



## **Catholic Archdiocese of Perth**

**Modern Slavery Statement 2021**

## Acknowledgement of Country

The Catholic Archdiocese of Perth acknowledges the Traditional Owners of the lands on which we live. We acknowledge the continued deep spiritual connection and relationship of Aboriginal people to this country and commit to the ongoing journey of Reconciliation.

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## Disclosure Note

This statement has been made on behalf of the Catholic Archdiocese of Perth and covers The Roman Catholic Archbishop of Perth Corporation Sole. The Archdiocese has no owned or controlled entities.

ABN 96 993 674 415

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## Brief Statement from The Most Reverend Timothy Costelloe SDB Archbishop of Perth



The Catholic Archdiocese of Perth welcomes the *Modern Slavery Act 2018* (Cth) and the ongoing awareness, increased due diligence and organisational responsibility that this legislation has called for as we continue to address Modern Slavery within the Archdiocese.

Over the last two years, the Catholic Archdiocese of Perth has implemented an intentional approach in our response to this current reality. Our efforts have been focussed on our operations and supply chains with the intent of identifying varying levels of risk across the Archdiocese of Perth. We continue to strive to appropriately address identified risks through an alignment between policies, processes and our governance framework.

As a member organisation of the Australian Catholic Anti-Slavery Network (ACAN), we are grateful for the support and guidance we have received from ACAN to date. The Catholic Archdiocese of Perth continues to develop risk action plans to mitigate risk exposures in our procurement processes by incorporating due diligence procedures, which include the development of supplier agreement clauses.

As a Catholic community, we are informed by Catholic Social Teaching which emphasises respect for the human dignity of each person. This means that we will continue to identify, mitigate, and remediate cases of modern slavery when they become apparent to us.

This is our second public disclosure that specifically addresses the very real risks of modern slavery emerging in our operations and supply chains. It has been prepared in line with the requirements of the *Modern Slavery Act 2018* (Cth).

*+ Timothy Costelloe SDB*



**Most Rev Timothy Costelloe SDB**

Archbishop of Perth

14th June 2022

# Modern Slavery Act 2018 (Cth) – Statement Annexure

## Principal Governing Body Approval

This modern slavery statement was approved by the *principal governing body* of **The Roman Catholic Archbishop of Perth Corporation Sole** as defined by the *Modern Slavery Act 2018 (Cth)*<sup>1</sup> (“the Act”) on **June 14, 2022**

## Signature of Responsible Member

This modern slavery statement is signed by a responsible member of **The Roman Catholic Archbishop of Perth Corporation Sole** as defined by the Act<sup>2</sup>:



**Most Rev Timothy Costelloe SDB**

Archbishop of Perth

## Mandatory criteria

Please indicate the page number/s of your statement that addresses each of the mandatory criteria in section 16 of the Act:

Mandatory criteria	Page number/s
a) Identify the reporting entity.	3
b) Describe the reporting entity's structure, operations and supply chains.	6-9
c) Describe the risks of modern slavery practices in the operations and supplychains of the reporting entity and any entities it owns or controls.	10
d) Describe the actions taken by the reporting entity and any entities it owns orcontrols to assess and address these risks, including due diligence andremediation processes.	11-14
e) Describe how the reporting entity assesses the effectiveness of theseactions.	14
f) Describe the process of consultation on the development of the statementwith any entities the reporting entity owns or controls (a joint statement mustalso describe consultation with the entity covered by the statement).*	14
g) Any other information that the reporting entity, or the entity giving thestatement, considers relevant.**	-

\* If your entity does not own or control any other entities and you are not submitting a joint statement, please include the statement 'Do not own or control any other entities' instead of a page number.

\*\* You are not required to include information for this criterion if you consider your responses to the other six criteria are sufficient.

1. Section 4 of the Act defines a principal governing body as: (a) the body, or group of members of the entity, with primary responsibility for the governance of the entity; or (b) if the entity is of a kind prescribed by rules made for the purposes of this paragraph—a prescribed body within the entity, or a prescribed member or members of the entity.
2. Section 4 of the Act defines a responsible member as: (a) an individual member of the entity's principal governing body who is authorised to sign modern slavery statements for the purposes of this Act; or (b) if the entity is a trust administered by a sole trustee—that trustee; or (c) if the entity is a corporation sole—the individual constituting the corporation; or (d) if the entity is under administration within the meaning of the Corporations Act 2001—the administrator; or (e) if the entity is of a kind prescribed by rules made for the purposes of this paragraph—a prescribed member of the entity.



