



**Diocese of Dunedin Governance
Structure for Diocesan Council and
Reporting Committees**



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Makeup of Committees

The Committee Structure of the Diocese of Dunedin (as confirmed by Diocesan Council in April 2020) is as follows:

1. **The Ministry Committee** will primarily have an internal focus on nurturing the **people** of the Diocese, currently involved in lay and ordained ministry in parishes and faith communities, in body, mind and spirit. Nurturing ministry involves theological education, ministry formation, personal and spiritual development, so that people are enabled to be effective followers of Christ and to perform acts of ministry.
2. **The Mission Committee** has an external focus on supporting **future church development** and faith initiatives with new Christian responses for reaching and serving communities. It's like the 'research and development' team - experimenting, innovating, and supporting those who are already working to generate new faith communities or initiatives.
3. **The Social Justice Committee** has a primary focus mainly on the prophetic role of the Church around social justice and service in and with the community. Its focus is around the effective contribution of existing and new Church-initiated services and activities for social transformation. It provides a space for strengthening collaboration between Church-initiated services around their future sustainability, impact and links with other parish and Diocesan work. It also makes recommendations to Diocesan Council regarding the payment of grants from Diocesan trust funds.
4. **The Stewardship Committee** is the engine room, providing the capacity for all the other work, and ensuring that resources flow to where they are most needed to support the strategic direction of the Diocese. Its primary focus is on ensuring good stewardship and sound management of the finances, property and the people directly employed in the Diocesan office, who play a central management role.

The Diocesan Council integrates this work to explore issues, opportunities, tensions, learning gained, in order to make wise strategic decisions about mission, ministry and best use of resources to support the current work of the Diocese and foster new initiatives. Diocesan Council as standing committee of the Synod will recommend an annual plan to Synod for adoption, to set the overall strategic direction for the coming year. The Council oversees and enable progress on that plan, which at every stage will be shaped through the work of its four committees. Not everything will be able to be planned. New thinking and possibilities emerge in unpredictable ways too. Communication between committees will also be encouraged, not just through the Diocesan Council.



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- Each committee has two members of Diocesan Council with other members appointed through a mixture of co-opting (Diocesan Council members of the committee approaching people who may be interested) and/or inviting expressions of interest from throughout the Diocese. This advertising can be via the Diocesan Newsletter, Website, Parish Newsletters and so on.
- It is not a requirement that committee members (apart from Diocesan Council representatives) be Anglican, but they must be able to satisfy the requirements of the Diocese of Dunedin Trusts Board and complete all appropriate declarations. Applications for committee members are ratified by the Diocesan Trusts Board.
- Committees are regarded as “working groups” under (Statute 1) The Diocesan Synod and Diocesan Council Amendment Statute 2019, clauses 6.6.1 to 5.6.6. This includes the requirement for the Diocesan Council to ratify any expenditure of money from sources other than the Synod Budget
- The Bishop is a member of all committees ex-officio but is not required to attend (all) meetings.

Key Purposes and Functions of Governance

The Diocesan Council is the standing committee of Synod and regulated by Statute 1, The Diocesan Synod and Diocesan Council Amendment Statute 2019. It is mandated to initiate, support, promote and coordinate the mission and ministry of the Church within the Diocese within a governance framework.

Governance determines who has power, who makes decisions and how accountability is monitored.

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This governance provides strategic leadership, setting overall direction and strategic thinking. In it's governance role governance group should be clear on lines of authority (who can make decisions and how), decision making (how this takes place and how decisions can be made practically, what to do if there is conflict or disagreement) and accountability (who it ultimately reports and is responsible to e.g. the Synod).

Any governance board has a mandate for stewardship, ensuring that policies and processes are in pace for the human, financial, physical and spiritual resources of the organisation (see also [Te whare tapa whā](#) model focusing on physical, mental, spiritual and family wellbeing)

Key tasks include:

- Building and maintaining external relationships with key stakeholders (or potential ones)
- Owning the moral, social and spiritual responsibility of the organisation
- Ensuring the organisation complies with all legal, constitutional and statutory requirements



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- Selection and engagement of key personnel e.g. the Bishop (through the electoral synod process) and employing key administrative staff e.g. Registrar
- Monitoring and evaluating the Council or Committees performance
- Reviewing long term vision/strategy and regularly reviewing this.

