

CANON 1 OF PARISHES

(Refer Title B Canon V Constitution Part E Clause 1)

Preamble: This Canon “of Parishes” contains a generic section with application to all. [Sections 1 to 9] Sub-sections pertaining to particular forms of ministry can be found in Sections 10 to 11.

1. Designation and Interpretation

1.1 In accordance with Title B Canon V of General Synod/Te Hinota Whanui each Diocesan Synod is to make regulations to determine the constitution and structure of parishes through which ministry can be provided by and to members of the church and through which the mission of the church can be promoted.

1.2 In this Diocese a parish may be a Vicar Led Parish, Local Shared Ministry Parish, Local Team Ministry Parish, Co-operating Venture Parish, Supported Parish, or other authorised forms of Local Team Ministry units, which may develop.

1.3 For the Purposes of this Canon:

“**The Bishop**” shall mean the Bishop.

“**Parishioner**” shall mean any person whose name appears on either the electoral or pastoral roll of the parish.

“**People’s Warden**” shall mean the Church Warden appointed by the Parishioners.

“**Vestry**” means the body elected at the Annual General Meeting of the parish to order the financial business and management of property and the ongoing life of the parish. In the case of Co-operating Ventures, this may be a Parish Council.

“**Vestry members**” means those people elected to the vestry.

“**Vicar**” means the Vicar of a parish, but for purposes of this Canon shall include any Co-Vicar or Deacon-in-Charge or Priest-in-Charge or any ordained minister who is recognised by the Bishop’s authority as having for the time being the charge of a parish or a Co-operating Parish.

“**Local priest (or deacon)**” means an ordained person called and licensed for ministry in a Local Shared Ministry or a Local Team Ministry Parish.

“**Community priest**” means a non-stipendiary ordained minister called and licensed in the Diocese for ministry in the wider community, but also available for parish responsibilities.

“**Clergy House**” shall mean the housing owned or rented by the parish for the use of stipendiary clergy.

“**Standing Committee**” is that body elected and exercising authority under the Diocesan Canons.

“**Diocesan Registrar**” is that person who is charged with carrying out the executive functions and day-to-day administration for the good order and functioning of the Diocese under the direction of the Bishop and the Standing Committee.

2. **Definition of Parish**

A viable parish needs to meet and maintain the following benchmarks:

- Eucharistic gathering at least monthly.
- An adequate contribution (determined by Standing Committee) to Diocesan funds
- A minimum of 12 committed people to form a vestry and a ministry team.
- Some form of regular communication with the whole parish roll (newsletter, phone tree, website etc).
- Ability to offer regular hospitality to parishioners and others, including access to a kitchen and toilet facilities.
- A living relationship with Anglican or ecumenical social services providers.
- Commitment to fostering bi-cultural partnership locally.
- Commitment to be represented at diocesan gatherings and training events.
- Commitment to ministry with young people and families, both within and outside the regular worshipers, subject to constant review and renewal.
- Actively shared, trained and updated pastoral care programme.
- Regular opportunities for teaching, renewing and discovering faith.

3. **Formation of Parishes**

3.1 Any application for the establishment of a new parish may be addressed to any ordinary Annual Session of the Diocesan Synod. Such application shall be supported by the following information:

- (a) A description of the proposed new parish.
- (b) The outcome of Consultation with other parishes in the archdeaconry.
- (c) Evidence to the satisfaction of Standing Committee that there are a sufficient number of persons eligible for enrolment on an Electoral roll should the application for the establishment of the new Parish be approved, to justify the establishment on grounds of efficiency of administration and adequate financial capacity.
- (d) Evidence to the satisfaction of Standing Committee that there are in the proposed parish sufficient resources for the chosen model of ministry and mission to be sustained and to provide for the gathering of the assembly.
- (e) Financial capacity. As determined by Standing Committee from time to time.

3.2 Unless otherwise ordered by the Diocesan Synod, notice of any such application, together with full particulars, shall at the close of the Diocesan Synod session be sent to the vestry of each parish likely to be affected, in order that any objection to the application may be placed before Standing Committee and the next ensuing session of the Diocesan Synod.

