

**ANGLICAN CHURCH OF AUSTRALIA
DIOCESE OF TASMANIA**

**ANGLICAN MISSION TASMANIA ORDINANCE 1996
(Amended 1997 and 1999)**

Whereas 'mission' is understood broadly as involving the people of God in fulfilling God's purposes in and for the world; and

Whereas Christ's mission extends both throughout and beyond this Diocese; and

Whereas 'Christian formation', being part of this mission, is understood broadly as any deliberate, systematic and sustained attempt to engage God's people together in mission; and

Whereas it has been found convenient in this Diocese to promote God's mission, including formation for mission, by means of Anglican Mission Tasmania;

BE IT ENACTED by the Bishop, Clergy and Laity of the Diocese of Tasmania in Synod assembled as follows:

1. This Ordinance may be cited as the Anglican Mission Tasmania Ordinance 1996.
2. The Department of Mission Ordinance, 1990, is hereby repealed.
3. In this Ordinance unless the contrary intention appears:
 - (i) "Agency" means -
 - (a) The Anglican Board of Mission - Australia;
 - (b) The Church Missionary Society of Australia;
 - (c) Any mission association or organisation declared to be an agency in accordance with Section 34.
 - (ii) "Foundational Agency" means the Anglican Board of Mission - Australia and the Church Missionary Society of Australia.
 - (iii) "Associate Agency" means any mission association or organisation declared to be an Associate Agency in accordance with section 34.
 - (iv) "Financial year" means the period designated by Diocesan Synod as the financial year for the Diocese of Tasmania.
 - (v) "Board" means the Board of Management of Anglican Mission Tasmania.
 - (vi) "Committee" means -
 - (a) The Mission Committee; or
 - (b) The Christian Formation Committee; or
 - (c) Any other Committee which may be established by Synod to be responsible to the Board.
 - (vii) "Synod" means the Synod of the Diocese of Tasmania in the Anglican Church of Australia.

PART 1 - ANGLICAN MISSION TASMANIA

4. There shall be a body known as Anglican Mission Tasmania within the Diocese.
5. The purpose and task of Anglican Mission Tasmania shall be to:-
 - (i) play a part in forming and fulfilling the Vision of the Diocese by participating in mission and enabling formation for mission, both locally and globally; and
 - (ii) facilitate the activities of the Mission Committee, the Christian Formation Committee and such other Committees agreed to by Synod.

6. Synod may establish additional committees of the Board by Standing Resolution which states:-
- (i) the purpose and functions of the Committee;
 - (ii) procedures for the meetings and operations of the Committee including:-
 - (a) the quorum which shall be required;
 - (b) the minimum frequency of meeting; and
 - (c) the manner in which decisions shall be made.
 - (iii) procedures for appointing and maintaining the Committee's membership, including the manner of dealing with casual vacancies; and
 - (iv) the means by which the work of the Committee shall be funded and resourced.

