Protocol and Governance Policies
1. Background:

1.1 The Catholic Education Council was established by Archbishop Patrick O’Donnell in 1965. The brief of the Catholic Education Council is to advise and act for the Archbishop, assisting in his oversight of the Catholic Education ministry in the Archdiocese.

1.2 In order to keep abreast of the many changes in education over the past fifty years, the role of the Catholic Education Council has been subject to regular review and has evolved over time, adapting to the changing professional standards, ecclesial and community expectations in education. Currently, the work of the Catholic Education Council is inspired by and seeks to implement the *Vision Statement for Catholic Education* and the Archdiocesan Vision of *Jesus Communion Mission*. The Catholic Education Council is committed to discerning its role in the context of the Catholic tradition, including its canon law and teaching as well as local law and custom.

2. Purpose of the Catholic Education Council

2.1 The Catholic Education Council (“the Council”) is responsible for providing advice to the local ordinary of the Archdiocese of Brisbane (“the Archbishop”) in the exercise of his leadership, teaching and governance responsibilities in the area of Catholic schools.

2.2 The role of the Council is to:
   (1) discern, provide advice and recommend to the Archbishop broad educational policies and strategic priorities for Catholic schools; and
monitor policy implementation in schools for which Brisbane Catholic Education is responsible, for example policy regarding religious education and Religious Institute schools.

2.3 In undertaking this role the Council strives to be pastoral in outlook, and seeks to initiate, encourage, support, promote and coordinate Archdiocesan educational activities in Catholic schools.

3. The Council Protocol:

3.1 Is adopted by but does not constrain or limit the Archbishop who, in his absolute discretion, can waive, vary or otherwise dispense any requirement identified in the protocol.

3.2 Guides the members of the Council in the conduct of the business of the Council including but not limited to the formulation and implementation of its policies and practices.

3.3 Can only be amended or changed after review initiated by the Archbishop or the Vicar-General and approved in writing by the Archbishop.

4. Functions of the Council:

4.1 The Council:

(1) exists and functions at the discretion of the Archbishop, whose office is the Council's jurisdictional authority for the purposes of canon law;

(2) is neither a jurisdictional authority for the purposes of canon law nor a legal entity for the purposes of civil law;

(3) can neither initiate nor respond to any civil litigation and any recourse to or action at civil law in connection with the Council will be addressed by the jurisdictional authority and its legally appointed agents;

(4) is not an agent of either the Archbishop personally or the Archbishop's office.

4.2 The functions of the Council include:

(1) to participate in setting the vision and strategic directions for Catholic schools in the Archdiocese;

(2) to recommend to the Archbishop the religious education curriculum for Catholic schools;

(3) to develop, review and monitor broad educational policy within the Archdiocese;

(4) stewardship of the resources entrusted to Catholic education in the Archdiocese through oversight of the annual budgeting and financial cycle;

(5) providing advice to the Archbishop in accordance with canon law in matters relating to religious institute schools in the Archdiocese;

(6) to provide advice to the Archbishop on the provision of new schools, restructuring or closure of schools in the Archdiocese;

(7) as appropriate, to appoint standing committees and working parties to advise and assist the Council;

(8) as appropriate, to commission research or initiate projects to assist the Council in its functions.
5. Processes of the Council:

5.1 Members: The Council is to comprise:

(1) Members appointed by the Archbishop;

(2) The Chair;

(3) Ex-officio members, being:

(a) The Vicar General of the Archdiocese of Brisbane or such other person appointed from time to time by the Archbishop to coordinate the administrative affairs of the Archdiocesan Curia (“the Vicar General”);

(b) The Executive Director of Brisbane Catholic Education (“the Executive Director”);

5.2 Only the Chair and members appointed by the Archbishop have voting rights in the business of the Council.

5.3 Ex-Officio members do not have voting rights in the business of the Council.

5.4 The people appointed to the Council will:

(1) have a demonstrable commitment to the tradition, teaching, ethos and practice of the Catholic faith;

(2) reflect a range of expertise, experience and interests including demonstrated skills in theology, pastoral oversight, education, business, law and resource management;

(3) by accepting appointment to the Council -

(a) be deemed to be committed to discernment and a shared wisdom model to achieve consensus in the business of the Council; and

(b) accept the need to comply with all the obligations of civil law and good practice as may apply from time to time pursuant to statute or local law and custom of the Archdiocese of Brisbane (eg. notifying any conflict of interest, obtaining and maintaining a current Positive Notice for child related employment.)

