

Church Governance Operating Procedures

1. General Interpretation

- 1.1 In these Governance Operating Procedures, unless the contrary intention appears:
- a) words importing the masculine gender shall include feminine gender;
 - b) words importing the singular shall include the plural;
 - c) the word "Member", unless otherwise specified, shall mean both "Ordinary Member" and "Associate Member; and
 - d) the words "simple majority" are defined as being equal to 50% of the total votes cast plus one in accordance with the Governance Operating Procedures.
- 1.2 For definitions of key words, refer to list at end of document.

2. Membership

- 2.1 Eligibility for Membership
- Eligibility for Membership shall apply to those who fulfil the conditions as set out in Clause 6 of the Constitution.
- 2.2 Admission of Members
- 2.2.1 Any person (for the purposes of this section, hereinafter referred to as the 'Applicant') wishing to become a Member of the Church shall be required to:
- a) attend an orientation session to the regular life, ministry and service of the Church conducted by a member of the Congregation Committee. At the orientation session, a copy of the Constitution shall be made available to persons seeking to commit themselves to the membership of the Church; and
 - b) complete an application for membership and is to be submitted to the Congregation Committee Chair, or a member of the Leadership Council in the Applicant's congregation.
- 2.2.2 The Leadership Council shall arrange one member from the Leadership Council and one member from the relevant Congregation Committee (collectively the 'Interviewers') to interview the Applicant to discuss the Applicant's testimony of faith in Jesus Christ and confirm his intention to honour the Constitution. Letters of transfer and/or commendation shall be sought, as appropriate.
- 2.2.3 Following the interview referred to in clause 2.2.2, the Interviewers shall make a recommendation to the Leadership Council for approval through the Leadership Council Chair.
- 2.2.4 Approved applicants shall be recognised as Church Members at any Sunday Worship Service.

2.3 Membership Roll

2.3.1 The Church shall keep a register of Members, and information of Members (hereinafter referred to as the 'Membership Roll').

2.3.2 The Membership Roll shall comprise of the following three sections:

- a) an Ordinary Members Section;
- b) an Associate Members Section; and
- c) an Inactive Members Section.

2.3.3 The Leadership Council shall review the Membership Roll annually and make any updates on membership recommended by Congregation Committees at the beginning of each Church Year.

2.3.4 A Member who has not been attending the regular life of the Church; e.g. Sunday service, small groups, etc, without an acceptable reason for a continuous period of at least twelve months shall be transferred to the Inactive Members Section. Contact by the relevant Congregational Committee shall be made with that Member before the subject Member is transferred to the Inactive Members Section.

2.3.5 A Member may be removed from the Membership Roll by the Leadership Council and report at the next Church Meeting for the following three reasons:

- a) the request of the Member to the Leadership Council;
- b) recommendation of the Leadership Council; or
- c) upon death of the Member.

2.3.6 A Member in the Inactive Members Section of the Membership Roll has no voting rights.

2.3.7 A Member in the Inactive Members Section of the Membership Roll who, subsequently, returns to the regular life of the Church may apply to transfer his membership from the Inactive Members Section to the original section in the Membership Roll by the Leadership Council. The restoration process shall follow the same process as Admission of Members as outlined in clause 2.2.

2.3.8 The Church Secretary shall report movements of Membership Roll in each Church Meeting.

2.4 Transfer of Members

A letter of transfer may be written to another Christian church, upon request from that church. The Church Secretary shall process the request and report the action at the next Church Meeting.

2.5 Dismissal of Members

Any Member considered to be acting in a manner inconsistent with a Christian profession and/or contravening the Constitution of the Church, and who has not corrected himself after having been advised to do so by the Senior Pastor, one member of the Leadership Council, and one member of the relevant Congregation Committee, may be deprived of his membership on the recommendation of the Leadership Council. An appeal process led by

the Elders or an independent moderator from the Baptist Association of NSW & ACT is available if necessary.

