

P 4.3 FIRST THIRD COMMITTEE

NAME

P 4.3.1 In accordance with the resolution of the 2007 annual meeting of the Presbytery, the First Third Working Group was established. In November 2016 it was renamed the First Third Committee, hereinafter called the "Committee".

DEFINITIONS

P 4.3.2 For the purpose of these Rules and in addition to the definitions in Rule 1.1 unless the context or subject matter indicates otherwise or requires:

"First Third" means people in the first third of life being up to and including 30 years of age.

PURPOSE

P 4.3.3 The purpose of the Committee is to encourage the whole church to encompass diversity in expression and ministry by providing leadership for an integrated approach to ministry with a specialized focus on people within the 'first third of life'.

GUIDING PRINCIPLES

P 4.3.4 In the discharge of its responsibilities the Committee will always be guided by the call to:

- (a) remain open to the Spirit for the continued renewing and challenging of the concept of First Third ministry; and
- (b) connect the mission of First Third ministry with the reality of the church in this time and place for the future calling of God's people.

RESPONSIBILITIES

P 4.3.5 The responsibilities of the Committee will be:

- (a) To intentionally reflect and review the vision for First Third ministry;
- (b) To monitor and consider emerging trends and influences in the fields of ministry to and with children, young people and families;
- (c) Receive and incorporate new research as appropriate;
- (d) In conjunction with the Mission Planning Committee, to provide oversight and strategic direction for First Third ministry:
 - i. To integrate and reflect the priorities of the Presbytery; and
 - ii. To resource all bodies of the Synod and Presbytery in developing future priorities for mission;
- (e) Supporting and guiding First Third staff in their ministry;
- (f) To intentionally integrate those who are marginalised;
- (g) The celebration of milestones, achievements and the vital activities in ministry and mission; and
- (h) Ensuring communication within the church community and to the wider community of the vision and guiding principle of First Third ministry.

INQUIRIES REGARDING RISK

P 4.3.6 Where the Committee is of the opinion that an inquiry should be made regarding any risk or contingent liability which may be, has been or is proposed to be undertaken or incurred in the name or on behalf of the Church, a congregation or body, the Committee will advise the Secretary of the Presbytery.

MEMBERSHIP

P 4.3.7 The Committee is appointed by each annual Presbytery and consists of:

- (a) Convenor, elected by the Committee;
- (b) The General Secretary or nominee;
- (c) One staff person appointed by the General Secretary;
- (d) Up to three people elected by the Presbytery.

P 4.3.8 At least two members elected under P 4.3.7(d) must be in the first third of life at the time of their appointment.

P 4.3.9 The Committee may co-opt up to two further members to ensure balanced representation or to provide the Committee with knowledge, abilities or experience not otherwise available to the Committee. The appointment of co-opted members shall be notified to the Presbytery Standing Committee through the Nominating Committee.

P 4.3.10 Church Centre Staff other than those appointed under P 4.3.7(c), may be present and speak at a meeting of the Committee to assist the Committee in the fulfilling of its purpose and responsibilities but are not eligible to vote.

TERM OF OFFICE

P 4.3.11 Members of the Committee appointed in accordance with the provision of these Rules will hold office for three years from the date of appointment and will be eligible for re-appointment except that such members may not serve for consecutive terms of office exceeding ten years without Presbytery approval.

DELEGATIONS

P 4.3.12 The Committee may establish sub-committees such as steering sub-committees, advisory groups, reference groups, task groups and special purpose sub-committees. The Committee shall establish the responsibilities, authority, time period and reporting of all Committee sub-committees.

VACANCIES

P 4.3.13 A casual vacancy will occur in the membership of the Committee if a member:

- (a) resigns by notice delivered to the Convenor of the Committee;
- (b) becomes unable to act as a member of the Committee; or
- (c) is removed from office by resolution of the Presbytery, it being expressly declared that the Presbytery is not required to state any reason for such resolution.

