

2. Methodist Council, part 1

Contact name and details	Mrs E Jill Baker Chair of the Council ejillbaker@btinternet.com
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SECTION A

GENERAL REPORT

The Methodist Council is charged under SO 211(2) with responsibility to keep in constant review the life of the Methodist Church, to study its work and witness throughout the Connexion, to indicate what changes are necessary or what steps could be taken to make the work of the Church more effective, to give spiritual leadership to the Church and to report annually to the Conference, bringing to the notice of the Conference matters to which it believes the Conference ought to give urgent attention.

The full range of papers presented to the Council and the outcomes of the Council's deliberations on them are available on the Methodist Church website at www.methodist.org.uk/council

The report to the Conference is presented in two parts, this one in Volume 1 of the Agenda and part two in Volume 2 of the Agenda. The business conducted by the Council at its meetings in October and January is reported here; and the business conducted at its meeting in March is reported in part two. The Conference will be updated on any meeting of the Council subsequent to March.

These reports contain those items considered by the Council and not reported elsewhere in the Agenda.

1.1 Governance responsibilities

In accordance with its governance responsibilities, the Council:

- appointed connexional committees, trusts and representatives for the year 2019/2020;
- received reports from a number of committees and trustee bodies;
- approved the revised list of authorisations and delegations;
- received reports from the Strategy and Resources Committee (SRC) of the Council at each meeting;
- received reports from the Connexional Team at each meeting;
- received reports on progress in relation to the Council's objectives in support of *Our Calling*;
- adopted a risk management policy;
- adopted the corporate risk register;
- noted with thanks the grants provided by the Joseph Rank Trust in 2019;
- under SO 136(1C), appointed the Revd Sonia M Hicks and Deacon Tracey J Hume to the Conference Business Committee for the 2020 Conference;
- adopted a modern slavery transparency statement and underlined its strong commitment to pursuing the objectives of the Modern Slavery Act (2015);
- approved a partnership agreement with The Queen's Foundation for Ecumenical Theological Foundation;
- appointed Epworth as its regulated adviser in relation to the Royal London proposed Group Personal Pension Plan for employees of the Methodist Council and other Methodist employers;
- further to previous decisions of the Conference, directed that a grant (and/or a loan if appropriate) be made available for university funding for the children of ministers who are significantly financially disadvantaged as a consequence of being resident in non-UK jurisdictions;
- directed that the Connexional Allowances Committee be given discretionary authority to agree the grants figure for university funding for the children of ministers, taking into

account the minister's circumstances and the university funding arrangements at the time, and further directed that they should be funded from the Fund for the Support of Presbyters and Deacons (or other funds should that be appropriate);

- appointed a task group to undertake the review of the role of Youth President, as directed by Notice of Motion 2019/201, and approved its terms of reference;
- as the managing trustees of the Centenary Hall Trust, considered the responses to the consultation on the proposed amendments to the Charity Commission Scheme (1988) and concluded that an amended scheme should be sought from the Charity Commission;
- made decisions and recommendations in relation to the Pension and Assurance Scheme for Lay Employees of the Methodist Church, and its ongoing costs in the light of its closure to future accrual;
- noted an error in a resolution of the 2019 Conference, and confirmed that from 1 September 2020, the list of ministers on the Plan will follow the order listed in SO 785(4)(a);
- adopted, on behalf of the Conference, the renomination by the Methodist Independent Schools Trust of Mrs Anne Vautrey as Governor of Ashville College for a period of three years concluding 31 August 2022;
- appointed, on behalf of the Conference, Alan Brooks as a Trustee of Aldersgate Memorial Committee;
- appointed, on behalf of the Conference, the Revds Michaela A Youngson and Ruth M Gee and a young adult to be nominated from among the 3Generate representatives, as representatives to the World Council of Churches 11th Assembly in September 2021;
- on behalf of the Conference, appointed the Methodist Diaconal Order Leadership Group as follows: Ms Rachel J Lampard (chair), the Revd Andrew Letby, the Revd Dr Claire Potter, Mr Peter Baffoe, Deacon Dawn N Canham, Deacon Kathryn Lamb;
- on behalf of the Conference, appointed Mr Keith Norman as deputy chair of the Ministries Committee;
- on behalf of the Conference, appointed the Revd Christine M Howe as a new Trustee to act jointly with the remaining and continuing Trustees for the Aldershot Methodist Military Trust, and directed the President to execute a deed of appointment to evidence this appointment;
- appointed the members of the Property Development Committee as the Connexional Trustees for Elderfield, Otterbourne;
- adopted the terms of reference for the review of the complaints and discipline procedure and directed the Secretary of the Conference to instigate the appropriate means by which this review is undertaken;
- on behalf of the Conference, appointed Mr Michael Rickard as a member of the Audit Committee;
- appointed the Revd Keith A Reed to the group established by the Conference to receive the reports from the Synods and the Law and Polity Committee in relation to the provisional resolutions.

1.2 Other business

The Council received annual reports from:

- the Property Development Committee;
- the Connexional Grants Committee.

*****RESOLUTION**

2/1. The Conference received the General Report of the Council.

