required, take a few urgent decisions on the basis of email consultation.

Committee membership did not change during the year, and is set out at the end of the report. Godfrey Robson demitted at year end.

In the nature of the Committee's remit, its role in practice is supervisory, considering and acting on recommendations and exploratory work undertaken by other committees. **But its role is also strategic, able to take a broad view of Diocesan issues and priorities**, as well as dealing with high-level unforeseen issues.



#### BUSINESS IN THE YEAR

The Committee received regular reports from both of its pendant bodies - the Finance & Management and the Mission & Ministry Committees - through the year.

The main issues to be dealt with were the following:

- Following its decision the previous year, and to confirm the importance the Church is affording to the **Environmental agenda**, the new Diocesan Environmental Group is reporting directly to the Committee directly (rather than via F&M). Bethany Nelson attends Committee meetings and reports on her Group's work. The Committee reflected, before the June 2023 General Synod, on proposed new Provincial appointment(s) and remit on environmental matters, and felt some concern at the proposal for each diocese to employ a full-time environmental advisor, both on grounds of cost and in doubt as to whether there was a full-time job. This was reflected in decisions subsequently taken at General Synod, and the revised arrangement to appoint a panel of advisers each representing a different specialism and operating across diocese, was welcomed. The Committee noted, however, that there would still be significant cost implications down the line. They accepted the F & M Committee advice that it was unnecessary to budget specifically for this for 2024, when new costs would probably be limited and absorbable.
- The Committee also considered on two occasions, the forthcoming requirements of the '**Register of Persons with a Controlling Interest in Land**' (ROCL). This will require both the Diocese and individual Vestries to enter details of church buildings and other properties in the Register, and the identities of owners and "controllers". After some years of delay and (largely unfruitful) debate with Government, this is now going ahead and registration is required by 1 April 2024. The Committee agreed, on advice from the Diocesan Registrar and the Secretary, that this would be a fairly complex exercise and could only confidently be done properly and to time, if subcontracted to a legal firm. But it was recognised that this would be another significant and unwelcome cost for the Diocese.
- The Committee remained closely in touch with development of the '**Investing in the Future Initiative**'. It welcomed the considerable progress being made, the generally positive view now being taken in the Diocese, and the willingness of the Mission & Ministry Committee now to take over responsibility for oversight and review of the individual projects. The Committee hoped that this initiative would stimulate wider and longer-term support for diocesan mission. Area Councils were now reflecting on possible further initiatives.

**“The Committee remained closely in touch with development of the Investing in the Future Initiative**

- Along with this, the Committee also welcomed the newly appointed Adviser for Christian Life, and the progress already made in support for clergy through the Clergy Ministerial Review process, the organisation of CMD training/discussion days and the reestablishment of a central resource on Youth & Childrens' ministry.

*Simon Filsell*  
**Diocesan Administrator**

## DIOCESAN MISSION & MINISTRY COMMITTEE • 2023

### CONVENOR - THE REVD CANON DR SOPHIA MARRIAGE

#### MEMBERSHIP

Rt Revd Dr John Armes – Ex-officio	Very Revd Frances Burberry – Ex-officio
Diocesan Secretary (vacant) – Ex-officio	Revd Philip Blackledge
Revd Canon Dr Sophia Marriage	Revd Nicky McNelly
Anne Martin	Revd Liz O'Ryan
Revd David Paton-Williams	Rachel Penman
Revd Libby Talbot (resigned 2023)	

The vision of the Diocese of Edinburgh is that every congregation be a **community where people find faith, grow in faith and share their faith.** Our

**“2023 has been a year of significant growth and consolidation of the work of the Committee**

diocese is varied in its traditions, styles of worship and theological approaches. This richness enhances

our life together and we have a history of working well together and supporting one another. We are committed to the mission of God, working to listen to the Spirit of God, and encouraging one another to respond to that call in joyful service.

The Diocesan Mission and Ministry Committee exists to help each congregation to grow in their mission and ministry under this vision. The committee helps to resource congregations and clergy, enabling ongoing development and learning, and

providing opportunities for people across the diocese to support and nurture each other in their faith journeys. It has committed to shape its work by the Anglican **Five Marks of Mission**.

It does this through distinct areas of expertise and discrete pieces of work,

prioritising clergy development, international links, lay learning and support of the young people of the diocese. 2023 has been a year of significant growth and consolidation of the work of the Committee with the establishment of long-term structures and programmes to support mission and ministry across the diocese.

