



## **Minutes of the Standing Committee meeting held by conference call, 19 September 2019**

### **Present:**

#### **Chair**

The Most Revd Dr Paul Kwong

#### **Vice Chair**

Canon Margaret Swinson

#### **Elected by the Primates' Meeting**

The Most Revd Dr Richard Clarke

The Most Revd Suheil Dawani

The Most Revd Dr Philip Freier

The Most Revd Dr Thabo Makgoba

The Most Revd Julio Murray Thompson

The Church of Ireland

The Episcopal Church in Jerusalem & The Middle East

The Anglican Church of Australia

The Anglican Church of Southern Africa

Iglesia Anglicana de la Region Central de America

#### **Representing the ACC**

The Rt Revd Jane Alexander

Mr Alistair Dinnie

Mrs Joyce Haji Liundi

Ms Basetsana Makena

Mr Jeroham Melendez

The Rt Revd Joel Waweru Mwangi

The Very Revd Hosam Naoum

The Anglican Church of Canada

The Scottish Episcopal Church

The Anglican Church of Tanzania

The Anglican Church of Southern Africa

Iglesia Anglicana de la Region Central de America

The Anglican Church of Kenya

The Episcopal Church in Jerusalem & the Middle East

#### **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 and Resources

Executive Officer & Information Manager to the  
Instruments of Communion

**1. Opening prayer and welcome**

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 of the need to review and update this regularly. There were no reported changes to note.

**3. Code of Conduct Policy**

*SC/2019-5/02*

The Code of Conduct Policy was noted.

**4. Minutes of the meeting held on 27 April 2019**

*SC/2019-5/03*

The minutes of the meeting held on 27 April 2019 were reviewed and approved.

**5. Minutes of the meeting held on 4 May 2019**

*SC/2019-5/04*

The minutes of the meeting held on 4 May 2019 were reviewed and approved.

**6. Matters arising from previous meetings**

*SC/2019-5/05*

Exploration Committee to consider the request for provincial status for the Diocese of Egypt

Mr David White reported on logistical issues impacting on the timing and composition of the exploration committee. In addition a planned visit to the Diocese of Iran by Archbishop Suheil Dawani had been delayed due to delays in a visa being granted. It was hoped that it would be possible for Archbishop Dawani to make the visit prior to the exploration committee's visit to the Diocese of Egypt in October 2019.

Exploration Committee to consider the request for provincial status for the Church of Ceylon

An exploration committee has been formed and a visit to Sri Lanka is scheduled for January 2020. Preparations to enable representations in writing in the first instance were underway and Mr White was liaising the Provincial Secretary.

ACO Staffing

Recent changes in ACO staffing were outlined: The Revd Dr Will Adam took up the role of Director for Unity, Faith and Order on 1 September 2019. The vacant position of Director for Women in Church and Society had been refreshed with the new title Director for Gender Justice and recruitment was scheduled for September 2019. Mr Gavin Drake had been appointed Director for Communications in May 2019.

## 7. **Governance Matters**

### ***SC/2019-5/06***

Mr White reported that the new members appointed to Standing Committee at ACC17 in May 2019 had received their induction. Mr Michael Hart was reappointed Vice Chair of the Inter-Anglican Finance and Administration Committee at its meeting of 6 September 2019. Meeting dates for 2020 were confirmed as 13 February and 21 May by conference call, and 20-23 September in London. Management reporting to Standing Committee had been refined to cover four month periods. Member special interest streams were noted with no further changes.

## 8. **IAFAC Report**

### ***SC/2019-5/07***

The report of the IAFAC was presented to and considered by the Standing Committee.

#### Bank Mandates

The recommended bank mandate proposed in order to open a new deposit account with the CCLA (investment managers) to hold funds received from the Compass Rose Society to transfer to a separate account for the Compass Rose Endowment Trust upon its registration as a charity was authorised as follows:

- The opening of a new CBF Deposit account in the ACC's name, with the account title "Compass Rose Trust";
- That the authorising trustees were Canon Maggie Swinson and Mr Alistair Dinnie;
- That the signatories were the same as for existing ACC accounts, namely any two of the following: Mrs Michaela Southworth, Mr David White, The Most Revd Dr Josiah Idowu-Fearon, and Mr Gavin Drake;
- That withdrawal of funds was authorised to be the same as for existing ACC accounts, namely to the PEF RBS account ended 1019.

#### Audit arrangements

The proposed continuation of Mazars as auditors with the period of appointment extended to include 2020 and 2021 was approved.

#### Financial Policies

The Reserves and Investment policies as set out in the Report and Financial Statements were agreed.