Board - Purpose and Functions

7. There shall be a Board of Management of Anglican Mission Tasmania.

8. The Board shall:-

- (i) be the policy-making body for Anglican Mission Tasmania and, where appropriate, such policy shall be decided after consultation with the Bishop and the relevant Committee(s);
- (ii) consult with the Bishop concerning the appointment of the Director and reach agreement with the Bishop concerning the Director's term of appointment and conditions of service. After consultation with the Bishop, the Board may advertise the position of Director, interview any applicants considered suitable and make recommendations to the Bishop who shall appoint the Director;
- (Amended 1997) (iii) consult with the Bishop concerning the appointment of the Diocesan Ministry Officer and reach agreement with the Bishop concerning the Diocesan Ministry Officer's term of appointment and conditions of service. After consultation with the Bishop, the Board may advertise the position of Diocesan Ministry Officer, interview any applicants considered suitable and make recommendations to the Bishop who shall, after consultation with the Director and the approval of the Diocesan Council, appoint the Diocesan Ministry Officer;
- (iv) through the Director and the Diocesan Ministry Officer, present to each session of Synod:-
 - (a) a report on the activities of Anglican Mission Tasmania; and
 - (b) audited statements of accounts of Anglican Mission Tasmania for the last preceding financial year together with a statement of assets and liabilities and reserve funds;
- (v) each year receive budget submissions from its Committees for inclusion in the Board's submission to the Estimates Committee. The Board may refer back to the appropriate Committee for reconsideration any budget submitted but shall not have the power to change any amount the Mission Committee has decided shall be allocated to an Agency.
- (vi) each year submit to the Estimates Committee of Synod an amount for inclusion in the total sum to be allocated to parishes by way of annual assessment. This submission shall include an appropriate proportion of staff salaries, administration, office equipment and maintenance costs and other legitimate general expenses which are to be expended on matters unrelated to support of recognised mission agencies;

Board - Meetings and Operations

9. The Board shall:-

- (i) meet at least four times per year. Except as otherwise herein provided the Board may regulate its own proceedings and determine the time and place of its meetings;
- (ii) be chaired by the Bishop or the Bishop's nominee, but in the absence of both the Board shall elect a Chairman to serve at that meeting only; and
- (iii) appoint a Minute Secretary who may, but need not, be a Board member.

10. A quorum shall be one half of the number of voting members of the Board (or the next number above one half if there be an uneven number).

11. The Board may:-
- (i) maintain an office to fulfil the purposes of this Ordinance;
 - (ii) establish working groups to further the work of Anglican Mission Tasmania. Such groups shall not have the status of Committees.

Board - Membership and Appointments

12. The Board shall consist of:-
- (i) The Bishop;
 - (Amended 1997) (ii) Two members of the House of Clergy and two members of the House of Laity elected by Synod, together with one additional member from each of the House of Clergy and the House of Laity for any future Committee which may be established by Synod to be responsible to the Board;
 - (iii) Three persons elected by the Mission Committee from among its members;
 - (iv) Three persons elected by the Christian Formation Committee from among its members;
 - (v) Three persons elected by, and members of, any additional Committee established by Synod to be responsible to the Board;
 - (vi) No more than two co-opted members; and
 - (Amended 1997) (vii) The Director and the Diocesan Ministry Officer, who shall be a non-voting member.
13. The election of Committee representatives to the Board shall where possible pre-date Synod, so that Synod members will be aware of those serving on the Board.
- (Amended 1997)
14. Vacancies created by death, resignation or any other cause shall be filled by Diocesan Council, the Board, or the appropriate Committee, as the case requires for the completion of the term that person would otherwise have served.

Director - Functions

15. The Director of Anglican Mission Tasmania shall be the executive officer of the Board. The Director shall:-
- (i) oversee the operations of Anglican Mission Tasmania;
 - (Amended 1997) (ii) in co-operation with the Diocesan Ministry Officer implement the policies of the Board;
 - (iii) in co-operation with the Diocesan Ministry Officer report to the Board on the activities of Anglican Mission Tasmania;
 - (iv) with the concurrence of the Board, appoint any field staff of Anglican Mission Tasmania; and
 - (v) appoint any other staff of Anglican Mission Tasmania.

PART II - THE MISSION COMMITTEE

Mission Committee - Purpose and Functions

16. There shall be within Anglican Mission Tasmania a Mission Committee.
17. The task of the Committee shall be:-
- (i) to call the church in Tasmania to be active participants in God's mission, both locally and globally;
 - (ii) to enable formation for engagement in mission;
 - (iii) to promote and organise support for the recognised Anglican mission agencies as outlined in section 3(i);
 - (iv) to call out and begin the formation of those who offer for mission service.
 - (v) in ways consistent with this task, to further the work of the Christian Formation Committee.