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## About Us

The Catholic Archdiocese of Perth (CAP) is located in Perth, the capital city of the State of Western Australia. It is bounded to the north by the Diocese of Geraldton, in the east by the South Australian border, in the south by the Diocese of Bunbury and by the Southern Ocean in its south-east corner. Perth is the Metropolitan See for the Province of Western Australia which includes the Dioceses of Bunbury, Geraldton and Broome. The CAP comprises 94 metropolitan and 15 country parishes, with the parish priest as the canonical administrator of the parish.

The Roman Catholic Archbishop of Perth is a Corporation Sole by virtue of the Roman Catholic Church Property Act 1911 (ABN: 96 993 674 415), and is registered with the Australian Charities and Not-for-Profits Commission (ACNC). The Office of the Archbishop and the central administrative office are located at Griver House, 249 Adelaide Terrace, Perth 6000.

The Archdiocesan Plan 2016–2021, endorsed by the Archbishop, identified seven key priority areas, which from an organisational perspective, aimed to better facilitate the spreading of the Gospel:

- Professional standards;
- Effective communications;
- Support for the clergy;
- Strengthening and revitalising parishes;
- Adult faith formation;
- Outreach to those in need; and
- Archdiocesan growth and development.

The Plan's objective is to provide the pathway to deliver a Christ-centered, faithful, vibrant, welcoming, inclusive and mission-orientated Church.

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## Modern Slavery Risk Management Initiatives 2020 – 2021

Assisted by the Australian Catholic Anti-Slavery Network (ACAN), the following initiatives from 2020 have continued into 2021:

- Development of a Catholic Archdiocese of Perth (CAP) Modern Slavery Prevention Policy which articulates the roles and responsibilities in respect of risk identification and management of modern slavery risk in relation to CAP personnel and operations;
- Engagement with suppliers to enable the CAP to assess the risk of modern slavery from our direct supply chains;
- Development of a CAP Supplier Code of Conduct;
- Development of modern slavery clauses into our supplier agreements whereby suppliers must warrant that they conduct their business in a manner consistent with the objective of combatting modern slavery;
- Promotion of the CAP Whistleblower Policy as a mechanism for our employees liaising with CAP suppliers to raise concerns regarding suspected unethical, illegal, or undesirable conduct;
- Continuation of awareness raising in the wider CAP community; and
- Support of Domus 8.7, which serves as ACAN's remedy pathway for victims of modern slavery abuse and independent advisory service.

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## Our Plans for 2022 and Beyond

The CAP has renewed its participation in the ACAN Modern Slavery Risk Management Program 2021 to 30 June 2023 but will not submit a statement for 2022. Instead, the CAP will use its limited resources to consolidate the progress that has been made before re-committing to voluntary reporting.

Part of this consolidation work is to continue implementing the CAP Modern Slavery Prevention Implementation Plan. This Plan includes:

- finalising the CAP Modern Slavery Prevention Policy which articulates the roles and responsibilities in respect of risk identification and management of modern slavery risks in relation to CAP personnel and operations;
- engaging with more suppliers and the utilisation of supplier risk questionnaires to enable the CAP to adequately assess the risk of modern slavery from our direct supply chains;
- developing the CAP Supplier Code of Conduct that reflects our strong commitment to conducting our supply chain management in a responsible and sustainable manner, setting minimum expectations for supplier compliance with human rights laws as they pertain to CAP personnel and operations;
- including modern slavery clauses into every supplier agreement whereby suppliers must warrant that they conduct their business in a manner consistent with the objective of combatting modern slavery;
- promoting the CAP Whistleblower Policy as a mechanism for our employees liaising with CAP suppliers to raise concerns regarding suspected unethical, illegal, or undesirable conduct;
- continuing education of CAP personnel and the wider CAP community including the personnel of both faith and social outreach agencies that operate in the Archdiocese of Perth and Archdiocesan clergy and seminarians;
- raising awareness at the level of the parish of modern slavery by offering strategies that the parish and Catholic household can adopt to assist in the eradication of risk from supply chains that bring goods and services into parishes and households.



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## Our Governance Framework

The Roman Catholic Archbishop of Perth has the responsibility to govern the Archdiocese in meeting the material, social, personal and spiritual needs of its community, and to ensure that church laws are observed. The Archbishop is ultimately responsible for training and supplying priests for parishes, for the finances of the Archdiocese and for all church property.

