



Uniting Church in Australia
ASSEMBLY
Assembly Standing Committee

27-29 August 2021

DOCUMENT 2 – CA3

Title	ASC Governance Reference Committee Review
Type of Paper (Information/Decision)	For decision
Assembly or ASC Minute	Not applicable
Consultation	
Purpose	To propose a review of the Assembly Standing Committee Governance Reference Committee as per the Terms of Reference
Rationale & Findings Summary	<p>According to the Terms of Reference, the ASC Governance Reference Committee, its purpose and tasks, are reviewed every three years.</p> <p>It is proposed that this review take place, and findings and recommendations presented to the November 2021 ASC meeting.</p> <p>The review will be undertaken by the General Secretary, and two members of the ASC – the President and Nicole Mugford (previous member of the ASC Governance Reference Committee).</p>
Attachments	Attachment A: ASC Governance Reference Committee Terms of Reference
Proposal/s	<p>That the Assembly Standing Committee:</p> <ol style="list-style-type: none">1. Request the General Secretary, the President and Nicole Mugford, undertake a review of the ASC Governance Reference Committee, and report to the November 2021 ASC meeting regarding findings and recommendations.
Submitted by	Assembly General Secretary Colleen Geyer colleeng@nat.uca.org.au ; 0411 333 167

Attachment A

Name: Assembly Standing Committee Governance Reference Committee

Membership:

The President, President-elect, General Secretary, and three members of the Standing Committee.

Report: Each ASC meeting.

Review: Every 3 years.

Purpose:

To assist the Standing Committee in the fulfillment of its governance responsibilities by

1. ensuring that the agenda of the Standing Committee includes sufficient time and appropriate resources for it to undertake its governance role; and
2. undertaking other roles as directed by the Standing Committee that will assist it to be an effective governance body.

Particular Tasks:

1. Work with agencies and other bodies to develop guidelines and a timetable for them to report in a timely, informative and succinct manner on the exercise of their delegations.
2. Identify and plan into the ASC agenda opportunities for the Assembly to engage with those areas of the Assembly's work for which no governance responsibilities have been delegated.
3. Consider all nominations brought to the ASC for approval regarding appropriate information and suitability prior to them being presented to the ASC.
4. Shape the agenda of ASC meetings with due regard to issues of strategic importance and / or urgency for the Assembly and the wider Uniting Church.
5. Reflect upon the performance of the ASC, including evaluations undertaken at the conclusion of each ASC meeting, and feed back to the ASC how it can better undertake its responsibilities.
6. Enhance the capacity of the ASC in the fulfillment of its governance role by undertaking tasks referred to it from time to time; e.g. considering areas where co-options may be appropriate.