



Mission Fund Committee

Revised Terms of Reference

1. Background (including initial Terms of Reference)

The Terms of Reference for the newly established Mission Pathways Fund Committee was approved by the Presbytery Council in February 2018. At that time there were several changes to the Mission Fund, which included the following:

- a) the Mission Fund (Operations) was renamed The Northern Presbytery Mission Pathways Fund.
- b) the one Mission Funding Committee was formed to have the oversight over all distribution recommendations made from the Northern Presbytery's Mission Fund (Development), Pathways Mission Fund (except for Pathway 4), and Sarah Dingwall Trust.
- c) the membership of the Mission Fund was agreed to comprise: The Property and Finance Workgroup Convenor, three appointees by Presbytery Council, Presbytery Treasurer, Presbytery Executive Officer, and Press Go representative
- d) the following four pathways were adopted:

Pathway 1 - Northern Presbytery Operations

Objective - The first call on these funds is to support Northern Presbytery in meeting its operational goals for the year. The level of support required will generally be determined during the annual budget and levy setting process which requires agreement by the Northern Presbytery Council and adoption by Presbytery.

Pathway 2 - Grants toward Loan Interest

Objective - The primary purpose of this pathway is to support parishes and camp trusts in the Northern Presbytery region through providing grants towards the loan interest costs for a period of up to 5 years where there are capital projects proposed (purchase's, and developments) and it can be clearly demonstrated that the church mission is being promoted and enhanced.

Pathway3-Restructuring Proposal Agreements

Objective -A pathway for funding new mission (CAPEX or OPEX), including parishes considering restructuring, that may include dissolution where this is necessary to bring about improved ministry into the future. For matters of dissolution, in agreement with Presbytery, it is possible that an amount from a sale of property can be "tagged" for a specific project. Such projects would have been clearly justified in the parish mission plan and ultimately meet the necessary approval(s) criteria e.g. Property Trustees requirements.

Pathway4 -Small Mission Project Initiatives

Objective -To provide an annual pool of funding of an amount of up to \$50,000 for assistance to small but innovative projects, especially for congregations with limited resources. This fund would be managed by the Presbytery Executive Officer, with oversight provided by the Mission Pathways Fund Committee.

NEW TERMS OF REFERENCE

Due to the establishment of the new Presbytery's Strategic Plan and the associated Action Plan for 2020/21, plus the Strategic Budget for 2020/21, it was necessary to revise the Terms of Reference for the Mission Fund and its membership.

1. Purpose of the Mission Fund Committee

The purpose of the Mission Fund Committee (MFC) is to take a strategic approach in the consideration of how the Mission funds are to be utilised and to support the implementation of the Presbytery 's Strategic and Annual Plans by approving proposals from Pathway Three within the agreed budget allocation.

2. Revised Mission Fund Pathways

2.1 Pathway One - Northern Presbytery Operations

Objective – To meet up to approximately 50% of the operating costs of the Northern Presbytery, including contributing \$20,000 / annum through to June 2023 to help meet the costs of the Mission Enabler position. The specific allocation in Pathway One is based on recommendations from the Property & Finance Workgroup to the Presbytery Council, then approved by the full presbytery when approving the annual budget.

2.2 Pathway Two - Grants toward Loan Interest

Objective - To support churches and camp trusts by providing grants towards the loan interest costs for a period of up to 5 years where there are significant CPTs approved capital projects The Property & Finance Workgroup is responsible for the allocation of Pathway Two funds on the basis Mission Fund Committee Terms of Reference (proposed revised July 2020

of their and CPTs approval for the property development, and up to maximum amount of up to \$250,000 / church.

2.3 Pathway Three – financially supporting Mission initiatives

Objective – To apply Mission Funds to support the implementation of the Presbytery’s Strategic and Annual Plans in advancing mission and ministry. The annual budget allocation for Pathway Three is agreed by full presbytery as part of the budget approval process.