The Archbishop consults with the Curia, Episcopal Vicars, the College of Consultors, the Council of Priests and the Archdiocesan Finance Council in order to discharge his canonical duties with respect to the administration of the Archdiocese.

Following the initial commencement of the CAP Transition, Archdiocesan governance has been divided into two pillars, each led by an Executive Director. These pillars are:

- The Pastoral Pillar, directed towards support and collaboration with Clergy and independent agencies delivering faith education and parish, mission, justice and pastoral support in the Archdiocese; and
- The Finance Pillar, directed towards the creation of a sustainable longer-term environment.

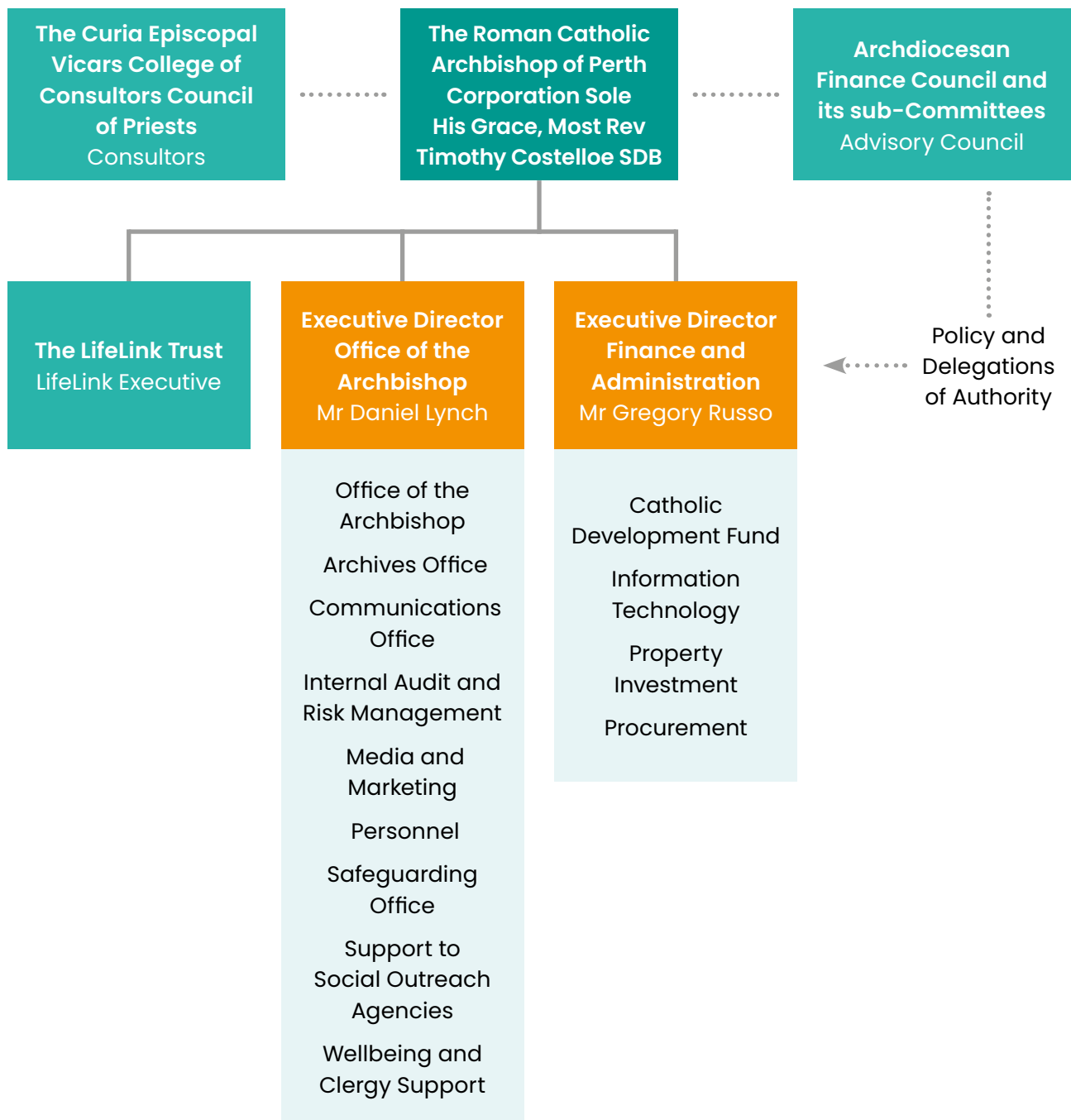
The Archdiocesan Finance Council (AFC) assists both the Archbishop and the Executive Directors in a consultative and advisory capacity. Committee members are approved by the Archbishop and serve on a voluntary basis, in accordance with the Standing Orders and Terms of Reference. The sub-committees of the AFC are the:

- Catholic Development Fund Committee;
- Property and Investment Committee;
- Finance and Audit Committee; and
- Governance and Risk Committee.

