



SYNOD 2023 REPORT

REVIEW OF THE RESOURCES COMMISSION

Report

The Synod in 2022 established a review group to examine the structure and role of the Resources Commission. (The original proposal as adopted is quoted below for reference and to remind people of the rationale that was proposed for needing this review). The Committee began its work by undertaking a process of consultation and seeking feedback from people on the work and functioning of the Resources Commission. This was collated by Yvonne Robinson. The committee has met its interim reporting deadlines with a report to the Joint Presbytery/Synod Standing Committees in February and a further report to the Synod Standing Committee in April. The only change in membership of the committee was that Chris Walker resigned as Resources Commission Chairperson on 25 January 2023 and was replaced by (deputy chair [later Chair]) Fiona Bentley who had previously been co-opted. The group has continued to meet almost monthly and now brings a range of proposals (and draft by-laws to cover the changes proposed) for the Synod's consideration.

The main points to note are:

- **Abolish the Resources Commission and its permanent sub-committees as from 1 January 2024.** However, the current by-laws and membership of the Resources Commission should continue until 31 December 2023. We propose that nominations and elections should go ahead in anticipation of the new structures and membership taking effect from 1 January 2024.
- **Create two new boards as set out in the UCA regulations.** A new “**Synod Property Board**” established and structured in accordance with Reg 4.2. dealing

with 'real property' matters and a "**Board of Finance and Investment**" to deal with 'personal property' matters. The authority to establish this Board is found in Reg 3.8.6 which authorises Synods (among other bodies) to "establish funds to provide for the proper discharge of their purposes, responsibilities and objects" which "shall be managed and administered by such persons or bodies and in such manner as the ... Synod ... may determine".

- **Abolish the Council for Mission and establish a new body the "Mission Resourcing Committee"** to oversee the allocation of all of the Church's various financial resources (such as Trust and Special Purpose Funds, the Uniting Church Foundation [which will be renamed] and any other general reserve funds) to programs and projects designed to achieve missional and ministry outcomes consistent with the Church's goals and strategies.
- **Propose a new budget process.** This is in consideration of our mandate which asked for "an appropriate process for preparing the Church budget in a widely consultative way to reflect the Church's missional and strategic priorities and which allows for decisions to be made by appropriate governance bodies"

The Review Committee formed the view that, for all Synod based bodies to work successfully, the Church needs an "operational" strategic plan to sit alongside the current strategic framework which is more general and broad in nature. The General Secretary was tasked with bringing those proposals separately and this is included as part of the General Secretary's report to the Synod.

The Review Committee therefore brings proposed By-laws covering the areas described above and asks that the Synod adopt this new structure to replace the existing Resources Commission and its Permanent Committees with a commencement date of 2024.

While the whole committee worked hard on this task, we would like to acknowledge the particular contribution of Rev Des Cousins, who acted as recorder for the committee and did all the framing of by-laws which were the basis for what is now before the Synod.

Resolution: 10/2022 The Resources Commission Proposal 3 was received and accepted by agreement as follows:

That the Synod resolves:

1. to establish a Special Committee to review the structure and role of the Resources Commission, with authority to receive written submissions from and consult with interested bodies and persons (including staff).
2. to request the Special Committee to present an interim report to the Synod and Presbytery Standing Committees by end of March 2023 and a final report to Synod 2023 with recommendations for new or varied structures and any consequential new or amended By-laws.
3. the review to include a consideration of:
 - the relationships between the various bodies involved in the oversight of the resources of the Church (including finance, property, investments and insurance), the processes by which decisions are made and where final authority lies for decision making;
 - the relationship between staff and governance bodies, in particular the matters which relate to governance and should be considered and determined by governance bodies, and those matters which are purely operational and can be dealt with by senior staff;
 - an appropriate process for preparing the Church budget in a widely consultative way to reflect the Church's missional and strategic priorities and which allows for decisions to be made by appropriate governance bodies;
 - the need for a sustainable governance model for the property and finance resources of the Church, which complies with the UCA Regulations, ensures that councils and committees of the Church make appropriate governance decisions in a timely manner and is able to be maintained in a Church with fewer people resources for committees and councils; and

