The Transitional Presbytery of South Australia resolve to:

1. NOTE the decision of the Synod Standing Committee that both Presbyteries will handle property matters in collaboration with the Synod by the referral of the responsibilities detailed in Regulation 4.3.1 from the Presbyteries to the Synod and that to enable this process Presbyteries will have representation on the Synod Property Committee:

2. AGREE that the responsibilities of the Transitional Presbytery of South Australia be as per Para 26 of the Constitution of the Uniting Church in Australia and Regulations 1.6.3, 3.1.3, 3.1.4, 3.3.4, 3.5.4, 3.5.5, 3.6.2, 3.7.2, 3.7.3 and 3.8 with the following referrals of responsibilities:

3. AGREE to REFER responsibility for property matters within Regulation 4.3.1 to the Synod of South Australia. [Constitution cl 70(a)]

4. AGREE to REFER responsibilities for the counselling and discipline of Ministers as per Regulation 3.1.3(a)(i) to the Synod of South Australia. [Constitution cl 70(a)]

5. NOTE the decisions of 5 April 2019 and 3 May 2019 Standing Committee meetings with regard to operational matters to be retained by the Synod.

6. NOTE the decisions of 5 April 2019 and 3 May 2019 Standing Committee meetings with regard to executive functions (Constitution Cl 32) to be retained by the Synod – See Attachment.

7. APPOINT office bearers of the Presbytery to be the Standing Committee of the Presbytery.

8. REQUEST the Presbytery Standing Committee to appoint two members of the Presbytery to the Restructuring Task Group from 1 July – 31 December 2019.

9. ACCEPT the formation of a Joint Pastoral Relations Committee, with Generate Presbytery from 1 July – 31 December 2019, comprised of the same membership as the current Pastoral Relations Committee

ATTACHMENT – EXECUTIVE FUNCTIONS

The Standing Committee in consultation with the Task Groups agreed that the Synod would retain executive functions. To determine these executive functions the following rationale has been used:

- where there is a direct accountability or report required to an external regulator on behalf of UCSA
that requires a high degree of ongoing specialist professional knowledge / expertise / skill
which constitutes a high degree of risk to the Property Trust
Where it can be demonstrated that existing resources will be better stewarded at the
Executive level through:
  o  minimising or avoiding duplication of effort
  o  avoiding the creation of structural inefficiencies
Where no value-add can be demonstrated by delegating the function to a Presbytery
To ensure a consistent policy framework and implementation for all Executive functions listed

EXECUTIVE FUNCTIONS:

• Work, Health, (Environment) and Safety (WHS)
• Human Resources – policy, involuntary termination, oversight of disciplinary action
• Payroll Bureau Service and associated Fringe Benefit Accounts (including PAYG and FBT reporting)
• Insurance – placement of cover and claims management
• Screening Services (criminal history check) – including policy requiring all congregations to adopt the same approach
• Information Technology (and also consider Intellectual Property) – including:
  o  policy
  o  data security
  o  data storage and back up
  o  website deployment
  o  ownership and management of UCSA domain names within the bounds of the SA Synod,
  o  email for Synod and Presbytery ministry agents
  o  firewall
  o  IT network content management
• Risk Management – including crisis management response, Business Continuity Plan, Disaster Recovery Plan
• Privacy – protection of UCSA corporate data and response to data breaches
• Corporate Governance – including establishment of new entities or changes to governance structures
• Finance – financial policy, oversight of finances including budget and financial statements of entities within the bounds of the SA Synod

It was also agreed by Standing Committee that the following financial administrative functions be retained by the Synod:

• Payroll – process/calculate wages/stipend, payment to personnel, leave administration, records management, payment of superannuation, payment of PAYG
• Accounts Payable – classify, verify and enter transactions, record and prepare payments to creditors, file relevant and supporting documentation
Ministers Fringe Benefit Accounts – initialise and administer trust accounts, make reimbursements and 3rd party payments
Accounts Receivable – Prepare invoices (as agreed), bank monies and provide information to the Presbytery in relation to payments. Prepare receipts (as necessary)
Congregation Contributions – collect and disburse
Ensure financial services remain compliant when legislation and accounting standards change
Reporting – provide regular financial reports (actual versus budget) and prepare annual financial statements.
Audit – arrange for audit, manage auditor interactions and finalise audited accounts
Lodge returns with relevant authorities
Provide appropriate data to authorised officer(s)
Respond to queries from external regulators.

It has been noted that:

1. Bequests, remains a function of the Property Trust,
2. Uniting Venues and the UC Loan Fund, remain functions of the Synod; and
3. Relationships with regulators – APRA, ASIC, ATO and ACNC rests solely with the Synod

It is also noted that Presbyteries have delegated their responsibilities with regard to Property to the Synod.