For 2020/21 as an example, this would be, subject to agreement at full presbytery in August:

- a) Up to two initiatives per Region for up to a total of \$180,000 per annum for each of the next three years that advances Mission
- b) Up to \$50,000 (estimated at this stage) in 2020/21 to support churches enhance their use of technology.
- c) Up to \$15,000 for each of the next three years to undertake joint Community Mission initiatives with Presbyterian Support Northern.

3. Membership

Membership is to consist of:

- Presbytery Treasurer (ex officio)
- Convenor of the Property & Finance Workgroup (voting member)
- Up to seven Presbytery appointees
- Executive Officer (ex officio)
- Mission Enabler (ex officio)

Members are appointed for up to three years, commencing from the time of their first meeting. Members can be reappointed by the Presbytery Council for up to two terms (total of six years).

4. Responsibilities

The Mission Fund Committee is responsible to the Presbytery Council for the following:

- 4.1 Manage the Mission Pathways Three Fund to ensure it is effectively utilised to support Presbytery’s Strategic and Annual Plan. That is, the Mission Fund decides on the specific allocation of funds from the above Pathways Three.
- 4.2 Assess applications robustly and clearly communicate with applicants.
- 4.3 Ensure that initiatives funded from the Mission Fund incorporate robust evaluation and that recipients provide progress report(s) and a final report that outlines what has been achieved.
- 4.5 Liaise with the Property and Finance Workgroup via its Convenor to ensure alignment strategically and in decision making.
- 4.6 Report to the Presbytery Council, via the Convenor.

5. Guiding principles of how the MFC operates

- i) Be guided by the Presbytery's Strategic Plans
- ii) Operate transparently and fairly
- iii) Assess application robustly and consistently
- iv) Be transparent and communicate well with key stakeholders
- v) Work in partnership with PressGo and with Presbytery's Property & Finance Workgroup
- vi) Ensure records of applications, decisions and other matters of the Committee are well managed.

6. Authorities

- i) The Presbytery Council approves the Terms of Reference (TOR) and the membership of the Mission Fund Committee. The TOR is to be reviewed every three years by the MFC, with the revision submitted to the Presbytery Council for approval.
- ii) The Mission Fund Committee makes decisions as to the recipients of the allocation of funds from Mission Fund Pathways Three.
- iii) Members are appointed to the MFC for a period of up to three years. Members willing to continue to serve on the MFC can be re-appointed for up to a further one term.
- iv) The Mission Fund is held in the Presbytery Investment Fund, in the name of the Northern Presbytery Mission Fund.
- v) The Presbytery's Treasurer is responsible for keeping MFC up to date on fund balances and liabilities annually as part of the year end returns and annual budget establishment for the Presbytery

7. Meetings

The Convenor (appointed by the members) convenes the meetings, acts as the point of contact on behalf of the Committee, and provides a report to Presbytery Council for its meetings. Note that the convenor will receive the Council meeting papers, can attend Council meetings and contribute to its discussions, but is a non-voting member.

The Convenor will strive to ensure that all, or at least the vast majority of decisions are made by consensus. Consensus decision making aims to gain the consent of all members to a decision being made. This means that the decision can be supported, even if not the preferred of all individuals who are members. Note that effective consensus decision making requires ensuring there are provisions to offset the risk of making too many compromises in order to make sufficient changes to gain agreement by all that result in decisions that are retrospectively viewed as poor. Diverse views on at least some matters are expected, and it is acknowledged that consensus will not likely be achieved in all matters.

When there is not agreement by all through consensus, a vote shall be taken. Members have one vote each, except the Convenor. If there is a 'tie', then the Convenor has a casting vote.

Meetings shall be held quarterly, with additional meetings organised if required. Minutes of meetings will be taken and approved at the following meeting.

8. Approvals

The Terms of Reference and membership are to be approved by Presbytery Council. A review of the Terms of Reference is to occur within two years of approval.

Terms of Reference Agreed by Council,