- ensuring that the decisions about finance and resourcing within the Church are appropriately focussed on achieving missional and ministry outcomes and are informed by those councils within the Church that hold primary responsibility for those functions.
4. appoint the following to comprise the membership of the Special Committee:
- General Secretary (Convener)
 - Presbytery of WA Chair (or representative)
 - Resources Commission Chair (or representative)
 - UCA Property Trust (WA) Chair (or representative)
 - Presbytery Property Committee Chair (or representative)
 - Presbytery Finance Committee Chair (or representative)
 - Church Law Committee Chair (or representative) and
 - Two (2) further members with specialist skills appointed by Special Committee

S2.9 SYNOD PROPERTY BOARD

NAME AND SOURCE OF AUTHORITY

S2.9.1 The name of the body is the “Synod Property Board” (hereinafter “the Board”), a Board appointed by and responsible to the Synod of Western Australia in accordance with Regulation 4.2.

MEMBERSHIP

S2.9.2 The Board is appointed by the Synod and consists of:

- (a) a Chairperson elected by the Synod for a two year term;
- (b) the General Secretary;
- (c) the Synod Property Officer;
- (d) two other members of the Property Trust nominated by the Property Trust;
- (e) two members of the Presbytery Property Committee nominated by the Presbytery Standing Committee; and
- (f) up to four other members elected by the Synod for a two year term.

S2.9.3 The Board may co-opt up to two further members, for a term of up to two years, to ensure balanced representation or to provide the Board with knowledge, abilities or experience not otherwise available to the Board. The appointment of co-opted members shall be subject to endorsement by the Synod Standing Committee.

S2.9.4 A majority of the membership of the Board shall be members of the Uniting Church.

S2.9.5 Presbytery or Synod staff, other than those covered in By-law S2.9.7, may be invited to attend and speak to assist the Board in the fulfilling of its purpose and responsibilities but are not eligible to vote.

S.2.9.6 The Moderator of the Synod may, at their own discretion, attend and speak at any meeting of the Board.

EXECUTIVE STAFFING

S2.9.7 The Executive Officer, Property shall be the executive officer of the Board and shall have the right to attend Board meetings and to speak but not to vote except when the Board, in its absolute discretion, requests the Executive Officer, Property to retire from any meeting.

MEETINGS

S2.9.8 The Board will meet at least six times each year.

S2.9.9 The meetings of the Board will be conducted in accordance with the principles and procedures of the *Manual for Meetings*.

QUORUM

S2.9.10 The quorum for meetings of the Board shall be the whole number next above one-half of the current voting members.

REPORTING

S2.9.11 The Board shall report to the Synod at least annually, to the Synod Standing Committee when requested and forward the unconfirmed and confirmed minutes of each Board meeting to Synod Standing Committee.

ROLE

S2.9.12 The role of the Board is to:

- (a) provide advice and recommendations in regard to policy and procedures relating to all property within the bounds of the Synod for determination or confirmation by the Synod;
- (b) oversee the implementation of the Synod's agreed policies and procedures in regard to property within the bounds of the Synod;
- (c) prepare and make available to all relevant Church Councils and Bodies within the bounds of the Synod written guidelines and advice to assist them in meeting their obligations and responsibilities and assisting in the timely resolution of all applications and requests in regard to property dealings and transactions or any other property matter;
- (d) receive all applications and requests in regard to property dealings and transactions (Reg 4.6) submitted by the Presbytery, Church Councils, institutions and agencies or, when appropriate, initiate proposals and to

give the final determination whether such applications or requests or proposals should be approved;

- (e) identify, monitor and manage opportunities for long term property acquisition, disposal or development especially in regard to income streams and financial sustainability; and
- (f) manage any property for which the Synod is the responsible body.

RESPONSIBILITIES

S2.9.13 The Board is authorised to act on behalf of the Synod to:

- (a) maintain a Property Register;
- (b) manage Synod assets; and
- (c) monitor the condition of all property held within the Synod and to ensure compliance with requirements of the law of the Church and of public regulatory bodies.

S2.9.14 The Board will make recommendations to the Synod or the Synod Standing Committee on:

- (a) the acquisition or disposal or redevelopment of real property assets over \$1 million;
- and
- (b) joint venture proposals.

DELEGATIONS

S2.9.15 The Board may delegate any of its roles and powers to:

- (a) the Presbytery Property Committee;
- (b) another body within the Synod; or
- (c) the Synod Property Officer or the Executive Officer, Property.