5.5 No current employee of either Brisbane Catholic Education or a Religious Institute school is eligible for appointment to the Council.

5.6 Number of Members:

(1) Excluding the Chair and ex-officio members, not more than ten members shall be appointed to Council at any one time.

(2) On the advice of the Chair, the Archbishop may appoint a person as a short-term member for a fixed term related to a specific purpose and/or area of expertise.

5.7 Quorum: A quorum for the purposes of convening the Council is personal attendance of five members with voting rights.

5.8 Appointment and Recruitment:

(1) (a) All members are appointed by the Archbishop on the advice of the Vicar General.

(b) The Vicar General’s advice to the Archbishop occurs after such consultation and discernment as the Vicar General deems appropriate but is to include the Chair and the Executive Director.

(2) The Archbishop has the absolute discretion to terminate a member’s appointment at any time.
(3) Members of Council, other than ex-officio members, are appointed by the Archbishop for a term of three years or for such other term as the Archbishop deems appropriate but not more than six years.

(4) A member is not to be appointed for more than two consecutive terms.

(5) The appointment of the Chair of the Council—
   (a) is by the Archbishop on the advice of his Vicar General;
   (b) is for a term at the absolute discretion of the Archbishop and is able to be determined at will by the Archbishop.

(6) (a) At the first meeting of each calendar year, or otherwise as necessary, the Chair is to move the appointment of a Deputy Chair of the Council;
   (b) The position of Deputy Chair will be determined by a vote of the Council;
   (c) The term of appointment as Deputy Chair is to expire on the last day of the year in which the appointment commences.

(7) All the Council members are encouraged to identify prospective members of the Council through a variety of processes initiated by the Vicar General, Chair and Executive Director.

(8) (a) The Executive Director is to maintain a register of all expressions of interest (including application form and referees) from people who have provided the Vicar General, the Chair or the Executive Director with written expressions of interest to serve as members of the Catholic Education Council.
   (b) The register will be maintained by the Catholic Education Council Executive Support Officer.
   (c) From time to time, or at the request of the Vicar General, the Chair and Executive Director shall jointly recommend prospective members of the Council to the Vicar General for the consideration of the Archbishop.
   (d) However, nothing in this protocol limits the absolute discretion of the Archbishop as to whom he shall appoint to the Council.

(9) A member can resign from Council only by tendering their resignation in writing to the Vicar General and contemporaneously providing a copy of that letter of resignation to the Chair.

(10) If a member of Council becomes ineligible to serve pursuant to clause 5.5 then as soon as practicable, that member is to advise the Vicar General in writing and contemporaneously provide the Chair with a copy of that letter.

5.9 Mode of Operation
(1) The Council operates on a shared wisdom model.

(2) In a shared wisdom model, members of the Council—
   (a) draw on their knowledge, interests, expertise and experience to discern appropriate pastoral oversight of Catholic schools;
   (b) do not act as representatives of any constituency or agency.

5.10 Meeting Frequency
(1) Council is to meet on not less than four (4) occasions each calendar year at times advised by the Chair in
consultation with the Vicar General and Executive Director.

(2) From time to time, the Chair in consultation with the Vicar General and Executive Director may convene the Council for the purposes of formation or in-service.

5.11 Catholic Education Council Policy Governance Review

(1) The Vicar General may, at his discretion, institute a process of review of the Council, including its membership, policies and practices.

5.12 The Responsibilities of:

(1) The Council:

(a) Is accountable to the Archbishop, represented by the Vicar General, for the exercise of its responsibilities.

(b) Is responsible to and at the direction of the Archbishop for its development.

(c) Ensures that Brisbane Catholic Education has policies and procedures that identify and manage relevant risks as well as exercising both due diligence and its fiduciary responsibilities.

(2) The Chair:

(a) Supports the maintenance of a positive working relationship between the Council, the Executive Director and the Vicar General.

(b) Convenes and chairs the meetings of the Council;

(c) Develops the agenda for the meetings of the Council (with the Executive Director).

(d) Discusses major issues confronting Catholic Education in the Archdiocese with the Executive Director and the Vicar General.

(e) Guides and mediates the actions of the Council with respect to major organisational priorities and governance concerns.

(f) Works with the Vicar General to ensure that the annual and summative performance appraisal processes of the Executive Director are conducted in a professional and timely manner.

(g) Performs other responsibilities assigned by the Archbishop, the Vicar General or the Council.