2.6 Responsibility of Members

All Members shall endeavour, by the grace of God, and through the power of the Holy Spirit, to:

- remain true to their commitment to Christ as expressed in their baptism;
- join regularly in the worship of the Church;
- lead a life worthy of Christ in love, humility and peace and build up each other through encouragement, counsel and comfort;
- seek opportunity to use their gifts to serve in the community;
- express their gratitude to God, and their responsibilities as His stewards, by contributing systematically and regularly to the financial support of the Church's ministry;
- pray and study the Scriptures in private and in groups regularly;
- proclaim the gospel of Jesus Christ by word and by deed; and
- attend each Church Meeting.

2.7 Conflict Management

2.7.1 Should there be an impasse between members of the Church that is affecting ministry and unity, effort shall be made to resolve such conflicts utilising Safe Church procedures.

2.7.2 Should there be an impasse between the Leadership Council and the Pastoral Team that may affect ministry, either party shall be at liberty, with or without the authority of the Members, to request the Baptist Association of NSW & ACT to nominate a moderator to discuss the issue and under God's guidance, and to give advice.

3. Church Meetings

3.1 Church Meetings shall be held at least two times each year, including the Annual General Meeting (hereinafter called AGM) shall be held in December each year, and at such other times as the Leadership Council Chair and Church Secretary may consider necessary. A Church Meeting may be called upon the written request of at least twenty Church Members stating its purpose and lodged with the Leadership Council Chair who shall convene such a meeting within twenty-one days to consider the stated purpose of the request.

3.2 The agenda for all Church Meetings shall be prepared by the Leadership Council Chair and Church Secretary, in consultation with the Senior Pastor. No additional item not arising from a report shall be considered.

3.3 The Church Year shall run from January to December each year. The AGM shall include the appointment of Leadership Council members, the adoption of the Church Budget and the appointment of the Auditor for the same period.

3.4 The Leadership Council Chair shall preside at all Church Meetings or the Leadership Council may appoint a Chair.

- 3.5 Every motion, unless otherwise stated in the Constitution or Governance Operating Procedures, shall be decided by a simple majority of the Members present and voting on the motion. Voting shall be by ballot if the majority of the Members present so request.
- 3.6 Appointments in any Church Meetings shall be by ballot unless agreed to otherwise by the Members present in the Church Meeting. The ballot shall be scrutinised by at least two persons nominated by Members present in the Church Meeting. Candidate/s with the highest votes, having obtained the required number of votes shall be declared appointed to fill the position/s available.
- 3.7 Church Members under the age of eighteen years shall not vote at Church Meetings.
- 3.8 Associate Members shall have the same voting rights as Ordinary Members except that they shall not be entitled to vote on any motion concerning the buying and selling property of the Church (as provided under the Baptist Churches of N.S.W. Property Trust Act). Associate Members shall not be entitled to be appointed delegates of the Church to the Assemblies of the Baptist Association of NSW & ACT.
- 3.9 A quorum for Church Meetings and AGMs shall consist of 25% of the Church Membership entitled to vote. In the event of insufficient number of Members present to form a quorum, those present at the subsequent meeting shall be deemed to form the quorum for the Meeting which shall be held within fourteen days of the postponed Meeting.
- 3.10 Notice of Church Meetings shall be announced at least two weeks before the meeting. Agenda and reports shall be made available one week before Church Meetings and two weeks before AGM.

4. Church Forums

- 4.1 Church Forums shall be held at least two times a year throughout the year.
- 4.2 Group discussions may be held in different language groups with feedback reports.
- 4.3 The Church Forums shall be facilitated by a person appointed by the Leadership Council and small groups shall be facilitated by people with good communication and engaging skills.
- 4.4 Church Forums participants may include both Church Members and non-members as it is not a decision-making gathering.
- 4.5 Congregational members may suggest Forum topics to the Leadership Council or Pastoral Team. The Leadership Council shall make final decisions about topics in consultation with the Pastoral Team.