## FIND faith ♦ GROW faith ♦ SHARE faith

### DMMC Officers

---

The work of the DMMC changes as we seek to respond to changing circumstances and the pandemic affected the ways both clergy and laity lived and ministered. By the end of 2022, DMMC decided to combine two previous part time roles into one full time role, bringing together the former Ministry Development Officer post (2 days a week) and the Youth & Children's Officer (3 days). The emphasis of this new role was **to facilitate, resource and encourage the mission and ministry of all members of the diocese** as a cohesive whole.

In May we were delighted that the Rev Fiona Reynolds joined the diocese as the **Advisor for Christian Life**. This role:

- supports lay ministry and the ministry of all generations in our diocese,
- sustains a coherent pattern of clergy development and support,
- and facilitates diocese-wide events (for example, the Big Day).

Joanna Appleby has continued to support this role with clarity and efficiency.

DMMC would like to register their whole hearted thanks to both Fee and Joanna for their dedication and wisdom as the new team was formed.

### Support for those in Authorised Ministry

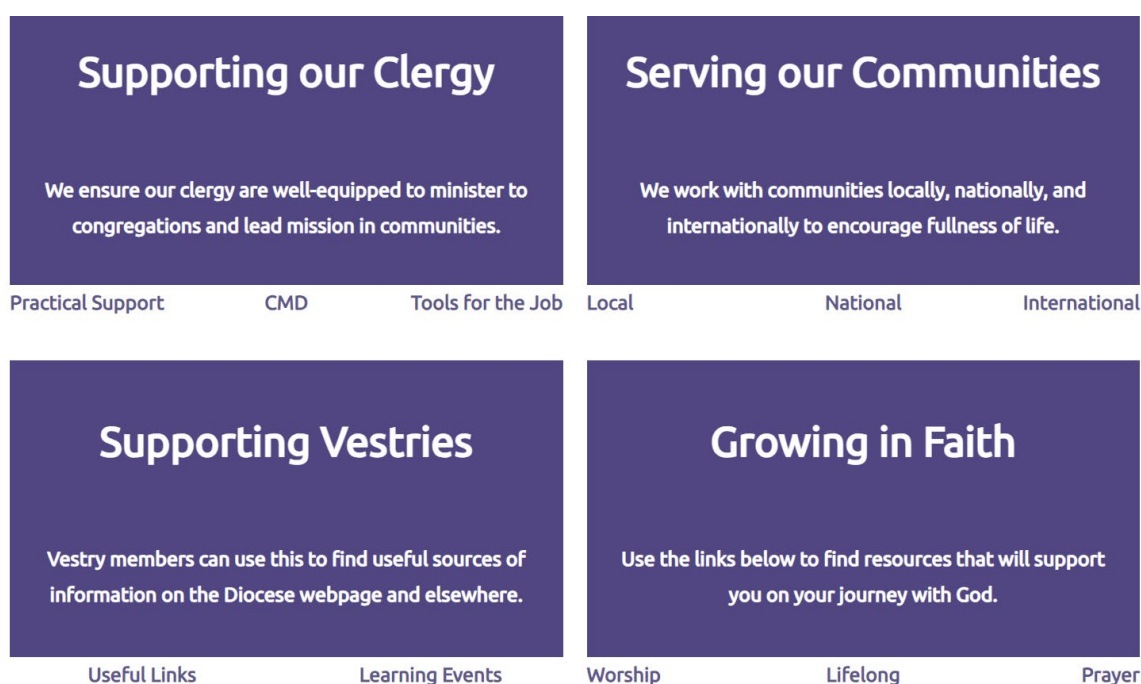
---

Support for those in authorised ministry now has a number of established strands:

- 3 days for **Continuing Ministerial Development** each year: this year we have welcomed Steve Aisthorpe (responding to our Scottish culture); Rev Mark

Johnston (change and challenge in ministry); and Prof Helen Bond (exploration of the gospels of John and Mark).

- The re-establishment of monthly **Learning Lunches**: with a mixture of in person and on-line sessions, often on more practical parts of church life.
- **Ministerial Reviews**: all incumbents are offered an annual opportunity to reflect on their ministry with a colleague. This is now in the second year, and is proving a real blessing to many across the diocese
- The **Clergy Conference**: this annual conference is the main opportunity for the clergy to come together. In November 2023, the clergy were joined by Steve Aisthorpe and Fr Gero McCloughlin, for a few days of reflection and discussion. Once again, the diocese welcomed two colleagues from the Diocese of Espoo.
- The development of the support and accountability structure for the five new opportunities around the diocese receiving funding through the **Investing in the Future** initiative (see below).
- Grants for individual development: four clergy from around the diocese have been awarded grants including for conferences at St George's House, Windsor, for Spiritual Direction training, and for sabbatical costs.
- Day Conference for **Lay Readers**: in August, the lay readers from the diocese came together to reflect on local mission and congregational growth. Ross Jesmont led the thinking by sharing the recent experiences of St Salvador's, Stenhouse.