3.3 When Standing Committee has received the reports required in Clause 3.2 and is satisfied that the above conditions have been complied with, and that there are no unsecured outstanding debts in respect of the proposed parish and regardless of whether any objections may have been advanced by other parties, the Diocesan Registrar shall advise the applicants accordingly. An appropriate Bill may then be introduced at the next ensuing session of the Diocesan Synod.

- 3.4 On the first day of the next ensuing session of the Diocesan Synod the Bishop shall lay before the Diocesan Synod the application, the supporting documents and the report of Standing Committee in respect of the application.
- 3.5 Then any member of the Diocesan Synod may seek leave to introduce to the Diocesan Synod a Bill to give effect to the application.

4. **Parish Organisation and the Annual General Meeting**

- 4.1 At the conclusion of the financial year an Annual General Meeting shall be held to receive reports on the life of the parish, from the Vicar or Clergy representative, church wardens and Treasurer and to hold elections for the ensuing year.
- 4.2 The Annual Meeting of the parish will also conduct the following business;
- a) Hear the announcement of the name of the Church Warden appointed by the Vicar or Bishop.
 - b) Elect the People's Church Warden.
 - c) Elect the appropriate number of vestry members.
 - d) Each second year to elect a Lay Synod Representative, as well as an alternate person to attend Synod, if the Lay Synod Representative is unable to attend.
 - e) Approve the nomination of the Parish Auditor for the following year. In the case of those Parishes which are members of the Parish Accounting Scheme, Synod will appoint the Auditor.

Immediately after such election the Diocesan Registrar shall be informed of the names and addresses of all those elected, together with written declarations from each, in accordance with Part C Clause 15 of the Constitution (see Schedule I).

- 4.2.1 Any parishioner who is not an Anglican elected to hold office in a Parish will be required to complete the declaration of authority shown in Schedule II.
- 4.3 In every parish there shall be no more than two church wardens, being baptized parishioners, who have been registered for a period of not less than four months on the parish electoral roll.
- 4.4 In every parish, which employs a person or persons, licensed for lay ministry, full or part-time, there shall be an advocate for employed licensed lay staff. That Advocate is to be appointed annually by the employed licensed lay staff concerned. This appointment will be announced to the Annual General Meeting.
- 4.5 Vestry shall consist of;
- a) Not less than three nor more than ten baptised parishioners, clergy or lay, whose names are on the Electoral Roll, together with;
 - b) The Church Wardens.
 - c) The Lay Synod Representative.
 - d) The Employed Licensed Lay Staff Advocate.
 - e) Sub-district representative
 - f) Vicar, stipendiary clergy or local shared ministry clergy representative.
 - g) Other licensed clergy are entitled to attend as are all parishioners and have the right to speak but not to vote.

