



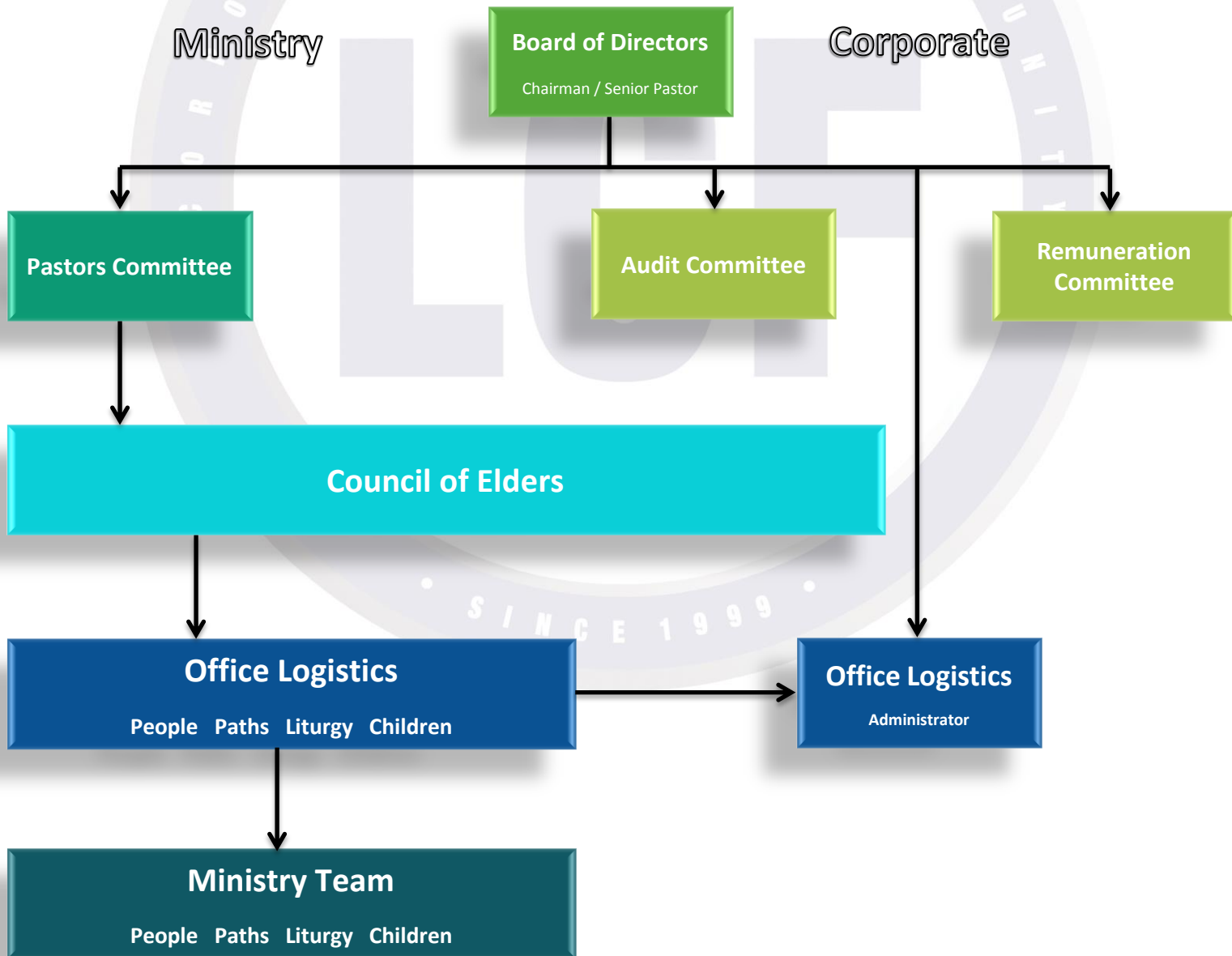
## LCF Governmental Structure

LCF leadership compiled this document to share our vision for LCF’s Governmental Structure. We want to improve our workways for 4 reasons:

1. Empowerment of partners for ministry within LCF vision
2. Responsible control and boundaries
3. Simplicity and ease
4. Sustainable Growth

Our vision statement is “To be a healthy and vibrant gathering of believers that impacts our families, our community & the nations”. In order for us to live up to our vision we need a unique structure that suits our vision, needs and culture.