Governance roles are articulated in the CAP Governance Framework to ensure all decisions and actions are based on transparency, integrity, responsibility and performance for long-term sustainability.

The CAP Risk Management Framework was implemented in 2015. The Executive Directors have overall responsibility for the implementation and oversight of the Risk Management Plan, assisted by the Governance and Risk Committee. The plan addresses risks associated with CAP operations and includes risks relating to modern slavery.

# Our Organisation Structure





## Our Operations

The revenue stream generated from the Catholic Development Fund and investments in both managed funds and property provide the necessary funding for the Ministry of Priests, Safeguarding Program, Professional Standards, Communications and Media Office, Archives Office, Tribunal and the support to independent faith and social outreach agencies that operate in the Archdiocese.

Appeals and donations to The LifeLink Trust (ABN: 48 725 340 574) provide ongoing financial and promotional support to social service agencies that operate in the Archdiocese.

### Catholic Development Fund

Originating in December 1974, the Catholic Development Fund is the interest-bearing capital fund conducted by CAP. The Fund was established to enable Church organisations to securely invest their financial resources so that funds could be loaned to schools, parishes, Clergy and Catholic organisations to essentially fund new facilities or refurbish existing buildings for education, worship and other needs of the Church.

### Property and Investments

The property and investment portfolio play a significant role in producing recurrent income and financial stability to the Corporation Sole, and provide infrastructure for the delivery of social outreach objectives, priest accommodation and future sites of worship.

### The LifeLink Trust

LifeLink was established in 1994 as the fundraising arm of the Archdiocese which provides support to Public Benevolent Institutions (PBI) providing social service.

### Ministry of Priests

The Archdiocese provides support to specialist and retired Clergy, chaplaincy service to both hospitals and prisons, and support to St Charles Seminary and Redemptoris Mater Seminary which serve as the place of formation for Catholic Priests in both the Archdiocese and in Western Australia.

### Safeguarding Program

The Safeguarding Office is responsible for ensuring the safety of children, young people and the vulnerable within the confines of the Catholic Church across the CAP, educating the Catholic community on child protection and protective behaviours, and establishing Safeguarding Officers within Perth's metropolitan and rural parishes.

### Professional Standards

The WA Professional Standards Office is charged with implementing the National Response Protocol in Western Australia, assisting adults who have been subjected to historical childhood abuse or subjected to professional misconduct.

### Communications and Media

The Communications Office serves to develop and deliver the latest news and information of the Archbishop and the CAP, producing a weekly digital publication and a published bi-monthly magazine (The Record). In response to the COVID-19 restrictions on church attendance in 2020, the Communications Office live-streamed Mass to the CAP website, Facebook and YouTube.

### Archives

The official CAP archive is maintained at the Archives Office which also holds sacramental records for St Mary's Cathedral and a Central Database of Baptisms.

### Tribunal

The office is Western Australia's regional Tribunal for all formal cases of marriage annulment and for all Archdiocesan-related judicial and administrative cases.

### Support to independent agencies

Various independent agencies operate in the Archdiocese of Perth providing faith education, social outreach, and parish life and mission support. The CAP distributes annual funding to support the operations of these agencies which are governed by Agency Directors and Committees of Management.



## Resourcing Our Workplace



The CAP seeks to be more than a place of employment, offering the opportunity for all employees to contribute to the mission of the Church, supporting the Archbishop's Mandate and Strategic Plan for the Archdiocese of Perth. The CAP is committed to ensuring employment conditions sustain the health, safety and wellbeing of our employees, a workplace free from harassment, discrimination and bullying.