- 4.6 Nominations for election to office as per clause 4.5 shall be made a week prior to the Annual Meeting. The nominations shall be made in writing signed by the proposer and seconder, who shall be qualified electors, with such nomination being assented to, in writing, by the nominee. Any such nominations must be in the hands of the church wardens, or the Vicar, by noon on the seventh day preceding the Annual Meeting and no further nominations shall be accepted after that time.
- 4.7 The notice convening the Annual Meeting for the purpose of an election shall contain a clear statement of the method of nomination. The announcement of the date and venue for the Annual Meeting or a General Meeting where any significant matter is to be discussed, shall be advertised at least fourteen days before the meeting is held.
- 4.8 If the Annual Meeting is not held within three months of the close of the financial year, or if no election of a people's warden or vestry is held, the Chair of Vestry shall notify the Diocesan Registrar of the situation, forwarding at the same time an audited copy of the Parish Financial Statements for the past year, together with the names of persons recommended by the vestry then in office, to fill the respective offices for the ensuing year. The Diocesan Registrar shall submit the names to Standing Committee to approve the recommendation.
- 4.9 The Standing Committee may approve the recommendation placed before it, declare the members so elected and require them to complete the necessary declarations, or may, request that the vicar and vestry make alternative recommendations, or, in other circumstances, that the church wardens convene a parish meeting to hold another election.
- 4.10 In each parish there shall be no more than two church wardens and one vestry, but in any parish in which there are one or more sub-districts, each such sub-district having a place of regular worship, may have a committee consisting of all clergy licensed for work in the parish and of not more than six persons elected from and by the parishioners of such sub-district of whom one shall be a member of the vestry, elected to so act by the annual meeting of such sub-district. The persons so elected shall have the same powers as those members of Vestry elected at the Annual Meeting of parishioners, provided that in the event of there being more than four such sub-districts in a parish the maximum membership of vestry as provided in Clause 3.4 may be increased by the election at the annual meeting to a number equivalent to those elected by the sub-districts in excess of four.
- 4.11 The church wardens, vestry and auditors shall continue in office until their successors are appointed.
- 4.12 In the event of the Annual Meeting of parishioners failing to elect a people's church warden, auditor or the minimum complement of vestry members, the meeting may delegate to the elected vestry members the power to fill any such vacancies. This is subject to the chairperson of vestry having advised the Standing Committee of such failure to elect and the resolution of delegation having been agreed to by that committee.
- 4.13 If the people's church warden is unable to continue in office because of death, resignation or any other cause, a Special General Meeting shall be called as soon as is convenient to elect a replacement.
- 4.14 The vestry shall have the power to fill casual vacancies, unless vacancies shall have so reduced the number on Vestry that a quorum cannot be convened.

- 4.15 Apart from the Annual General Meeting of the Parish as specified in clause 4.1, special gatherings of the whole Parish may be called from time to time by the Vestry for the purposes of consultation and to provide and gather information on major decisions. Such meetings have no jurisdiction over complaints from parishioners which are best dealt with by wardens or vestry, and where issues are unable to be resolved locally, by the Standing Committee itself.
- 4.16 Appeals against decisions of the Vestry are to be made to the Standing Committee rather than to special parish meetings.

5. **Financial Records of Parishes**

- 5.1 The church wardens shall ensure that a report is made to the vestry at least quarterly. This would include a statement of Income and Expenditure, matched against budget, and a Statement of Financial Position.
- 5.2 The church wardens shall prepare or cause to be prepared Financial Statements, including a Statement of Financial Position, of the assets and liabilities of the parish, together with a Statement of Financial Commitments for presentation to the Annual Meeting. These Financial Statements shall be audited by a member of the Institute of Chartered Accountants of New Zealand, or by any other person duly authorized by the Standing Committee.
- 5.3 The Financial Statements to be submitted by the church wardens at the Annual Meeting of parishioners shall consist of:

- I Statement of Financial Performance
- II Statement of Financial Position
- III Statement of Financial Commitments
- IV Auditor's Report.

An Annual Budget shall be prepared by the church wardens and approved by vestry before submission to the Annual Meeting of parishioners for adoption.

- 5.4 The church wardens shall request from the auditor a written report upon the following matters:
- I The examination of the Financial Statements conducted in accordance with generally accepted auditing standards.
 - II Whether all the information and explanations considered necessary were obtained to provide sufficient evidence to give reasonable assurance that the Financial Statements are free from material misstatements.
 - III Any other matter deemed by the auditor to be within the scope of the audit.
- 5.5 The church wardens shall provide the auditors with a Letter of Representation in the format required by the Auditors, to enable them to form an opinion as to whether the Financial Statements give a true and fair view of the financial position of the parish.
- 5.6 A copy of the Financial Statements together with the Auditor's Report, both in the form prescribed by the Standing Committee, shall be sent by the church wardens to the Diocesan Registrar not later than the 15th June in each year.
- 5.7 The provisions of this Statute are applicable to all parishes.

