

### **P3.1 PRESBYTERY STANDING COMMITTEE (referencing P3.12)**

#### **AUTHORITY**

P3.1.1 The Presbytery will appoint a Standing Committee in accordance with Regulation 3.7.2 (a)(i).

#### **RESPONSIBILITIES OF THE STANDING COMMITTEE**

P3.1.2 The Standing Committee shall have the full powers of the Presbytery (in Regulation 3.1.3) between meetings of the Presbytery, except in relation to the following matters:

- Election of Chairperson;
- Appointment of persons to the Standing Committee;
- Consideration of candidates for specified ministries;
- Election of members of Synod and Assembly;
- Extensions of placement beyond ten years; and
- Approval of the Presbytery's annual budget, providing that a decision of the Standing Committee does not introduce new policy, and that decisions are made by consensus procedures.

The Standing Committee is authorised to appoint members of the Nominations Committee.

#### **MEMBERSHIP**

- P3.1.3 (a) The membership of the Standing Committee consists of:
- i. Ex officio, the Chairperson of the Presbytery, the immediate past Chairperson, the Chairperson-elect, the Secretary and the Treasurer;
  - ii. Ex Officio, the Chairperson of each of the following:
    - a. Commission for Education for Discipleship and Leadership, and
    - b. The Pastoral Relations Committee, and
    - c. Thrive Mission Committee.
  - iii. Four (4) members of Presbytery elected by the Presbytery;
  - iv. Not more than two other persons, who are members of Presbytery, co-opted by the Standing Committee to ensure balance of membership.
- (b) All members of the Committee will be members of the Church and as far as possible, the Committee membership shall include
- at least one-third women and one-third men,
  - a balance of lay and ordained, and
  - people experienced in rural ministry, multicultural ministry and intergenerational ministry
- (c) Election shall be for a period of two years with at least half the elected members (other than the officer bearers) retiring or re-elected each year.

**MEETINGS**

- P3.1.4 (a) The Standing Committee will meet not less than once every three months.
- (b) The Standing Committee shall report on its decisions to the next meeting of the Presbytery, which shall give directions as to the publishing thereof, and as to any further action that may be required in accordance with Regulations.

**TECHNOLOGY**

- P3.1.5 A meeting of the Standing Committee may be called or held using any technology agreed to, in advance, by all the members of the Committee.

**QUORUM**

- P3.1.6 The quorum for the meetings of the Standing Committee shall be in accordance with the Regulations.

**DELEGATIONS**

- P3.1.7 The Standing Committee may establish sub-committees such as steering committees, advisory groups, task groups and special purpose committees as may be needed from time to time. The Standing Committee shall specify each sub-committee's membership, duties and responsibilities, and reporting requirements.

Any sub-committee created shall operate under the requirements of the Rule.

**MINUTES**

- P3.1.8 Minutes will be kept of all meetings of the Committee and will be confirmed by the next succeeding meeting of the Committee and signed by the Chairperson of that meeting.

**CIRCULATING RESOLUTIONS**

- P3.1.9 (a) The Committee may take decisions by a circular or electronic poll of all members entitled to vote, provided no decision of such a poll is binding unless there are no dissenting votes. The resolution is passed when the last member signifies agreement.
- (b) The quorum for each circulating resolution shall be in accordance with the Manual for Meetings.
- (c) A Committee member is not entitled to vote on a circulating resolution if she or he has a conflict of interest unless it has been disclosed and dealt with in accordance with these Rules and procedures set down by the Committee.
- (d) Copies of all resolutions passed as circulating resolutions will be kept and signed by the Chairperson of the next meeting.

**OFFICERS**

- P3.1.10 In the absence of the Chairperson, the members present at any meeting of the Committee may elect a Chairperson of the meeting from amongst those present.

**CALLING A MEETING**

- P3.1.11 (a) The Chairperson may convene a meeting of the Committee at any time.. The Secretary shall on receipt of a requisition in writing by any three members, convene a meeting of the Committee.
- (b) The Chairperson of the Committee may convene a meeting of a sub-Committee at any time.

- (c) The requisition for a meeting shall specify the reason for which the meeting is to be convened.
- (d) At least seven days written notice of every Committee meeting shall be given to all members of the Committee unless the Chairperson considers an emergency exists in which case a meeting may be convened on shorter notice.
- (e) The non-receipt by a member of the Committee of a notice of meeting does not invalidate the meeting.

### **CONDUCT OF MEETINGS**

P3.1.12 The procedures of the Church's Manual for Meetings apply as far as practicable to all meetings of the Committee.

Each member of the Committee has and may exercise one vote.

A resolution passed at a meeting of the Committee will not be rescinded at a subsequent meeting unless seven days' notice of the intention to propose the rescission is given in the notice convening the meeting.

### **CONFLICT OF INTEREST**

P3.1.13 A member of the Standing Committee who has any direct or indirect pecuniary or beneficial interest, or whose unfettered or independent judgement is or could be perceived as impaired by any contractual, business or other relationship, in a matter being dealt with by the Standing Committee must, as soon as the member becomes aware of that interest or relationship, disclose to the Standing Committee the nature and extent of that interest or relationship. The Standing Committee then determines whether the extent of the interest or relationship disclosed is such that the member should not participate in, vote on, or be present during any debate on that matter. The Standing Committee will minute its decision and record that decision in a Register of Conflicts.