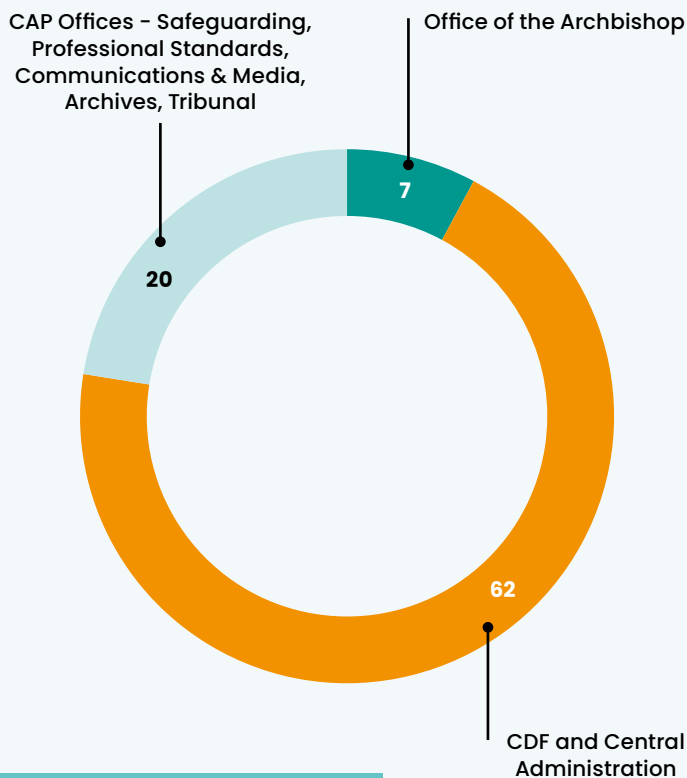
All CAP employees are required to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As representatives of the CAP, employees are expected to practice honesty and integrity in fulfilling responsibilities and comply with all applicable laws and regulations.

The CAP Code of Ethical Conduct sets out the expectations for all employees and articulates the Gospel's requirement for all to respect the dignity of each person, and to be fully supportive of the ethos of the Catholic Church.

The CAP Whistleblower Policy provides employees the opportunity to report concerns about violations of the code of ethics, laws or regulations that govern CAP operations.



Regular training opportunities are provided to enhance professional development, provide a mechanism for continual improvement in procedures and respond to changes in the regulatory environment. Opportunities for learning continued in 2021 to inform CAP employees of the Catholic action in Australia to eradicate modern slavery, and the risks that exist in employment practices and supply chains.



The CAP employs 89 full time, part time and casual staff all based in the Archdiocese of Perth.



Griver House blessed and officially opened by Archbishop Timothy Costelloe SDB on 8th December 2016

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## Our Supply Chains

In 2021 the CAP procured approximately \$30M in goods and services from 363 Tier 1 (direct) suppliers. We have established long-term relationships with many of our suppliers who are predominantly located in Australia.

The CAP maintains a significant investment portfolio, placed in managed funds via appointed Portfolio Advisers. It is acknowledged that those funds contain many layers of ownership in companies and organisations that may have varying commitments to upholding human rights.

The CAP purchases a wide range of goods and services which include the following:

- Building construction and associated professional services;
- Property maintenance;
- Information and communications technology;
- Furniture and office supplies;
- Cleaning and security services;
- Food and catering supplies and services; and
- Motor vehicles.

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## Modern Slavery Risks in Operations and Supply Chains

The CAP acknowledges that procurement activities could cause, contribute to or be directly linked to modern slavery practices. Procurement of goods and services attributable to construction, clothing, catering and cleaning are known to be at increased risk of modern slavery due to increased risk of worker vulnerability and labour exploitation, involving employment of migrant workers at low levels of pay.

In 2021 the CAP continued to participate in the Modern Slavery Risk Management Program 'Australian Catholic Anti-Slavery Network (ACAN)' facilitated by the Catholic Archdiocese of Sydney Anti-Slavery Taskforce. As a participating organisation, the CAP was provided with various resources including the Modern Slavery Category Risk Taxonomy. This risk taxonomy had been specifically developed for ACAN by external expertise and highlighted the following risks associated with the CAP's largest supply spend or high risk categories:

### Building and construction

There are numerous examples of forced labour associated with the production of building and construction materials commonly used in Australia. According to the US Department of Labour, forced labour and child labour is used in the production of many construction materials such as timber from Cambodia, Vietnam, Brazil, Peru, India and Russia. Labour hire and complex layers of subcontracting are characteristics of many Australian building sites.

### Finance and investment

Investor's exposure to modern slavery risks will continue to grow in an era of increasingly complex global supply chains, the prevalence of imports from countries with poor human rights track records, and the reliance on base-skilled workers across product and service procurement in Australia and overseas.