6. Parish Rolls and the enrolment of Parishioners

Pastoral Roll

- 6.1 In each parish there shall be kept a pastoral roll for the purpose of mission and outreach. The names to be entered on such a roll shall include:
- a) Persons, under pastoral care, voluntarily associated with the parish irrespective of age, baptised or not, who are resident in or identify with the parish;
 - b) The pastoral roll shall contain the name and place of residence of each person enrolled, and may contain details of their baptism and the date of enrolment. Details of the pastoral roll information for an individual shall be available for inspection by that person on request

Electoral Roll

- 6.2 In each parish, there shall be kept an electoral roll. This roll is to be maintained by the Wardens for the purposes of enrolment by parishioners for voting purposes. Every baptised person, who has for the last four months participated in the worship and the life of the parish, may enroll on the parish electoral roll.

The person seeking enrolment should have either signed the declaration in the following form, or they should be known to the wardens and vicar (if there is one) to be qualified for enrolment.

'Form of Declaration'

'I, name, do hereby declare that I have been baptised and am willing to accept the oversight and the authority of the Bishop and General Synod'.

Only those persons who have enrolled on the electoral roll shall be entitled to vote at parish meetings and to vote at all meetings called for the election of parish representatives.

Before any person can hold an elected office in a parish, they need to complete the form of declaration in Schedule I, or in the case of a co-operating venture Schedule II, if not an Anglican. (See clauses 4.2 & 4.2.1)

- 6.3 Parishioners on either the pastoral or electoral rolls shall be entitled to speak at all meetings.

7. Vestries

- 7.1 Vestries will:

- 7.1.1 Ensure that clear and achievable goals with realistic strategies, are set and reviewed annually, building on the strengths of the Parish community.
- 7.1.2 Ensure the provision of ministry by providing for accountability, regular review and support for the work of the ministry leadership offered by the vicar and/or ministry leadership team as delegated and licensed by the Bishop.
- 7.1.3 To work within the rules of governance set by the Diocesan Synod and Bishop as delegated to the vestries.
- 7.1.4 Ensure good communication is maintained between all members of the parish community.
- 7.1.5 Maintain effective networks of information and shared purpose between the parish and the archdeaconry, the appropriate archdeacon, Diocese and Waiapu Anglican Social Services.

- 7.1.6 Support the work of the Waiapu Anglican Social Services Trust Board through partnership in the delivery of social services and where appropriate representation on local service management committees.
- 7.1.7 Be good employers of parish lay staff on behalf of the Diocese, and to monitor professional boundaries and behaviour following the Diocesan 'Best Practice Guidelines.'
- 7.1.8 Provide consistent, mission focused and future oriented planning of finances, property maintenance, and leadership succession.
- 7.1.9 Ensure effective administrative systems are transparent, assessable and consistent.
- 7.1.10 Monitor the workload of the parish to ensure it is appropriately delegated and widely shared.
- 7.2 Regular meetings shall be held at least 4 times a year, and Special Meetings may be convened at such other times as the vicar, chairperson or church wardens shall think fit, or at the request of a majority of the vestry.
- 7.2.1 The regular meetings of the Vestry required by Canon 1/7.2, including any Special Meetings, may be held either:
 - a) by a number of the vestry members who constitute a quorum, being assembled together at the place, date and time appointed for the meeting; or
 - b) by means of audio, or audio and visual, communication by which all vestry members participating in person or electronically and constituting a quorum can simultaneously hear each other throughout the meeting.
- 7.3 No business shall be transacted at any meeting of a vestry unless a majority of the lay members are present, nor without the presence of the vicar, the clergy representative in a local shared ministry parish or one of the church wardens.
- 7.4 Notwithstanding Canon 1/7.3, decisions of Vestry may be made:
 - a) at a duly convened meeting with an appropriate quorum; or
 - b) by means of circulation of a resolution in writing to all members of Vestry which is then signed or assented to by the requisite number of those Vestry members required to pass that resolution. The circulation of the resolution and/or assent to the same may be communicated by email.