5. Church Leadership

- 5.1 Leadership Council
 - 5.1.1 The Leadership Council focuses on the overall direction includes three overarching responsibilities: fiduciary responsibility, strategic responsibility, and generative responsibility, as stipulated in the Constitution section 8.

- 5.1.2 The Leadership Council shall consist of a maximum seven people plus the Senior Pastor who demonstrate godly character, chemistry, competency, and capacity, with a diversity in age, gender and congregation.
 - 5.1.3 Leadership Council Chair, Church Secretary and Church Treasurer shall be appointed by the members of the Leadership Council annually in the first meeting of the year. The Leadership Council Chair shall preside at the meetings of the Leadership Council.
 - 5.1.4 The Leadership Council shall meet not less than six times each year and at such times as the Leadership Council Chair and Church Secretary, in consultation with the Senior Pastor, may consider necessary.
 - 5.1.5 The Leadership Council shall set up and dissolve committees and taskforces, from time to time, to fulfil the requirements of the ministry of the Church.
 - 5.1.6 The Leadership Council shall nominate members for the Nomination Committee to be appointed at the June Church Meeting, to seek and receive nominations for consideration at the AGM of suitable candidates for the Leadership Council, in the prescribed manner as set out in clause 5.6 of the Church Governance Operating Procedures.
 - 5.1.7 The quorum for Leadership Council meetings shall be five members.
 - 5.1.8 Every motion shall be decided by a simple majority of the members present.
 - 5.1.9 An Executive Committee, which comprises of the Leadership Council Chair, Church Secretary and Senior Pastor, shall meet regularly between Leadership Council meetings to ensure matters are progressing and provide input for Leadership Council consideration.
 - 5.1.10 If a member of the Leadership Council is not acting in a manner consistent with the written and agreed expectations of the Leadership Council, and who has not corrected himself after having been advised by the Senior Pastor and 2 other members of the Leadership Council, then that member may be removed from office by a voting by ballot if at least 75% of the Leadership Council agreed on such motion. Leadership Council Chair shall report to Members in next Church Meeting. An appeal process led by the Elders or an independent moderator from the Baptist Association is available if necessary.
- 5.2 Members of the Leadership Council
- 5.2.1 No member shall be eligible for the office of Leadership Council unless:
 - a) He is an Ordinary Member and considered by the Nomination Committee to have the necessary qualifications for the office; and
 - b) He has reached the age of twenty-one years.
 - 5.2.2 Leadership Council members shall be appointed for a term of two years at the AGM and shall be eligible for re-appointment for up to three terms. A Leadership Council member who has served for six years consecutively shall not stand for re-appointment for the following year.
 - 5.2.3 If the office of any Leadership Council membership becomes vacant at any time during the two-year term, it may be filled with a casual vacancy for the remaining term of such office appointed by the Church. Candidates shall be nominated and interviewed by Nomination Committee before appointment at a Church Meeting.

