



**C 3 C H U R C H**  
**G L O B A L**

## **POLICY DOCUMENT**

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## Introductory Statement

### **Purpose of this document**

C3 Church Global is a community of churches that come together as one movement under the direction and leadership of C3 Church Global Directors and Team.

The C3 Policy Document is an important element of being or becoming a C3 church. It describes how we are constituted and what is anticipated of C3 Churches. Like any document/constitution it took time and care to be the document it is today. Unsurprisingly it is not perfect and will require updates and revisions to keep it contemporary and reflective of ongoing C3 structure, oversight and expectations.

Like all documents of its kind it is written as simply and clearly as possible. This has the upside of clarity and the downside of sounding formal, even a little cold. But if read through the relational eyes/mind of C3 it can be seen as a safe guard, and as a means of ensuring healthy continuity.

Whilst the document is formal and binding, it is to be seen as much as a path towards maintaining and promoting a family of churches with significant commonalities and commitments, with room for individual (not individualistic) expression.

If read with the above in mind you will find it far from onerous; it is instructive, valuable and securing

## Definitions

### **Minister**

A Minister in C3 Church is defined as someone who has spiritual oversight and leadership of a local church – the primary church leader. To qualify for this term, the Minister must lead a church that is a full-member church with C3 Church Global.

### **Church**

C3 churches are autonomous local churches, whose legal structure will vary from country to country. Our churches will usually have their own constitution or articles of association (or something similar) and are governed by a local board or management committee. Our churches are accountable from a legal and financial perspective to the appropriate authorities set by their government. Location is either single or multi site in the case of a Multi site church these churches are one legal entity with one board (governing body) and one Senior Minister (or Senior Minister Couple) but have services at different locations.

### **C3 Church Global Team – C3 Global Exec Team**

The C3 Church Global Team working with the President of the movement to implement vision, values, strategy, Church & Pastoral health and growth to the churches in our movement.

### **C3 Church Global Board**

C3 Church Global Board Members relate directly to the President of the movement. This team is responsible for the financial governance of the vision of the movement as well as the overall governance, compliance & Policy for the movement.

## **Regional Director**

Regional Overseers have oversight and responsibility for specific regions of the world. This position will often refer to more than just one nation, eg: Europe.

## **Church Overseer**

The basis of this role is to provide relational oversight support and encouragement to the ministry of the local pastor/spouse.

# **Section 1. What We Believe**

## **Doctrinal Basis– Statement of Faith**

As part of this Policy Document, each Minister of C3 Church must commit to the following Statement of Faith:

1. There is one God: God the Father, God the Son and God the Holy Spirit;
2. In the deity of our Lord Jesus Christ the Son of God; we believe in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of the Father, His constant intercession and in His imminent return;
3. In the person and work of the Holy Spirit with His fruit and gifts available in the Church;
4. The Bible as the living word of God - infallible, authoritative and everlasting, and the foundation of all Christian doctrine and faith.
5. In the existence of an evil spiritual being-the devil;
6. In the spiritually lost condition of all people and the essential need for the “new birth” by faith in Jesus Christ;
7. In the baptism of the Holy Spirit as a gift available to believers, with the normal evidence of speaking in other tongues;
8. In the sacraments of the Lord’s Supper and baptism by full immersion in water for all believers;
9. In the resurrection of both the saved and the lost, the one to everlasting life and the other to everlasting separation from God;
10. In the church being the body of Christ, and each member being an active part of a local church, fulfilling the Great Commission.

11. Marriage was instituted by God, ratified by Jesus, and is exclusively between a man and a woman. It is a picture of Christ and His church.
12. Sex is a gift from God for procreation and unity, and it is only appropriate within and designed for marriage.

## Purposes and Objectives

C3 Church is a Community of Ministers and Churches in Jesus Christ.

1. To build the Church of Jesus Christ through the evangelisation and discipleship of all nations - in harmony with Matt 16:18 and obedience to Matt 28:19-20.
2. To develop and deploy ministries.
3. To promote the Kingdom of God in its fullness and encourage its expansion through starting, connecting with and maintaining churches structured after Biblical principles.
4. To promote networks of relationships that give support, encouragement and instruction to pastors and the churches they lead.
5. To promote the Christian faith according to New Testament parameters throughout the world by the preaching of God's Word through all means possible.
6. To provide order, discipline and guidelines to help Christians to live their best life free from immorality, ungodliness, deceptions and any practices threatening to bring dishonour to the Lord, His church or His ministers.
7. To obtain properties and goods to aid the fulfilment of all the above.
8. To encourage giving to aid the fulfilment of all the above.
9. To maintain a good reputation and continuing fellowship with the Body of Christ at large.
10. To understand and regularly re-evaluate our "particular" calling (prophetic voice) and to be faithful in conducting our ministries to include such. This will also embrace the unchanging principle of our churches speaking a coherent message to the world and the church and to execute Biblical principles in a culturally relevant manner.
11. To conduct our lives and ministries so that we are fruitful.
12. To promote the glory of God and the exaltation of Jesus Christ.