Where a decision of Vestry is made pursuant to paragraph (b) above, that resolution must be recorded in the minutes of the next Vestry meeting as a decision that has been taken.
- 7.4.1 Minutes of the proceedings and resolutions of every meeting of parishioners or of vestry shall be correctly entered in a minute book and signed as a true record.
- 7.5 All contracts and undertakings lawfully entered into by the Diocese, the Waiapu Board of Diocesan Trustees or the Waiapu Anglican Social Services Trust Board on behalf of the vestry, shall be binding upon their successors in office from year to year, until such contracts and undertakings are fully complete.
- 7.6 All income received by or on behalf of the parish subject to the regulations of Diocesan Synod, shall be under the control of the vestry and no expenditure shall be made without the sanction of the vestry.
- 7.7 Vestry may appropriate a portion of the parish funds to the relief of the poor or to other charitable objects, such portion to be disbursed at the discretion of the vicar, if there is one, or by the church wardens.

- 7.8 In parishes that have one or more sub-districts with duly elected committees the vicar, should there be one, shall ex-officio chair each sub-district committee, but if the vicar so desires he/she may delegate this responsibility.

In parishes where there is no vicar the committee will elect one of their number to take the chair for the whole or part of their term of office.

Each such sub-committee will keep a record of the minutes and resolutions of such committee signed as a true record. All income received by such sub-districts is received on behalf of the whole parish and shall be accounted for and forwarded to the parish treasurer.

Such committees shall undertake only such expenditure and maintenance work as has been approved by the vestry from time to time.

- 7.9 The Diocesan Registrar will ensure that every parish provides the reports and statements requested in Section 5 above. The Diocesan Registrar will regularly review the information provided by Parishes and refer to the Bishop and Standing Committee any parish, which by reason of decreasing membership or financial difficulties appears to be unable to fulfil its function.
- 7.10 The management and use of church land and buildings shall be determined by vestry in partnership with the vicar, if there is one. The keys to all church buildings shall be held by the vicar in vicar led Parish or warden in other forms of Parish.
- 7.11 In the event of the vestry failing or refusing to allow, approve or sanction the use of parish land or buildings by any person, that person shall have the right to appeal to Standing Committee against such failure or refusal. Standing Committee may in its discretion either refuse or allow the proposed use of the property and the decision of Standing Committee shall be final.
- 7.12 In the event of any disagreement between the vicar or church wardens and the vestry or the parishioners or between members of the vestry with regard to any matter subject to this Canon an appeal may be made to Standing Committee, whose decision shall be final.
- 7.13 Vestries should budget responsibly for the upkeep and operations of all parish buildings and invest funds for the long term maintenance of those buildings.

8. Other Matters

- 8.1 Each parish shall maintain as Archives such of its records and registers as the diocesan synod may determine from time to time having due regard for such guidelines as have been or may be issued by the General Synod Archives Committee.
- 8.2 The formation and management of the music ministry and the choir, including the selection of church music shall be subject to the control and direction of the vicar in the case of a vicar led parish and the vestry in other forms of parish.

9. Church Wardens

- 9.1 Each Parish may have two people who shall be known as the church wardens. One is elected annually by the parishioners entered on the Electoral Roll. The other warden is appointed by the vicar, or the Bishop on the recommendation of the Ministry Leadership Team where there is no vicar or where there is no Ministry Leadership Team on the recommendation of the ordained person(s) with oversight of the Parish.

- a) The duties and responsibilities of the church wardens are the same and include the following:
- b) Financial oversight as listed in 5.1 to 5.7.
- c) Maintenance of the Parish Electoral Roll.
- d) Special responsibilities in the time of ministry transition including providing satisfactory evidence of means when the Parish is considering a new appointment.