- 5.2.4 The Leadership Council members shall draw up a relational covenant with each other, as part of the organisational culture and relational health.
- 5.2.5 The Leadership Council members shall have clear position descriptions once appointed to clarify responsibilities, authorities, and accountability.
- 5.2.6 Management responsibilities over the Church Office is under one member from the Leadership Council together with the Senior Pastor.
- 5.3 Leadership Council Chair, Church Secretary and Treasurer
- 5.3.1 Leadership Council Chair shall be responsible for:
- Acting as a leader of the Leadership Council;
 - Providing counsel as appropriate for the Senior Pastor through the Executive Committee;
 - Overseeing the effectiveness of the Leadership Council and its appointed committees;
 - Preparing Leadership Council meeting agenda and reports with the Church Secretary and Senior Pastor;
 - Organising an annual review of the Senior Pastor with members of the Leadership Council;
 - In consultation with the Senior Pastor, representing the Church to outside parties as appropriate; and
 - Be an ex-officio member of all committees.
- 5.3.2 The Church Secretary shall be responsible for:
- Preparing Leadership Council meetings and Church Meetings minutes;
 - Keeping up to date records, e.g., Membership Roll, legal compliance requirements, WWCC record, Safe Church training and refresh, etc.;
 - Ensuring tasks and reports are being followed up;
 - Providing administrative advice to Leadership Council; and
 - Ensuring key dates are met for reviewing tasks and documents.
- 5.3.3 The Church Treasurer shall be responsible for:
- Leading the Finance Committee;
 - Overseeing the receipts and disbursements of the Church funds in accordance with the Church Budget and decisions of the Church and/or Leadership Council;
 - Overseeing the preparation of the Church Budget and nomination of the Auditor;
 - Keeping all financial records and accounts of the Church;
 - Presenting a quarterly financial statement to the Leadership Council and Church Members, and an audited statement to the next scheduled Church Meeting following the AGM;
 - Providing financial and tax advice to Leadership Council; and
 - Ensuring the Church has appropriate insurance cover.
- 5.3.4 For the role of Leadership Council Chair, Church Secretary, and Church Treasurer, member who has served for four consecutive years shall not stand for re-appointment for these roles for the following year.

5.3.5 The Leadership Council may appoint members of the Church (salaried or otherwise) to assist the Leadership Council Chair, Church Secretary and Church Treasurer in order to discharge their duties.

5.4 Pastoral Team

5.4.1 Persons of known maturity, spirituality, and gifts appropriate to the office and in good standing with a recognised Christian Church and eligible to be accredited or be recognised by the Baptist Association of NSW & ACT shall be considered for appointment as a member of the Pastoral Team. Suitable evidence of formal theological qualification/s shall be required. The Church may adopt a specific profile for calling a pastor from time to time to meet the needs of the Church.

5.4.2 The Pastoral Team is made up of pastors whose responsibilities may include oversight of particular congregations while also having responsibility for some specialised area of ministry across the life of the Church (such as disciple-making, missions, youth and young adults, children, etc.).

5.4.3 The Pastor's responsibilities to include:

- overseeing the Church's ministry and missional focus;
- leading and managing the Church's activities and Church-wide events, aligned with the Church's core values, directions, and strategic priorities;
- establishing and overseeing the Church-wide ministry teams; and
- equipping others for ministry (Ephesians 4:11-13) including pastoral care.

5.4.4 Any pastor shall be appointed upon a recommendation from the Leadership Council upon a three-quarter majority of the Members present and voting at a Church Meeting. The quorum for such a meeting shall be 33.3% of the Membership eligible to vote.

5.4.5 Any pastor shall be terminated upon a recommendation from the Leadership Council upon a three-quarter majority of the Members present and voting at a Church Meeting. The Baptist Association of NSW & ACT's advice shall be sought before calling the Church Meeting. The quorum for such a meeting shall be 33.3% of the Membership eligible to vote.

5.4.6 Where the Senior Pastor is absent from the Church for more than 3 months, the Church, upon a recommendation from the Leadership Council, may appoint a person to act in his stead.

5.4.7 In the event of the Senior Pastorate becoming vacant, the Church may set up a Transition Team to seek pastoral guidance from the Baptist Association of NSW & ACT. An Intentional Interim Minister shall be appointed to give guidance concerning the filling of the Senior Pastorate and to assist in the ministry of the Church as appropriate.

5.4.8 Leadership Council shall be given the authority to initially appoint Interim Minister for up to 12 months, with the appointment to be confirmed by a Church Meeting. The appointment may be extended for a further 12 months, if necessary.

5.4.9 A Pastor's external commitment shall be approved by the Senior Pastor and Leadership Council Chair and shall be reported to the Leadership Council. The Church Secretary shall maintain a record of all pastors' external commitments.

