



# CCVT Affiliation Policy

Version 1.0

Approved June 2021

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### 1. Purpose and scope

Churches of Christ in Victoria and Tasmania (CCVT) is a movement of more than 130 Communities of Hope and Compassion (or, churches and agencies, in all different shapes and sizes) spread across Victoria and Tasmania, each embedded in their neighbourhoods as a sign, witness, and foretaste of the Kingdom of God.

CCVT Inc is the networking and coordinating body that exists to support these diverse Communities of Hope and Compassion in their God-given and mission-propelled calling or vocation in their neighbourhoods.

The relationship between CCVT and Affiliated Communities and their Leaders is a partnership, expressed in a document called Affinity:2. This document seeks to describe a living and dynamic partnership, where more is implied than stated, and where much of the future is yet to be lived out. CCVT values this partnership with each Affiliate.

The purpose of this policy is to provide guidance for churches or agencies that are interested in affiliating with Churches of Christ Victoria and Tasmania (CCVT), and current affiliated churches and agencies (Affiliates) regarding responsibilities and expectations.

This Policy extends to:

- a) New Church Plants;
- b) Established Churches that want to transfer to CCVT;
- c) Agencies;
- d) Churches and Agencies in Affinity:2 based conversations/crises;
- e) Churches in leadership transition / mergers;
- f) Combined denominations); and
- g) existing Churches and Agencies (unincorporated/incorporated) with CCVT that have one affiliation status that recognises the different church and agency models and needs within their communities.

## 2. Definitions

- a) **Affiliate** is a church or agency affiliated with CCVT.
- b) **Affiliation Fees** are annual membership fees paid by Affiliates.
- c) **Affinity 2** is the affiliation agreement of Churches of Christ in Victoria and Tasmania Inc
- d) **Accredited** is a term used to indicate the status of a person in ministry who has been recognised as fulfilling the criteria of the Accreditation process contained in the Accreditation and Endorsement of People in Ministry policy
- e) **ACNC** is the Australian Charities and Not for Profit Commission
- f) **Agencies** are Non-church religious organisations separately affiliated with CCVT regardless of any relationship with any local church.
- g) **CCI** is Churches of Christ Insurance
- h) **Consumer Affairs Victoria** is a business unit of the Department of Justice and Community Safety, within the Victorian government.
- i) **CCVT** is a movement of affiliated Communities of Hope and Compassion (Affiliates) spread across Victoria and Tasmania.
- j) **Endorsement** is a term used to indicate the status of a person in ministry who has been recognised as fulfilling the Endorsement process contained in the Accreditation and Endorsement of People in Ministry Policy.
- k) **Minister** is a CCVT-Accredited person appointed paid or unpaid, for example: Senior Pastor, Minister, Associate Pastor, Families/Children's Pastor, Youth Minister, Specialised Minister such as a Chaplain, Church Planter, or Student Minister
- l) **Incorporated Association** is any Victorian organisation that is registered with Consumer Affairs Victoria under the Associations Incorporation Reform Act 2012 (the Act).
- m) **Prop Corp** is the Properties Corporation of the Churches of Christ
- n) **Policy** is a concise formal statement or framework outlining what CCVT adheres to and aims to achieve.
- o) **Procedure** is the detail of how a CCVT policy is to be achieved.
- p) **Supporting documents** are tools that support consistency in implementing policy and procedures, e.g. templates, forms, checklists.

### 3. Principles

- a) To be a movement of the people of God gathering in and around the central figure of Jesus Christ, empowered by the Holy Spirit, living out his Way in our local contexts and inviting others to do the same.
- b) To act in a manner that considers the moral, spiritual and often legal responsibility that CCVT has as individuals and as movement of affiliated entities towards all those that we come in contact within the various ministries of our churches and their related organisations.
- c) To adhere to the good governance standards as determined by the ACNC.

### 4. Outcomes

- a) A church's affiliation relationship with Churches of Christ will generally involve interacting with, and responding to, Churches of Christ, fulfilling requirements in the following areas:
  - 1.1. Mission & Ministry;
  - 1.2. Accreditation & Endorsement;
  - 1.3. Property; and
  - 1.4. Governance.
- b) The resources and services offered, and responses sought, are elements of the relationship shared together as a movement and will be taken up and utilised as agreed to by the Affiliate in accordance with the key legislative, governance and policy documentation of Churches of Christ.
- c) A church or agency that has affiliated will have all rights and responsibilities of an Affiliate of CCVT, including contribution and voting at AGMs and other constituted meetings.
- d) Adherence with Affinity 2.

## 5. Functions and Delegations

Position	Delegation/Task
Board of Directors/Sub Committee	Endorse Policy Development policy where necessary and any policy documents or updates in accordance with such a protocol.
Management/Executive	Compliance with policy
Staff	Compliance with policy

### Risk Management

CCVT applies AS/NZS ISO 31000, *Risk management – Guidelines*, in its risk management framework to increase the likelihood of achieving objectives, improve the identification of opportunities and threats, and effectively allocate and use resources.

CCVT recognises that risk management contributes to its strategic plan, vision, mission, and values of its Affiliates.

CCVT considers operational, governance and reputational risk when assessing new Affiliates and supporting existing Affiliates.

## 6. Policy Implementation

This policy is developed by CCVT management and approved by the CCVT Board of Directors.

