



## Minutes of the Standing Committee meeting held by conference call, 28 January 2019

### Present:

#### Chair

The Most Revd Dr Paul Kwong

#### Vice Chair

Canon Margaret Swinson

#### Representing the Primates

The Most Revd Dr Richard Clarke

The Most Revd Dr Philip Freier

The Church of Ireland

The Anglican Church of Australia

#### Representing the ACC

The Rt Revd Jane Alexander

Mr Alistair Dinnie

Mr Jeroham Melendez

The Anglican Church of Canada

The Scottish Episcopal Church

Iglesia Anglicana de la Region Central de America

#### Secretary General

The Most Revd Dr Josiah Idowu-Fearon

#### Representing the Archbishop of Canterbury

The Rt Revd Anthony Poggio

Adviser on Anglican Communion Affairs

#### ACO staff in attendance

Mr David White

Mrs Michaela Southworth

Mrs Stephanie Taylor, minutes

Chief Operating Officer

Director for Finance & Resources

Executive Officer & Information Manager to the Instruments of Communion

#### Absent:

The Rt Revd Eraste Bigirimana

The Rt Revd Joel Waweru Mwangi

The Anglican Church of Burundi

The Anglican Church of Kenya

#### Apologies:

The Most Revd Dr Thabo Makgoba

Ms Louisa Mojela

The Anglican Church of Southern Africa

The Anglican Church of Southern Africa

\*The Most Revd Julio Murray Thompson has been elected to Standing Committee by the primates but has not yet been able to take up his place on Standing Committee.

**1. Opening prayer and welcome**

The Chair, The Most Revd Dr Paul Kwong welcomed members to the meeting, and opened in prayer.

**2. Register of Interests**

Attention was drawn to the Register of Interests and members were requested to update the Register as applicable. There were no changes reported.

**3. Code of Conduct Policy** **SC/2019-1/02**

The Code of Conduct Policy was noted.

**4. Minutes of the meeting held 4-7 September 2018** **SC/2019-1/03**

The Minutes of the previous meeting were reviewed, approved and adopted by the Committee.

**5. Matters arising** **SC/2019-1/04**

Mr David White reported on matters arising from the previous meeting:

- The *Guidelines for New Provinces and Dioceses* were undergoing minor further revision and version control.
- Arrangements to strengthen the governance and strategic alignment of the Anglican Consultative Council (ACC) and the Anglican Alliance were progressing, and the Risk Register had been amended accordingly.
- Proposals for the development of a new framework for the Networks of the Anglican Communion were in progress.
- Proposals for provincial contributions and action in the event of non-contribution were emerging and it was agreed that a meeting via conference call be scheduled to consider further prior to ACC17. The subject was also to be scheduled for the final business day of ACC when provincial secretaries would be present as observers. Canon Margaret Swinson offered her availability to the Provincial Secretaries Conference.
- Work concerning the Personal Emergencies Fund was ongoing and further recommendations were to be brought to the next meeting.

**Actions:**

- Additional meeting by conference call to be scheduled prior to ACC17. **Action: Stephanie Taylor; Date: Schedule for March 2019.**

- Further recommendations to be developed concerning the future of the Personal Emergencies Fund (PEF). **Action: David White; Date: Bring to March 2019 meeting.**
- Action points from Standing Committee meetings to be shared with the Committee. **Action: Stephanie Taylor; Date: Ahead of March 2019 meeting.**

## 6. IAFAC Report

**SC/2019-1/05**

Canon Swinson, Chair of the Inter-Anglican Finance and Administration Committee (IAFAC) reported from its meeting of 10 January 2019. Canon Swinson drew attention to improved governance and budgetary processes for the Anglican Alliance, and in the area of financial contributions. A detailed review of the Risk Register had been undertaken. Mrs Taylor had presented a paper on the Archives, and the Committee had requested Mrs Taylor pursue the recruitment of an archives volunteer. The remaining work on salary benchmarking was to be taken forward by Canon Swinson, and Mr Michael Hart, following the necessary recuse of the Secretary General, and Mr White.

### **Actions:**

- Recruitment for an archives volunteer to be pursued. **Action: Stephanie Taylor; Date: Post-ACC17.**
- Salary benchmarking to be taken forward following recuse of Secretary General, and David White. **Action: Maggie Swinson and Michael Hart.**

## 7. ACC Draft Budget for 2019

**SC/2019-1/06**

The ACC Draft Budget for 2019 had been received by the IAFAC, and Mrs Michaela Southworth had presented a small surplus budget. However, subsequently the Compass Rose (US Chapter) donation had fallen short of expectations. Mrs Southworth presented a late paper to the meeting providing further information. Mrs Southworth advised the Standing Committee not to accept the existing budget which would be amended to reduce Compass Rose income by £30k and therefore a zero balanced budget was proposed. Mrs Southworth provided commentary on the Draft Budget which included a grant to the Anglican Centre in Rome, underwriting of fundraising, and £120k for ACC17. A grant to the Lambeth Conference Company was not proposed as current funding was acceptable. The Committee agreed to the proposed revision and amended ACC Draft Budget for 2019.