(h) Facilitates members’ opportunities to contribute to the work of the Catholic Education Council.

(i) In consultation with the Vicar General or Executive Director, has discretion as to which procedure to adopt, from time to time, in the implementation of this Protocol in the conduct of the business of the Council.

(3) The Members of the Council:

(a) Endeavour to attend all meetings of the Council and those committees and working parties to which they are appointed.

(b) Commit to participating in the opportunities for education, in-service and formation provided by the Vicar General, Chair or Executive Director regarding the Archdiocese of Brisbane Catholic Education Vision including its educational policies and services.

(c) Appropriately prepare for meetings by reading the agenda, spiritual formation and supporting materials prior to all meetings of the Council and committees or working parties to which they are appointed.
(d) Systematically consider information that evaluates educational policies and services of Brisbane Catholic Education.

(e) Never speak on behalf of the Archbishop, the Vicar General, Chair, Executive Director or the Council unless they have been first authorised by the Chair to do so.

(f) Adhere to the Governance Policies in Part B as amended from time to time by local law and custom of the Archdiocese of Brisbane.

(4) The Executive Director:

(a) Is required to maintain effective liaison with the Chair of the Council and the Vicar General.

(b) Together with the Chief Financial Officer of Brisbane Catholic Education, is responsible for ensuring the preparation of an annual budget and budget and cash flow forecasts to be presented for the consideration of the Brisbane Catholic Education Finance Committee and the endorsement of the Council and recommendation to the Archbishop through the appropriate processes of the Archdiocese.

(c) May appoint an employee of Brisbane Catholic Education to provide executive support for the functions of the Council who, at the discretion of the Chair, may attend meetings of the Council but who:

(i) has no rights to participate in or vote on the business of the Council;

(ii) is obliged to observe the confidentiality and discretion of the meetings of the Council.

(d) Has sole discretion, in consultation with the Chair, for the budget of the Council.

(5) Catholic Education Council Committees and Working Parties:

(a) Are convened by the Council when the Council determines that an item of special business, such as policy writing, requires referral to a committee or working party.

(b) Operate in accordance with the terms of reference given by the Council.

(c) Develop policy options for the Council and recommend actions for its consideration and approval within their terms of reference.

(d) Do not publish or make recommendations to any third party on behalf of the Council unless the Chair has first provided written authority to do so.

(e) The membership of Catholic Education Council committees and working parties is approved by the Council after consultation between the Vicar General, Chair and Executive Director.

(f) The terms of reference that the Council is to provide each committee or working party is to include -

(a) terms of appointment;

(b) reporting practices;

(c) timelines;

(d) responsibilities; and

(e) budget (if any).

(g) May invite a staff member of Brisbane Catholic Education or some other person to join a Catholic Education Council committee or working party but only with the prior written approval of the Council.
These Council Governance Policies are not incorporated into the Part A Protocol of the Catholic Education Council. These Part B Governance Policies are subject to change and amendment from time to time pursuant to local law and custom of the Archdiocese of Brisbane.

It is noted that the Vicar General is an ex officio member of all Agency Councils and the Archdiocesan Development Fund Board and that the Financial Administrator is an ex officio member of all Agency Council Finance Committees and the Archdiocesan Development Fund Board. The Vicar General, after consultation with the Chair of the Catholic Education Council may choose to invite any other persons he believes is appropriate to attend a Council meeting.

SECTION 1.0 VISION POLICY

Mission is a single but complex reality, and it develops in a variety of ways. Among these ways, some have particular importance in the present situation of the Church and the world.

Redemptoris Missio, John Paul II, 1990 12 07

1.1 Catholic Education in the Archdiocese of Brisbane draws its Vision from the Vision and Priorities of the Archdiocese and the “Vision Statement for Catholic Education in the Archdiocese of Brisbane”.

1.2 The Catholic Education Council (“the Council”) sustains the Vision of Catholic Education and ensures its integration in all policies of Brisbane Catholic Education and makes recommendations to the Executive Director about other areas of possible integration.

1.3 The Council regularly reviews the Vision Statement for Brisbane Catholic Education Agency as part of its strategic planning process.
1.4 The Council considers, with the Executive Director, new educational policies and priorities of the Archdiocese that are consistent with the vision for Catholic Education in the Archdiocese of Brisbane.

SECTION 2.0 STRATEGIC FRAMEWORK POLICIES

Involvement in the life of the Church and in its mission, in an attitude of co-responsibility and complementarity, implies an up-to-date knowledge of its projects and the goals it hopes to attain (97).