## 7. Policy Detail

### 7.1 Affiliation Requirements and Obligations

The following is a summary of CCVT affiliation requirements and obligations:

1. Application and assessment for affiliation is a joint process between the new Affiliate and CCVT
2. Affiliates are to be registered and maintain registration with the ACNC and meet the ACNC's standard of governance;
3. Minimum membership to be eligible for affiliation is 20 members;

4. New affiliates are encouraged to be an incorporated association or to otherwise satisfy CCVT of following an appropriate framework for achieving ACNC governance requirements;
5. New affiliates are to have an affirmation of faith and beliefs that aligns to the New Testament and the expectations of Affinity 2;
6. Affiliates are to have a CCVT-approved mission plan which shows evidence of discipleship intentionality and appropriate mechanisms for implementation;
7. Affiliates are to operate within Affinity 2;
8. Affiliates are to have at least one Minister who must be accredited with CCVT. Any leader who is recognised as a Minister amongst the Affiliate and congregation must be accredited with CCVT.
9. New Affiliates who hold property/assets are encouraged to have titles transferred to Prop Corp and may request titles if affiliation ceases before 5 years, although property/assets held prior to affiliation may be retained outside Prop Corp by negotiation with CCVT if held under a suitable legal structure;
10. Affiliates who borrow funds for property acquisition, development or maintenance are to have property titles held on trust with Prop Corp;
11. Affiliates are ordinarily to insure assets and operations with Churches of Christ Insurance (CCI).

### 7.2 Affiliation Benefits

The following is a summary of the benefits of affiliation:

1. Bespoke insurance policies and cover below market rates with CCI;
2. Provision of church leadership, support and resources to meet governance and leadership responsibilities;
3. Networking, coaching and consultancy support and operational advice;
4. Support for Ministers' accreditation and endorsement;
5. Access to Churches of Christ Financial Services (CCFS) loans for church development;
6. Access to Churchworx services for detailed operational support; and
7. Access to Investment Management Services for managed fund investments.

## 7.3 New Affiliation Candidates

### 7.3.1 Affiliation Process

A church or agency becomes an Affiliate when:

- The church members have approved the Affiliate's application;
- The church members have approved the Affiliate's constitution;
- CCVT has approved the Affiliate's application and supporting documentation;
- CCVT has approved the Affiliate's constitution; and
- CCVT has approved the Affiliate's mission plan.

CCVT requires new Affiliates functioning as **churches** to have a minimum of 20 members and not to be autonomous until having 40 members. It should be noted that autonomy is via the interdependence and associated rights and responsibilities articulated in Affinity 2.

CCVT requires new Affiliates functioning as **agencies** to demonstrate the capacity to operate independently of a local church even if relationally connected to such a church.

New Affiliates' ministers and leaders will be required to be accredited and endorsed by CCVT whether in a church or agency.

No person is to function, or be presented, as a minister in any church or agency of CCVT unless they are accredited and either endorsed or committing to progress toward accreditation and subsequently, endorsement.

New Affiliates' ministers and leaders will be required to pass personal character reference checks including Working with Children Checks, National Police Checks, ASIC and ACNC disqualified persons checks.

### 7.3.2 Mission and Ministry

CCVT and any Affiliation candidate will work together to explore whether a more formal relationship between the two bodies is possible and/or desirable and to discern and articulate its future mission and vision.

A mission plan will be required of any new Affiliate, demonstrating discipleship intentionality and the mechanisms for implementation. This would ordinarily consider how human and financial resources would be mobilised.

Such a mission plan would also generally be required for any church seeking or requiring CCVT support, whether due to the requirements of Affinity 2, financial assistance or other significant help.

Church planting would be encouraged and supported as a means of pioneering new ministry in new contexts where an Affiliate successfully applies for such assistance in accordance with CCVT guidelines. A church plant would remain under the auspices of that same Affiliate until seeking its own Affiliation in accordance with the requirements of this policy.

### 7.3.3 Accreditation & Endorsement

CCVT requires all affiliates to have their ministers complete an accreditation process that ensures ministers in CCVT meet an appropriate level of personal, spiritual, and leadership formation and are supported by participation in regular external supervision and professional development.

Accreditation will facilitate ongoing development and accountability for ministers who are recognised as ‘belonging’ within CCVT.

Once Accredited, CCVT expects Ministers to progress towards Endorsement. Endorsement further recognises Ministers’ formal studies and formation for professional ministry in CCVT.

### 7.3.4 Property Assets

CCVT requires an Affiliate’s property titles to be held on trust by Prop Corp.

As in 7.1.9 above, new Affiliates holding property under their own legal structure may continue to hold property titles and not transfer the titles to Prop Corp.

As in 7.1.9 above, new Affiliates that transfer property titles to Prop Corp can elect to take the property back should disaffiliation occur within five years.

As in 7.1.10 above, new assets are to be held on trust when an Affiliate is assisted by Prop Corp with CCFS.



### 7.3.5 Governance

CCVT encourages new Affiliates to become an Incorporated Association.

New Affiliates are to be registered with the ACNC and maintain annual registration.

Existing unincorporated associations are encouraged to incorporate or become a company limited by guarantee but must otherwise satisfy CCVT of their capacity to satisfy ACNC requirements.

## 8. References

### 8.2 Internal

- CCVT Constitution
- CCVT Accreditation and Endorsement of People in Ministry Policy
- Affinity 2
- CCVT Safe Places Policy- Affiliates
- CCVT Child Safe Policy and Statements of Commitments and Codes
- CCVT Code of Ethics for Ministers
- The Properties Corporation of the Churches of Christ Act 1941
- CCVT StaR Policy

### 8.2 External

- Australian Charities and Not for Profit Commission - registration and governance requirements.
- Australian Taxation Office - eligibility for charity tax concessions endorsement
- Consumer Affairs Victoria – registering an incorporation association.

## Record of Policy Review:

Date Policy was Issued	Date of Review	Reason for Review	Lead Reviewer	Additional Comments
June 2021				

*End of document*