- Online Resources: the DMMC pages on the diocesan website have been redesigned. This is ongoing work and the committee welcomes suggestions for these pages. Monthly newsletters also enables clergy and lay leaders to stay up to date with information and training opportunities.

## Lay Office holders

In 2022, the Ministry Development Officer identified one of the major challenges facing charges was the training, resourcing, encouragement and recruitment of volunteers

**“These informal occasions offer opportunities for the diocese to thank people for their amazing dedication to their local churches**

for leadership roles. With this in mind, DMMC have now held two **Vestry Training Days** with Charity Lawyer, Gavin McEwen. These have been exceptionally well received, and the intention is that they will become a regular fixture so that as vestry members rotate we can ensure good practice is widely shared.

In addition, DMMC has started to hold Lunches for Officer bearers. These informal occasions offer opportunities for the diocese to thank people for their amazing dedication to their local churches and to enable


them to meet others in similar work. So far, there has been a lunch for church wardens and for secretaries.

## Youth and Children

The role of Advisor for Christian Life includes support for the Youth and Children Workers across the diocese. Some of these are paid positions, many are voluntary. This year, this included bringing together the paid workers, and providing training for all workers in *Out of the Box* resources.

In August, a number of **young people** from the diocese attended the Youth Week in Glenalmond College. In September, the young people of the diocese met for an evening of pizza and bowling and building on this a number of other events have been arranged.




The **Diocesan Play Church** has visited Christ Church, Falkirk and St Mungo's, West Linton and is currently with St Columba's by the Castle in Edinburgh. There is a waiting list of hosts for 2024-25, but expressions of interest are always welcome.



Edinburgh Diocese  
**YOUTH & CHILDREN**

Christmas 2023      Contact Fiona Reynolds: freynolds@dioceseofedinburgh.org

## 2023 in review

**IN THIS ISSUE**

Toddler Churches

All-Age Activities

Seasonal Sessions

Ecumenical Working

Diocesan Events

Plans for 2024

Regular e-newsletters sharing resources and experiences are sent to those involved in youth and children's work across the diocese. At the end of 2023, a newsletter was produced which provided a snapshot of the **many, creative and varied ministries amongst young people**.

## Whole Diocese

---

**Lent Course:** For the second year running, DMMC produced a Lent Course and offered it to the whole diocese. This was entitled 'Faith is a Verb' and was well received. It is encouraging when people from different charges across the diocese are walking similar paths through a shared Lent Course.

**The Big Day:** this annual celebration held in St Mary's Cathedral was held at the beginning of June and invited the charges of the diocese to share their mission story through the eyes of a Biblical story. **The Big Story** brought together more than two thirds of the diocesan charges, and enabled a wide range of workshops and worship.

The **St Hilda's Fund** provides small scale grants to congregations as seed funding for mission initiatives and ventures. There were many different applications in 2022 as charges returned with refreshed vigour and imagination to mission post-covid. This year, one grant was made to **St Peter's Galashiels** for improvement work to their signage.

## International

---

At the beginning of 2023, Rev Nicki McNelly was appointed convenor of the International Committee and started the year forming relationships with our three link dioceses: Cape Coast, Dunedin and Espoo. After email and zoom meetings with each of them, she formed an Edinburgh committee: Rev David Paton-Williams focusing on Cape Coast, Rev Nick Wills focusing on Dunedin and Rev Christine Downey on Espoo.

**Cape Coast, Ghana:** this link received the Bishop's Lent Appeal funds in 2023 to help with a water project. In discussion with Joseph Bain-Doodu, he asked if we could also help with training of ordinands, as sometimes, they cannot find the money to pay the lecturers. David has been in discussion with Rev Mike Hull (SEI) about the sharing of resources and they are looking at how this might take shape.

**Dunedin:** One specific thing Dunedin has asked for help with is information on how we supervise our laity and clergy, particularly those working in remote areas. They have a number of lay ministers and NSMs in remote areas offering pastoral care, with nobody local to supervise. They wondered if we could link people in similar situations in our diocese to have zoom calls not for 'official' supervision but for supportive chats. We will investigate this in the coming months. Nick is hoping to take a sabbatical in



New Zealand and has been in touch with the diocese about that, particularly looking at linking individual churches in both dioceses.

**Espoo:** is our most active link, probably for geographical reasons. We had a good visit from their diocesan team in May, where they were kindly entertained by Bishop John and Clare one evening, followed by a visit to Rosslyn the next morning, and then discussions on subjects they had requested – Refugees, Youth Groups, Net Zero 2030 and Community Building, generously hosted by St. John's, Princes Street. In November we welcomed two of their priests to Clergy Conference. Discussions are now underway for two people to visit their training camps in May.