### Facility management and property maintenance

The labour force used in facilities management generally consists of low skilled, low paid and temporary workers often contracted through labour hire companies. Workers are often temporary migrants who face language barriers and a lack of understanding of Australian workplace law and their rights.

### Cleaning and security services

These sectors typically employ low skilled, often migrant, workers facing language barriers and a resulting lack of understanding of their rights. Jobs in this sector are often low paid and have high rates of staff turnover, with staff moved between multiple worksites. Equipment and consumables used in these sectors are largely manufactured overseas, predominantly in high risk countries such as China and Vietnam.

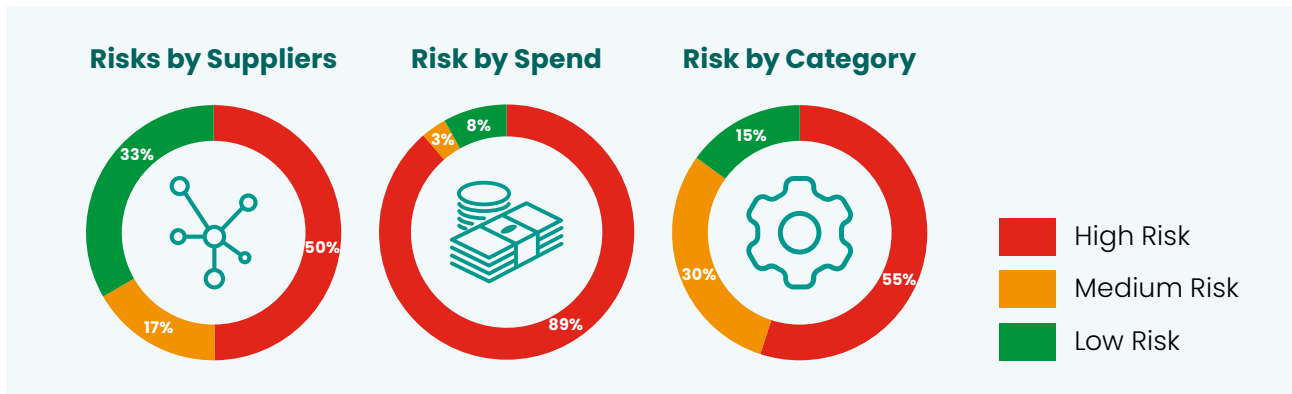
### Information and communications technology (ICT) hardware

According to the 2018 Global Slavery Index, electronics are the highest risk product for modern slavery in supply chains. The report also highlights that the most at-risk electronics imported to Australia are from China and Malaysia. Forms of modern slavery present include passport retention or doctoring of identity documents, restriction of freedom of movement, poor living conditions, underpayment, fines and illegal salary deductions, excessive working hours and unpaid overtime.