### **Action:**

- Draft budget to be reduced by £30k on Compass Rose income and budget amended to balance at zero. **Action: Michaela Southworth.**

## 8. Risk

**SC/2019-1/07**

There had been a substantial review of the Risk Register by the ACO senior management team, and at the IAFAC meeting in January. Mr White reported that each risk had been reassessed with new risks outlined in the paper 7 cover note. Standing Committee observed that for many of the risks assessed as 'red' significant mitigation was not

possible but that it was important to be aware of the risks in order to be mindful of not increasing the risk.

## 9. ACC17

*SC/2019-1/08*

Mr White reported on progress in planning ACC17. The theme and schedule had been approved. Mrs Taylor provided an update on progress with member registrations and the appointment of youth members.

Appointments to the Resolutions Committee had been made, and the Committee was to be chaired by Archbishop Philip Freier. Archbishop Freier expressed concern at a lack of gender balance in the composition of the Committee, and suggested appointing an additional two or three women, including one younger member. Mr White agreed to review the composition of the Committee with a view to achieving improved gender balance.

Mr White raised a query he had received from a member regarding the attendance of spouses as observers. Having sought legal advice, it was clear that ACC17 was a private, non-public meeting of the members of the ACC, and there was no right of attendance for others, therefore the decision of whether to admit observers or visitors was for the Standing Committee. Following a discussion, the Committee expressed a preference for exploration of a process by which a limited number of visitors could be signed into sessions by an ACC member. It was agreed that Mr White would draft guidelines for the admittance of visitors including the media to business sessions and worship for the final approval of the Committee. The Archbishop of Canterbury was to be consulted.

The Committee requested a different approach to resolutions at ACC17 than had happened previously, and in particular avoiding the use of resolutions for the endorsement of ongoing programmatic work. Mr White responded that it was for the Resolutions Committee to address such issues and to provide guidance to members and staff. Mr White recommended the review of the *Guidelines for Meetings of the Anglican Consultative Council*. Mr White and Mrs Taylor had met with the ACC legal adviser to review the Guidelines and amendments were proposed to strengthen the role of the Resolutions Committee. The Standing Committee also requested a review of the proposed schedule for resolutions, advising against processing resolutions in two large sessional chunks. Mr White agreed to review the schedule in light of the discussion.

### **Actions:**

- Resolutions Committee composition to be reviewed to achieve improved gender balance. **Action: David White; Date: Bring to March 2019 meeting.**
- Guidelines to be drawn up concerning visitors at ACC17 including attendance of visitors and media at sessions and worship. The Archbishop of Canterbury is to be consulted. **Action: David White; Date: Bring to March 2019 meeting.**
- Guidelines for Meetings of the Anglican Consultative Council to be reviewed and revised. **Action: David White; Date: Bring to March 2019 meeting.**
- Scheduling of resolutions at ACC17 to be reviewed in light of the discussion at the September 2018 meeting of the Standing Committee. **Action: David White.**

## 10. ACO Strategic Plan

SC/2019-1/09

Mr White reported further development of the ACO Strategic Plan since the Committee had met in September. He requested Committee agree a process for sign off. It was agreed that the Plan would be brought to the meeting by conference call in March.

### Action:

- Process for the sign off of the ACO Strategic Plan to be agreed by the Standing Committee. **Date: Bring to March 2019 meeting.**

## 11. Anglican Centre in Rome

SC/2019-1/10

Mr White reported that the Anglican Centre in Rome (ACR) was undergoing a transition in governance. This included new articles of association to be adopted at one of its future meetings this year. There was an intention to strengthen the ability of the ACC to make nominations to the board of governors with the ACC nominating two members in addition to the Secretary General. It was noted that Archbishop Freier was a member of the board via another route, and that Archbishop Kwong was a member in his own right. One possible option was to nominate Archbishop Kwong and one other. The Committee requested a list of the current ACR governors with a view to using ACC nominations to help achieve gender and regional balance. It was agreed that Mr White would bring this information to the next meeting. In response to a question by Archbishop Kwong, Mr White clarified that whilst there was no established appointment term currently this would be included in the new articles of association.

### Action:

- Provide the names and regions of existing Anglican Centre in Rome governors. **Action: David White; Date: Bring to March 2019 meeting.**

## 12. Youth Network

SC/2019-1/11

The Revd Canon John Kafwanka, Director for Mission, was welcomed to the meeting to present the paper from the Anglican Communion Youth Network Inception Team. The Committee were invited to raise comments and questions on the paper. It was noted that the youth members appointed to ACC by the Primates' Standing Committee members and the initiating group of the renewed Youth Network would need to be connected and engage with one another. The paper provided recommendations for the future appointment of ACC youth members.

Standing Committee welcomed the development of the Anglican Communion Youth Network, and confirmed it as an authorised Network of the Anglican Communion to operate under the *Guidelines for Networks of the Anglican Communion* agreed at the May 2018 meeting of the Standing Committee.