S2.9.16 The Board may not delegate its power of delegation.

PRESBYTERY PROPERTY COMMITTEE

S2.9.17 The Board shall make available the services of its staff to assist the Presbytery Property Committee upon request.

PROPERTY SALES PROCEEDS

- S2.9.18 The Board has, subject to any appeal to the Synod, the final determining responsibility in regard to the application of the proceeds of any sale of real estate.
- S2.9.19 The Board shall make its decisions in accordance with Reg 4.8.1.
- S2.9.20 From the net proceeds of any sale of real property, 9% shall be contributed to the Synod Property Services Fund. Use of this Fund will be determined by the Synod Property Board and may be used for property maintenance and repairs when other funds are not available.
- S2.9.21 From the net proceeds of any sale of real property, 1% shall be contributed to the UAICC Property Development Fund. Use of this Fund will be determined by the Synod Property Board and may be used for the maintenance and refurbishment of property for which the UAICC is responsible or for the acquisition of new property for the use of the UAICC.
- S2.9.22 The remaining balance of the net proceeds of any sale of real property shall be held in a "Property Sale Proceeds Account" in the Uniting Church Investment Fund. Any use of the income or capital of a Property Sale Proceeds Account must be in accordance with Reg 4.8.1 and after consideration and approval by the Board.
- S2.9.23 In regard to any use of property sales proceeds from congregational property in accordance with Reg 4.8.1 (c), the congregation is required to develop a Mission Plan for approval by the Presbytery or a Presbytery delegated body prior to any application for the sale, purchase, significant renovation or redevelopment of any congregational property being considered by the Synod Property Board or the use of interest only for ongoing expenses.
- S2.9.24 If any funds remain in a Property Sale Proceeds Account after five years from the date of the sale and the funds are not being used for any approved purpose, then they shall be transferred to the Synod's Future Mission Fund.

S2.10 BOARD OF FINANCE AND INVESTMENT

NAME AND SOURCE OF AUTHORITY

S2.10.1 The name of the body is the “Board of Finance and Investment” (hereinafter “the Board”), a Board appointed by and responsible to the Synod of Western Australia in accordance with Regulations 3.8.6 and 3.7.4.6.

MEMBERSHIP

S2.10.2 The Board is appointed by the Synod and consists of:

- (a) a Chairperson elected by the Synod for a two year term;
- (b) the General Secretary;
- (c) two members of the Property Trust nominated by the Property Trust;
- (d) two members nominated by the Presbytery Standing Committee; and
- (e) up to four other members elected by the Synod for a two year term.

S2.10.3 The Board may co-opt up to two further members, for a term of up to two years, to ensure balanced representation or to provide the Board with knowledge, abilities or experience not otherwise available to the Board. The appointment of co-opted members shall be subject to endorsement by the Synod Standing Committee.

S2.10.4 A majority of the membership of the Board shall be members of the Uniting Church.

S2.10.5 At least two members of the Board must hold professional accounting or financial management qualifications.

S2.10.6 Synod or Presbytery staff, other than those covered in By-law 2.10.2, may be invited to attend and speak to assist the Board in fulfilling its purpose and responsibilities but are not eligible to vote.

S2.10.7 The Moderator of the Synod may, at their own discretion, attend and speak at any meeting of the Board.

EXECUTIVE STAFFING

S2.10.8 The Chief Finance Officer shall be the executive officer of the Board and shall have the right to attend Board meetings and to speak but not to vote, except when the Board, in its absolute discretion, requests the Chief Finance Officer to retire from any meeting.

MEETINGS

S2.10.9 The Board will meet at least six times each year.

S2.10.10 The meetings of the Board will be conducted in accordance with the principles and procedures of the *Manual for Meetings*.

QUORUM

S2.10.11 The quorum for meetings of the Board shall be the whole number next above one-half of the current voting members.

REPORTING

S2.10.12 The Board shall report to the Synod at least annually, to the Synod Standing Committee when requested and forward the unconfirmed and confirmed minutes of each Board meeting to Synod Standing Committee.