## Conversations

---

In 2022, DMMC held informal conversations with colleagues through the summer months. These offered an opportunity to celebrate and to hear of ministry in different charges, with the aim of informing the conversations and decisions of the committee for the rest of the year. This was repeated in 2023, although it was noticeable how much busier clergy had become in the intervening 12 months. The conversations centred around **what we wanted to celebrate and what may be more challenging**. The four areas of discussion were also shared with lay readers and with office holders at lunches.

“the positives  
outweighed  
the negatives”

These conversations offered a snap shot of the diocese. On the whole the positives outweighed the negatives, especially when celebrating small increases in worshippers and in volunteers, plus new initiatives starting to flourish. There is, however, a minority of congregations where numbers remain stubbornly low or are falling, and/or where key roles are vacant. This causes strain on those already in posts. Their prayer is to find volunteers, from within the congregation or across the wider diocese, to stabilise and re-grow their ministry and mission.

## Investing in the Future

---

This initiative emerged from the Finance & Management Committee as a response to signs of new energy and momentum across the diocese. F&M had the vision and confidence to release £750,000 over 5 years to fan the opportunities of growth within the diocese.



DMMC has the responsibility for the overall scrutiny and evaluation of these funds, and has identified three priorities:

- To **support development of congregations** currently in difficulty but **where we see longer term prospects for growth** and development
- To develop our presence in **areas of significant housing and population growth**
- To **support charges in areas of social need**, which might or might not become completely self-supporting in time.

There has been much work through 2023, identifying five places which offer hope and opportunity, especially places where new directions have been discerned for leaders to join congregations actively engaging in mission in new ways. The first tranche of funds have been offered to the congregations of:

- St Peter's Galashiels and St John's Selkirk
- St John's Jedburgh and St Cuthbert's Hawick
- St Matthew's Roslin
- St David's Pilton
- The Priory Church, South Queensferry.

DMMC, in consultation with the bishop, has appointed five Diocesan Companions to walk with the new priests-in-charge, and has established a process of review, evaluation and support. We are very aware that this is a learning process, and that all these processes will be changed as we learn through the experiences of these five charges.

## Going Forward

---

Mission and Ministry is at the heart of our Christian life and our life together as a diocese. After a year of change, the coming year will be building on these foundations so that the ongoing development of clergy and laity becomes established within the diocese. This includes through CMD days, Learning Lunches, clergy lunches and lay reader conferences; the Big Day in May; the diocesan Lent Course; ongoing training and support to the office bearers and vestry members across the diocese; and continuing to bring together the young people of the diocese for fellowship, prayer and discussion. There are **early plans to re-establish a network for lay learning across the diocese.**

The ongoing role of the ACL will be to ensure the programme of training and events continues to respond to the needs of the diocese. Alongside this, DMMC will concentrate this year on the appropriate structures and future development of *Investing in the Future*. This will include building on discussions at Area Councils in the autumn of 2023, and working with the bishop and dean, to build new opportunities for investment as funding permits.

Much of the work of DMMC is undertaken by volunteers from across the diocese who are not members of the committee. This includes planning and delivery of the Big Day, Ministerial reviewers, Diocesan Companions, support for vestries, and leadership at youth events. **DMMC is deeply grateful to all who take on roles within the wider diocesan life, as we seek to respond to God's call here and in today's world.** There are many opportunities to get involved in the work, and the convenor would be delighted to discuss ideas and further offers of help.

*Rev Canon Dr Sophia Marriage*  
**Convenor**

## DIOCESAN FINANCE & MANAGEMENT COMMITTEE • 2023

### CONVENOR – (VACANT)

## MEMBERSHIP

Rt Revd Dr John Armes – Ex-officio	Very Revd Frances Burberry – Ex-officio
Diocesan Secretary (vacant) – Ex-officio	Ian Lawson – Ex-officio
Mark Harris	Revd Dr Stephen Holmes
Ian Kerry	Revd Canon Bob King
Anne McAlister	Kenneth Ramage
Alex Stewart	David Todd
2x vacancies	

## INTRODUCTION

The Committee's responsibilities are to manage Diocesan finances and general administration. This includes in particular, oversight and control of

expenditure in-year, budgeting for the forward year, determination of forward year Quota, monitoring the finances (and therefore health and sustainability)

of individual congregations, risk review and review of investment performance. The Committee also stands ready to provide ad hoc advice and help to Vestries.

