

DECISIONS OF EXECUTIVE COMMISSION 2022

GENERAL ASSEMBLY CLUSTER

1. The Executive Commission approves the continuation of the cluster formation until General Assembly 2023.

AARP COURT OF ASSEMBLY

1. The Executive
 - a. commends the Tiyo Soga Memorial Presbytery in their diligence in implementing the decisions of the Panel and
 - b. encourages other parties who have matters dealt with by the review procedure to follow their example.

ASSEMBLY BUSINESS COMMITTEE

1. The Executive Commission adopts the proposed Draft Agenda as the final Agenda for the 2022 Executive Commission.
2. The Executive Commission adopts the Standing orders of the 2022 Executive Commission and the ZOOM Etiquette document as contained in the circulated papers, to be the guide for the ordering of its business.
3. The Executive Commission notes the voting procedures as outlined in the body of the report.
4. The Executive Commission thanks the Central Office team for stepping in and making the local arrangements for this Executive Commission.
5. The Executive Commission notes that the decisions of the General Assembly 2021 were sent to all the relevant stakeholders for attention and action.
6. The Executive Commission notes that the ABC is working on a workable solution for attesting the records of GA Committees and Presbyteries and will communicate with the relevant stakeholders before the end of 2022.
7. The Executive Commission notes that the General Assembly 2023 will be hosted by the Presbytery of Zimbabwe in Harare and sets the dates as Friday 23rd to Friday 30th of June 2023.
8. The Executive Commission appoints the following as facilitating team:
 - 8.1 Drafting Team:
 - Mamolotje Magagane (Convener)

- Lungile Mpetsheni (GS)
- Vusi Mkhungo (Clerk)
- Wayne van Heerden
- Vusi Mabo
- Ntombi Currie

8.2 Minutes Clerks: Rev. Z. Mtyhobile and Ms. Fikile Ndlovu

8.3 Minute Scrutineers: Rev. Dr. Pakiso Tondi and Ms. Eddie Stopforth

8.4 IT Team: Bruce Chiwenga, Solly Maluleka, Thando Soko, Theo Groeneveld and all Presbyteries IT support personnel.

COMMUNICATIONS

1. The Executive Commission notes the progress made in the improvement of communication within the UPCSA.
2. The Executive Commission reminds and instructs the Presbyteries to appoint Presbytery Communicators and submit names to the Convener by the end of November 2022.
3. The Executive Commission notes the Communication Committee Workplan developed and adopted by the Committee.
4. The Executive Commission encourages our Presbyteries and Ministers to cooperate in the writing of articles for Presbyterian Link.
5. The Executive Commission encourage Presbyteries to train the Sessions about the POPI Act.
6. The Executive Commission encourages Presbyteries and Congregations to enroll in the MyPresby Church Management System.

CHURCH OFFICE COMMITTEE

1. The Executive Commission notes the amended Terms of Reference submitted to the Priorities & Resources Committee as stated in B2 of the report.
2. The Executive Commission approves the change of name of the COC to the Church Office and Human Resources Committee (COHRC).
3. The Executive Commission notes the progress made by its internal task teams in working towards the goals set for its two-year term of office as outlined in section D of the report.
4. The Executive Commission notes that all Church Office staff have read, commented on, and signed acceptance of the HR Policy Document as taking precedence for

administrative staff of the UPCSA over that of the Manual of Faith and Order, and existing employment contracts and job descriptions.

5. The Executive Commission notes the procedures followed in seeking and appointing a new Ministry Secretary.
6. The Executive Commission notes the appointment of Revd Dr Pakiso Tondi to the position of Ministry Secretary with effect from 01/06/2022 working in parallel with Revd Dr Pat Baxter during the month of June with a final hand-over scheduled for 30/06/22.
7. The Executive Commission notes that satisfactory performance appraisals were conducted for all the Church Office staff in December 2021 and that gaps identified in the performance of certain members of staff are being addressed by means of in-house or on-line training to provide capacity building and development at minimum cost.
8. The Executive Commission notes the process of introducing clear outcomes and measurable indicators, together with a four-point rating system, to ensure more effective performance appraisals in future.
9. The Executive Commission notes the exploratory work being undertaken by the Church Office Committee in response to the instruction from General Assembly in 2021 concerning a programme for interns, and pre-requisites such as accreditation, mentoring and finances.
10. The Executive Commission notes that the COC has complied with the instruction from General Assembly 2021 to ensure fair opportunities for youth to participate in application and selection processes regarding potential employment within the UPCSA.
11. The Executive Commission approves the system implemented for effective project management and encourages the GA Committees to make use of this facility.
12. The Executive Commission notes the actions taken to ensure POPI compliance and Data Processing Agreements, as well as the recommendation for Service Level Agreements to be signed and regularly updated with all suppliers of goods and services to the Church Office.
13. The Executive Commission notes that an asset register and maintenance management system has been developed and implemented for the ongoing care of our fixed and movable assets at the Church Office.