Religious and Human Promotion, Plenaria of Sacred Congregation for Religious and for Secular Institutes. 1978 04 25-28

2.1 The Executive Director is responsible for developing the Strategic Renewal Framework for submission to the Catholic Education Council for its review and recommendation to the Archbishop for approval.

2.2 The Executive Director regularly reports to the Catholic Education Council on the progress of the implementation of the Strategic Renewal Framework, and explains major variances and actions taken to ensure the planned outcomes are achieved.

2.3 The Catholic Education Council reviews the Strategic Renewal Framework regularly and recommends major changes to the Vicar General for the Archbishop’s approval.

SECTION 3.0 HUMAN RESOURCES POLICY

God is opening before the Church the horizons of a humanity more fully prepared for the sowing of the Gospel. I sense that the moment has come to commit all of the Church’s energies to a new evangelization and to the mission.

Redemptoris Missio, John Paul II, 1990 12 07

The Vicar General’s Human Resource Management Responsibilities

The Vicar General holds key responsibilities with regard to the Human Resource Management of the Executive Directors of the agencies of the Archdiocese of Brisbane and the General Manager of the Archdiocesan Development Fund (see Section 1.2 of “Archdiocese of Brisbane Agency Governance Policies and the Role of the Vicar General”). With regard to these responsibilities the Vicar General seeks advice from the Human Resource Management Consultative Committee.

Executive Director Appointment

3.1 The Vicar General develops and implements the process for the selection and appointment of the Executive Director.

3.2 The Catholic Education Council, through the Chair, participates with the Vicar General in the selection and appointment process of the Executive Director.

Staff Development and Support

3.3 The Catholic Education Council endorses the Archdiocesan policy that all employees receive appropriate orientation, annual performance review, just remuneration and conditions, as well as a safe and ethical working environment and professional development and staff support systems.

SECTION 4.0 FINANCIAL MANAGEMENT POLICIES

With all possible help from experienced lay people [sic], priests should manage those goods which are, strictly speaking, ecclesiastical as the norms of Church law and the nature of the goods require. They should always direct them toward the goals in pursuit of which it is lawful for the Church to possess temporal goods. Such are: the arrangement of divine worship, the procuring
of an honest living for the clergy, and the exercise of works of the sacred apostolate or of charity, especially toward the needy.

Presbyterorum Ordinis, Paul VI, 1965 12 07

Financial Stewardship

4.1 The Catholic Education Council ensures that Brisbane Catholic Education has financial policies that reflect its Vision and assist it to achieve its goals and are consistent with the Archdiocesan Financial policies and goals whilst mindful of the roles of the Financial Administrator and the Archdiocesan Finance Council as detailed in the Statutes of the Archdiocesan Finance Council.

4.2 The Catholic Education Council has responsibility to ensure that appropriate funding is always available to meet Brisbane Catholic Education’s financial commitments and obligations as they fall due.

4.3 Having financial policies and receiving financial reports are the means by which the Catholic Education Council monitors the financial performance of Brisbane Catholic Education.

Financial Planning and Budgeting

4.4 The Catholic Education Council ensures that financial planning occurs in developing an annual budget.

4.5 The Catholic Education Council ensures that the goals of the Strategic Renewal Framework are aligned with the budget and are monitored on a regular basis through financial reports.

4.6 The Executive Director, through the Catholic Education Finance Committee submits the Brisbane Catholic Education’s annual budget to the Catholic Education Council by December each year.

4.7 After endorsement, the Catholic Education Council recommends this budget to the Financial Administrator for presentation to the Archdiocesan Finance Council for their consideration and recommendation to the Archbishop.

4.8 If the Archdiocesan Finance Council has concerns with aspects of this budget the Financial Administrator negotiates these concerns with the Executive Director of the Catholic Education Brisbane.

Financial Management

4.9 Brisbane Catholic Education’s financial management system is designed to gather, record and update accurate and meaningful data about its actual financial performance.

4.10 The financial management system follows Archdiocesan approved and accepted accounting standards.

Financial Delegations

4.11 The financial delegations exercised by the Executive Director are in accordance with the “Archdiocesan Financial Delegations Policy” as amended from time to time.

4.12 The Catholic Education Council makes recommendations to the Vicar General regarding the appropriateness of these delegations for Brisbane Catholic Education.

Capital Expenditure

4.13 Anticipated capital acquisitions are included in the annual budget which is received and approved by the Catholic Education Council.