The Committee met four times during the calendar year. Subgroups met separately to deal with issues arising ad

hoc. The Committee members are listed at the start of the report, and we thank them sincerely for their dedicated and voluntary help in **steering the financial management of the diocese** through another challenging year. The Revd David Todd joined the Committee mid-year. David McLellan and Godfrey Robson left at year end.

## MAIN RECURRING BUSINESS

---

The main work was as follows.

- The annual Report & Accounts for 2022 were completed and audited in good time. There were no significant issues arising from the audit.
- The annual exercise was undertaken to review congregational accounts, delayed as normal by late return of accounts (and in some cases accounting errors). This revealed a number of congregations giving rise to concerns. The committee is currently engaged with two charges facing particular difficulties, and seeking to identify possible practical assistance.
- Budget monitoring in-year and performance against budget was carried out on a regular basis and careful consideration given to unpredicted expenditure needs
- The budget planning for the forward year, always needing to be done in a constrained timescale, was completed satisfactorily and, with the consequent recommendation for 2024 Quota, was endorsed by Standing Committee and thereafter by the October 23 Synod. Despite the substantial proposed increase in Provincial Quota being requested for 2024, and general pressure on costs, the proposed increase in Diocesan quota was restricted to 3%.
- oversight of Diocesan Office management presented few problems in the year, with **the office fully-staffed for the first time in several years.**
- Through the Buildings Committee, oversight and provision of advice and assistance on the management of church buildings and related properties,

**“the proposed increase in Diocesan quota was restricted to 3%**

administration of grants and oversight of Canon 35 applications and of the Quinquennial Review process.

## ADDITIONAL BUSINESS IN 2023

---

The following main matters arose.

- The well understood **difficulties in manning vestries, and in particular finding volunteers willing to take on Vestry offices**, continued to be a matter of concern. It was recognised that we desperately need (lay) volunteers willing to work with some Vestries helping to build up their own capacity, including financial stability.
- Some progress has been made in identifying software packages – such as ExpensePlus, used at the Diocesan Office - and/or small accountancy firms willing and able to help Vestries with their accounting at moderate cost, and advice is available from the Committee. Earlier thought of negotiating a package centrally with a single accountancy company was not thought worth pursuing.
- The Diocesan Treasurer has been arranging meetings with groups of Vestry Treasurers, and these are proving helpful in sharing information and advice among Treasurers.
- Once again, reflecting the general difficulty in finding volunteers, the Committee's subcommittees on Personnel and on Communications remain dormant though there are some hopeful prospects now being pursued.
- A major review was undertaken of potential risks facing the Diocese, the **central Risk Review document** was updated, and the Committee resolved to keep this under regular review
- The Committee's major initiative "Investing in the Future" has taken off, and by the time Synod meets, agreements will have been reached with six Vestries, with four new incumbents installed, to lead new mission projects. In autumn 2023, the Committee formally handed over to the Mission & Ministry Committee the responsibility to monitor and support these initiatives. This



Committee will of course remain responsible for financing of the initiatives, and in future development of further ideas for growth.

## DIOCESAN OFFICE

---



The Diocesan Office remains the focus of support for all the charges of the diocese, and the physical working home of the officers, staff and committees of

the Diocesan Synod. We are committed to constantly look at the way we do things, the way we present ourselves and the areas of support we can feasibly provide. Nevertheless, there are only 2 full-time staff and 4 part-time staff working alongside the Bishop, Dean and Diocesan Secretary and we do our best to look after each individual working at the office and help them to do the best job they can, in a friendly and supportive environment.

At the start of 2023 we upgraded the old and slow Broadband line with BT to one which was 4x faster, in order to service **the new demands for video meetings technology and other IT innovations**. Inevitably, IT costs continue to increase as network security becomes more important, and we find new ways of completing tasks more efficiently – thus mitigating the need for more staff resources at the office.

We also started discussions to move more of the Diocesan Payroll Service processing to an external accountancy company. This led to contracting Douglas Home & Co to produce the monthly reports, **saving around 10 hours per month of Diocesan Office staff time**, whilst increasing the costs of the service by only £5 per month for each congregation using the service.

We took on board the **environmental agenda** and, amongst various initiatives, installed a Hive heating control system. This now enables each individual radiator to be time-programmed according to staff members' hours in the office, so we no longer heat unoccupied rooms. We also now have a 'worktop' water kettle/boiler which dispenses precise amounts of water for teas and coffees, so we are no longer boiling a whole kettle for only 1 or 2 cups. We installed an energy monitor, as we have no Smart Meter, to demonstrate our electricity use in real time. A good reminder to all our staff about the levels of energy we use!