18. The Committee shall submit to the Board for each financial year, a budget for the distribution of its estimated revenue, taking into account:-
- (i) the estimated cost of the administration of this Ordinance;
 - (ii) any requests or assessments made by agencies on the Diocese; and
 - (iii) any annual contribution as provided in Section 19.
19. The Committee shall provide an annual contribution for the Bishop to use at his discretion in responding to special needs in the wider church after consultation with the Director. Such annual contribution not to exceed in any one year 2% of the total amount provided as part of Diocesan objectives to the Anglican Board of Mission - Australia, the Church Missionary Society of Australia, and any other recognised agencies. Such monies shall be cumulative if the annual contribution is not fully used in any one year.

Mission Committee - Meetings and Operations

20. (i) The Committee shall meet at least three times each year. Except as otherwise herein provided the Committee may regulate its own proceedings and determine the time and place of its meetings.
- (ii) The Chairman shall be the Bishop or the Bishop's nominee from the membership of the Board.
- (iii) A simple majority shall be regarded as a quorum and the Committee may continue to act notwithstanding any vacancy in its number so long as it has at least eight members.
- (iv) All questions in the Committee shall be determined by the majority of the members present and voting.
- (v) The Committee shall report to the Board as required by the Board.
21. (i) The Committee may, with the concurrence of the Board, appoint sub-committees to forward any particular area of its responsibilities, establish the means by which the membership of such sub-committees shall be determined, develop terms of reference, and method of reporting for such sub-committees.
- (ii) Membership of all sub-committees shall be for the life of each Synod.
- (iii) Vacancies on any sub-committee created by death, resignation or any other cause shall be filled as appropriate, for the completion of the term that person would otherwise have served.
- (iv) Each sub-committee shall include at least one member of the Committee in its membership.
- (v) The Committee shall appoint a Chairman for each sub-committee unless the Committee determines otherwise.
- (vi) Each sub-committee may submit requests for amounts to be included in the Committee's budget to be proposed to the Board.
22. The Committee may solicit contributions for the purpose of raising the revenue required for its budget for the ensuing financial year.
23. The revenue of the Committee shall be expended:-
- (i) on salaries of the staff of Anglican Mission Tasmania carrying out the work of the Committee and other expenses incurred by the Committee in the administration of Part II of this Ordinance;
 - (ii) in grants to the Foundational Agencies, the Anglican Board of Mission - Australia and the Church Missionary Society of Australia;
 - (iii) in grants to any agency declared to be an agency in accordance with section 34;
 - (iv) in grants to missions not carried on or supported by the agencies; and
 - (v) any annual contribution as provided in Section 19.
24. The Committee shall reckon as payment on account of grants to missions or agencies provided for in the Committee's budget, all contributions from within the Diocese, given directly to, or received directly by the mission or agency instead of through the Committee's funds.