10. Vicar Led Parishes

General

- 10.1. General parish meetings shall be convened and chaired ex-officio by the vicar who shall have a substantive as well as a casting vote, except that where more than one vicar has been appointed and both or all of them are present at such meetings, each shall have a substantive but none a casting vote. In special circumstances the vicar may delegate this task.
- 10.2 If the office of vicar's church warden shall at any time become vacant by death, resignation or otherwise it shall be the duty of the vicar to appoint some other fit person to fill the vacant office and give notice in writing of such appointment to the vestry.
- 10.3 In accordance with Section 7 of this Canon, vestry meetings will ex officio be chaired by the vicar or co-vicars; but where the vicar/co-vicars so desire, they may delegate this responsibility.
- 10.4 The appointment of any person to a paid lay staff position in a Parish, shall be made by the vestry subject to the approval of the vicar. Such employees are deemed to be employees of the Diocese and will have a contract and job description.

Vacancy in a Vicar Led Parish

- 10.5 Upon receipt by the Bishop of advice that a parish has become vacant, whether by resignation or death of the vicar/co-vicars, or the termination of the vicar's licence arising from incapacity or the Provisions of Title D of the Constitution; the Bishop shall ensure that a process of consultation shall take place as described below, leading to the formation of a Board of Nomination.
- 10.6 The Bishop (or some other representative appointed for that purpose by the Bishop) shall visit the parish at the earliest opportunity to acknowledge the resignation; to explain to the Vestry the procedures to be adopted following the resignation, including

the procedures and process for achieving a nomination, and to outline the respective responsibilities for the costs involved, including removal expenses.
- 10.7 If any parish is vacant at the time fixed for the appointment and election of the church wardens, vestry and auditors, the people's warden shall be elected by the parishioners on the electoral roll and the other warden shall be appointed by the Bishop. The convening and chairing of the annual meeting during a vacancy shall be in the hands of the church wardens until such time as new church wardens are elected or appointed.

Evidence of Means

- 10.8 The vestry shall meet as soon as convenient after the declaration of a vacancy, with one of the churchwardens as chairperson, and with the Diocesan Registrar or a deputy in attendance, to consider the ability of the parish to fund the stipend, allowances, pension and other payments associated with a possible new appointment and the provision of adequate housing, and shall

provide satisfactory evidence to the Diocesan Registrar, who shall then inform the Bishop, in writing of the outcome of the meeting.

- 10.9 The Bishop will initiate the process of making a new appointment. This may include the announcement of the vacancy through Bishop's newsletters, to allow expressions of interest, and the taking of advice on the need for a transitional ministry.
- 10.10 The Bishop may appoint a Transitional Minister (who may be either lay or ordained) who shall have responsibility for guiding the parish through the process to a new stage of ministry.
- 10.11 The Transitional Minister, may not be considered for appointment to the vacancy, except at the discretion of the licensing Bishop.

Future Ministry Consultation

- 10.12 The Transitional Minister (or a person appointed by the Bishop for this purpose) shall arrange for a Future Ministry Consultation process to take place. The person conducting the Future Ministry Consultation may not be considered for appointment to the vacancy, except at the discretion of the licensing Bishop.

The consultation will provide an opportunity for parishioners and other key stakeholders, (including the Waiapu Anglican Social Services Trust Board, Managers of Parish Based Social Services), where the Parish Based Social Services and other services under Canon 18, section 4 are part of the parish's engagement in local to;

- a. examine the history of the parish and of the Church in the district, to identify significant events in the past, and to be aware of issues and concerns that need to be resolved in order to make arrangements for mission and ministry in the future.
 - b. develop a shared vision for the parish's future and to consider the options that are available for future ministry in the parish.
 - c. consider and review the mission objectives and ministry needs of the parish;
 - d. complete a parish profile and develop an ideal person specification.
- 10.13 The parishioners on the electoral roll shall elect three qualified persons, who together with the parishioners warden, will serve as parish nominators on the Board of

Nomination, as detailed in Canon 7 "Of Ordained Ministry Appointments", section 4: *Parish Nominators*.

Board of Nomination

- 10.14 Following the Future Ministry Consultation, the process of nominating a new Vicar will take place. See Canon 7 "Of Ordained Ministry Appointments" Section 5 "Proceedings of the Board of Nomination"

Announcement of appointment

- 10.15 The announcement of the name of a new vicar will normally be made during Sunday worship, in the parish church(es), and at the same time in the place where the nominee is currently serving.