The Bishop's PA and Diocesan Administrator attended the Annual Diocesan Officers Meeting, this time in Oban. Meeting with the staff from other offices around the SEC

**“it was lovely to see the Diocese Office in Melrose and great to finally meet and greet the people behind the emails**

who have the same responsibilities proves very valuable in sharing ideas, resources and innovations.

October saw the first part of a new initiative, to **take the Diocesan Office out on the road for a day.**

We were very aware that the footfall at the office was primarily people in Edinburgh, perhaps inevitably. We therefore unplugged our laptops, coffee machines etc. and setup to work as normal for the day, but at Holy

Trinity Melrose's 'Trinity Centre'. Invitations were sent

to all the Vestry members of the Borders to drop in and meet us and ask the questions they might not get around to doing by phoning/emailing us. We were able to take all our phone calls as usual, and even answered the doorbell of the office.....from Melrose. Feedback from the day was hugely positive and encouraging:

- *“how lovely it was to see the Diocese Office in Melrose and it was great to finally meet and greet the people behind the emails”*
- *“Thank you all so much for making the Pilgrimage to the Borders today”*
- *“A lovely idea”*

In 2024 similar day visits are planned to East Lothian and West Lothian.

*Simon Filsell*  
**Diocesan Administrator**

## DIOCESAN BUILDINGS COMMITTEE • 2023

### CONVENOR – ALEX STEWART

---

#### MEMBERSHIP

David Barrett (Consultant – East Lothian)	Very Revd Frances Burberry – Ex-officio
David Gibbon	Paul Goode (Consultant – Borders)
Jim Mein	Alex Stewart
Howard Thompson	Nicholas Uglow (Consultant – Edinburgh City)

The Diocesan Buildings Committee is charged with examining and deciding on applications for changes to “the structure, ecclesiastical furniture or ornaments, monuments, mural tablets or painted windows” of churches as required by Canon 35 and provides advice and guidance to the Diocese and Vestries on property matters. The committee considers applications for grants from the Provincial Building Fund and from the Edinburgh Diocesan St Andrew’s Building Fund, receives and examines Quinquennial Reports from charges, commenting and seeking further information as required. **The Committee undertakes the inspection of vacant rectories prior to them being re-occupied to assess their condition and continued suitability** for use as a

Rectory. The committee meets regularly to ensure applications are dealt with in accordance with the timetable laid down in Canon 35 and to



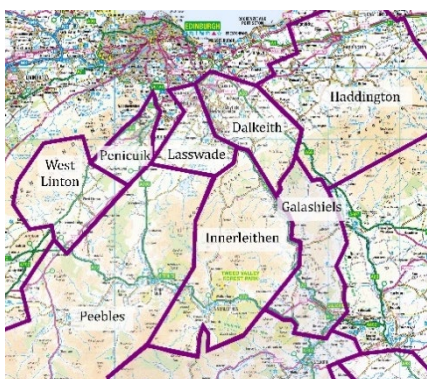
tie in with deadlines for submission of Provincial Buildings Grants. Members visit churches and charges as necessary to consult with Vestry representatives about significant proposals and schemes.

#### CONSULTANT MEMBERS

---

A new arrangement was put in place in order to better understand schemes put to the committee and for better interaction with charges. The title of ‘Consultant Member’ was created. Whilst they would not be full-voting members of the Committee, three people, living in those regions, were appointed to cover all geographical areas of the diocese:





1. **Edinburgh City – Nicholas Uglow**
2. **West Lothian – to be appointed**
3. **East Lothian – David Barrett**
4. **Borders – Paul Goode**

When Canon 35 schemes, Provincial Buildings Grant applications or Quinquennial Reports are received, the committee is now able to ask the appropriate

consultant to review them and, where necessary, visit the church and have a dialogue to report back to the full committee.

The Committee actively monitors the submission of Quinquennial surveys from Charges. Unfortunately, only 9 of the 16 reports due were received, and followed up, during the year. The Quinquennial Reports not only provide a ‘snapshot’ of condition of the churches and rectories, but are required for submission with applications for grant funding. They are key documents.

**“The Quinquennial Reports not only provide a ‘snapshot’ of condition of the churches and rectories, but are required for submission with applications for grant funding**

## SUPPORT



In 2023 the committee began **proposals to appoint a Diocesan Surveyor, funded centrally**. Whilst the costs of creating a role which could include site visits was unfeasible, the Diocesan Surveyor would be in a position to assist vestries with interpreting the works required by Quinquennial Reports and procuring appropriate quotations for them. Many queries relating to buildings matters regularly arrive at the Diocesan Office. With only one full-time and one part-time member of staff having this area as one part of their varied roles, it has proved impossible to deliver the level of support and advice desired. In appoint a professional to link in with the central administration, we hope to develop the support resources in this area.