- 5.4.10 The Senior Pastor and each member of the Pastoral Team shall be given a position description clearly defining the role, responsibilities and accountabilities of the position.
- 5.4.11 Senior Pastor is an ex-officio member of all committees.
- 5.4.12 A review for each pastor shall be conducted annually by members of the Leadership Council and appointed members from the relevant congregation and ministry areas. An updated position description shall be presented to the next Leadership Council meeting and a brief report by the Leadership Council Chair to the next Church meeting.
- 5.4.13 Student Pastors may be appointed as a mentoring and training opportunity while meeting the ministry needs of the Church. Procedures in appointing Student Pastors shall be conducted on a case-by-case basis, and such decision shall be approved by the Leadership Council.
- 5.5 Congregational Committees
- 5.5.1 For each congregation associated with an established worship service of the Church, there shall be a Congregation Committee. A new congregation shall be affirmed by the Church on recommendation from the Leadership Council.
- 5.5.2 The membership of Congregational Committee is to be made up of five to eight persons, plus the Congregational Pastor.
- 5.5.3 The Congregational Chair shall be a Member of the Church.
- 5.5.4 The Congregational Committee members shall be nominated and appointed for a term of two years at an annual congregational meeting and shall be eligible for re-appointment for up to three terms. A Congregational Committee member who has served for six years consecutively shall not stand for re-appointment the following year.
- 5.5.5 The Congregation Committee shall appoint its own Chair. Congregational Committee Chair who has served for four consecutive years shall not stand for re-appointment for the following year.
- 5.5.6 The Chair of the Congregational Committees shall be accountable to the Leadership Council Chair. The Congregational Committee Chair shall submit an updated list of Congregational Committee members to Leadership Council after each appointment.
- 5.5.7 Congregation Committee shall have a management role in overseeing the life of the congregation in line with the Church's core values, directions and strategic priorities. The Congregation Committee is responsible for the coordination of all ministries which serve the particular congregation and the Church, which include but not limited to the following areas:
- Worship;
 - Christian Education;
 - Fellowship;
 - Small groups;
 - Discipleship;
 - Evangelism;
 - Developing leaders for Church-wide ministries; and

- Assisting Leadership Council in administrative matters, e.g., Membership Roll, legal compliance requirements, WWCC record, Safe Church training and refresh, etc.
- 5.5.8 Each Congregational Committee member shall have a clear position description.

- 5.6 Nomination Committee
 - 5.6.1 The Nomination Committee shall be appointed annually at the June Church Meeting. The purpose of the Committee is to make recommendation to the Church on suitable candidates for Leadership Council member appointment at AGM.
 - 5.6.2 The Nominations Committee shall consist of a member of the Leadership Council, a representative nominated by each Congregational Committee and the Senior Pastor. The Leadership Council shall seek recommendations on committee members for the appointment before the June Church Meeting.
 - 5.6.3 The Nomination Committee members shall be Member of the Church.
 - 5.6.4 The Nomination Committee shall appoint its own Chair.
 - 5.6.5 The Nomination Committee shall invite expressions of interest for the Leadership Council positions as well as inviting suggestions from the Congregational Committee members. The Nomination Committee may also intentionally approach members to consider serving on the Leadership Council, indicating what skills they think these particular members would bring.
 - 5.6.6 The Nomination Committee shall meet with those who express interest or suggested with the view to bringing recommendations to the AGM.
 - 5.6.7 A list of recommended persons are to be presented to the AGM for appointment with their personal profile.
 - 5.6.8 The Nomination Committee shall have the power to reject any submitted nominations if the nominee is deemed unsuitable for nominations.
 - 5.6.9 The Nomination Committee shall be dissolved until a new Nomination Committee is formed at the next subsequent AGM.
 - 5.6.10 Members of the Nomination Committee shall not be nominated as a candidate of the Leadership Council.