### Structure illustration





## Structure approach

In order for the church to have the maximum impact in this world, it must have a healthy governing structure. When a church chooses its government it moulds, shapes, and casts its destiny. Church government is the channel through which vision flows – from God to leaders, then on to His people. And it is this context in which kingdom destiny is expressed for the individuals serving in His work. (The Blessed Church).

Two foundational concepts:

- Theocratic Rule

“Everyone must submit himself to the governing authorities, for there is no authority except that which God has established. The authorities that exist have been established by God. Consequently, he who rebels against the authority is rebelling against what God has instituted, and those who do so will bring judgment on themselves.” (Romans 13:1-2)

As the Word declares, all earthly authority is God established. This means a biblical approach to church government must be based on the concept that all leaders must function as representatives for God and His kingdom. (The Blessed Church).

- Singular Headship and Plural Leadership

Example from Exodus 18:17-23

The fruits of a biblical balance of authority in the local church include internal peace, trust, and most importantly the power to excel at accomplishing God’s will and kingdom work. (The Blessed Church).





## Components

The board, the council, corporate committees and the ministry team has the following 5 components which define it:

- 1. Composition**
- 2. Member Qualities**
- 3. Members Authorities**
- 4. Role and Function**
- 5. Characteristics**

## Board, Committee and Council Meetings

The Board must provide a schedule of the meetings for the year in advance. This will form part of the function of the Church administrator to put these dates on the calendar and enforce the meetings and overall administration of the meetings. In the case of the Council of Elders this will be part of the functions of the Pastor that oversees the Council of Elders. Notice of the meeting with agenda must be send to all members before meeting. Minutes of meetings must be held and all resolutions made in meeting must be documented and dated. 25% of members must be present for meeting to proceed. Some decisions can be electronically made and should be added to the minutes of meeting where an issue was raised and send to all members.

*Note: The Board, council of elders, corporate committees and ministry team must compile a document that sets out their function, structure and responsibilities. Every member must sign this document as confirmation of understanding.*





## The Board of Directors

### 1. Composition

- **Chairman:** The chairman provides the direction necessary for an effective Board of Directors. The chairman of the board should preside over board meeting and should ensure that the time of the meeting is used productively. The chairman should encourage collegiality among board members but without inhibiting candid debate and creative tension among board members.
- **Executive Director:** Involvement in the management of the church and/or being in the full-time salaried employment of the church.
- **Non-executive Director:** The non-executive director plays an important role in providing judgment independent of management on issues facing the church. Not being involved in the management of the church defines the director as non-executive. It is expected of them to acquire and maintain a broad knowledge of the ministry environment, vision and business of the church.
- **Independent Non-Executive Director:** Independent non-executive directors should be independent in fact and in the perception of a reasonably informed outsider. Independence is, however, more a state of mind than an objective fact and perception. It is free from any business or other relationship which could be seen to interfere materially with the individual's capacity to act in an independent manner. Does not receive remuneration from the church.
- **Lead Independent Non-Executive Director:** According to King III the chairman of the board has to be an Independent Non-Executive Director. But King III also states that the company (church) may have sound reasons for appointing a chairman who does not meet all the criteria for independence or being non-executive and should be prepared to justify its decision in terms of King III. The appointment of a LID can assist the board in dealing with any actual or perceived conflicts of interest that arise in these or future circumstances. The main function of a LID is to provide leadership and advice to the board, without detracting from the authority of the chairman, when the chairman has a conflict of interest. The LID should at all times be aware that the role is that of support to the chairman and board and not in any way to undermine the authority or the vision of the chairman

*Note: Composition of the Board of directors are structured according to King III Corporate Governance.*





## 2. Members Qualities

**Directors' conduct:** A director of a company (church) must not use the position of director, or any information obtained while acting in the capacity of a director to gain an advantage for the director, or for another person other than the company (church); or to knowingly cause harm to the company (church). A director of the company (church) must communicate to the board at the earliest practicable opportunity any information that comes to the director's attention. A director of the company (church), when acting in that capacity, must exercise the powers and perform the functions of director in good faith and for a proper purpose; i) in the best interests of the company (church); ii) and with the degree of care, skill and diligence that may reasonably be expected of a person carrying out the same functions in relation to the company (church) as those carried out by that director; iii) and having the general knowledge, skill and experience of that director. A director is entitled to rely on one or more members of the company (church) whom the director reasonably believes to be reliable and competent in the functions performed or the information, opinions, reports or statements provided; legal counsel, accountants, or other professional persons retained by the church. In this case the director reasonably believes that these are matters within the particular person's professional or expert competence; or as to which the particular person merits confidence. – Companies Act 2008.