P 4.3.14 Casual vacancies in the Presbytery appointed membership of the Committee arising between meetings of the Presbytery will be filled by the Presbytery Standing Committee having regard to the skills required by the Committee at the time. The appointee will hold office for the remainder of the term of the member replaced.

P 4.3.15 If an ordinary vacancy occurs because the Presbytery failed to elect any or all of the elected members of the Committee or sub-committee of the Committee, then the Presbytery Standing Committee may elect persons to fill any or all of the ordinary vacancies.

MEETINGS AND REPORTING

P 4.3.16 The Committee will report to the Secretary of the Presbytery and the Presbytery as requested.

Frequency of meetings

P 4.3.17 The Committee will meet at least six times per year and as required.

Technology

P 4.3.18 A Committee meeting may be called or held using any technology agreed to, in advance, by all the members of the Committee.

Quorum

P 4.3.19 The quorum for a Committee meeting shall be a simple majority plus one, in person.

Minutes

P 4.3.20

- (a) Minutes will be kept of all meetings of the Committee and Committee Sub-committees in a minute book provided for that purpose and the minutes will be confirmed by the next succeeding meeting of the Committee or sub-committee and signed by the Convenor of that meeting.
- (b) Minutes of all sub-committee meetings will be provided to the Committee prior to the succeeding meeting of the Committee.

Circulating resolutions

P 4.3.21 The Committee or a sub-committee may make decisions by a circular or electronic poll of all members entitled to vote, provided that no decision of such a poll is binding unless there are no dissenting votes. The resolution is passed when the last member signifies agreement.

P 4.3.22 A Committee or sub-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 By-Laws and procedures set down by the Committee.

P 4.3.23 In the absence of the Convenor the members present at any meeting of the Committee or sub-committees of the Committee may elect a convenor of the meeting from amongst those present.

Calling a Meeting

- P 4.3.24
- (a) The Convenor or the General Secretary may convene a meeting of the Committee at any time. The General Secretary shall on receipt of a requisition in writing by any three members, convene a meeting of the Committee.
 - (b) The Convenor of a Sub-Committee of the Committee or the Convenor of the Committee may convene a meeting of the sub-committee at any time. The Convenor or the Convenor of the Committee shall on receipt of a requisition in writing by any three members of the sub-committee, convene a meeting of the sub-committee.
 - (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 and Sub-committee of the Committee meeting shall be given to all members of the relevant group

unless the Convenor considers an emergency exists in which case a meeting may be convened on shorter notice.

P 4.3.25 The non-receipt by a Committee or Sub-committee of the Committee member of a notice of meeting does not invalidate the meeting.

Conduct of meetings

P 4.3.26 The procedures of the Church's Manual for Meetings apply as far as practicable to all meetings of the Committee and Sub-committees of the Committee.

P 4.3.27 Each member of the Committee or sub-committee of the Committee has and may exercise one vote.

P 4.3.28 A resolution passed at a meeting of the Committee or a sub-committee 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

P 4.3.29 A member of the Committee or of any sub-committee of the Committee who has any direct or indirect pecuniary or beneficial interest, or whose unfettered or independent judgment is or could be perceived as impaired by any contractual, business or other relationship, in a matter being dealt with by the Committee or sub-committee must, as soon as the member becomes aware of that interest or relationship, disclose to the Committee or sub-committee the nature and extent of that interest or relationship. The Committee or any sub-committee of the 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 Committee or any sub-committee of the Committee will minute its decision and record that decision in a Register of Conflicts.

INDEMNITY CLAUSE

P 4.3.30 Any person acting under the express or implied authority of the Committee shall be indemnified against all expenses and liability for any matter or thing done or liability incurred except in the case of fraud, criminal act, negligence or wilful misconduct.

AMENDMENTS TO RULES

P 4.3.31 These Rules may only be changed:

- (a) The Committee may submit a request to the Presbytery for the amendment of these Rules.
- (b) These Rules may only be amended in accordance with Rule P 1.2.