Any groups involved in governance should ensure that they stay true to their vision and purpose. They should not be signing off on anything that they are not comfortable with and need to work to ensure that working relationships in the group are maintained. Being on a board (such as the Diocesan Council) is a position of trust, which requires a duty of care to act in good faith.

More detailed descriptions of the Diocesan Council and each Committee follows:



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DIOCESAN COUNCIL

Purpose:

The Diocesan Council is a standing committee of the Synod with the authority to make decisions to develop, resource and support the Anglican Church to reveal and build the Kingdom of God in Otago & Southland: **responding to God's Call in Otago and Southland: Faith Communities reading the Bible, praying, living out the life of Jesus Christ**. It must ensure its objectives and strategies are grounded in the teachings of the Bible, and that its decisions uphold its core apostolic mission to proclaim the gospel of Jesus Christ and make his disciples.

Key tasks:

- Establish and ensure clear, shared understanding of the **vision, mission and values** that always guide the work of the Diocese
- Set overall **strategic direction**, priorities and recommend an annual plan and budget to Synod for adoption
- Ensure strategic direction is translated into **clear operational strategy**, with appropriate budgets, skills, people and organisational relationships to support implementation.
- Ensure **appropriate resources** are available for agreed tasks. Approve changes to the budget and annual plan. Approve ongoing decisions about priorities and allocating resources outside the business plan
- Review **sustainability** of the Anglican Church in the Diocese and how resources are shared and allocated
- Ensure **accountabilities** of staff and subcommittees are clear and that ongoing reporting and monitoring processes support risk management, legal and regulatory compliance (both state and church) and ongoing adaptation of strategy as necessary
- Ensure key **policies** that guide the work of the Diocese **are** developed, approved, monitored and reviewed, and recommend changes to statutes to Synod
- Ensure **sound communication plans, processes and relationships** are established with key stakeholders in setting policy, pace and direction
- Support a **culture of learning by doing**, reflecting on progress towards the vision, what's working, what needs adapting, what new opportunities and possibilities are emerging
- Ensure **effective governance**, clarity of functions, delegations, structures and best use of people's talents. Appoint task teams to complete specific projects. Receive nominations and appoint trustees to various boards via the Trusts Board (a sub-committee of the Diocesan Council).



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MINISTRY COMMITTEE

Purpose: To nurture the people of the Diocese currently involved in lay and ordained ministry in parishes and faith communities, in body, mind and spirit. Nurturing Ministry involves theological education, ministry formation, personal and spiritual development, so that people are enabled to be effective followers of Christ and to perform acts of ministry.

Key tasks:

1. Ensure sound pastoral care of people involved in ordained and lay ministry in the Diocese.
2. Develop a training and development plan for the Diocese including appropriate programme initiatives to support ministry at all life stages.
3. Ensure resources are available (e.g. spiritual directors, supervisors, support for conflict resolution) to support learning and development for ministry.
4. Encourage and support ministry at a local level, including regular faith community reviews/development.
5. Prepare an annual plan for Diocesan Council approval, that will become part of the overall Diocesan plan. The Committee's plan will have strategies that can be aligned to the vision and mission of the Anglican Church and relevant programmes/initiatives. Report to Council on the implementation of the plan and recommend changes as necessary.



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MISSION COMMITTEE

Purpose:

To support **future church development** through encouraging new Christian initiatives and responses for reaching and serving communities with the Gospel of Christ. To be the 'research and development' team, experimenting, innovating, and supporting those who are already working to generate new faith communities.