25. Any contribution, donation or gift received by an agency for any purpose covered by the grant to the agency will be counted as part payment of the grant, but this shall not apply to any gift which is for a purpose not included in that agency's budget or any legacy received by the agency or any income derived from investments of legacies or from properties owned by the agency.
26. Where monies subject to a trust other than for the general purposes of this Ordinance are received by the Committee, it shall pay out those monies in accordance with the relevant trust.
27. Where monies paid out in accordance with Section 26 are subject to a trust for a purpose which is or is included in, that of a grant provided for in the Committee's budget, the payment shall be deemed to be in satisfaction, so far as it goes, of that grant.
28. If revenue of the Committee does not attain its budget in any financial year, grants to agencies shall be paid in full and any deficit in the Committee's operation shall be carried forward or liquidated from other sources.
29. If the amount of a budget is less than the revenue received by the Committee in any financial year it may:-
 - (i) increase any proposed grant as it thinks fit;
 - (ii) pay any surplus into a Reserve Fund; and
 - (iii) at any time treat any monies in that fund as revenue.
30.
 - (i) All property both real and personal used for or in connection with the work of bodies constituted by the repealed Ordinance or the Department of Mission Ordinance 1979 shall be held by the Committee or by the present trustee thereof upon the same trusts applying thereto at the commencement of this Ordinance.
 - (ii) Upon the sale or disposition of any real or personal property the cost of acquisition whereof has been provided wholly or in part by one or more agencies the net proceeds arising therefrom shall be divided between and paid to each agency in the same proportion as the contribution borne by each agency towards the total cost of acquisition.
31. An agency:-
 - (i) may make an appeal for money in the Diocese with the permission of the Committee;
 - (ii) may send a deputation to the Diocese with the concurrence of the Director;
 - (iii) may maintain an organisation in the Diocese and continue with its affairs in any way not inconsistent with this Ordinance;
 - (iv) is entitled to have in any periodical paper published or authorised by the Committee reasonable space allocated for its work and for which it shall supply the necessary information.
32. When a person sent by an agency visits the Diocese, the itinerary shall be approved by the Director in consultation with the agency, and such person shall in all things assist the work of the Committee.
33. No mission organisation, agency or individual missionary or deputationist has the right to approach a clerk or parish of the Diocese for assistance without the authority of the Committee, which may delegate that authority to the Director.
34. A mission organisation or association may be declared an Associate Agency by resolution of the Committee provided that such proposed agency is recognised by General Synod. Such resolution shall be passed unanimously at a meeting of which notice together with notice of motion for that resolution has been given to all members at least three months before.

35. If an agency is to be represented on the Committee as a Foundational Agency it will pay its share of administration expenses in proportion to the amount of funds received earmarked for and/or allocated to that agency's work.

Mission Committee - Membership and Appointments

36. Membership shall consist of:
- (i) The Bishop;
 - (ii) The Chairman;
 - (Amended 1997) (iii) The Director of Anglican Mission Tasmania and the Diocesan Ministry Officer;
 - (iv) Three clerical and three lay members appointed by the National Director of the Anglican Board of Mission - Australia upon the advice of the Diocesan Committee of the Anglican Board of Mission - Australia;
 - (Amended 1997) (v) Three clerical and three lay members appointed by the Branch Committee of the Church Missionary Society - Tasmania Inc.;
 - (vi) One clerical or lay member co-opted by the Committee to represent each Associate Agency recognised under section 34 as and if required for the length of Synod.
37. An appointed or co-opted member may resign by writing to the Chairman of the Committee.
38. The place of a member becomes vacant if that person:-
- (i) ceases to reside in the Diocese;
 - (ii) is absent without leave from two consecutive meetings;
 - (iii) if the agency which made the appointment informs the Chairman of the Committee in writing that it wishes to appoint a replacement;
 - (iv) resigns; or
 - (v) dies.
39. When the place of an appointed member becomes vacant the Chairman of the Committee shall notify the appropriate agency, and it may appoint a successor.
40. Agencies must appoint a member within three months of a vacancy occurring during the life of the Synod. When appointments are required for a new Synod session they must be made no less than one month before the date of the first session of Synod. If agencies fail to make appointments within the set periods the vacancies can be filled by the Board.

PART III - CHRISTIAN FORMATION COMMITTEE

Christian Formation Committee - Purpose and Functions

41. There shall be within Anglican Mission Tasmania a Christian Formation Committee.
42. The task of the Committee shall be to monitor, co-ordinate, develop and promote Christian formation in the Diocese of Tasmania and in particular:
- (i) to provide resources and training for those ministering with children;
 - (ii) to provide resources and training for those ministering with young people and to provide opportunities for the formation of young people;
 - (iii) to encourage and provide opportunities for adult formation in all parts of the Diocese; and
 - (iv) to encourage the development of lay and ordained leadership through the provision of appropriate information, resources, consultation and educational opportunities.
 - (v) in ways consistent with this task, to further the work of the Mission Committee.
 - (Amended 1997) (vi) to encourage and assist parishes in their mission and ministry.
43. In addition, the Committee shall have responsibility for:
- (i) liaison with other bodies working in associated areas of concern;

