



1 GOVERNING DOCUMENT:

LIFE CHRISTIAN FOUNDATION UK

DATED: 1 DECEMBER 2007

2 NAME: LIFE CHRISTIAN FOUNDATION UK

Also known **LCF UK** in its abbreviated format.
Hereafter referred to as LCF.

3 REGISTERED ADDRESS

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4 OBJECTIVES OF LCF

- **To feed, uplift and take care of poor people.**
- **To take care of orphans and widows.**
- **To educate and train people.**
- **To create a network of people and organizations that do projects to uplift communities and human beings.**
- **To create platforms for people and organizations to do creative projects and live out their talents in these projects.**
- **To spread the message of Jesus Christ through creative projects and gatherings.** *(A copy of the LCF statement of faith is found in the value statement of LCF).*

5 LCF GOVERNANCE

5.1 GOVERNING DOCUMENT

The Governing document forms the basis with which LCF corresponds on a legal and financial basis with the government, the relevant tax authorities, the relevant legal authorities, the relevant administration authorities, the auditing authorities, and other. The Governing document is a legal document and is governed by the law of England and Wales.

5.2 LCF VALUE STATEMENT

The Value Statement is a separate document created by the Board of Directors of LCF South Africa. The Value Statement differs from the governing document in that it is a ministry document with a statement of faith and guides the Chairman, Directors and different Core Teams in the way LCF wants to operate and all projects are to be operated on the basis of these values. All LCF partners must adhere to these guidelines. *(A Copy is available at the LCF Office).*

5.3 LCF DIRECTORS

5.3.1 LCF IS STEERED BY THE BOARD OF DIRECTORS

The main aim of this group of people is to set the wider boundaries for the direction and involvement of LCF, to harmonize the different projects within LCF, and to act as the directors of the charity. The boundaries are determined by the current strength of the infrastructure, and the core ability of the partners involved.

The minimum amount of directors should be the same as is legally required by the Charity Commission of England and Wales. The maximum amount of Directors is nine, which include the Chairman.

- The Board of Directors may appoint other people to assist the directors in fulfilling their tasks.

5.3.2 THE FUNCTIONS OF THE DIRECTORS

- **Managing the finances and other administrative as well as legal issues within the organisation.**
- **Day to day managing of LCF.**
- **Allocating beneficiary's donations to the right project, as intended by donors.**
- **Determining the Value's, principle's, boundaries and strategies of LCF and reflecting these in the LCF Value Statement.**
- **Updating the LCF Value statement when and where necessary.**
(Only applicable to LCF Directors – of LCF South Africa).
- **Provide direction and vision for projects and initiatives.**
- **Continually reviewing the progress of projects with project partners.**
- **Removing of barriers for partners.**
- **Providing a platform for partners to grow and live out their purpose.**
- **Being responsible for the coaching and guidance of partners.**
- **Creating new opportunities through networking with people and organisations.**
- **The Board of Directors must see to it that a conflict of interest situation do not arise, and if / when such a situation arises must take the necessary steps to deal effectively with it.**
- **Child care and working with vulnerable adults.** The board of Directors must see to it that the partners who will be working with Children and vulnerable adults is carefully chosen in order to protect them from any harm.
 - ❖ The criteria for choosing these people must be in line with the laws of the different country in which work is being carried out.
 - ❖ Furthermore these partners must be known to the Board of Directors or the specific Core Team that will be guiding them and must have a history of effective and non-harmful work with children and vulnerable adults.
 - ❖ In any instance where a child or vulnerable adult is abused by a partner in any way, the specific partner will be removed from working with children or vulnerable adults within LCF in totality, and the board of Directors will decide how to take the matter further according to the LCF value statement and the laws governing in then specific country.

5.3.3 QUALIFICATIONS OF A DIRECTOR

All Directors must comply to, and adhere to the characteristics and qualifications as set out in the Holy Bible in 1st Timothy 3:1-13 and Titus 1:5-9. Not adhering to these characteristics and qualifications, will lead to dismissal of a Director.

5.3.4 APPOINTMENT OF DIRECTORS

New Directors can be appointed on a decision of the existing Board of Directors where there is a 70% majority vote to include such a person as a Director.

The minimum amount of directors should be the same as is legally required by the Charity Commission of England and Wales. The maximum amount of Directors is nine, which include the Chairman.

5.3.5 DISMISSAL OF A DIRECTOR

A Director may be dismissed on the grounds of 5.3.3 or if any other situation deems it necessary when a majority vote of 70% of the board of directors is reached on the matter. Such a dismissal must be done in writing, and will be of immediate effect.

5.3.6 RESIGNATION OF A DIRECTOR

In instances where a Director wants to resign, it must be done in writing and will be of immediate effect.

5.3.7 MAJORITY VOTE

All decisions relating to the managing of LCF need a 60% majority vote of the Board of Directors, except where otherwise noted in this governing document or where the Board of Directors have given to the chairman (as noted at a meeting) the authority to make a decision on behalf of the Board of Directors.