Capital Reserves

4.14 It is the responsibility of the Executive Director each financial year to recommend to the Catholic Education...
Council the amount of funds to be kept in reserves in accordance with the reserve policy as approved by the Catholic Education Council.

Asset Maintenance

4.15 The annual budget takes into account the need for the maintenance of capital items.

Cash Funds

4.16 In accordance with Archdiocesan policy, all cash funds are normally placed with the Archdiocesan Development Fund.

Financial Reporting

4.17 The Executive Director, through the Finance Committee, presents reports to the Catholic Education Council on the financial performance of Brisbane Catholic Education at their regular meetings.

4.18 The Catholic Education Council approves the regular reports of Brisbane Catholic Education that are required to be presented to the Archdiocesan Finance Council through the Financial Administrator.

4.19 After approval, the Catholic Education Council recommends the annual financial report to the Financial Administrator for integration into the annual Archdiocesan Financial Report and recommendation to the Archdiocesan Finance Council for their consideration and recommendation to the Archbishop for his acceptance.

Borrowings

4.20 The Catholic Education Council reviews and endorses all major borrowing proposals and seeks approval through the normal Archdiocesan processes.

The Audit

4.21 The Vicar General appoints the auditor upon the recommendation of the Archdiocesan Finance Council.

4.22 The Catholic Education Council is responsible for recommending to the Vicar General extensions to the scope of Brisbane Catholic Education's audit specific to Brisbane Catholic Education.

4.23 The Catholic Education Council considers the audit report before accepting it and recommends that the Vicar General and the Executive Director sign the audited financial statements.

4.24 The Catholic Education Council informs itself about the audit process and its implications for the financial policies, structures and processes of Brisbane Catholic Education.

4.25 The Catholic Education Council sends a copy of the signed audited financial statements and the auditor’s closing report to the Financial Administrator for presentation to the Archdiocesan Finance Council.

4.26 The Catholic Education Council ensures that the audit recommendations are responded to with appropriate action.

Gifts and Bequests

4.27 The Executive Director separately identifies gifts and bequests, from appropriate sources, from the operating income.

4.28 Appropriate sources include individuals or groups acceptable to the moral and ethical requirements of the Archdiocese.

4.29 Restricted purpose donations are spent for their dedicated purpose.
SECTION 5.0 QUALITY MANAGEMENT POLICIES

Evangelization, for the Church, means bringing the Good News into all strata of humanity and through it transforming humanity itself from within: its criteria of discernment, its determinant values, its sources of inspiration, its designs for living, opening them up to a total vision of humanity.

Religious and Human Promotion, Planaria of the Sacred Congregation for Religious and for Secular Institutes, 1978 04 25-28

The Catholic Education Council:

5.1 Supports Brisbane Catholic Education’s compliance with all school education accreditation processes and other legislative requirements.

5.2 Recognises and is committed to compliance with the regulatory and professional standards set by the range of professional bodies and organisations with whom Catholic Education deals.

5.3 Monitors the quality of Brisbane Catholic Education’s programs and services through appropriate reporting mechanisms.

5.4 Undertakes ongoing review of its Catholic Education Council’s governance policies and performance on a regular basis in consultation with the Vicar General.

SECTION 6.0 RISK MANAGEMENT POLICY

While the wisdom of the law, by providing precise rules for participation, attests to the hierarchical structure of the Church and averts any temptation to arbitrariness or unjustified claims, the spirituality of communion, by prompting a trust and openness wholly in accord with the dignity and responsibility of every member of the People of God, supplies institutional reality with a soul.

John Paul II, Novo Millennio Ineunte, 2001 01 06

6.1 The Catholic Education Council commits itself to continuous quality improvement activities that are an integral component of the Catholic Education Council’s management of risk.

6.2 The Catholic Education Council ensures that Brisbane Catholic Education has a risk management policy and plan.

6.3 The Catholic Education Council ensures, through the budget process, that there are sufficient resources available to implement the risk management plan and monitors the development and implementation of this plan.

6.4 In developing a risk management policy and plan, Brisbane Catholic Education seeks to ensure that:

- The safety of Catholic Education Council members, employees, volunteers, students and the general public is given the highest priority in their interaction with Brisbane Catholic Education.
- Buildings, facilities, equipment, materials, copyright and trademarks are cared for in such a way that characterises responsible stewardship.
- Employment policies and practices are established and followed so that staff experience a just workplace.
- Brisbane Catholic Education conforms to all legal and regulatory requirements.
- Brisbane Catholic Education provides a safe physical environment for any person who is likely to come in contact with its property and premises.
- The reputation of Brisbane Catholic Education is enhanced through its service delivery and marketing activities.
- The internal financial controls adequately protect the assets of Brisbane Catholic Education.