ROLE

S2.10.13 The role of the Board is to:

- (a) provide advice and recommendations in regard to policy and procedures relating to all financial matters within the bounds of the Synod for determination or confirmation by the Synod;
- (b) provide and oversee management and accounting services for the operations of Synod Fund and other operating and trust funds of the Church in WA;
- (c) prepare and make available to all relevant Church Councils and bodies within the bounds of the Synod written guidelines and advice to assist them in meeting their obligations and responsibilities and assisting in the timely resolution of all applications and requests in regard to financial matters and transactions;
- (d) provide the financial information required for the preparation of the Synod budget;

- (e) provide advice to the Synod and take appropriate action on financial and investment challenges and risks;
- (f) oversee the management of Uniting Church Investment Fund (see By-law 2.10.24-28);
- (g) oversee the management of Uniting Church Insurance Services (see By-law S2.10.29-31); and
- (h) ensure that the financial and investment activities of the Church comply with the civil law and that the Church acts ethically.

RESPONSIBILITIES

S2.10.14 The Board is authorised to act on behalf of the Synod to:

- (a) arrange for the audit of various specified funds in accordance with Reg 3.8.7 (see By-laws S2.10.18-20 below); and
- (b) arrange for the review of the accounts of other Church bodies, agencies and institutions as specified (see By-laws S2.10.21-23 below).

DELEGATIONS

S2.10.15 The Board may delegate any of its roles and powers to:

- (a) another body within the Synod; or
- (b) the General Secretary or the Chief Finance Officer.

S2.10.16 The Board will, at its first meeting after each ordinary Synod, approve by resolution:

- (a) delegated authorities for payments by cheque and electronic transfer;
and
- (b) direct debit authorities and mandates given to service providers, including stockbrokers and fund managers.

S2.10.17 Any changes to these delegations, other than cancellations, shall require Board approval prior to implementation.

AUDIT OF SYNOD ACCOUNTS

S2.10.18 The Board will appoint an auditor or auditors each year, qualified and eligible in accordance with Reg 3.8.7 (d) and (f) to audit:

- (a) the Synod Fund;

- (b) the Trust and Special Purpose Funds;
- (c) the Uniting Church Investment Fund; and
- (d) any other Synod fund, entity or account which the Synod or the Board may determine.

S2.10.19 The Board will consider the reports and management letter from the appointed auditors, and determine any action to be taken in response to them.

S2.10.20 The Board will present the annual financial statements and audit reports for the Funds listed in By-law S2.10.18 (a) to (d) above to the Synod.

REVIEW OF ACCOUNTS OTHER CHURCH BODIES

S2.10.21 The Board will exercise oversight of the financial affairs, accounting methods and operations of bodies responsible to the Synod including those bodies incorporated under the provisions of the *Uniting Church in Australia Act 1976 (W.A.)* section 28.

S2.10.22 To enable the Board to fulfil its responsibilities under By-law S2.10.21, all bodies responsible to the Synod will provide their audited annual financial statements of account to Board within five months of the end of the body's financial reporting period. The Board may conduct reviews from time to time of the financial affairs, accounting methods and operations of bodies responsible to the Synod. To assist in its review, the Board may request access to all financial records, books of account, banking records and any other relevant information held by the body or its officers and may interview the officers and members of any such body. Following any such review, the Board shall advise the body affected of any matters of concern disclosed in or arising from the review and make recommendations in respect of any corrective action needed or make arrangements for monitoring or administering the financial affairs and operations of the body.

S2.10.23 If the Board is not satisfied with the response of the body affected to the matters reported or actions proposed after any review, it may report its concerns to the Synod or the Synod Standing Committee which will determine any further action to be taken.

UNITING CHURCH INVESTMENT FUND

S2.10.24 The Board shall manage a fund entitled "Uniting Church Investment Fund" (UCIF).

S2.10.25 The UCIF shall hold Church's Trust and Special Purpose Funds and other available and surplus funds not forming part of the Synod Fund.

S2.10.26 The UCIF shall invest or advance the money or property held in any investment or security authorised as a trustee investment by the *Trustees Act 1962 (WA)* provided that all investments comply with the ethical investment policies of the Church as amended from time to time.

S2.10.27 The Board shall set the interest rates for funds deposited in the UCIF and advances made from the UCIF.