- (ii) liaison with, and representation on, the General Board of Religious Education and promotion of its policies and programs in Tasmania;
 - (iii) administration and development of such camp sites and conference centres as the Diocese may administer, and
 - (Amended 1999) (iv) appropriate encouragement, support, co-ordination and formation of Religious Education teachers in schools, Anglican School Chaplains and other groups working in associated areas of concern.
44. The Committee shall submit to the Board for each financial year a proposed annual budget for the work of Christian formation.

Christian Formation Committee - Meetings and Operations

- 45.
- (i) The Committee shall meet at least three times each year. Except as otherwise herein provided the Committee may regulate its own proceedings and determine the time and place of its meetings.
 - (ii) The Chairman shall be the Bishop or the Bishop's nominee from the membership of the Board.
 - (iii) A simple majority shall be regarded as a quorum and the Committee may continue to act notwithstanding any vacancy in its number so long as it has at least eight members.
 - (iv) All questions in the Committee shall be determined by the majority of the members present and voting.
 - (v) The Committee shall report to the Board as required by the Board.
- 46.
- (i) The Committee may, with the concurrence of the Board, appoint sub-committees to forward any particular area of its responsibilities, establish the means by which the membership of such sub-committees shall be determined, develop terms of reference, and method of reporting for such sub-committees. Each Retreat House, Conference Centre or camp site owned or managed by the Diocese shall be administered by a sub-committee.
 - (ii) Membership of all sub-committees shall be for the life of each Synod.
 - (iii) Vacancies on any sub-committee created by death, resignation or any other cause shall be filled as appropriate for the completion of the term that person would otherwise have served.
 - (iv) Each sub-committee shall include at least one member of the Committee in its membership.
 - (v) The Committee shall appoint a Chairman for each sub-committee unless the Committee determines otherwise.
 - (vi) Each sub-committee may submit requests for amounts to be included in the Committee's budget to be proposed to the Board.
 - (vii) The Committee may, with the concurrence of the Board, give sub-committee status to such existing bodies within the Diocese as are already involved within its scope of responsibility.

Christian Formation Committee - Membership and Appointments

47. The Committee shall consist of:
- (i) The Bishop;
 - (ii) The Chairman;
 - (Amended 1997) (iii) The Director of Anglican Mission Tasmania and the Diocesan Ministry Officer;
 - (iv) Other field staff with responsibility for areas in the purposes above;
 - (v) Eight members elected by the Synod of the Diocese to consist of three clerical and five lay members; and
 - (vi) Up to four co-opted members elected by the Committee;
48. Vacancies created by death, resignation or any other cause shall be filled as appropriate and in accordance with Section 47(ii) to (vi) as the case requires for the completion of the term that person would otherwise have served. Vacancies under Section 47(v) during the life of the Synod shall be filled by the Board.

PART IV - GENERAL

49. The Bishop or the Bishop's nominee shall be Chairman of any meeting of the Board, the Mission Committee, the Christian Formation Committee, and any Committee which may be established by Synod to be responsible to the Board; and the Bishop shall be an ex-officio member of all Committees and sub-committees.
50. At any such meeting the Chairman may exercise a casting vote.
51. The Board shall have power to make by-laws and regulations for the purposes of this Ordinance.
52. If a dispute arises as to the meaning or application of this Ordinance the dispute shall be determined by the Bishop or by some person or persons appointed by the Bishop and the decision of the Bishop or that person(s) shall be final and binding on the parties involved.
53. Until the electoral provisions of this Ordinance come into effect:
- (i) The Board of Management of Anglican Mission Tasmania shall be the existing Department of Mission Board of Management;
 - (ii) The Mission Committee shall be the existing Mission Agencies Committee;
 - (iii) The Christian Formation Committee shall be the existing Christian Education Committee.