## Section 2. Principles and Rules of Fellowship

### The Life of Certified Ministers of the Fellowship

It is expected that members of C3 Church observe the following requirements.

1. Devotion to the Word of God and Prayer
2. Observance in Conduct of the New Testament guidelines for Ministers (1 Tim 3:1-10 & 6:11-15; Titus 1:5-9)
3. Commitment to the Chain of Command in the Fellowship. This means in general obedience and accountability to those above you.

This means agreement to terms of discipline arrived at by the C3 Global Executive Team in the case of any moral lapse or failure that requires disciplining.

Accountability relates to an “open book” policy regarding finances, board meetings, church policy, church leadership, personal and private lifestyle.

## The Rules of Fellowship

In the exercise of their leadership role within their churches, members of the fellowship are required to observe the following procedures:

Membership in C3 Church is dependent upon your continued agreement to observe and carry out the following requirements. They are not optional but mandatory. You are to understand that if found by the C3 Church Global Executive Team to be delinquent in any of these areas and fail to conform to the disciplinary requirements of the Executive Team, you will ultimately forfeit the right to continue to use the name C3 Church and will cease to be a member of the fellowship with all privileges forfeited.

1. You shall observe one service a week as a general rule, in which giving for the support of the ministry, preaching the Word, worship, and an occasion for prayer and response to salvation are all to be practiced. You shall seek to grow as a church, to expand the Kingdom of God, to bear fruit such as good conduct, good character, converts, new ministers, and new churches.
2. You shall engage in regular public prayer.
3. You shall engage in some form of regular outreach to the lost.
4. You shall allow and encourage the operations of the ministries and gifts of the Holy Spirit in your services.
5. You shall pastor your people as befitting a faithful minister of Christ. This includes keeping membership records, Provide pathways by which people can join your church and become active and vital members, raise leaders and maintain regular pastoral contact with members of your church.
6. You shall observe all normal business practices in running a non-profit, charitable organisation, and/or in accordance with local/national government requirements.
7. You shall have a board of directors of not less than three people. (Board of Directors requirements are different from country to country) In the first year of a church’s operation, where people may not be proven, a board from within may not be viable. External board members from other C3 Churches are acceptable.
8. You shall have at least two signatories/authorisations to all bank accounts and bank portals should you use online banking. These signatories are not to be related by birth or marriage. Where there are only two, they cannot be related by birth or marriage. In the event related persons are signatories, a third unrelated person must be added and no two related persons can co-sign for a transaction.
9. You shall not make personal loans to the church in any amount.
10. You shall not secure any borrowings for church against houses or assets of any kind owned by members, individual or corporate, in your own or someone else’s congregation.
11. You shall use money given only for the purpose it is given or solicited. You shall not use it for any other purpose.
12. If you receive any substantial gift from a member (local currency that is higher than the equivalent value of \$5,000AUD) you must clarify with the giver as to the purpose of the gift and inform your local Church Board.
13. You shall make yourself aware of the requirements of the Corporate Affairs Commission, the

Registrar of Births, Deaths and Marriages (or the equivalent law/body in each nation) and the responsibilities of Directors, and behave in the required manner.

14. You shall give proper attention to your own family so that it remains intact and healthy.
15. You shall take enough rest to ensure your mental, emotional and physical health remain strong.
16. You shall not use or allow the pulpit to be used to: a. promote commercial ventures; b. promote political beliefs; c. do anything of a lewd, immoral, corrupt or heretical nature; d. to vent personal needs, injustices, angers or business ventures.
17. You shall not engage in or encourage communications that slanders other members of this movement or the Body of Christ. Your commitment to the leadership of C3 Church is to be manifested in the active discouragement of criticism and slander of such. You shall not be a divisive influence in this fellowship.
18. You shall not indulge in excesses or improper habits unbecoming as an example to God's flock of how to live the Christian life.
19. Any other developments besides the maintenance of a normal Church life routine shall be presented to the Pastor's Overseer for discussion, outlining necessary details (eg. addition of a bible college, youth refuge, Christian school). Details of personnel, funding, facilities and feasibility must be supplied. The Pastor's Overseer must be notified of the purchase or long-term lease of commercial property.

