



LOCAL CHURCH COUNCIL CHARTER

1. Purpose

The *local church council* exists to provide local wisdom, governance, support and accountability to the local lead pastor and leadership team of a local City on a Hill church. The charter sets out the authority, duties & responsibilities, meetings and composition of the *local church council*.

2. Authority

The *local church council* functions as a sub-committee of the City on a Hill Movement Council and has delegated authority to assist the Council to discharge their governance responsibilities and to provide local governance framework. The *local church council* complements the oversight provided by the Senior Pastor of the City on a Hill Movement, and other supports and supervision.

For churches licensed within the Anglican Diocese of Melbourne, appointment of council members is in accordance with the principles of the *Parish Governance Act* of the *Anglican Diocese of Melbourne* and the *City on a Hill Authorised Anglican Congregations Cooperative Agreement*.

For City on a Hill Movement churches outside of the Diocese of Melbourne, formal appointment is by the Council of the City on a Hill Movement Ltd.

3. Duties and Responsibilities

Subject to any resolution of the Movement Council, the duties of the *local church council* are to:

- a) Provide prayerful support and encouragement to the local lead pastor, and leadership team.
- b) Offer wisdom and counsel to the local lead pastor in support of healthy local ministry across the strategic priorities of the local church.
- c) Provide supportive accountability to the local lead pastor in matters of personal discipleship and wellbeing, staff and volunteer leadership, and shepherding of the church.
- d) Review major and strategic ministry decisions, and endorse and/or provide input, in accordance with the Movement leadership and governance decision rights matrix.
- e) Receive and note ministry and operations reports from the local lead pastor and central operations team, and use to inform local wisdom, support and accountability.
- f) Complement the oversight by the Senior Pastor, and actively support the vision and mission of the wider City on a Hill Movement.

- g) Be available to receive feedback from staff and members of the congregation in support of healthy and effective ministry, and refer any necessary reportable conduct.
- h) Participate in leadership review and appraisal of the local lead pastor, along with the Senior Pastor and / or other Movement oversight.
- i) Review, monitor and update the local church risk register, as agreed with the Movement Risk Committee.

4. Meetings

- a) The church council should meet regularly enough to undertake its role effectively and provide timely support to the local lead pastor. This should not be less than quarterly.
- b) A minute taker should be assigned by the council chair to document the record of the meeting. Meeting agendas, minutes, and reports documented and stored in accordance with Movement procedures.
- c) Meeting procedures should be in accordance with principles for sub-committees as outlined in the City on a Hill Movement Ltd Constitution.

5. Composition & appointments

- a) The local church council should include at least three (3) lay (volunteer) members¹ of the respective local church. Other pastors, staff, or lay church members may also be invited to attend and contribute as considered appropriate.
- b) Initial appointment of founding local council members is by the City on a Hill Movement Council.
- c) Following initial term, further appointment of lay members occurs in accordance with Anglican principles of local church governance. This includes:
 - i) One council member nominated by the local lead pastor, for formal appointment by the Priest-in-Charge (Senior Pastor).
 - ii) Two council members nominated through the annual local church meeting.
- d) Up to two additional members may be appointed by the Movement Council, to a maximum total of five members. Members appointed by the Movement Council may be local members or other Movement representatives.

¹ Church membership follows Anglican principles for eligibility to join a church electoral roll, including:

- i) Is baptised.
- ii) Professes and demonstrates active Christian faith.
- iii) Regularly and habitually attends public worship at the local church.
- iv) Not a member of another church.



- e) One lay member will serve as chair of the council, nominated by the council and endorsed by the Movement Council.
- f) Appointments to the council is a one-year term (with preferable commitment for three years). Members may be appointed for up to a total of six consecutive years before a break of at least one year is required.
- g) Removal of council membership prior to the end of a term may occur by Movement Council resolution, for cause that may include, but not be limited to:
 - i) No longer being an active member of the respective City on a Hill local church.
 - ii) Breach of the City on a Hill Code of Conduct, or other behaviour considered inappropriate for governance or ministry leaders.
 - iii) No longer willing or able to subscribe to the City on a Hill Statement of Faith.
- h) The local church council is open to active participation by both men and women, with the function of the council considered similar to that of a traditional Anglican parish council, wardens or lay deacons.
- i) Local council members are eligible for membership of the City on a Hill Movement Ltd.

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