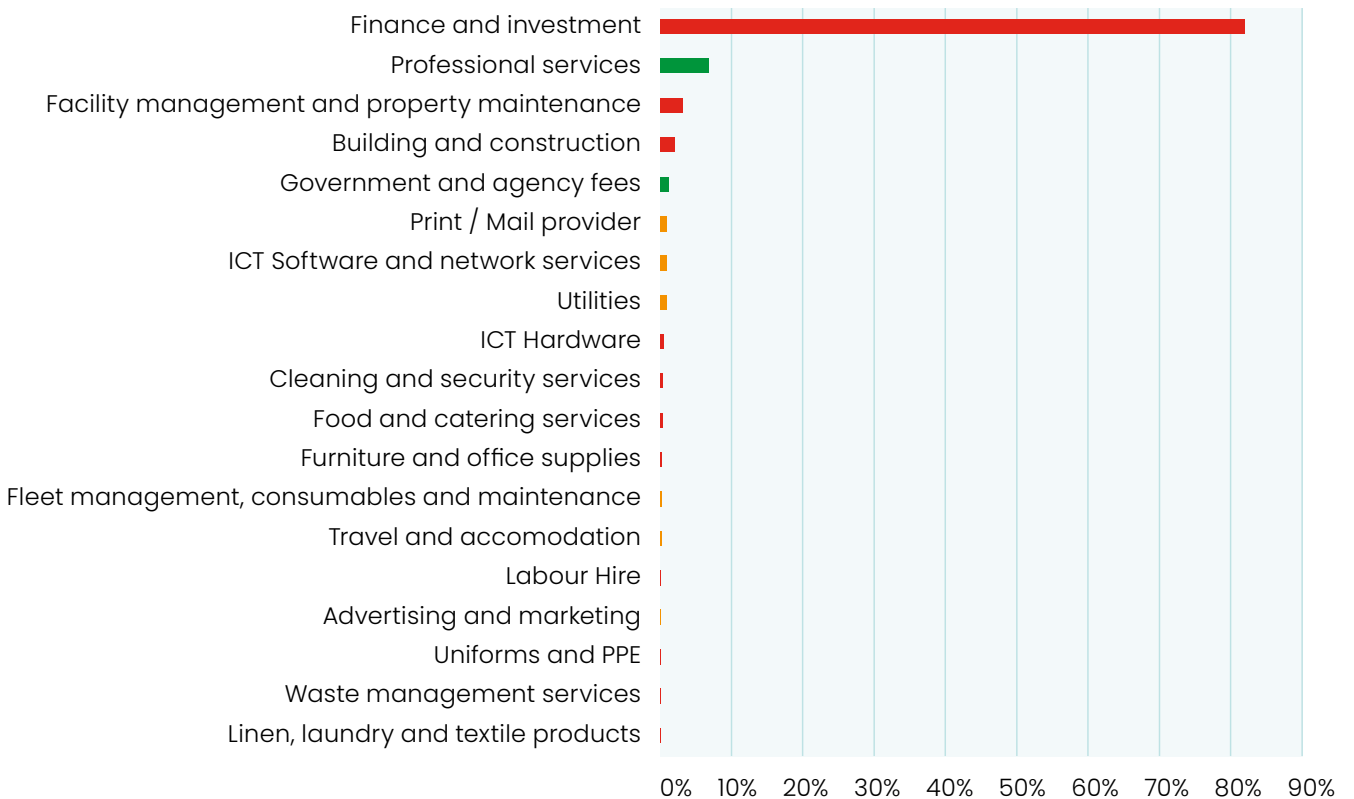
# Supplier Risk Identification

The CAP assessed the 2021 supply and net investment spend against the ACAN Category Risk Taxonomy in order to identify the potential risks. Actual risk has not been determined as the CAP has not yet conducted a detailed investigation of the suppliers engaged. In late 2020 the CAP advised its suppliers of its voluntary reporting in accordance with the *Modern Slavery Act 2018* (Cth) and the intention to ensure suppliers took reasonable steps to ensure no modern slavery existed in their supply chains or any part of their operations. Currently CAP procurement is undertaken by various operational or office managers. A Procurement Manager may potentially be appointed to facilitate the required oversight of the CAP supply chain management.

The CAP is committed to ensuring that the investment portfolio assets are not placed with organisations whose core business conflicts with the nature and teachings of the Catholic Church. The CAP does not wish to encourage or profit from activities which create goods or services that have unacceptable harmful effects on people or the environment which cannot be avoided by prudent and practical controls. The Executive Director, Finance and Administration works closely with the investment portfolio advisors to exclude investment in a fund with unacceptable core business or conduct.



## Percentage of Spend 2021









## Modern Slavery Gap Analysis

An assessment of existing governance, policies and procedures was first undertaken in 2019 to determine the CAP's effectiveness in managing modern slavery risks. This gap analysis was re-performed in December 2020 and December 2021 and serves to provide an understanding of areas that require improvement and the basis for a practical plan to better manage modern slavery risks.

Category	Topic	Result 2020	Result 2021	Change
Management Systems	Governance	Leading practice	Leading practice	-
	Commitment	Leading practice	Leading practice	-
	Business systems	Making progress	Making progress	-
	Actions	Making progress	Making progress	-
	Monitor/report	Making progress	Making progress	-
Risk Management	Risk Framework	Starting out	Starting out	-
	Operational risk	Starting out	Starting out	-
	Identifying external risks	Starting out	Starting out	-
	Monitoring & reporting risk	Starting out	Starting out	-
Procurement & Supply Chain	Policy & procedures	Starting out	Leading practice	+
	Contract management	Starting out	Starting out	-
	Screening & traceability	At the starting line	Starting out	+
	Supplier engagement	Starting out	Starting out	-
	Monitoring & corrective action	At the starting line	At the starting line	-
Personnel & Recruitment	Awareness	Leading practice	Leading practice	-
	Policies & systems	Starting out	Leading practice	+
	Training	Leading practice	Leading practice	-
	Labour hire/outsourcing	At the starting line	Starting out	+
Customers & Stakeholders	Customer attitude	Starting out	Leading practice	+
	Information provision	Starting out	Leading practice	+
	Feedback mechanisms	Leading practice	Leading practice	+
	Worker voice	Starting out	Starting out	-

	Leading practice
	Making progress
	Starting out
	At the starting line

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## Actions Taken to Assess and Address Risk

The financial year ended 31 December 2021 is the second voluntary reporting period for the CAP with respect to the Modern Slavery Act. The actions undertaken during 2020 and 2021 were focussed on continuation of the establishment of a strong foundation for future action to identify and address modern slavery risks in our operations and supply chains.