## 3. Members Authorities

Boundaries and lines of responsibility must be clear to everyone. This reduces the possibility for confusion, strife, and dysfunction.

**Governmental Authority:** The directors are a governmental office with spiritual responsibilities and rewards. The directors have governing authority only when they are meeting as a group to conduct church business. In the context of the meeting, individual directors have the opportunity to speak of issues relating to the church and express opinions about the church's methods, results and personnel. But when they walk out of the meeting room, that governing authority falls dormant. What remains is ministry authority. – The Blessed Church

The Governmental authority remains with the Chairman, Senior Pastor and the appointed CEO of the Church, as well as those to whom the authority has been delegated such as the COO, LID, and the administrator out of meetings.





## 4. Role and Function

The directors' function is based on their duties according to King III:

- The board should act as the focal point for corporate governance.
- The board should ensure that the company (church) acts as and is seen to be a responsible corporate citizen.
- The board should cultivate and promote an ethical corporate culture.
- The board and its directors should act in the best interests of the company (church).
- The board and its directors should manage conflicts of interests.
- The board should ensure the integrity of financial reporting.
- The board should report on the effectiveness of internal financial controls.
- The board should ensure that internal and external disputes are resolved effectively, expeditiously and efficiently.
- The board should ensure that the company (church) implements an effective compliance framework and effective processes.
- The Board should ensure that the vision of the Senior Pastor and the Ministry agenda of the Pastoral committee is given priority
- The Board should protect and support the Senior Pastor and Pastoral members of the church

## 5. Characteristics

The directors must be appointed out of the council of elders. Therefore, a person cannot be appointed as a director without being appointed as an elder first. The Board of directors is a closed and long term group in the governmental structure.

A director will be removed from the board when he/she is disqualified according to the company's act or when the directors have voted for the removal of a director for reasons stated, which might include Biblical reasons that disqualify a person to act as an Elder and therefore also as a board member (Refer to Titus 1:5-9 & 1 Tim 3:1-14 & 5:17-22)





## Pastoral Committee

### 1. Composition

- **Senior Pastor:** Visionary. He receives and communicates Gods vision for the church. Although vision is ultimately carried and implemented through a broad base of ministry leaders it must begin with the senior pastor. Vision is received by a person. It is confirmed and clarified by the pastoral Committee. The senior pastor must be the chief visionary. – The Blessed Church
- **Pastoral Committee Pastor:** These are the leader Pastors of the Church and work closely with the Senior Pastor in clarifying the vision, assisting in decision making and the general formulating of the ministry strategy of the Church.
- **Assistant Pastor:** These are people who do Pastoral work as delegated by the Pastoral committee. They do not form part of the Pastoral Committee, but holds the ministry office of Pastor and fulfil specific Pastoral responsibilities as delegated to them by the Pastoral committee. This include for example the Youth Pastor, Children’s ministry Pastor, Teaching Pastor and others as determined by the Pastoral Committee. These individuals do not have to be part of the Council of Elders to function, but also may be part of the Council of Elders. These people will be ordained by the Pastoral committee for the work of the ministry based on experience, relationships, character, specific responsibility and qualifications. It is solely the decision of the Pastoral committee to whom they will confer this ordination and title. These Pastors may or may not receive remuneration from the church.

### 2. Members Qualities

- **Character:** “If a man desires the position of a bishop, he desires a good work. A bishop then must be blameless, the husband of one wife, temperate, sober-minded, of good behaviour, hospitable, able to teach, not given to wine, not violent, not greedy for money, but gentle, not quarrelsome, not covetous, one who rules his house well, having his children in submission with all reverence (for if a man does not know how to rule his own house, how will he take care of the church of God?); not a novice, lest being puffed up with pride he fall into the same condemnation as the devil. Moreover, he must have a good testimony among those who are outside, lest he fall into reproach and the snare of the devil.” (Timothy 3:1-7)
- **Chemistry:** When we live in unity, we position ourselves for God’s blessing. True and lasting unity comes from valuing relationship above corporate accomplishment, personal fulfilment, or mere policy preferences. “Now the multitude of those who believed were of one heart and one soul; neither did anyone say that any of the things he possessed was his own, but they had all things in common.” (Acts 4:32)