- 5.7 Standing Committees and Taskforces
 - 5.7.1 The Leadership Council shall annually appoint the Chair of Standing Committees and Taskforces to assist and enable the delivery of the Church's core values, directions and strategic priorities.
 - 5.7.2 These Standing Committees may include (but not limited to) the following:
 - Property;
 - Safe Church;
 - Finance and Audit (including Budgeting);
 - Risk and Compliance (including WHS);

- Marketing and Comms (including literature and website); and
- Congregational Committees (refer to Section 5.5).

5.7.3 The various Standing Committees are to have at least one member from the Leadership Council. All Standing Committees and Taskforces need to provide a half yearly report to the Leadership Council.

5.7.4 Each Standing Committee and Taskforce shall follow the guidelines listed below:

- a) Chair of all Standing Committees shall be a Church Member. Members of the Standing Committees need not be a Member of the Church, except in the case of Safe Church Committee. All Safe Church committee members need to be Member of the Church;
- b) The Chair of each Standing Committee (except Congregational Committee) and Taskforce shall have the right to decide the number of members it requires;
- c) All finances (both income and expenditure) of each Standing Committee and Taskforce are to be “centralised” through the Church Treasurer;
- d) Standing Committee and Taskforce members shall have a passion and expertise in the area the Standing Committee or Taskforce deals with;
- e) Any invitation to a person to be either a speaker or a major participant in any meeting must only be given after consultation with a member of the Pastoral Team; and
- f) Any poster to be displayed in the Church or distributed is to be approved by a member of the Pastoral Team. Any external poster is to be approved by the Pastoral Team.

5.7.5 In addition to the Standing Committees and Taskforces, the Church includes a set of Strategic and Enabling Ministries operating under different reporting arrangements:

- a) Ministries reporting to of the Pastoral Team:
 - Children ministry;
 - Youth ministry;
 - Community services;
 - Missions; and
 - Music (and Worship).
- b) Ministries reporting to the Church Office, Senior Pastor, and one member of the Leadership Council:
 - Facility management (including General Affairs); and
 - IT administration.

Lines of accountability for Standing Committees, Taskforces, Strategic and Enabling Ministries are provided in Appendix 1.

5.8 Elders

5.8.1 Elders shall be Ordinary Members in good standing for at least three years prior to nomination, and have the necessary qualifications for the office. Their prime duties shall be to assist the Pastoral Team in the matters of guidance, advice, and support for the pastors in exercising their pastoral responsibilities.

- 5.8.2 Elders shall be appointed by the Church upon the nomination of the Leadership Council in consultation with the Pastoral Team, for a term of two years and shall be eligible for reappointment.

6. Finance

- 6.1 The ministry of the Church shall be supported and expenses met by voluntary tithing and offerings.
- 6.2 An annual Church Budget and nomination of Church Auditor for the same period shall be prepared by a Budget Committee appointed by Leadership Council for presentation to the AGM for adoption after approval by the Leadership Council.
- 6.3 The Budget Committee shall consist of the Church Treasurer, who shall be the Chair of the Committee, Leadership Council Chair, two other persons appointed by the Leadership Council and the Senior Pastor.
- 6.4 On the recommendation of the Church Treasurer, the Leadership Council is authorised to adjust the items within the total budget as needed.
- 6.5 The Relief Fund shall be maintained by a relief offering received at the Communion Services. The Relief Fund is the responsibility of the Leadership Council and normally shall be administered by members of the Pastoral Team. The Church Treasurer's reports to the Leadership Council and to Church Meetings shall incorporate the receipts and payments for the Fund.
- 6.6 Fundraising activity by any ministry must have approval of the Church Treasurer, Leadership Council Chair and the Senior Pastor. This shall be reported in the next Treasurer's report at the next Leadership Council Meeting.
- 6.7 Financial support given to any "outside body" is to be in the name of "Central Baptist Church".
- 6.8 Occasionally in the course of performing certain roles within the Church, Church staff (including Pastoral Team and Church Office staff) or Ministry Leaders (including Leadership Council, Nomination Committee, Standing Committee, Taskforce, Elders) may be offered gifts or benefits by other persons or organisations. Church staff or Ministry Leaders must be able to demonstrate that they are not influenced in the performance of their duties by offers of gifts and benefits and must inform the Church Treasurer in writing to register the details of the gifts or benefits if and when it is above certain threshold as set from time-to-time by the Leadership Council.