### Actions undertaken

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#### Raising CAP awareness of modern slavery risks

- A session on modern slavery was presented at the inaugural Catholic Social Services Western Australia Symposium which highlighted the current reality and offered the leaders of Catholic welfare organisations a strategic first step in addressing the issue
- At the annual Archdiocesan Agency Network Dinner, CAP funded agency Directors were given a presentation on modern slavery and the Australian Catholic Anti-Slavery Network (ACAN) was promoted
- At an Archdiocesan Clergy Morning Tea, parish priests were asked to consider joining an initiative to slave-proof Sunday Mass morning teas. Three parish priests have joined the first phase of this project
- Formal communication from the Bishop to parish priests highlighting the work of the CAP around modern slavery with a request to read the CAP Modern Slavery Statement 2020 and invitation to participate in the Parish Modern Slavery Project

#### Incorporating modern slavery prevention into CAP governance

- Designated Modern Slavery Liaison Officer (MSLO) and Internal Audit and Risk Manager
- Development of the CAP Modern Slavery Prevention Policy and CAP Supplier Code of Conduct
- Inclusion of Modern Slavery risk from supply chains in the CAP Risk Register

#### Engaging with CAP supply chain

- Inclusion of ethical objectives in CAP investment policy, identifying unacceptable core business and unacceptable conduct in relation to investments within managed funds
- Development of reporting criteria to be provided by CAP investment Portfolio Advisers in respect of CAP ethical objectives
- Notification to suppliers of CAP's commitment to eradicate modern slavery and the intention to develop a Supplier Code of Conduct

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## Provision of Remediation Solution via ACAN

CAP is committed to ensuring it provides appropriate and timely remedies to people impacted by modern slavery in accordance with the United Nations Guiding Principles on Business and Human Rights, Commonwealth Modern Slavery Act 2018 – Guidance for Reporting Entities and relevant Australian laws.

This includes providing for, or cooperating in, actions to address harms to people and root causes to mitigate future risks if CAP is found to have caused or contributed to modern slavery. The CAP continued support of Domus 8.7 means there is provision of a remedy pathway for victims of modern slavery.

Where directly linked to modern slavery by a business relationship, CAP is committed to working with the entity that caused the harm to ensure remediation and mitigation of its recurrence.

When suspicions of modern slavery practises come to our attention through whistle-blower or other channels, staff will contact relevant law enforcement agencies and/or Domus 8.7 for an assessment, investigation, action planning and implementation of a remediation process.

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## Effectiveness Assessment

Actions taken to date continue to focus on the implementation of policies and underlying procedures. The CAP's greatest source of modern slavery risk comes from supply chains and as such, considerable work is required to fully assess the source of risk at an individual supplier level and engage initially with those high-risk suppliers to assess their business practices. The CAP is currently constrained to adequately resource this level of supplier assessment and engagement. The CAP aims to provide leadership by educating and raising awareness to CAP employees, suppliers, and other stakeholders of the reality that current operational models can either cause, contribute to or be directly linked with modern slavery practices.

The CAP Governance Framework articulates the roles of the Executive and Archdiocesan Finance Council with respect to risk management, internal controls, and codes of conduct. The CAP Internal Audit Program provides independent assurance that risk management, governance and internal control processes are operating effectively, reporting to the Governance and Risk, and Finance and Audit sub-Committees. The Internal Audit program is reviewed on a regular basis in line with risk exposures and will provide the mechanism for monitoring controls in relation to supply chain and modern slavery.

The CAP Whistleblower Policy provides the mechanism to respond to reported concerns and disclosures relating to modern slavery.

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## Process of Consultation with Entities Owned or Controlled

The CAP does not own or control any entities. This statement is provided on a voluntary basis, as a single reporting entity pursuant to section 13 of the *Modern Slavery Act 2018* (Cth).



For enquiries or more information, please contact:

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