Appointment of clergy other than vicars, or assistant curates

10.16 When a parish wishes to appoint an Assistant or Associate Priest/Deacon, or make any licensed clergy appointment other than a vicar or assistant curate, the vestry shall appoint three suitably qualified persons, who together with the people's warden and the vicar of the parish (or, in the absence of a vicar, a person appointed by the bishop) will serve as parish nominators, for the purpose of that appointment only.

11. **Ministry Models**

In the event of a parish choosing to explore another model of ministry than the one they currently follow, for the purpose of finding a more viable and effective ministry, the following options could be explored:

Co-operative Ventures

- 11.1 It shall be lawful for the diocesan synod to authorise the Standing Committee to enter into agreements to form co-operating parishes or co-operative ventures with other Christian Churches and such agreements shall be based on such guidelines as shall be approved by General Synod/Te Hinota Whanui or by the Inter Diocesan/Synodical Conference from time to time.
- 11.2 Any parish may bring before the Diocesan Synod a proposal to enter upon an agreement to form a co-operating parish or venture. Such proposal shall in the first instance be referred to the Standing Committee which shall determine those matters which the proposers shall be required to place before the Diocesan Synod in support of the proposal.
- 11.3 When a co-operating venture becomes vacant and when a consultation process has determined that a new appointment is to be made according to the Anglican processes Section 10 of this Canon will apply as though the co-operating venture was a parish.

Local Shared Ministry Parishes

- 11.4 Each parish shall have a church warden, to be elected annually by the parishioners on the Electoral Roll and the Bishop may biennially appoint a second church warden, lay or ordained on the recommendation of the Ministry Team.
- 11.5 If the office of church warden appointed by the Bishop shall at any time become vacant by death, resignation or otherwise it shall be the duty of the Bishop to appoint some other appropriate person on the recommendation of the Ministry Team to fill the vacancy.
- 11.6 Local clergy shall require election by parishioners on the electoral roll at the annual meeting to become a vestry member/council member.
- 11.7 One of the clerical members of the ministry team shall be chosen annually by the clerical members of the ministry team to be the clergy representative on vestry.
- 11.8 General parish meetings and meetings of the vestry shall be convened and chaired by an elected chairperson who shall have a substantive as well as a casting vote.
- 11.9 Vestry shall elect one or more of their number to chair vestry meetings for all or part of the vestry's term of office.
- 11.10 Responsibility for promoting and resourcing the ministry and mission of the parish is delegated by vestry to a Ministry Leadership Team, formed from a balance of lay ministers and locally

ordained clergy (no less than 2). Where that balance cannot be achieved, vestries of neighbouring parishes in an archdeaconry, can form an Archdeaconry. Partnerships with Tikanga Maori can also be involved in such sharing of ministry arrangements.

Local Team Ministries

- 11.11 This model follows all the provisions for a Local Shared Ministry Parish, except that the Ministry Leadership Team (MLT) may include stipendiary and non stipendiary ministers drawn from the Diocese.

The local team ministry described above could also develop in the context of a co-operating venture described above (11.1). In such a model, the calling and licensing of ordained ministry would require the support of all the denominational courts that form the co-operating venture.

Emerging Ministry Units (EMU)

- 11.12 Standing Committee may authorise the formation of Emerging Ministry Units, supported by a designated clergy person, for the purpose of becoming or changing one of the authorised models or exploring new areas of mission;
- 11.13 These EMU's may be invited to send representatives to the Diocesan Synod as the Diocesan Synod shall decide.

Mission Ventures

- 11.14 This ministry unit is designed to build an effective community of faith in an area where any Anglican presence has lapsed or never been established. Endorsed by Standing Committee and led by the missionary appointed by the Bishop, the mission venture relies on support from neighbouring parishes. Its canonical status is that of an EMU and is understood to be a pioneering form of diocesan mission with flexibility to evolve as local context allows.

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