7. Bank Accounts

- 7.1 The Leadership Council shall be authorised to open bank accounts in the name of the Church. The Church Treasurer, the Leadership Council Chair and not less than three Church Members appointed by the Leadership Council shall be the signatories to any account. Any two of such authorised persons shall operate such accounts.

8. Audit

- 8.1 The financial books of the Church shall be audited once a year by an independent auditor.
- 8.2 The annual audited financial statements of the Church shall be presented to the next scheduled Church Meeting following the AGM for adoption.

9. Alteration to the Church Governance Operating Procedures

- 9.1 Review of the Church Governance Operating Procedures shall be conducted every 3 years, initiated by the Leadership Council, and with the assistance of a Taskforce.
- 9.2 No alteration shall be made to the Governance Operating Procedures of the Church unless agreed to by a two-third majority of the Members eligible to vote present at a meeting specially convened for the purpose. The quorum for such a meeting shall be 25% of the Membership eligible to vote.
- 9.3 Notice of such meeting shall be announced one month before the meeting.

Version Control

Adopted: 2nd April, 2023

Definitions

The following definitions apply throughout this Governance Operating Procedures:

- **AGM** - refers to Annual General Meeting, to be held in December each year.
- **Church** - refers to the name of this church, "Central Baptist Church".
- **Church Budget** – the forecast financials (receipts and expenses) for the Church Year.
- **Church Forum** - is a non-decision-making gathering, and may include both Church Members and non-members to discuss topics that are of importance to the life of the Church.
- **Church Meeting** - is a business meeting for Members to discern God's view together and to make decisions. Church Meeting is to be held at least two times each year, including the Annual General Meeting.
- **Church Year** - the Church Year runs from January to December each year.
- **Congregational Committee** - exists for each congregation associated with an established worship service of the Church.
- **Constitution** - refers to the Church "Central Baptist Church" Constitution.
- **Elders** - assists the Pastoral Team in the matters of guidance, advice, and support for the pastors in exercising their pastoral responsibilities.
- **Executive Committee** - comprises of the Leadership Council Chair, Church Secretary and Senior Pastor.
- **Ex-officio** - denoting or relating to a member of all committees who holds the role as a status; of Senior Pastor and Leadership Council Chair. This does not imply they will attend all committee meeting.
- **Membership** - consists of two categories: Ordinary Members and Associate Members.
- **Membership Roll** - a register of Members, which comprise of three sections: an Ordinary Members Section; an Associate Members Section; and an Inactive Members Section.
- **Leadership Council** - is part of the Church leadership and governance system, focuses on the overall direction of the Church and strategic matters, with three overarching responsibilities: fiduciary, strategic and generative.
- **Nomination Committee** - is to make recommendation to the Church on suitable candidates for Leadership Council member appointment at the AGM.
- **Pastoral Team** - is part of the Church leadership and governance system, and is made up of pastors whose responsibilities may include oversight of a particular congregation while also have responsibilities for some specialised area of ministry across the life of the Church.
- **Standing Committee** - an on-going committee to assist and enable the delivery of the Church's core values, directions and strategic priorities.
- **Taskforce** - a short-term or time-bounded committee to assist and enable the delivery of the Church's core values, directions and strategic priorities.

Appendix 1: Lines of accountability for Standing Committees, Taskforces, and Ministries