6.5 The Executive Director will present to the Catholic
Education Council for its consideration, a risk assessment of any proposed project, venture or endeavour that is outside the normal business activity of Brisbane Catholic Education before recommending it to the Financial Administrator for presentation to the Archdiocesan Finance Council for its approval through the Audit and Risk Management Committee.

6.6 The Catholic Education Council approves the regular Risk Management Report which is then forwarded in the approved format to the Financial Administrator for presentation to the Archdiocesan Finance Council through the Audit and Risk Management Committee.

SECTION 7.0 COMPLAINTS POLICY

Whenever a person considers himself or herself aggrieved by a decree, it is particularly desirable that the person and the author of the decree avoid any contention and take care to seek an equitable solution by common counsel, possibly using the mediation and effort of wise persons to avoid or settle the controversy in a suitable way.

Code of Canon Law, Canon 1733 §1

The Catholic Education Council:

7.1 Ensures there are adequate mechanisms to deal with complaints about any aspect of Brisbane Catholic Education in an open, transparent and timely manner.

7.2 Ensures that the complaints handling mechanism is integrated in the risk management plan.

7.3 Ensures that the Executive Director makes staff and clients aware of the Archdiocesan Grievance Resolution process which is administered through the Archdiocesan Office of Conciliation and Mediation.

SECTION 8.0 ETHICS POLICY

To be faithful to their calling, politicians, government officials and police must be honest and avoid corruption in all its forms, for it is always a serious injustice to citizens. By working together with politicians, business executives and community leaders, Church leaders can offer valuable assistance in establishing ethical guidelines on issues affecting the common good and ensuring that they are put into practice.

Ecclesia in Oceania, John Paul II, 2001 11 22

Meeting Confidentiality

8.1 Catholic Education Council members ensure that all matters, information and discussions coming before them as Catholic Education Council members are kept confidential.

Client Confidentiality

8.2 The Catholic Education Council ensures that all information that is confidential or privileged is managed in an appropriate way and according to the relevant laws and regulations.

8.3 With respect to interactions with clients or potential clients, Brisbane Catholic Education shall not allow conditions, procedures or decisions that are unsafe, undignified, and unnecessarily intrusive or that fail to provide respect or appropriate confidentiality or privacy.

Conflict of Interest

8.4 Each Catholic Education Council or staff member has a duty to place the interest of Brisbane Catholic Education foremost in any dealings with the organisation.

8.5 Catholic Education Council and staff members are not to use their positions in such a way that a conflict of interest between the interest of Brisbane Catholic Education and their personal interest can arise.
8.6 If any Catholic Education Council or staff member has an interest in a proposed transaction with Brisbane Catholic Education, he or she must make full disclosure of such interest before any discussion or negotiation of such transaction.

8.7 Any Catholic Education Council member who is aware of a potential conflict with respect to any matter coming before the Catholic Education Council shall not be present for the vote in connection with the matter.

Nepotism

8.8 Catholic Education Council members will not show any favouritism through the exercise of their position on the Catholic Education Council that would result in any benefit whatsoever to close relatives or friends.

Research

8.9 Any research involving students or Brisbane Catholic Education personnel must adhere to the appropriate research and ethical standards.

SECTION 9.0 PUBLIC RELATIONS POLICY

The Church has a mission to carry out: it must preach, educate persons and groups, form public opinion, give guidance to public authorities. Draw, then, from these genuine sources. Speak with the voice of experience, of the sufferings and hopes of contemporary humanity.

John Paul II, Puebla, inaugural discourse, III,4, Spokesperson

9.1 The Vicar General appoints a spokesperson on issues of public interest relating to the Archdiocese of Brisbane and its various agencies.

9.2 The Executive Director is the appointed spokesperson for Brisbane Catholic Education.

Marketing, Promotion and Advertising

9.3 All marketing and promotion activity shall include the logo and the brand of Brisbane Catholic Education.

Crisis Management

9.4 The Chair, in consultation with the Vicar General and the Executive Director convenes an emergency meeting of the Catholic Education Council, if appropriate, in the event of issues of crisis, emergency or matters of gravity.