SECTION B

NOTICES OF MOTION REFERRED TO THE COUNCIL

1. The 2019 Conference referred one notice of motion to the Council, and directed the Council to consider the issues raised by another.
2. Notice of Motion 2019/206: Review of procedures following incidents of hate or unlawful discrimination was referred to the Council. The Council noted that the Conference had therefore not voted on it.

The Conference notes the significant work that has been undertaken by the Equality, Diversity and Inclusion Committee. However, continuing reports of incidents of hate or unlawful discrimination within the Methodist Church show there is more work to be done and raise major concerns about the adequacy of our current arrangements for the protection and safeguarding of victims.

The Conference therefore directs the EDI Committee to undertake a review of connexional procedures and protocols, and Standing Orders, in liaison with the Law and Polity Committee and the Conference Officer for Legal and Constitutional Practice, in order to:

- *ensure their effectiveness in protecting and supporting victims who experience discrimination and hate;*
- *ensure that churches and circuits are adequately protected and supported in taking measures to prevent the spread of incidents of hate or unlawful discrimination by particular individuals within their contexts.*

In addition, the Conference directs the EDI Committee to provide:

1. *for the collation and reporting of statistics at local Church, Circuit and District levels, on the number of incidents involving unlawful discrimination or hate;*
2. *recommendations for training and/or resources to meet needs within Circuits and Districts in regard to the management and resolution of incidents of unlawful discrimination or hate.*

3. The Council considered the distinction between hate crime and unlawful discrimination, and the ways in which both should be addressed. It adopted the following recommendations:
 - It directed the Equality Diversity and Inclusion Committee and the Safeguarding Committee to undertake a joint review of safeguarding procedures to explore possible opportunities for expanding existing safeguarding procedures to encompass incidents involving hate, unlawful discrimination, abuse or bullying, as described under the Equalities Act 2010.
 - It directed the Equality Diversity and Inclusion Committee and the Safeguarding Committee jointly to explore options for the production of a best practice guide, which would be 'victim-centred' in approach, for Circuits and Districts.
 - It directed the Connexional Team to identify appropriate training and/or resources to meet needs within Circuits and Districts in regard to the management and resolution of incidents of unlawful discrimination or hate, and to implement learning from the best practice guide.
 - It referred the issues raised by Notice of Motion 2019/206 to the review of Part 11 of Standing Orders, and encouraged those undertaking the review to consult the EDI Adviser in respect of how incidents of discrimination and hate crime might best be addressed in future arrangements.

4. The Conference declined Notice of Motion 2019/207: EDI concerns in stationing, but referred the issues raised by it to the Council for further consideration:

The Conference is grateful for the work that has been done on its behalf by the many people involved in the stationing process. It acknowledges the increasing challenges faced by the Committee in deploying the ministerial resources of the Church in the most effective way and the attempts that have been made to improve the system.

The Conference notes with extreme concern the implication given in paragraph 2.6 [of the Stationing Committee report to the Conference] that appropriate monitoring and auditing of processes with regard to equality, diversity and inclusion commitments are currently not being done. Many members of the Conference are very aware of situations in current and previous connexional years where issues of race, gender identity, sexual orientation, disability, age or marital or family status have played a part in the failure to make a match. It recognises the immense pain and damage to vocation often done to individuals faced with such situations.

Whilst it is welcome news that monitoring is now on the Committee's agenda, the Conference directs that this issue be given top priority and that the Stationing Committee:

- a) establishes an EDI sub-committee to take forward this work, with membership including the Connexional EDI Adviser and at least one former President or Vice-President;*
- b) seeks and records all feedback from individual ministers and Circuits where issues of exclusion or discrimination may have been factors in decisions reached;*
- c) develops and implements audit tools, in consultation with the EDI Officer, whereby all processes and protocols involved in stationing are properly assessed for their compliance with the connexional EDI guidance and all relevant legislation;*
- d) drafts and publishes guidelines for Stationing Matching Group, Stationing Advisory Group and Circuit Invitation Committees outlining the grounds by which matches and invitations can and cannot be refused in accordance with EDI policies, and provides appropriate training;*
- e) liaises with the Law and Polity Committee to review guidance on complaints and reporting for those involved in the stationing process and where necessary designs appropriate interventions to ensure that discrimination can be tackled immediately once reported;*
- f) establishes feedback and monitoring procedures that require Circuits, individual ministers and District Chairs or Lay Stationing reps to provide reasoned statements for decisions taken throughout the process;*
- g) includes, from now on, a section on EDI in each report to the Conference detailing monitoring and progress to date.*

5. The Council engaged in discussion of these issues with the Chair of the Stationing Committee and the Secretary of the Conference, and, in recognising the importance of the issues highlighted by the notice of motion:
- directed that all members of Circuit Invitation Committees should be alerted to these issues and to the content of the EDI toolkit;
 - recorded its expectation that every member of a Circuit Invitation Committee will have completed training in unconscious bias, and;
 - mandated the Equality, Diversity and Inclusion Committee to ensure that resources to enable this are available to Circuits.