## FUNDING

---

The committee continues to be encouraged by the number of applications for grant from the Provincial Building Fund. Five applications were received during 2023, all of which were approved for submission. Overall, grant funding through that source amounted to just over £51k during the year. We also try to signpost to other grant funding bodies in **The Communicant**, such as the National Churches Trust and the Scottish Churches Trust.



In addition, the committee receives applications for grants from the St Andrews Fund. In 2023 it gave 3 grants totalling £5,000.

## RECTORIES

---

The committee is mindful of the challenges face by vestries in managing the housing of their clergy. Providing a home for priests and their families is integral to supporting their pastoral work, their ministry and the mission of each congregation. Following



the committee's funding for EPCs for rectories, the challenge of energy efficiency and moving towards the Carbon Net Zero targets builds on those challenges. The news of future grant funding from the Province towards energy/eco schemes has been welcomed, although full details are awaited.

The Committee continues to oversee the letting and management of the vacant rectories at Hawick and Selkirk. The Committee has continued to oversee the maintenance and repair of the Bishop's Residence.

## MEMBERSHIP

---

We would like to take this opportunity to thank the members of the Committee for their commitment and pragmatism in keeping the work of the committee functioning during what has been another varied but nevertheless full year of activity.

*Simon Filsell*  
**Diocesan Administrator**

2023 has seen some significant changes with regards to Safeguarding both within the Diocese and the Province. Changes include new personnel and the resumption of training at a Provincial level.



**John Wyllie has been recruited as the new Safeguarding Officer for the Church.** Before joining the Church, John worked in the police on public protection and safeguarding.

John's priority since joining in April 2023 has, and continues to be, training for all PVG Co-ordinators within the Church.

Once this training programme has been completed, **he will be delivering a training programme for all members of the clergy.**

The team at Province levels is being further expanded with the recruitment of an additional part-time administrator in 2024.

Daphne Audsley continues to manage the PVG scheme on behalf of the Church.

After 11 years, Simon Filsell stepped down from his role as Diocese Protection Officer at the end of April 2023 and has been replaced by Joanna Appleby. We would like to thank Simon for all of his hard work as DPO.

## **SAFEGUARDING TRAINING**

---

In November and December 2023 John Wyllie delivered three workshops across the Diocese. The aims of the workshops were:

- To explain Safeguarding in legal, public policy, SEC policy and process terms,
- To situate safeguarding in the context of the Congregational PVG Co-ordinator / Protection Officer role.

A fourth event will be arranged for early in 2024.

In all, **30 charges were represented** with over 40 people taking part. We would particularly like to thank those delegates that braved the coldest weekend of the year to attend a workshop in Edinburgh – the weather certainly didn't deter some lively discussion and debate. Feedback

**“The practical focus worked well, with a common-sense approach**

has been very positive with **over 95% of delegates rating the training as excellent.**



Delegates particularly welcomed the change to meet others and discuss how they would deal with a series of scenarios based on real-life situations. Delegates have also offered suggestions for topics to be covered by future training events.

John also covered proposed changes to the management of the PVG Scheme and how this will impact on charges from 2025. Information is still limited but proposed changes include:

1. Membership of the Scheme being valid for five years only, and:
2. The introduction of a criminal offence to employ someone in a regulated role without any check being carried out.

To help charges prepare for the changes, **the Provincial team will be contacting PVG Co-Ordinators to ensure that all information held locally and centrally is accurate.**

## **SAFEGUARDING HANDBOOK**

---

A new Diocese Safeguarding Handbook has been created and sent to each charge. The handbook is not intended to replace the information on the SEC website but pulls together the priority information into one place. The handbook covers:

1. SEC policies and procedures.
2. SEC safer recruitment advice and procedures.
3. Use of premises by 3<sup>rd</sup> party organisations and use of social media.
4. Quick Guides and Posters.
5. How to support victims of historic sexual abuse.
6. The underpinning theology of safeguarding.



**The handbook is also available on-line via the Diocese's website.**

## **ANNUAL RETURNS**

---

The annual return was a very simple form this year. Thank you to everyone that has completed it.

## PVG CO-ORDINATORS

---

During 2023, we were pleased to confirm (on behalf of the Bishop) the appointment of new PVG Co-Ordinators at:

1. Edinburgh, St Fillan
2. Edinburgh, St Columba's by the Castle
3. Edinburgh, Mustard Seed
4. Edinburgh, St Margaret of Scotland
5. Edinburgh, Christ Church, Morningside
6. Edinburgh, St Michael & All Saints
7. Edinburgh, St John the Evangelist
8. Dalkeith, St Mary the Virgin
9. South Queensferry, Priory of St Mary of Mt Carmel

**“the Bishop must  
approve any  
appointment  
before they start**

We would like to remind everyone that, because PVG Co-Ordinators do not need a PVG check to undertake the role, it is important to follow the safer recruitment process **when appointing a new PVG Co-Ordinator** and, that **the Bishop must approve any appointment before they start**.

