



DOCUMENT NUMBER	MA002
TYPE	Policy
SUBJECT	Matters Requiring Diocesan Council Approval Policy
AUTHORISED BY	Diocesan Council
DATE AUTHORISED	5 th November 2022

1. Preamble

This policy has been separated out from SP001 Administration Circular 2023 at the wish of Diocesan Council.

2. Matters requiring the approval of Diocesan Council and/or the Bishop

2.1. Diocese as legal entity

Members of the parish councils of parishes that are registered with the Australian Taxation Office, the Australian Business Register and/or the Australian Charities and Not-for-profits Commission are recognised as being primarily responsible for ensuring reporting requirements and recordkeeping in relation to payroll, taxation and charity registration matters. Nevertheless, it should also be recognised that the legal entity of any parish or ministry in the Diocese is not the parish, authorised ministry team or Diocesan agency itself, but rather The Synod of the Diocese of the Northern Territory Incorporated, an incorporated association regulated by Australian Charities and Not-for-profits Commission and the Attorney General's Department (NT). The Diocesan Council has the responsibility of exercising "general superintendence" over all of the affairs of the Diocese. Accordingly, parishes or other ministry units are accountable to Diocesan Council.

2.2. Responsibilities of parishes and Diocesan ministry units and agencies

In order for Diocesan Council to fulfil its responsibilities, all parishes and Diocesan ministry units and agencies are required to apply to Diocesan Council for permission before proceeding with any of the following:

- Purchase, sale, lease, mortgage, encumbrance or otherwise acquiring, granting or disposing of an interest in any real estate;
- Purchase, construction, demolition, sale or disposal of any building;
- Alteration to any building;
- Receiving financial assistance from any trust, estate or government-funding program;
- Entering into loans, overdrafts or credit arrangements; and
- Opening and closing Bank, Credit Union or Building Society (registered under the Financial Institutions Legislation) accounts. Changes to Bank account numbers and details of signatories are to be advised to Diocese to ensure records are maintained.



For completion when document supersedes and existing policy, procedure or protocol.

VERSION NUMBER OF THIS DOCUMENT	DATE OF PREVIOUS DOCUMENT	SUMMARY OF CHANGE	REASON FOR CHANGE