Key Tasks

1. Recruit, support and work with people good at generating new faith initiatives¹.
2. Listen, research and consult current/new stakeholders, in order to map possibilities, determine where to focus energy and to progress opportunities.
3. Encourage and support existing parishes in how they are listening and responding to communities.
4. Identify gifts and skills needed for pioneering work, define learning needs and work with the Discipleship Committee to provide relevant learning opportunities
5. Research models used elsewhere and disseminate information/recommendations.
6. Allocate budget resources available for mission wisely around focused projects and initiatives that support the Mission Committee purpose.
7. Encourage and support mission at a local level, including regular faith community reviews/development.
8. Prepare an annual plan for Diocesan Council approval, that will become part of the overall Diocesan plan. The Committee's plan will have strategies that can be aligned to the vision and mission of the Anglican Church and relevant programmes/initiatives. Report to Council on the implementation of the plan and recommend changes as necessary.

¹ Faith initiatives may be based geographically or around a common interest or goal



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SOCIAL JUSTICE COMMITTEE

Purpose:

To support the prophetic role of the Church around social justice and service in and with the community and enable the effective contribution of existing and new Church-initiated services and activities for social transformation. To strengthen collaboration between Church-initiated services around their future sustainability, impact and links with other parish and Diocesan work.

Key Tasks

1. Provide an ongoing vehicle for conversation, shared information, vision and action between church social service organisations (Leslie Groves Home and Hospital, St Barnabas, Parata, Takitimu, NOAH, Anglican Family Care, South Centre). Encourage these organisations in the performance of first-rate social services consistent with the mission aims of the diocese.
2. Create forums and connections between parish level action and these agencies.
3. Identify opportunities for collaboration/new ways of organising/responding to community needs, including small scale actions with a social justice/transformation focus.
4. Coordinate or encourage others to coordinate local responses to wider calls for action.
5. Strengthen and develop social justice initiatives within the diocese, including being a conduit for information and resources from Provincial Anglican and other sources using existing communication channels (South Calling Newsletter, Website).
6. Build new connections to foster and support new ministries around identified needs.
7. Nominate representations to the NZ Council of Christian Social Services, Anglican Care Network.
8. Utilize the investment income from endowments in accordance with any applicable trusts and invite applications for grants that respond to the committee's purposes and endowment parameters.
9. Encourage and support social justice and transformation at a local level, including regular faith community reviews/development.
10. Prepare an annual plan for Diocesan Council approval, that will become part of the overall Diocesan plan. The Committee's plan will have strategies that can be aligned to the vision and mission of the Anglican Church and relevant programmes/initiatives. Report to Council on the implementation of the plan and recommend changes as necessary.



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STEWARDSHIP COMMITTEE

Purpose:

To provide the capacity for all the other work and ensure resources flow to where they are most needed to support the strategic direction of the Diocese. To ensure good stewardship and sound management of the finances, property vested in the Diocese, as well as people directly employed in the Diocesan office.

Key tasks:

1. Prepare and recommend the annual budget and operational plan to Council in consultation with the Bishop and senior staff.
2. Ensure the Diocese has financial systems that meet external reporting accountabilities and meet auditing standards in a timely manner.
3. Oversee preparation of financial and non-financial reports and interpret financial trends, issues, risks and opportunities to support Council, Discipleship, Mission and Social Transformation committees in their decisions.
4. To think strategically about property matters and feedback on them to the Diocesan Council.
5. Ensure good employer practices are in place for those employed by the Diocese, including clarity about Trust Board/Diocesan Council expectations and processes for staff support and annual development reviews.
6. Ensure the organisation operates within its legal, constitutional and statutory obligations and provide guidance to Diocesan Council on these matters.
7. Keep a watching brief, and review as necessary, the Trusts and resources of the Diocese and how they are employed.
8. Liberate and source resources for ministry. Receive and recommend applications to utilise Trust Board investments. The Trust Board approves and recommends to Diocesan Council on property and investment income and should approve grants from endowments. (Existing legislation has the Trust Board acting as the trustee for the Social Services Board).
9. Encourage sound stewardship and good employer practices in parishes.

This Diocese of Dunedin Governance Structure for Diocesan Council and Reporting Committees was agreed at the meeting of the Diocesan Council, 21 April 2020

Review: This document will be reviewed after each Synod when Diocesan Council Members are elected.