### **C3 Church Global Non-profit clause**

The assets and income of C3 Church Global shall be applied solely in furtherance of its above-mentioned objects and no portion shall be distributed directly or indirectly to the members of the organisation except as *bona fide* compensation for services rendered or expenses incurred on behalf of C3 Church Global.

### **Dissolution clause**

In the event of C3 Church Global being dissolved, the amount, which remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to an organisation, which has similar objectives and which, itself, is exempt from income tax.

## **Regional Director /Overseer accountability and oversight**

The C3 Church Global Directors, Global Team and other Pastors in the movement nominated by the Regional Directors are given responsibility for overseeing a designated group of Senior Ministers (and their Associates). These people will be known as Church Overseer. The basis of this role is to provide a structure that lends support and encouragement to the ministry of the local Pastor/Spouse.

If the Church Overseer finds questions relating to the individual Minister's soundness in areas including: marriage, health, finance, or spiritual life and the Minister does not receive acceptable correction, the Regional Director may then choose to place the Minister on probation for a set period. If there is no significant change in the Minister's doctrine or lifestyle after this period of time, then another C3 Church Overseer (can be chosen by the Minister in question) shall attempt, over a set period of time, to resolve the problems. If at the end of this period the problems remain unresolved, then the Regional Director shall have power, with the agreement of the two Overseers, to recommend to the C3 Global Executive Team that the Minister's credentials be withdrawn.

Should the local Board of the Church agree with the decision of the C3 Global Executive Team, the Regional Director, in association with the local Board, should locate and install a new minister. Should the local Board of the church disagree with the decision of the Regional Director, and wish to maintain the minister then the Global Directors shall have power to remove the name C3 Church and C3 Church membership from the local church. This would be done in consultation with the C3 Global Executive Team and C3 Global Office.

### **Discipline of Church Leaders**

Areas that require discipline are sexual misconduct, doctrinal error, financial misconduct, violating the spirit and intent of the C3 Church Global Policy document.

### **Alcohol**

The guideline of how much a pastor should drink is to stay under the legal limit for driving a motor vehicle, in their local police jurisdiction. In the light of Scripture, consideration should be given to not consuming alcohol if for cultural reasons it will bring the church into disrepute or will undermine the good conscience of believers.

### **Moral Failure**

In the case of moral failure of people leading a C3 Church, C3 Church Global will notify relevant christian leadership groups. If a person in ministry has fallen, and refuses discipline from within the movement, there is a commitment to inform other fellowships, particularly in light of the possibility of a minister approaching another denomination seeking ordination.

### **Restoration of Ministers**

Restoration to public ministry is possible, but not guaranteed, if the person shows proper repentance to God and his church (or representatives). If a person voluntarily confesses their failure and duly repents they can be restored, but again this cannot be guaranteed.

If they are forced into admission without repentance, then they cannot be restored so quickly, if at all. Restoration to the status of Minister/Pastor is dependent upon humility of heart, change of lifestyle, evidence of the fruits of repentance and the consideration of the Overseer in consultation with the Regional Director.

### **Transition of Ministers**

In the event of a leadership change or repositioning of the Senior Minister, the Overseer must be contacted and the transition is to be signed off by the Regional Director prior to the change being made. The Regional Director and the Overseer must be included in aspects of transition, including successor discussions with the Church Board.

Newly appointed Ministers of an existing C3 Church will need to contact their Regional Office for the "change of Senior Minister form" and must sign and return this along with the signed C3 Church Global Policy document to their Regional Office.



## Section 3. Operational Agreement

### C3 Church Name

C3 Church/C3/ Christian City Church, and its variants, is and remains the property of C3 Church Global Ltd.

Naming rights are conferred upon a church that has been given Full Member Status and remain the right of that church to use until such time as that church either ceases to exist as a viable church, or that church wishes to leave C3, or that church is asked to leave.

In these instances, the name can no longer be used and all references to it must be removed within 30 days - eg. Buildings, Websites, Social Media, Letterhead, etc.”

If a church is planted from a C3 Church and upon approval of the Regional Director, this church will have access to the brand and C3 Church Logo.

However, if the church comes from outside the movement, the church needs permission to use brand and C3 Church Logo. This is granted after the Provisional period, provided the joining church meets the local Regional Office requirements.

A church’s proposed name is to be sent to the Regional Director for approval.

Please refer to the C3 Church Global Branding Guide located in the Resource Hub found in the membership area on [www.c3churchglobal.com](http://www.c3churchglobal.com).

### Conferences

#### Attendance

It is a requirement of all credentialed C3 Church ministers to attend their annual Regional Conference and Pastor’s Days convened by the Regional or Area Directors.