S2.10.28 The Board may at any time appoint a Committee to oversee its responsibilities in regard to the Uniting Church Investment Fund and to make recommendations to the Board on any matter relating to the UCIF.

INSURANCE AND RISK SERVICES

S2.10.29 The Board shall arrange insurances, including self-insurance or partial self-insurance in appropriate risk areas, for Uniting Church and other appropriate bodies or persons and provide congregations, agencies and instrumentalities of the Church with advice and assistance regarding insurance requirements.

S2.10.30 The Board shall develop, as appropriate, ancillary insurance services such as property risk management and loss control measures, to protect and minimise loss and liability to the people, property and resources of the Church.

S2.10.31 The Board may at any time appoint a Committee to oversee its responsibilities in regard to insurance and risk services and to make recommendations to the Board on any matter relating to insurance and risk services.

S5.6 MISSION RESOURCING COMMITTEE

NAME AND SOURCE OF AUTHORITY

S5.6.1 The name of the body is the “Mission Resourcing Committee” (hereinafter “the Committee”), a Committee appointed by and responsible to the Synod of Western Australia in accordance with Regulation 3.8.6.

MEMBERSHIP

S5.6.2 The Committee is appointed by the Synod and consists of:

- (a) the Moderator of Synod who shall be the Chairperson;
- (b) the Chairperson of the Presbytery of Western Australia who shall be the deputy Chairperson;
- (c) the General Secretary who shall be the Convener and Secretary;
- (d) two persons nominated by the Synod Standing Committee;
- (e) two persons nominated by the Presbytery Standing Committee; and
- (f) up to four other members elected by the Synod for a two year term.

S5.6.3 The Committee may co-opt up to two further members, for a term of up to two years, 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 subject to endorsement by the Synod Standing Committee.

S5.6.4 All members of the Committee shall be members of the Uniting Church.

S5.6.5 Synod or Presbytery staff, other than those covered in By-law S5.6.2, may be invited to attend and speak to assist the Committee in the fulfilling of its purpose and responsibilities but are not eligible to vote.

EXECUTIVE STAFFING

S5.6.6 The General Secretary shall be the executive officer of the Committee.

MEETINGS

S5.6.7 The Committee will meet at least four (4) times each year.

S5.6.8 The meetings of the Committee will be conducted in accordance with the principles and procedures of the *Manual for Meetings*.

QUORUM

S5.6.9 The quorum for meetings of the Committee shall be the whole number next above one-half of the current voting members.

REPORTING

S5.6.10 The Committee shall report to the Synod annually, to the Synod Standing Committee when requested and forward the unconfirmed and confirmed minutes of each Committee meeting to Synod and Presbytery Standing Committees. The Committee shall also publish reports of its activities to the Councils and members of the Church.

ROLE

S5.6.11 The role of the Committee is to:

- (a) coordinate the promotion and allocation of funds of the Church in WA that are available for resourcing mission activities;
- (b) consider and determine all applications for grants from the Future Mission Fund and other Trust and Special Purpose Funds;
- (c) promote the opportunity for donations and bequests to Trust and Special Purpose Funds; and
- (d) report to the Church on the use to which the funds are being put and the projects that are being supported.

POWERS

S5.6.12 The Committee is authorised to act on behalf of the Synod to make one-off grants up to \$10,000 for an individual and \$100,000 for a Congregation, Council or other body for projects to be completed with a 12 month period.

S5.6.13 The Committee will make recommendations to the Synod or the Synod Standing Committee on:

- (a) grants in excess of \$10,000 for an individual and \$100,000 for a

Congregation, Council or other body and for all projects to continue for more than a 12 month period; and

(b) any extension or variation of such grants.

S5.6.14 The Committee may make recommendations to the Synod for the variation of or addition to any of the policies relating to the work of the Committee.

APPLICATIONS FOR GRANTS

S5.6.15 Any Council or other body in the Church may submit an application for a grant.

S5.6.16 Applications may be submitted by individual members of the Church in the case of a grant that can be made to an individual.

S5.6.17 Applications from Congregations or Faith Communities must be reviewed by the Presbytery which may comment or make recommendations before submitting the application to the Committee.

S5.6.18 The Committee shall seek comment and review of applications under By-laws S5.6.15 and 16 from any bodies it considers appropriate.

