

Act2 Steering Committee Terms of Reference

Purpose: To oversee, on behalf of the Assembly Standing Committee (ASC), the work of the Act2 Project. In particular it is responsible for the implementation of Assembly Resolution 22 (unconfirmed minute attached).

Responsibilities:

To oversee the ongoing work of the Act2 Project, including:

1. Provide guidance and direction on the priorities, sequencing, approaches to progressing the work of the project
2. Establishing any workstreams required to progress the Act2 Project and appointment of any leads or working groups.
3. Provide guidance and direction on the stakeholders, timeline, and method of consultation for the project.
4. Review and monitor the management of risks to the Act2 Project.
5. Liase with other councils of the Church regarding the resourcing and implementation of the Act2 project.
6. Recommendation to the ASC for approval the budget for the Act2 Project.
7. Bring recommendations to the ASC for its consideration, including any recommendations to the 17th Assembly.

Reporting Arrangements:

The Steering Committee is established by and reports to the ASC. It is expected it would regularly report the ASC and provide other such reports as agreed with the Synods.

Period:

This Terms of Reference is for the period July 2022 to July 2024, with an option for extension

Membership:

The membership shall be made up of the following,

- Appointed by the Assembly Standing Committee:
 - A Chairperson
 - A nominee from each of the Synods
 - Four other people appointed by the ASC
 - The General Secretary shall be ex-officio
- Two people appointed by the Uniting Aboriginal and Islander Christian Congress

Meeting Schedule:

The Steering Committee will normally meet monthly, up to 10 times per year. Most meetings would be conducted via videoconference with the potential for some in person meetings as required.

The Act2 Project Team will provide secretariat support to the Steering Committee and the Project Lead will participate as a non-voting member of the Steering Committee meetings.

Steering Committee Member Role Description

Members of the Act2 Steering Committee will contribute to the oversight and implementation of the Act2 Project. See the attached draft Terms of Reference for more detail

Responsibilities:

1. Participation in the meetings of the Act2 Steering Committee in ensuring the work of the Act2 Project is effectively implemented, consistent with the decisions of the Assembly (Resolution 22) and the Assembly Standing Committee.
2. Provide guidance and direction to the Act2 Project Unit on the creation and implementation of the Act2 Project Plan, including the process for consultation with the Church.
3. Be an advocate for the project and active promoter of the outputs of the project in the life of the Church.
4. Foster positive communication between the different councils of the Church about the aim, strategy and intended outcomes of the project.
5. Ensure challenges or risks to the project are raised and addressed in a timely manner.

Gifts, Skills and Experience Required:

1. A deep love and commitment to the vision of the Uniting Church in Australia as described in its foundational documents including the Basis of Union.
2. A deep knowledge of the polity, structure, practices, and culture of the Uniting Church.
3. A commitment to the Covenant with the Uniting Aboriginal and Islander Christian Congress.
4. An appreciation of and commitment to the Uniting Church as a multicultural Church.
5. A commitment to the vision of the Act2 Project.
6. Demonstrated experience in new and imaginative ways of giving expression to the Church's vision and calling.
7. Knowledge of the Church's legal, ethical, and social obligations.
8. Experience in the oversight and governance of complex projects.
9. Experience in utilising design thinking, organisational development and change management within large, complex organisations.

Period of Appointment:

Appointment will be until 17th Assembly (July 2024).

Time Commitment:

The Steering Committee will normally meet monthly, up to 10 times per year. Most meetings would be conducted via videoconference with the potential for some in person meetings as required. Additional work outside the meetings of the Steering Committee may be required. It is anticipated there will be an initial weekend retreat of the Steering Committee in August/September 2022.

Appendix: Unconfirmed Act2 Minute

The Assembly resolved:

22.

ACT2: ON THE WAY

In consideration of the Act2 report and Para 17 of the Basis of Union

The Uniting Church acknowledges that the demand of the Gospel, the response of the Church to the Gospel, and the discipline which it requires are partly expressed in the formulation by the Church of its law. The aim of such law is to confess God's will for the life of the Church; but since law is received by human beings and framed by them, it is always subject to revision in order that it may better serve the Gospel. The Uniting Church will keep its law under constant review so that its life may increasingly be directed to the service of God and humanity, and its worship to a true and faithful setting forth of, and response to, the Gospel of Christ. The law of the Church will speak of the free obedience of the children of God, and will look to the final reconciliation of humanity under God's sovereign grace.

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Further to the Act2 Report, to authorise the following work:

- (a) to identify ways to strengthen and develop the local expressions of worship, witness, service, and the making and forming of disciples, in the various forms of communities of faith;
- (b) to discern, clarify and strengthen our national identity as a church, informing our structure and culture; and
- (c) to review governance structures and practices that reflect our contemporary context, in particular:
 - (i) to identify ways to strengthen and develop the local expressions of worship, witness, service, and the making and forming of disciples, in the various forms of communities of faith;
 - (ii) In keeping *our law under constant review* to address the need for an evolving interconclliar process that is responsive and agile
 - (iii) to further develop theological culture of the Uniting Church in Australia, and the framework and provision for theological education
 - (iv) being informed by our Covenant with the Uniting Aboriginal and Islander Christian Congress;
 - (v) recognising we are a multicultural Church; and
 - (vi) to continue to fulfill of our ethical, legal and social obligations;
- (d) to develop a resourcing framework that takes into account whole of Church resourcing arrangements

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as the Assembly progresses this work, to invite each of the Synods and the Uniting Aboriginal and Islander Christian Congress to join with the Assembly, recognising the importance of consultation to be undertaken across the whole of the Church;

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to delegate to the Assembly Standing Committee to progress the work on behalf of the Assembly and report to the 17th Assembly;

22.4

to affirm the importance and urgency of this work and that it should be adequately resourced; and

22.5

to request each of the Synods in consultation with the Uniting Aboriginal and Islander Congress to join with the Assembly to consider and contribute to resourcing the work.