

BASIS OF TEAM MINISTRY

As agreed in the Basis of Union for Dundee: Northeast Church of Scotland within the Presbytery of Perth, a Team Ministry shall operate there as follows.

1. TEAM ROLES

1 Full Time Minister of Word & Sacrament (FTMWS)

1 Full Time Mission & Ministry Development Worker line managed by FTMWS:

Main Purpose of Role:

Identify, help implement and evaluate mission and discipleship opportunities with a strong relational basis across NE Dundee.

0.5 Pioneer Minister of Word & Sacrament line managed by FTMWS:

Main Purpose of Role:

To help grow a vision for pioneer outreach in the Northeast of Dundee, by developing and initiating plans for appropriate forms of Christian witness and community.

To connect with the local community and build meaningful relationships by engaging with residents in the Northeast of Dundee.

2 Ordained Local Ministers (non-stipendiary)

All of the roles together constitute the team, and each person is a team member. It shall be the duty of all team members to work collaboratively to further the mission of the Church, sharing or covering for each other's duties where necessary and permissible in terms of Church law but not so as to make any material alteration to the terms of service of any team member working under a contract of employment without the agreement of that person.

All roles within the team which are for FTMWS shall, if vacant, be subject to the Vacancy Procedure Act (Act VIII 2003).

2. MODERATOR OF THE KIRK SESSION

The FTMWS will be the moderator of the Kirk Session

3. TEAM MEETINGS AND CO-ORDINATION

The members of the team shall meet regularly [and at least monthly] in order to co-ordinate and carry out the work of the team as effectively as possible and discuss matters of common interest. Meetings may take place in person or via videoconference or a hybrid of the two and shall be chaired by an agreed team member. The Chair will be responsible for circulating an agenda, where possible, at least three days prior to each meeting. Any team member may request that an item is added to the agenda. Matters requiring a decision by the team shall be decided by a simple majority. If a member is unhappy with a decision, he or she may invoke the dispute resolution procedure set out below. A secretary should be appointed from the team membership and will be responsible for taking minutes, circulating them amongst the members and retaining copies.

The FTMWS will undertake the role of co-ordinating the team.

4. DISPUTE RESOLUTION

- 4.1 If a dispute arises out of or in connection with this Team Ministry then (subject to section 4.7 below) the procedure set out in this clause shall be followed.
- 4.2 Any member of the team shall be entitled to give to all or some other members of the team ("the relevant team members") written notice of the dispute, setting out its nature and full particulars, together with any relevant supporting documents. The relevant team members shall attempt in good faith to resolve the dispute at this stage.
- 4.3 If the relevant team members are unable to resolve the dispute within 30 days of such written notice having been given, the dispute shall be referred to the Presbytery Clerk, who shall attempt in good faith to resolve it.
- 4.4 If the Presbytery Clerk is for any reason unable to resolve the dispute within 30 days of it being referred to him or her, the relevant team members agree to enter into mediation in good faith to settle the dispute. The mediator will be nominated by the Presbytery Clerk having consulted with the Principal Clerk. To initiate the mediation, one of the relevant team members must give written notice to the other relevant team members, referring the dispute to mediation.
- 4.5 If there is any point in relation to the logistical arrangements for the mediation on which the relevant team members cannot agree, the Presbytery Clerk will be entitled to decide that point, having first consulted with the relevant team members.
- 4.6 If the dispute is not resolved within 30 days of commencement of the mediation, the matter shall be referred by the Presbytery Clerk to the Presbytery's Complaints Committee, or other equivalent Presbytery Committee, subject to any issues of discipline which arise and any other matters which may require to be resolved in terms of the employment contract(s) of the relevant team members. Except in relation to matters which properly fall to be dealt with in terms of the employment contract(s) of one or more relevant team members, there shall be no appeal against the decision of the Committee.
- 4.7 Where the relevant team members include one or more employees, this dispute resolution procedure is without prejudice to the grievance and discipline procedures set out in their contract(s) of employment. For the avoidance of doubt, any team member who is serving under a contract of employment shall be entitled to raise with their employer any matter which they wish to have treated as a grievance, and the employer shall be entitled to raise with the employee any matter which it considers to be disciplinary in nature. .

