



**uniting  
church**  
in Australia,  
Synod of NSW & ACT

# Terms of Reference Regional Partnerships

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## Table of Contents

1.	Introduction.....	3
2.	Purpose.....	3
3.	Scope .....	3
4.	Authority.....	3
5.	Membership .....	3
6.	Administrative Support .....	4
7.	Accountability.....	4
8.	Meetings.....	4
9.	Confidentiality .....	4
10.	Conflicts of Interest .....	5
11.	Review of Performance and Reports .....	5
12.	References.....	5
13.	Annexure A .....	5

## **1. Introduction**

- 1.1 The Regional Partnerships has been set up pursuant to approval minute: 21/21SC of the Synod Standing Committee on 5 March 2021.
- 1.2 This Terms of Reference provides a framework for, and introduction to, the Regional Partnerships.
- 1.3 The Regional Partnerships exercises its powers pursuant to referrals of power it receives from the Synod Standing Committee (SSC), which SSC itself receives from the Presbytery that is being managed by the Regional Partnership. A list of Presbyteries participating in Regional Partnerships is listed in Annexure A, along with the referrals of power that enables these arrangements.
- 1.4 The terms and contents of this document are subservient to the Basis of Union, Constitution, Uniting Church in Australia Act 1977 No 47 [NSW] and the Regulations.
- 1.5 This document should also be considered together with the By-law and policies of the NSW & ACT Synod.

## **2. Purpose**

- 2.1 The Regional Partnerships' purpose is to ensure there is effective and smooth continuity of the Faith Regions/Presbyteries that opt to participate in this arrangement. It will support each of the Faith Regions/Presbyteries in its mission, administration, operations and generally oversee its activities.

## **3. Scope**

- 3.1 In accordance with the referrals of power it receives from SSC, the Regional Partnerships will be responsible for:
  - 3.1.1 Administration and operations of Faith Regions that opt to participate in Regional Partnerships.
  - 3.1.2 Functions, powers and responsibilities previously undertaken by participating Faith Regions.
- 3.2 The Regional Partnerships may delegate any power it can exercise (other than the power for subsequent delegation) to a sub-committee or individual. In the event of any such delegation the Regional Partnerships retains full responsibility.

## **4. Authority**

- 4.1 The Regional Partnerships has the authority of the Synod.
- 4.2 Decisions of Regional Partnerships as described in the Manual for Meetings.
- 4.3 Decisions of material effect to Synod operations are subject to ratification by Synod Standing Committee

## **5. Membership**

- 5.1 The membership of the Regional Partnerships is determined by the Synod. The Synod may refer the decision making on membership to the Synod Standing Committee.

5.2 The inaugural membership of Regional Partnerships shall comprise:

#### **Voting members**

Associate Secretary (or nominee) (Chair)

Chief Operating Officer (or nominee)

Director of Rural and Remote Ministry Initiatives

Saltbush Regional Minister of each participating Presbytery.

No more than five (5) representatives from any participating Presbytery.

#### **Non-voting members**

The Regional Partnerships may, through the Chair, invite others including the Saltbush team, Uniting Mission and Education, and Synod operations to attend and participate in RP meetings on a non-voting basis.

## **6. Administrative Support**

6.1 Administrative support, including that of Minute secretary, shall be provided by Synod Operations.

## **7. Accountability**

7.1 The Regional Partnerships is accountable to the Synod of NSW ACT.

7.2 Accountability to the Synod is through the Associate Secretary to the Synod Standing Committee.

## **8. Meetings**

8.1 Meetings of the Regional Partnerships may be held by any of the following methods:

8.1.1 Teleconference or similar internet conference facilities;

8.1.2 Email exchanges where decisions need to be made; and

8.1.3 Face to face meetings with the option for teleconference dial in participation.

8.2 Frequency of meetings will be determined by agreement of the members or as directed by the Synod but no less than every two months.

8.3 Agendas for meetings will be distributed no less than four (4) calendar days prior to a proposed meeting date.

8.4 Minutes of meetings shall be agreed between the Chair and the Minute Secretary and circulated to all members of the Regional Partnerships no more than seven (7) calendar days after the date of a meeting.

8.5 A quorum for meeting shall be half the membership plus the Associate Secretary or nominee.

8.6 Decisions taken by the Committee will follow the procedures outlined in the UCA Manual for Meetings.

## **9. Confidentiality**

9.1 All Members of the Regional Partnerships will exercise a high degree of confidentiality and undertake to adhere to the Uniting Church's Codes of Conduct as prescribed from time to time.

## 10. Conflicts of Interest

- 10.1 Where a matter arises in which a member of the Regional Partnerships has or may have a personal or business interest in an issue affecting the Committee's business or functions, the member will, at the first possible opportunity after becoming aware of the situation, advise the Chair or in the case of the Chair, the General Secretary and declare the interest at any meeting of the Committee at which the matter may be discussed. Such conflicts will be managed in accordance with the Synod's Conflict of Interest Policy. Permanent conflicts will be records in a Committee Register. Other conflicts will be recorded in meeting minutes as declared.

## 11. Review of Performance and Reports

- 11.1 The Regional Partnerships shall undertake an Annual Self-Assessment and provide this report to the Synod Standing Committee.

## 12. References

- 12.1 Basis of Union; Constitution; Uniting Church in Australia Act 1977 No 47 [NSW]; The Uniting Church in Australia Regulations, and; approval minute: 21/21SC of the Synod Standing Committee on 5 March 2021.

## 13. Annexure A

Faith Region	Referral of Power by Faith Region to Synod Standing Committee (SSC)	Referral of Power from SSC to Regional Partnerships
Far North Coast Presbytery		
Riverina Presbytery		