5.3.8 RENUMERATION

If it becomes necessary because of the amount of time, energy and other resources spent on LCF UK by the Chairman or directors they may receive reasonable financial remuneration for the work they render, but this remuneration must be decided upon by a 70% majority vote of all the directors and must be put in writing and kept on record.

The person who is intended to receive the remuneration may not attend the meeting where the decision is made regarding his / her remuneration package.

5.3.9 THE CHAIRMAN

- The Chairman oversees the maintenance of existing projects and the growth and development of others on behalf of the Board of Directors and the LCF community.
- The Chairman has the function of developing the LCF vision, building the LCF network, maintaining the LCF values, spiritually leading the LCF community and governing all LCF administration.
- The Chairman may create a Core Team of people to assist Him / Her in carrying out all His / Her duties. These individuals can either come from the directors, or other project partners. This Core team must be approved by the Board of Directors.
- The Chairman holds the office on a permanent basis.
- The Chairman may be dismissed when a majority of 70% of the directors is reached.
- The Chairman may resign in writing, and the resignation will be of immediate effect.

- The Chairman has only one vote, but has one extra deciding vote in all matters that are within 10 % of a designated majority.

6 LCF DEFINITIONS

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| BOARD OF DIRECTORS | The main aim of this group of people is to set the wider boundaries for the direction and involvement of LCF, to harmonize the different projects within LCF and to act as the directors of the charity. The boundaries are determined by prayer, the current strength of the infrastructure, and the core ability of the partners involved. |
| CHAIRMAN | The Chairman oversees on behalf of the Board of Directors and the LCF community the maintenance of existing projects and the growth and development of others. |
| CORE TEAM | The core leadership group of people that manage each different project of LCF in vision, decision making, management and administration according to the LCF Value statement. |
| PROJECTS | All the different activities, initiatives and ministries within LCF. |
| PARTNERS | This includes individuals, churches, ministries and institutions that have communicated their decision to the LCF Directors and / or a particular core team of their decision to become part of the networking community of believers of LCF. |
| PROJECT PARTNER | The Individuals that form part of any respective core team and that is responsible for a project, ministry or department within the LCF community of believers. |
| VALUE STATEMENT | The Ministry document that set out the Vision, Values, Principles and Boundaries of LCF. Every project within LCF must adhere to this Value Statement and use the Value statement as the foundation for all their activities within every project. |
| GOVERNING DOCUMENT | The Governing document forms the basis with which LCF corresponds on a legal and financial basis with the government, the relevant tax authorities, the relevant legal authorities, the relevant administration authorities, the auditing authorities, and other. The Governing document is a legal document. |

7 LEGAL STATUS

LCF is a Charity governed by the law of England and Wales.

LCF will be entitled to purchase, hold, sell or let property and to institute or defend legal proceedings in its own name.

8 ASSETS

8.1 SOURCE

By donations and other income.

8.2 CONTROL

The Chairman and other designated Directors and / or other Project partners shall be empowered by the board of directors to sign LCF accounts and their legal documents, to raise funds, to administer funds and to invest these funds.

The Board of Directors shall appoint a certified independent auditor who shall do annual audits as and when required by the law of England and Wales.

8.3 REPORTING

The financial year-end shall be the end of February annually.

Reporting will be done as required by the law of England and Wales.

8.4 PROPERTY

The Board of Directors is responsible for decisions relating to the purchase, sale or letting of movable and immovable property in the name of LCF.

9 USE OF FINANCES

The funds of the charity will be utilised for investment, salaries, honorariums, donations, movable and immovable property and mostly for the objects for which it was established.

Funds available for investment may only be invested with registered financial institutions as defined by the law of England and Wales.

10 AMENDMENTS TO THE GOVERNING DOCUMENT

Amendments shall only be passed by a majority of 70% of the Directors at a general meeting.

Any Director may initiate amendments. All amendments shall be presented to all the Directors for review and action.

11 DISSOLUTION

LCF may dissolve by a resolution passed by at least a 70% majority vote of the Board of Directors, provided that at least one hundred and twenty (120) days notice of the proposed resolution has been given to the all the Directors.

On dissolution of the charity, the remaining assets will be given or transferred to another organisation with objects similar to those of the charity. This decision must be reached by at least a 70% majority vote of the Directors.

12 COPIES OF GOVERNING DOCUMENT

Copies of this Governing Document shall be available upon request from the registered office of Life Christian Foundation.

13 MEETINGS

One General meeting of the Board of Directors must be held each financial year.
A minimum of 75% of the Directors must present.
Minutes will be stored of these meetings.

Other meetings will be scheduled on an adhoc basis for general purposes.
For info purposes, Minutes of these meetings will be circulated between the Directors via e-mail or conversation.

The general managing of LCF will be done via e-mail, and telephone and other ways of communication.