



CHARTER: Standing Committee

Mandate

The Standing Committee shall act as and for the Presbytery between the meetings of the Presbytery Council.

The Standing Committee is responsible for overseeing Presbytery operations and making sure Presbytery is working towards achieving its purposes as defined by the UCA Basis of Union, Constitution, Regulations and its Mission Plan in a manner that meets Presbytery's theological, ethical, legal and financial obligations.

Responsibilities

- Growth & Vitality - leading, encouraging and supporting Discipleship, Growth, Vitality and Mission in the Presbytery's Congregations and Faith Communities
 - through implementation of the Mission Plan
- Strategy – guiding the Presbytery in setting its long-term goals
 - provide guidance to the Presbytery in how to achieve its vision
 - take primary responsibility for the articulation, implementation and monitoring of the Mission Plan
- Resourcing – securing funding and other resources (e.g. finance, property and people) to support the work of the Presbytery and determining the best allocation of those resources
 - recommend the annual budget to Presbytery
 - recommend the annual levy/contribution to be paid by each congregation to support the work of the Presbytery
 - recommend the best usage of property assets
 - oversee the appointment of key leadership staff and ensure they have the necessary support
- Advocacy – representing the Presbytery to Congregations, Synod and Assembly and to Presbytery Members (with the Presbytery Staff)
 - provide such support as is required by the Synod or by Synod Boards and Agencies
 - support the Presbytery Chairperson in the faithful execution of their role
- Accountability – making sure the Presbytery meets its obligations, manages its finances and operates effectively and transparently
 - ensure compliance with UCA Regulations, Synod By-Laws and the law
 - provide oversight of and support to Presbytery Committees; including exercising responsibility for such matters as are referred to Standing Committee from the respective Committees
 - establish and implement a Presbytery risk management strategy
 - report to each meeting of Presbytery
 - model a culture of ethical, transparent and respectful practice

Delegations

To do all things necessary for the effective and efficient operation of the Presbytery, subject to the directions of the Presbytery and the delegations [limits to authority] as articulated in Regulations and By-Laws.

In the need of an emergency decision, as determined by the Chairperson, a decision may be made electronically provided all available members of Standing Committee agree on the decision made. This decision to be confirmed at the next meeting of Standing Committee.

Appointment

- Members elected every 18 months by the Presbytery
- Committee to comprise:
 - Presbytery Chairperson;
 - Presbytery Deputy Chairperson(s);
 - Presbytery Secretary;
 - Presbytery Treasurer;
 - Chair of Pastoral Relations Committee (or nominee);
 - Chair of the Business Committee (or nominee);
 - Chair of the Life & Witness Committee (or nominee);
 - Presbytery Minister and Presbytery Development Officer (both non-voting) ;
 - Up to four people co-options appointed by the Standing Committee with skills needed for the committee to carry out its responsibilities.
- A Minute Secretary may also be appointed, as required (but such person cannot vote)

Meetings

- Chaired by the Chairperson of Presbytery
- To be held no less than monthly
- Additional meetings may be convened by the Chair according to need or if requested by two Committee members
- Quorum shall be 50% of voting members plus one other member (i.e. normally six members)
- Minutes and Action Log to be prepared after every meeting
- Minutes to be presented to the next Presbytery Standing Committee after the Committee meeting
- Minutes to be available, on request to all members of Presbytery – subject to observance of any privacy or commercial interests

Process for Review

Committee Charter and Delegations to be reviewed annually by the Committee and by a member of the Church who is not a member of the Presbytery; any changes to be ratified by a Meeting of Presbytery.