### Finance

The below outlines what our churches should do to achieve a high ethical standard in finances, following the best practice for accounting in your local region, so you and your church can be held in the highest reproach.

#### Minister's Salary

The C3 Church Global Office suggests pastors should refrain from taking a full or inappropriate salary in a small church where taking that salary will jeopardise the church's health. It is the overseer's responsibility to look at the church's figures and gauge whether the church can cope financially with the pastor taking a salary.

## **Financial Policy for Churches**

Pastors, Ministers, and members of a church should not be asked to take out personal loans for the church nor should they be asked to go guarantor for a loan taken out by the church.

Each Church must submit to their Regional Director (or their representative eg: an Area Director) either an independent annual audit of their accounts or a financial review completed by someone who is not a member of the church. Determining if your church needs to present an audit or a review is based on your church size:

1. Large Church (annual revenue of \$1,000,000AUD or more) must have their financial report audited.
2. Medium-sized church (annual revenue over \$250,000AUD but under \$1 million AUD) must submit a financial report but can choose to have it either reviewed or audited.
3. Small church (annual revenue under \$250,000AUD) must submit a copy of the years Profit & Loss report.

Any financial problem (past or present), bankruptcy, personal, moral or pending legal problem must be made known to the Regional Overseer immediately.

Company credit checks can be made on churches that the C3 Global Executive Team suspect may be in financial difficulty.

## **C3 Church Regional & Global Financial Accounts**

At the end of each financial year, a copy of the audited financial accounts of every region will be sent to the C3 Church Global Office and to the Minister of each full member church within that Region. A page will be added explaining the Profit/Loss of that year.

The audited accounts of the C3 Church Global Office will be sent to the C3 Church Executive as well as the Full Member status churches in the movement including a profit/loss and income/expense statement.

## **Outstanding Bills**

If a pastor sees that the church is not meeting its bills over an eight-week period, the balance must be made up from his own salary - i.e.: take a salary cut by the amount of the bills not being met. This also implies the principle of the shepherd laying down his life for the flock.

If the Pastor continues to draw a wage when the church has outstanding debts, in full knowledge of this policy, then the overseer must become involved.

We strongly recommend that spouses should also be made aware of the both church's and their own personal financial status.

Where a church's rent or mortgage is four weeks in arrears, the pastor must notify their Church overseer.

## **Overdraft**

For normal operations we strongly advise that a church does not go into overdraft. Where overdraft facilities are to be used, the overseer of the church should be consulted.

## **Personal bankruptcy**

In the case of personal bankruptcy, the pastor & spouse are to be removed from any financial control of church finances until bankruptcy is discharged.

The Regional Director must be notified and appropriate action taken.

## **Church Liquidation**

In the case of a church going into liquidation:

- i) The pastor is unable to sign cheques for a 1-2-year period and two other people need to be appointed to sign cheques (they would relate to a board regarding all financial decisions - whether it be a local board or the pastor's overseer);
- ii) The pastor & spouse are to be removed from any financial control of church finances until personal or church bankruptcy is discharged;
- iii) The church are to work at repaying all outstanding debts (left to the direction of the pastor – whether they wittingly or unwittingly went into the bankruptcy);
- iv) There is to be a veto on spending and a monthly financial report to be sent to the overseer.

If these terms of discipline are violated, the pastor is on probation for not heeding the advice of the Regional Director/ C3 Global Executive Team if violated one more time, they lose their credentials and the use of the name C3 Church.

Discretionary areas would include the pastor's salary (whether they should take money from a church that has unpaid debts) and counselling (whether it be marital, financial etc.).

## **Conflict of Interest**

Although C3 Church Culture affirms members to engage in business and marketplace Leadership, relationships within a church are spiritually and pastorally based and as such, adding layers of complexity with shared financial interests and duties is not encouraged.

Senior Pastors, Members of the Board and Staff must not use their position to promote financial, investment or business ventures with other church members.

Normal commercial transactions at arms length may take place (as in a normal open marketplace) but caution and standard business practice should be applied in these transactions.

As there may be specific situations which may fall into this area, it is important that all Senior Pastors work with their individual Board of Directors to apply clear guidelines as set down by C3 Church Policy, Legal requirements, Corporate Governance compliance and reasonable Community expectations of a Church.

## **Administrative Requirements**

### **C3 Church Levies**

- a) A 3% Levy from tithes and offerings (excluding any designated income or sales), not including special, building fund, or missions' offerings. Is to be transferred monthly to your Regional office. Your local Regional Office will keep 50% of this and forward the remaining 50% to the C3 Church Global Office.
- b) This Levy is used to fund the C3 Church Global and Regional Office Budgets, which include but are not limited to items below:



Name (please print)

Signature

Date