### 13. **Inter-Anglican Standing Commission on Unity, Faith and Order**

The Revd Canon Dr John Gibaut, Director for Unity Faith and Order, was welcomed to the meeting to present two papers from the Inter-Anglican Standing Commission on Unity, Faith and Order (IASCUFO).

#### The Reception of Ecumenical Texts

**SC/2019-1/12**

At the request of Standing Committee, Canon Gibaut had drafted recommendations for a process for the reception of ecumenical texts. Canon Gibaut reported that historically reception had taken place at the Lambeth Conference accompanied by reception in the provinces of the Anglican Communion. However, this process had not happened at the Lambeth Conference of 2008 and was not planned for the Lambeth Conference of 2020. Canon Gibaut spoke of the need to provide a definitive response to our ecumenical partners, and for the opportunity to consult members. Canon Gibaut outlined the proposed revised process as presented in points 19-21 of paper 12. It was intended that the revised process provide a more efficient response to our ecumenical partners through the creation of a two stage process of reception via the ACC. An ACC reference group was proposed to augment IASCUFO as part of the revised process of reception. The Committee welcomed the proposals and requested Mr White and Canon Gibaut bring a paper to the next meeting to include guidelines, terms of reference, and a proposed composition for the proposed reference group.

It was noted that the Archbishop of Canterbury had been consulted and welcomed the proposed process for the reception of ecumenical texts.

#### **Action:**

- Guidelines, terms of reference, and proposed composition for a reference group for the reception of ecumenical reports to be drawn up. **Action: David White and John Gibaut; Date: Bring to March 2019 meeting.**

#### Liturgy in the Process of Discerning New Provinces

**SC/2019-1/13**

Canon Gibaut outlined the importance of considering liturgical rites as part of the discernment process for new provinces of the Anglican Communion. Following a discussion the Committee welcomed the proposal noting a desire to seek broad assurance rather than prescriptive direction from the Committee. The Secretary General expressed disagreement with the proposal.

#### **Resolution 1: Liturgy in the Process of Discerning New Provinces**

*Having received the proposal of the Inter-Anglican Standing Commission on Unity, Faith and Order (IASCUFO) the Committee resolved to:*

- *include amongst the factors to be considered when assessing the potential of a proposed new Province, not only the potential Province's organisational and financial sustainability, its canon law and its approach to mission, but also its liturgy, particularly, but not only, initiation, eucharistic, and ordination liturgies.*

#### 14. Safeguarding

*SC/2019-1/14*

Mr White presented a paper on safeguarding. A draft policy was under development and was to include the concept of a Standing Committee member with responsibility for safeguarding, who could be involved in any safeguarding issue that could not be handled by the nominated staff member (proposed to be the Chief Operating Officer). Mr White requested the Committee to nominate one of its members to be the designated Standing Committee member, and proposed that the nominated member assist Mr White in the final drafting of the safeguarding policy.

The Committee considered the proposal and whether the two tasks needed to be linked and assigned to one person. Mr White recommended the tasks be linked in order that the designated person had participated fully in the process of determining arrangements for addressing safeguarding issues.

The Committee agreed to the proposal and nominated Canon Swinson as the designated member.

##### **Action:**

- Maggie Swinson elected as designated member of Standing Committee for safeguarding to work with David White on policy drafting and decision-making in this area. **Action: David White and Maggie Swinson.**

#### 15. Anglican Communion Safe Church Commission

*SC/2019-1/15*

The Committee had received the report of the Anglican Communion Safe Church Commission including an update on progress and recommendations for Phase 2 of the Commission's work from 2020-2025.

Mr White brought the Committee's attention to the substantial implementation stage required in the next period. It was important for the Committee to understand the magnitude of the task in this area, Mr White advised. Mr White had also begun discussions with Lambeth Palace to identify potential sources of funding to resource the work ahead.

The Committee praised the report which was to be brought to ACC17, and expressed its gratitude to the Safe Church Commission for its work.

#### 16. Anglican Alliance

*SC/2019-1/16*

The Committee received a paper from the Anglican Alliance comprising a report on the board of trustees, annual audit report, and staffing. As Members of the Charitable Company of the Anglican Alliance, the Standing Committee agreed to recommendations outlined in points 8-10 of paper 16 as follows:

- approved the extension by two months of the second term of three founding trustees: Dr Robert Radtke, Ms Dorothea Hodge, and The Revd Canon Grace Kaiso due to the postponement of the annual board meeting to June 2019 on account of ACC17 taking place in April and May 2019;

- approved the proposed extension of tenure by one year to April 2020 of the following trustees: The Revd John Deane, Canon Delene Mark, and The Most Revd Humphrey Peters in order to avoid a 50% rotation of trustees at one time as permissible under UK charity law to ensure governance stability;
- confirmed the nomination of the following proposed new trustees to join in June 2019 as approved by the Archbishop of Canterbury and Secretary General, pending approval by the nominees' primates: Mr Michael Hart, Ms Abigail Nelson, Canon Andrew Khoo, and the new Council of Anglican Provinces in Africa (CAPA) General Secretary when appointed to succeed Canon Kaiso.

## **17. Close of meeting**

Archbishop Kwong expressed his thanks to Committee members and staff, and closed the meeting.