

Memorandum of Understanding (MOU)

Between Glen Waverley Anglican Church (GWAC) and St Matthew's Wheelers Hill

Before an arrangement is entered into a statutory parish meeting of each parish and the Archbishop in Council must approve a written agreement, to be signed by the churchwardens of each parish, that sets out, insofar as any of these matters is within the scope of a parish and subject to sub-section (3):

(a) the motivation for the parish;

The motivation for St Matthew's is a desire to see ministry and mission continued and strengthened. With God's help the aim is for St Matthew's to be a vibrant and viable church able to support a full-time stipend.

The motivation for GWAC is simply to be of assistance. GWAC has been maintaining the accounts of St. Matthew's since October 2020 and has previously assisted a neighbouring parish re-establish themselves.

(b) the outcomes sought from the parish;

In the broadest sense, the best outcome of this co-operative arrangement would be that St Matthew's becomes a self-sustaining, independent parish under the leadership of a fully funded Vicar by the people of St Matthew's.

This would mean that it has the energy, leadership, people and finances to maintain its worship services, mid-week ministries, outreach and buildings.

(c) how it will be evaluated;

This agreement is for 5 years with a review to take place before the end of 2025. Over that time the plan is to see an improvement in the following areas at St Matthew's:

- the number of members of the church,
- the average Sunday attendance,
- the lowering of the average age
- the number in weekly small groups,
- the number of children attending Sunday school (St Matts Kids),
- the live giving,
- the overall budget.

(d) the specific arrangements and agreed expectations regarding:

(i) governance and leadership roles;

Ultimate leadership rests with the Senior Minister who is both the incumbent of GWAC and the Priest-in-Charge of St Matthew's. See the *Parish Governance Act 2013* "Section 59 Licensing of a clerk to more than one parish."

Significant leadership responsibility is delegated to an Associate Minister who oversees the week-to-week ministry at St Matthew's.

Both churches will maintain their own Wardens and Parish Councils. However, one member of GWAC's Parish Council will attend the St Matthew's Parish Council to offer support. An annual combined Parish Council meeting will occur.

The Senior Minister of GWAC or his/her delegate will chair the respective Parish Councils. The Senior Minister, Wardens and Parish Councils will exercise their distinctive governance and leadership roles as expressed in the *Parish Governance Act 2013*. We will, however, exercise these governance roles with the aim of giving joint leadership to the co-operative arrangement. The "success" of the partnership will depend in large measure on good governance.

(ii) voting rights and election processes;

All voting rights and election processes will remain intact in both churches as per the *Parish Governance Act 2013*.

(iii) the shared use of and access to property;

The property of each church will continue to be used in the ways described in the *Parish Governance Act 2013* "Division 5 - Property" especially sections 37 & 38.

(iv) the application of income derived from the use of property,

Income derived from the use of St Matthew's will be used to support St Matthew's and income derived from the use of GWAC will be used to support GWAC. The Wardens and Parish Council will administer such funds in line with their annual budgets.

(v) the maintenance of property and any associated costs;

Each church will remain responsible for the maintenance of its property and general running costs.

(vi) responsibility for insurance and risk management in relation to shared resources;

Each church will remain responsible for insurance and risk management. Insurance cover will be provided in line with the *Parish Governance Act 2013* "Section 39 Parish insurance."

(vii) making appointments and the supervision of staff and contractors;

Staff appointments will be made by the Senior Minister in consultation with the Wardens of the respective churches. The Senior Minister will oversee the combined staff team and ensure appropriate supervision is provided.

(viii) financial arrangements;

The Wardens, Parish Councils and Treasurers will remain responsible for the finances of each church as set out in the *Parish Governance Act 2013* "Division 4 - Finances."

St Matthew's will pay the portion of costs of the Associate Minister appointed to oversee St Matthew's. At time of MOU this will be equivalent to 4 days per week (approximately 67%)

(ix) reporting and the sharing of information;

Activities at St Matthew's and GWAC will be made public to both churches via news bulletins and web sites. Reports will be made to Parish Councils and at their Annual Meetings. The finances of each church will be reported following the regulations set out in the *Parish Governance Act 2013* "Division 6 - Preparation, audit and independent examination of accounts."

(x) the times and mode of public worship services;

The times and mode of public worship services will be reviewed from time to time under the oversight of the Senior Minister, the staff team, and the Parish Councils.

(xi) licensed ministry and other clergy, including how they are to be appointed, supervised, evaluated and replaced;

The regulations as set out in the *Parish Governance Act 2013* "Division 2 - Appointments" will be followed for clergy appointments. The Wardens of each church will assist the Senior Minister of GWAC with all staff appointments. Where possible the clergy, ALSM's and ALM's of GWAC will share in preaching and service leading at St Matthew's.

The staff team will be led by and supervised by The Senior Minister of GWAC. At present staff meetings are held on Tuesdays and this is seen as an important context for team support, communication, planning and personal sharing.

Should the Senior Minister of GWAC (who is at the same time the Priest-in-Charge of St Matthew's) resign, we will follow the appropriate Diocesan incumbency process as legislated at the time. If there is no legislation to direct our specific situation (ie an appointment to two separate parishes working in partnership) then we agree that both incumbency committees could meet to discuss the appointment process in conjunction with the relevant Bishops and Archdeacons.

(xii) appointing, supervising, evaluating and replacing other paid and unpaid staff;

The regulations as set out in the *Parish Governance Act 2013* "Division 2 - Appointments" will be followed as appropriate for all other appointments. All staff appointments will be made by The Senior Minister of GWAC in consultation with the Wardens of St Matthew's and GWAC. They will be placed in an appropriate supervisory relationship as part of the staff team structure.

(xiii) what is to happen if one parish fails to adhere to the agreement;

If one parish fails to adhere to the agreement, The Senior Minister of GWAC will request the assistance of the appropriate Archdeacon or Bishop to mediate at a meeting of the Wardens. If the situation remains unworkable the agreement will be dissolved first by a meeting of Wardens, then by the Parish Councils and finally by statutory parish meetings in both churches.

(xiv) how disputes are to be resolved;

Any disputes will first be handled by The Senior Minister of GWAC, the combined staff team and the respective Wardens. GWAC has a dispute resolution process in place that is overseen by its Wardens. If appropriate, this can be implemented at St Matthew's.

If the dispute cannot be solved in-house, the appropriate Archdeacon and/or Bishop will be asked to mediate. If the dispute still cannot be solved, assistance will be sought from the Parish Disputes Mediation Panel as outlined in the *Parish Governance Act 2013* "Part 8 - Resolution of Disputes."

(xv) how the arrangement is to be reviewed and can be terminated;

The commencement date of the new co-operative arrangement will be from when approval is granted by Archbishop-in-Council. The co-operative arrangement will be reviewed annually and reported to the churches' respective Annual Meetings.

Should the nature of the arrangement change in a significant way the present arrangement may be modified with the agreement of both Parish Councils, and if necessary, Statutory Parish Meetings. The arrangement may be terminated by a vote of members at a statutory parish meeting of either church. The arrangement will be automatically terminated as stated in the *Parish Governance Act* Section 57(2)(e).

Signed by the Wardens of Glen Waverley Anglican Church

Signed by the Wardens of St Matthew's Wheelers Hill