5. FURTHER PROVISIONS

[if any].

6. PRESBYTERY'S POWER TO ADJUST TEAM MINISTRY

The Presbytery shall be free to adjust arrangements relating to the Team Ministry, subject to matters of tenure, as Presbytery may determine from time to time. Any material change to this Basis shall require to be agreed by all members of the team.

*[*This Basis should be read and effected in conjunction with the relevant Basis of Union/Basis of Reviewable Charge.]*

PRESBYTERY OF PERTH

BASIS OF UNION: DUNDEE CRAIGIEBANK, DOUGLAS & MID CRAIGIE, FINTRY AND WHITFIELD

The congregation of Dundee: Craigiebank Parish Church of Scotland (SC016701), the congregation of Dundee Douglas And Mid Craigie Church of Scotland (SC010030), the congregation of Fintry Parish Church of Scotland, Dundee (SC020742) and the congregation of Dundee: Whitfield Parish Church of Scotland (SC000316) shall be united on a date to be determined by Presbytery, and that on the following terms and conditions:

1. **Name:** The name of the united charge shall be Dundee: Northeast Church of Scotland and Scottish charity number SC016701 will be retained.
2. **Transference of Property and Funds:** The property and funds belonging to or held on behalf of each congregation shall belong to or be held on behalf of the united charge and any transference necessary shall be duly effected.
3. **Places of Worship:** Community Spaces within the parish bounds shall be the places of worship of the united charge. The church buildings at present used by the congregations of Craigiebank,, Douglas & Mid Craigie, Fintry and Whitfield shall be sold or otherwise disposed of subject to the titles on which they are held, subject to the approval of the Presbytery and, if necessary, the General Trustees or the General Assembly. The free proceeds of any such sale (a) if falling within the scope of Act VII 1995, be credited to the benefit of the congregation in the Consolidated Fabric Fund; or (b) if not falling within the scope of the said Act, be held and applied for fabric purposes in connection with the properties of the congregation.
4. **Territorial Responsibility:** The bounds to be served by the united charge shall be designated as the bounds of the parishes of Craigiebank, Douglas & Mid Craigie, Fintry and Whitfield or as the Presbytery shall determine.
5. **Kirk Session:** The elders of all four Kirk Sessions shall form with the minister the Kirk Session of the united charge.
6. **Congregational Management:** The temporal affairs of the united congregation shall be administered by the Kirk Session in terms of the Unitary Constitution, the Delegation of Assembly being authorised to issue the appropriate Deed of Constitution to the said congregation.
7. **Ministers:** The ministry in Dundee: Northeast Church of Scotland shall be supplied by a Team Ministry with the roles, responsibilities and other relevant provisions applying to the Team Ministry being as set out in the accompanying Basis of Team Ministry. 1 MDS (full time), a 0.5 Pioneer Minister and 2 OLMs shall be appointed to the Charge and shall form, with the Minister of Word and Sacrament, the Team Ministry. The Minister of Word and Sacrament shall be called on a Basis of Reviewable Charge and all subsequent appointments shall be on the same Basis of Reviewable Charge and a Nominating Committee shall be elected in accordance with Act VIII (2003) as amended.
9. **Manse:** The manse of the congregation of Craigiebank l/w Douglas & Mid Craigie and Whitfield and the manse of Fintry shall be sold or otherwise disposed of subject to the titles on which they are held, subject to the approval of the Presbytery and, if necessary, the General Trustees or the General Assembly. The free proceeds of any such sale (a) if falling within the scope of Act VII 1995, be credited to the benefit of the congregation in the Consolidated Fabric Fund; or (b) if not falling within the scope of the said Act, be held and applied for fabric purposes in connection with the properties of the congregation and to enable another property to be purchased which will serve as the manse for the united congregation.
10. **Ministerial Support:** The stipend of the charge shall be paid in accordance with the terms of the National Stipend Scheme.
11. **Power to Readjust:** While the articles and terms shall form the Basis of Union for the four congregations now uniting, the united charge shall be free, like other congregations, to adjust arrangements under the authority of Presbytery as need may arise.