



ST JOHN'S ANGLICAN CHURCH CANBERRA

Policy on	The Master Policy
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Responsible agency	Parish Council
Electronic file name	Master Policy.pdf
Repository	https://www.stjohnscanberra.org/documents
First introduced	January 2019
Parish Council approvals	20 February 2019 21 July 2021 16 February 2022 19 July 2023
Next revision due	May 2025

Policy Intent

Good policy settings are important to the governance role of Parish Council. While individual policies provide an approved or recommended manner of implementing the decisions of Parish Council and its committees, as a set they provide a control framework which assists Parish Council in carrying out its governance responsibilities.

As a governance body, Parish Council is required to

1. Set the Mission, vision and objectives for the Parish
2. Ensure compliance with relevant legislation and Ordinances
3. Be accountable for its own actions and that of its committees and officers
4. Review performance regularly
5. Manage risks
6. Ensure everything required for the good functioning of the Parish is in place

As norms against which to assess its success in discharging these responsibilities, our mission and diocesan expectations are important.

Our Mission

St John's mission is to 'bear public witness to Jesus Christ through Anglican worship and pastoral ministry, loving community and outward-facing mission,' which guides everything we do as a parish.

In respect of our policies, some address major themes of how we operate as a Parish while others relate to how we treat each other, but all are in one way or another a direct response to our mission.

We are also required to operate under the Governance of the Diocese Ordinance, which can be found at <https://www.stjohnscanberra.org/documents>, and any other relevant ordinances and policies of the diocese.

Again, our policies cannot be inconsistent with the intent of the Ordinance but must act to implement its provisions, as appropriate.

Policy Structure

Because our mission sets our guiding principles, each of our policies will commence with a reference to this policy using the statement.

"St John's mission is to 'bear public witness to Jesus Christ through Anglican worship and pastoral ministry, loving community and outward-facing mission.' This governs all we do as a Parish including policy development.

This policy is guided by The Master Policy of the parish and diocesan ordinances and polices, most notably the Governance of the Diocese Ordinance."

If there is any other relevant legislation that will also be listed under the section.

There will then follow two other sections. **Principles** will outline the fundamental tenets on which a given policy is based; **Procedures** will describe how the policy is to be implemented.

In the approach to policy development adopted by the Parish, if policies refer to other Parish documents, those documents will be included as appendices or attachments. While

they do not form part of the policy, incorporating them as appendices or attachments keeps all relevant documentation related to a particular policy setting together in a single file. That will ensure that the appendices or attachments also get due attention during a review, and document management is simplified. It also means that when a policy is consulted, all relevant documentation is immediately available to the user.