#### Personal Emergencies Fund

The IAFAC had received reports on developments in the last year since the Standing Committee had adopted the position that an alternative home for the Personal Emergencies Fund (PEF) should be found or the Fund closed down in a managed way. The developments outlined were that an alternative home for the Fund had not been found; that the PEF Reference Panel, the Archbishop of Canterbury, the Secretary General and the Chair of the ACC, had expressed a strong desire for the Fund to be maintained within the ACO; and funding applications had been encouraged and made

accordingly. It was now proposed that there be an operational refresh to include the employment of an administrator at 0.3FTE, and limited promotion of the Fund outside traditional applicant jurisdictions. The Committee noted and approved the developments.

### **Annual Report and Financial Statements for the Anglican Alliance for the year to 31 December 2018**

#### ***SC/2019-5/08***

The Annual Report and Financial Statements for the Anglican Alliance for the year to 31 December 2018 were approved.

### **Annual Report and Financial Statements for the Anglican Consultative Council for the year to 31 December 2018**

#### ***SC/2019-5/09***

The Annual Report and Financial Statements for the Anglican Consultative Council for the year to 31 December 2018 were approved.

### **Schedule of Delegation**

#### ***SC/2019-5/10***

A Schedule of Delegation had been requested at the meeting in April 2019 in order to ensure clear understanding of where authority for decision-making expenditure and authorisation lay. The IAFAC had noted that its role was purely advisory and therefore it did not have delegated authority. A discussion on the role of the IAFAC, and considering the possibility of conferring formal delegated authority would be scheduled for the Standing Committee meeting in September 2020.

The Schedule of Delegation was approved.

#### **Action:**

- The role of the IAFAC and consideration for conferring formal delegated authority to be added to the agenda of the Standing Committee meeting of September 2020. **Action: Mr David White, and Mrs Stephanie Taylor.**

## **9. ACC17 Review**

#### ***SC/2019-5/11***

Mr White presented a review of ACC17. Attendance figures were noted. The Committee received the summary report by Mrs Taylor outlining analysis of attendee member feedback received in the survey circulated at the close of the meeting. It was agreed to use the report to inform future planning. A notable area identified concerned the resolutions process, and a review was proposed in advance of ACC18. It was agreed that a committee to review the resolutions process be established, and that Canon Swinson and the Secretary General would discuss the composition of the committee to comprise c. four members including one Lambeth Palace staff member present at ACC17.

The closing financial position which came in under budget was noted.

It was agreed that a digital record of proceedings alongside a print and bound but not commercially published record be produced. Mrs Taylor was appointed to produce a print and bound record.

The Committee expressed its sincere thanks to the host province, Hong Kong Sheng Kung Hui (HKSKH) for its extraordinary hospitality and financial support, under the leadership of Archbishop Paul Kwong.

**Action:**

- Agree the composition of a committee to review the resolutions process at ACC meetings. **Action: Canon Maggie Swinson, and the Secretary General.**
- A print and bound record of proceedings at ACC17 to be produced. **Action: Mrs Stephanie Taylor.**

## **10. Progress in Implementing ACC17 Resolutions**

### ***SC/2019-5/12***

It was agreed that Standing Committee should act as a monitoring party on the implementation of ACC17 resolutions. In total 23 resolutions were passed at ACC17. A reporting form was received and approved. It was noted that some resolutions from ACC16 were ongoing and required further reporting.

## **11. Reporting to ACC Members**

### ***SC/2019-5/13***

Commitment was made at ACC17 to improve reporting to ACC members between meetings. The proposed reporting regime was noted, and improvements in reporting welcomed.

**Action:**

- Implementation of new reporting regime to ACC members between meetings, commencing with reports from the Standing and Finance Committee meetings in October 2019. **Action: Mr David White, and Mrs Stephanie Taylor.**

## **12. Safeguarding Policy and Procedure**

### ***SC/2019-5/14***

Although the ACC has long operated with a regularly reviewed Code of Conduct covering behaviour at meetings, a formal Safeguarding Policy and an accompanying Staff Code of Conduct had now been developed. Canon Swinson had been involved in the drafting process and the proposed policy and procedure was presented for the Committee's approval. It was agreed that Canon Swinson and Mr White would ensure that mandatory reporting to the police was included and strengthened where necessary. The Committee approved the procedure and policy subject to the above.

**Action:**

- Review of Safeguarding Policy and Procedure to ensure mandatory reporting is included. **Action: Mr David White, and Canon Maggie Swinson.**

**Close of meeting**