We would like to take this opportunity to thank everyone that volunteers to undertake this important role within the Diocese.

*Simon Filsell (to April 2023) & Joanna Appleby (from April 2023)*  
**Diocese Protection Officers**

# DIOCESAN SYNOD AGENDA



---

## **8.30AM**      **SYNOD EUCHARIST**

Held in the Chancel. Please be quiet when arriving if you are not attending Eucharist.

---

## **9.00AM**      **REFRESHMENTS**

Tea & coffee is available      Please remember to bring your own lunch

---

## **9.30AM**      **APOLOGIES & NOTICES**

Including the welcome and introduction of those members attending their first Synod

---

## **9.40AM**      **BISHOP'S ADDRESS & LENT APPEAL 2024**

---

## 10.10AM ADMINISTRATION

N.B. Questions should be submitted to the Synod Secretary (Simon Filsell) in advance wherever possible

---

### MINUTES

To approve the minutes of Diocesan Synod held on 26 October 2023

Published online at:

<https://edinburgh.anglican.org/diocesan-vestry-resources/resources-diocesan-office-synod/>

---

### MATTERS ARISING

---

### ANNUAL REPORTS

Including the welcome and introduction of those members attending their first Synod

### STANDING COMMITTEE (P 09)

**Motion:** This Synod approves the report of the Standing Committee

### FINANCE & MANAGEMENT COMMITTEE (P 18)

**Motion:** This Synod approves the report of the Finance & Management Committee and its pendant committees

---

## ADMINISTRATION *(CONTINUED)*

---

### CATHEDRAL ACCOUNTS

Presented by the Very Revd John Conway,  
Provost

### SAFEGUARDING REPORT *(P 26)*

Presented by Simon Filsell & Joanna Appleby

---

### ELECTIONS *(PAPER ONLINE)*

Vacancies are:

- **General Synod - Clergy** 6x vacancies & 2x Area Council nominations
- **General Synod - Laity** 1x vacancy & 3x Area Council nominations
- **Provincial Faith & Order Board** 1x vacancy
- **Provincial Mission Board** 1x vacancy
- **Provincial Administration Board** 1x vacancy
- **Provincial Panel for Episcopal Elections** 1x vacancy (Lay)
- **Diocesan Standing Committee** 1x vacancy (Lay)

---

## ELECTIONS *(CONTINUED)*

---

- **Diocesan Mission & Ministry Committee** 2x vacancies (Clergy) 1x vacancy (Lay)
  - **Diocesan Finance & Management Committee** Convenor plus 2x vacancies (Lay)
  - **Diocesan Secretary** 1x vacancy (Lay)
- 

### 10.40AM MISSION & MINISTRY COMMITTEE

---

Annual Report 2023 (P 11)

**Motion:** This Synod approves the reports of the Mission & Ministry Committee and its pendant committees.

## INVESTING IN THE FUTURE

---

### 11.40AM ENVIRONMENTAL GROUP

---

### 12.10PM LITURGIES

- Lent, Holy Week & Easter

Published online at:

<https://edinburgh.anglican.org/diocesan-synod-february-2024/>



**12.30PM**

## **LUNCH**

**1.15PM**

## **GENERAL SYNOD BUSINESS**



---

### **CANONS**

- Canon 15 - The Admission of Clergy of other churches, Provinces and Diocese
- Canon 16 - Others who may be permitted to Officiate in Churches
- Canon 35 - Buildings
- Canon 65 - Safeguarding

Published online at:

<https://edinburgh.anglican.org/diocesan-synod-february-2024/>

---

**1.50PM**

## **FOCUS ON AREA COUNCILS**

---

**2.20PM**

## **FINANCE** (Ian Lawson, Diocesan Treasurer)

Update on 2023 Accounts and current financial matters

---

**2.45PM**

## **DEAN'S REPORT**

---

**3.00PM**

## **THE BISHOP CONFIRMS THE ACTS OF SYNOD**





# DIOCESE OF EDINBURGH

---

## CONTACT US

Diocesan Office 21A Grosvenor Crescent Edinburgh EH12 5EL  
0131 538 7033 | [www.edinburgh.anglican.org](http://www.edinburgh.anglican.org)  
[office@edinburgh.anglican.org](mailto:office@edinburgh.anglican.org)