S5.6.19 Grants may be limited by the funds available, shall normally be expected to diminish annually over the term of an extended project and shall be expressed in terms of the full project grant.

S5.6.20 The Committee may prepare and require the use of application forms

S5.6.21 All applications must include:

- (a) a comprehensive statement of the objectives envisioned;
- (b) details of the body to be responsible for managing and overseeing the expenditure of the grant;
- (c) strategies and activities to progress towards the achievement of the objective;
- (d) key indicators to measure the progress of the project;
- (e) a budget; and
- (f) plans for the future sustainability of the project.

CRITERIA FOR GRANTS

S5.6.22 Grants made from the Future Mission Fund must meet some of these criteria:

- (a) the project must be consistent with the agreed strategic directions for the Church in W.A.;
- (b) provide for the fulfilling and enhancing of the purposes (Constitution para 4) or mission of the Church;
- (c) be a new program, or establish a new project or create a new physical centre or presence;
- (d) maintain programs, projects, or properties that have been deemed to be of high strategic importance;
- (e) allow for experimental, creative and evolving opportunities;
- (f) demonstrate good stewardship in multi-purpose use of sites, allow for multiple users and cooperative activities; and
- (g) provide education for or training in or research in programs and projects that are innovative, developmental or experimental.

S5.6.23 Grants from the Trust and Special Purpose Funds must be consistent with the terms of any trust or declared special purpose. All such grants shall be subject to verification in that regard by the Uniting Church in Australia Property Trust (W.A.).

REPORTING AND ACQUITTAL

S5.6.24 Recipients of grants shall

- (a) report annually, or more frequently if requested, in a manner set by the Committee on the progress being made on the project for which the grant was given;
- (b) make arrangements whenever requested for a representative or representatives of the Committee to visit the project or inspect any or all records of the project; and
- (c) provide financial statements that show how the funds granted have been expended including, whenever required by the Committee, an auditor's report for grants of more than \$100,000.

CONFLICT OF INTEREST

S5.6.24A member 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 must, as soon as the member becomes aware of that interest or relationship, disclose to the Committee the nature and extent of that interest or relationship. The Committee will then determine whether the interest or relationship disclosed is such that it may be perceived to be a Conflict of Interest and then determine whether the member may or may not participate in, vote on, or be present during any debate on that matter. The Committee will minute its decision.

SYNOD BUSINESS

PROPOSED ADDITION TO THE SYNOD STANDING COMMITTEE BY-LAWS

SYNOD BUDGET

- S5.2.20 The Standing Committee will be responsible for the preparation of the Synod budget and its presentation to the Synod. Throughout the budget preparation process, the Committee will work in cooperation with the Presbytery Standing Committee.
- S5.2.21 The General Secretary shall convene an initial Budget Conference in February or March each year. The Conference will include all members of the Synod and Presbytery Standing Committees, two representatives of the Board of Finance and Investment and up to two persons selected by each of the Standing Committees who have knowledge or experience that adds to that already available to the Budget Conference. The General Secretary may invite the Chief Financial Officer and any other appropriate staff members to be present to assist the Budget Conference.
- S5.2.22 At the initial Budget Conference:
- (a) the Board of Finance and Investment shall provide income projections for the coming year from the Uniting Church Investment Fund, Uniting Church Insurance Services, Trusts and Special Purpose Funds, and any other possible income sources;
 - (b) the Presbytery shall provide income projections for the coming year from Mission and Service, Trust and Special Purpose Funds and any other possible income sources; and
 - (c) all the expenditure centres shall provide expenditure estimates for the coming year.

The Conference shall seek to frame a balanced budget or some other outcome as agreed by the Synod for the coming year. If this is not achieved, the General

Secretary shall convene a Budget Task Group consisting of two members of the Synod Standing Committee, two members of the Presbytery Standing Committee and the chairperson of the Board of Finance and Investment to explore further options to achieve the desired budget outcome and report to a future Budget Conference.

S5.2.23 Further Budget Conferences and Budget Task Group meetings shall be convened by the General Secretary until the desired budget outcome is achieved.

S5.2.24 If the desired budget outcome is not achieved by 1 August, the General Secretary shall convene a joint meeting of the Synod and Presbytery Standing Committees which will propose an appropriate budget for the coming year for presentation to and final determination by the Synod in session.