- **Competence:** Governmentally gifted. A person gifted in this way will tend to derive joy and a sense of satisfaction in the process of overseeing an enterprise. A person gifted in this way will also see the whole, rather than becoming fixated on one or two areas of ministry. They will understand and respect the authority structure and be willing to work within it. These are people who are secure in themselves and in who they are in the Lord. A Pastor need to be able to take heat over decisions without changing his mind or becoming ungracious under pressure. They must be able to defend a position without being intimidated or threatened by opposition. A Pastor must have a loyal heart. – The Blessed Church

### 3. Members Authorities

Boundaries and lines of responsibility must be clear to everyone. This reduces the possibility for confusion, strife, and dysfunction.

- **Pastors' Administrative Authority:** The senior pastor holds this authority. He should be the uncontested leader of the church. He also functions as the representative of the corporate mind on the board and heart of the pastoral committee to both the staff and the congregation. As the singular head of the entity, the senior pastor leads the pastors and elders regularly into the presence of the Lord through times of worship, prayer, fellowship, and impartation of his heart. The staff and daily administration of the church is guided by the senior pastor and is carried out by those to whom he delegates. – The Blessed Church
- **Ministry Authority:** The pastoral committee and council of elders hold this authority. It includes communicating the heart and vision of the leadership to the body. It involves teaching, ministering to, and exhorting the membership as well. Modelling and maintaining a standard of biblical behaviour in the local church. – The Blessed Church

### 4. Role and Function

- Vision
- Ministry Strategy
- Setting and protecting the Biblical Boundaries as determined by the Pastoral Committee

### 5. Characteristics

Not all Pastors appointed by LCF will be part of the Pastoral Committee. The Pastoral Committee is a closed and long term group in the governmental structure. A Pastor on the Pastoral Committee must also be part of the council of elders.







## Audit, Remuneration and Other Corporate Committees

### 1. Composition

- **Chairman:** The chairman provides the direction necessary for an effective Committee. The Chairman of these committees will be selected according to knowledge, skills and experience required to be able to fulfil the function attributed to these committees. The Chairman must be a director of the company (church).
- **Members:** Members of these committees are selected according to knowledge, skills and experience required to be able to fulfil the function attributed to these committees.

*Note: Composition of the sub-committees are structured according to King III Corporate Governance.*

### 2. Member Qualities

All the sub-committee members must have the qualities of a director even though it is not required that all members must be directors. There-fore the directors' conduct apply for any person that form part of these committees. – Companies Act 2008.

### 3. Members Authorities

Boundaries and lines of responsibility must be clear to everyone. This reduces the possibility for confusion, strife, and dysfunction.

**Delegated Authority:** This type of authority occurs when a director delegate tasks to members on the sub-committees. They need authority to be able to perform these tasks given to them.

### 4. Role and Function

The Directors of the company (church) may appoint any number of sub-committees and delegate to that committee any of its authority.

### 5. Characteristics

The sub-committees may include persons who are not directors of the company (church) but must form part of the council of elders.





## Council of Elders

### 1. Composition

- **Special Elder:** A Pastor from the Pastoral Committee functions as the chairman of the council of elders. This Pastor can bring any decision or issue to the council of elders. As chairman he is responsible for preparing the agenda for meetings and then leading those meetings. It's his responsibility to see that the elders are informed on all important issues and is aware of the current direction of the church. (The Blessed Church).
- **Staff and Non-Staff Elders:** There must be a general balance of staff and non-staff elders on the council. There is enormous value in having both types of perspective – from inside and outside the organization. (The Blessed Church).
- **Apostolic Elders:** This elder is neither a full-time staff member nor a member of the church. There are times when authoritative, trusted, objective input from outside is critical to the life and health of the church. (The Blessed Church).

### 2. Members Qualities

- **Character:** “If a man desires the position of a bishop, he desires a good work. A bishop then must be blameless, the husband of one wife, temperate, sober-minded, of good behaviour, hospitable, able to teach, not given to wine, not violent, not greedy for money, but gentle, not quarrelsome, not covetous, one who rules his house well, having his children in submission with all reverence (for if a man does not know how to rule his own house, how will he take care of the church of God?); not a novice, lest being puffed up with pride he fall into the same condemnation as the devil. Moreover, he must have a good testimony among those who are outside, lest he fall into reproach and the snare of the devil.” (Timothy 3:1-7)
- **Chemistry:** When we live in unity, we position ourselves for God's blessing. True and lasting unity comes from valuing relationship above corporate accomplishment, personal fulfilment, or mere policy preferences. “Now the multitude of those who believed were of one heart and one soul; neither did anyone say that any of the things he possessed was his own, but they had all things in common.” (Acts 4:32)





- **Competence:** Governmentally gifted. A person gifted in this way will tend to derive joy and a sense of satisfaction in the process of overseeing an enterprise. A person gifted in this way will also see the whole, rather than becoming fixated on one or two areas of ministry. They will understand and respect the authority structure and be willing to work within it. These are people who are secure in themselves and in who they are in the Lord. An Elder need to be able to take heat over decisions without changing his mind or becoming ungracious under pressure. They must be able to defend a position without being intimidated or threatened by opposition. An Elder must have a loyal heart. (The Blessed Church).

### 3. Members Authorities

Boundaries and lines of responsibility must be clear to everyone. This reduces the possibility for confusion, strife, and dysfunction.

- **Ministry Authority:** The pastoral committee and council of elders hold this authority. It includes communicating the heart and vision of the leadership to the body. It involves teaching, ministering to, and exhorting the membership as well. Modelling and maintaining a standard of biblical behaviour in the local church. (The Blessed Church).
- **Governmental Authority:** The elders are a governmental office with spiritual responsibilities and rewards. The elders have governing authority only when they are meeting as a group to conduct church business. In the context of the meeting, individual elders have the opportunity to speak off issues relating to the church and express opinions about the church's methods, results and personnel. But when they walk out of the meeting room, that governing authority falls dormant. What remains is ministry authority. (The Blessed Church).

The Governmental authority remains with the Chairman, Senior Pastor and the appointed CEO of the Church, as well as those to whom the authority has been delegated such as the COO, LID, and the administrator out of meetings.

### 4. Role and Function

- Provides and protect the stability of the Church
- Protect the Unity of the Church
- Gives Protection to the decisions and strategy of the Pastoral Committee
- Protect the Boundaries of the Church on a Biblical basis

### 5. Characteristics

All members of the council are selected for a specified task, roll and calling. These people are strong leaders and will function as leaders to the congregation in specified areas. The Council of Elders is a closed and long term group in the governmental structure.





## Ministry Team (Deacons)

### 1. Composition

- **Team Members:** This is the team of leaders that leads the different teams to do the actual logistics and ministry of the church under the four categories of People, Paths, Liturgy and Children's ministry. This is the individuals that are the actual leaders of the teams. In certain instances, these teams may acquire the leader to be an assistant Pastor. The team members will be appointed by the Pastoral Committee or the Council of elders. The members will be selected based on character, chemistry and competence.

### 2. Members Qualities

- **Character:** "If a man desires the position of a bishop, he desires a good work. A bishop then must be blameless, the husband of one wife, temperate, sober-minded, of good behaviour, hospitable, able to teach, not given to wine, not violent, not greedy for money, but gentle, not quarrelsome, not covetous, one who rules his house well, having his children in submission with all reverence (for if a man does not know how to rule his own house, how will he take care of the church of God?); not a novice, lest being puffed up with pride he fall into the same condemnation as the devil. Moreover, he must have a good testimony among those who are outside, lest he fall into reproach and the snare of the devil." (Timothy 3:1-7)
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### 3. Members Authorities

Boundaries and lines of responsibility must be clear to everyone. This reduces the possibility for confusion, strife, and dysfunction.

- **Delegated Authority:** This type of authority occurs when a director, pastors or elder delegate tasks to members on the ministry team. They need authority to be able to perform these tasks given to them. This is not a permanent form of authority.

### 4. Role and Function

The role and function of this team is leading and doing ministry work. The vision is ultimately carried and implemented further by the Ministry Team leaders.

### 5. Characteristics

This team is open for any partners of the congregation that are chosen by the Pastoral committee and are called to be leaders in ministry. This team consist of leaders who know their calling and have been equipped to do the work of the ministry (Eph 4:11-16). This leadership function is seasonal of nature and members of this team may change on a regular base because of changes in ministry roles, movement of people, growth and other reasons that might occur.