*****RESOLUTION**

2/2. The Conference received the Report.

2/2a. The Conference directed the Methodist Council to monitor the extent and effectiveness of the implementation of its three directions in paragraph 5 of section B of its report and to report to the Conference of 2021.

2/2b. The Conference directed the Methodist Council to produce and implement a robust, independent and transparent system for monitoring and reviewing stationing outcomes with regard to EDI concerns and to report to the Conference of 2022.

(Daily Record 4/8)

SECTION C AUDIT COMMITTEE

1. The Council adopted revised terms of reference for the Audit Committee. The revised terms of reference seek to clarify the role that the Committee plays in the area of risk management. In the light of that, the Council recommends to the Conference that the Committee is renamed as the Audit and Risk Assurance Committee to reflect that, whilst the Committee is not responsible for identifying or managing the risks posed to the Church and Connexional Team, the Audit Committee plays a pivotal role in oversight and ensuring that appropriate assurance and processes for risk management are in place. Revised Standing Orders are shown below.

Terms of Reference for Audit and Risk Assurance Committee

The Methodist Conference appoints an Audit and Risk Assurance Committee to support the Methodist Council and the senior management of the Connexional Team in their responsibilities for ensuring the adequacy of risk management and the assessment of the control environment through both external and internal assurance.

The Audit and Risk Assurance Committee will review the comprehensiveness of assurances for the Council and review the reliability and integrity of those assurances. The Audit and Risk Assurance Committee is a sub-committee of the Methodist Council and shall provide assurance to each meeting of the Council, with a full report provided annually.

1. Membership

- 1.1 The Audit and Risk Assurance Committee (ARAC) will have no fewer than three members, all of whom shall be members of the Methodist Church but none shall be members of the Methodist Council, Strategy and Resources Committee, or Connexional Team.
- 1.2 All ARAC members will be appointed to the ARAC for an initial term of four years and then on an annual basis thereafter. The members shall be appointed by the Conference upon the nomination of the Council in accordance with Standing Order 213A(1). One person shall be appointed by the Methodist Council to be Chair of the ARAC and this person shall be suitably financially qualified and have recent and relevant financial experience.
- 1.3 All appointments shall be made with due regard to the need to understand the purposes of the Methodist Church, objectives of the Methodist Council and regulatory framework of the Methodist Church as a large national charity. ARAC members will ideally collectively possess knowledge and skills in accounting, risk management, audit, finance and governance.
- 1.4 Members of the ARAC commit to being appointed by the Conference for a period of at least four years and may be appointed for a further two years thereafter. No member of the ARAC shall be appointed for a period of more than six years unless the nomination is made by the Methodist Council with a majority vote of 75% of those members present and voting at the Council.

1.5 The Methodist Council may appoint new members of the ARAC between meetings of the Methodist Conference should the membership of the ARAC fall below the minimum number set out in clause 1.1 due to resignation, death or loss of Methodist membership.

2. **Frequency of meetings**

2.1 The ARAC will meet at least three times per year at appropriate times in the reporting and audit cycle or as requested by the external auditors, internal auditors, senior management of the Connexional Team or the Methodist Council.

3. **Attendance at ARAC meetings**

3.1 ARAC meetings will normally be attended by:

- the Secretary of the Conference;
- the Connexional Secretary;
- the Conference Officer for Legal and Constitutional Practice;
- the Director of Finance and Resources;
- a Governance Adviser
- one of the Connexional Treasurers

3.2 The ARAC may ask any other members of the Connexional Team to attend to assist it with its discussions on any particular matter.

3.3 All meetings will be chaired by the Chair of the ARAC. In the absence of the Chair the remaining members present shall elect one of their number to chair the meeting.

3.4 The ARAC may ask any or all of those who normally attend but who are not members to withdraw from the discussion of particular matters to facilitate open and frank discussion.

3.5 The ARAC will meet at least annually with each of the external and internal auditors without members of the Connexional Team being present to discuss their respective remits and any issues arising from their audits.

4. **Notice of meetings**

4.1 Unless otherwise agreed, an annual schedule of meeting dates, times and venues shall be agreed at the first meeting of the Committee in each connexional year.

4.2 The Chair of the Committee, Director of Finance and Resources and Conference Officer for Legal and Constitutional Practice shall ensure that an agenda and relevant papers for the meeting are sent to all members and those invited to attend at least seven days ahead of a forthcoming meeting.

4.3 In addition to its scheduled meetings, further meetings of the ARAC may be called by the Chair of the Committee or at the request of the Chair of the Methodist Council or external auditor.

5. **Minutes of meetings**

5.1 The Director of Finance and Resources shall ensure that a Connexional Team member is available for every meeting to record the proceedings and decisions of each meeting, including the names of those present and in attendance, and any declarations of conflict of interest.

5.2 Draft minutes of the meetings shall be circulated within 15 working days of the meeting taking place to the Chair of the ARAC and then to all members and attendees of the ARAC.

5.3 The minutes of the meeting shall be approved by the ARAC at its subsequent meeting.

6. Duties and responsibilities

6.1 External audit

6.1.1 The ARAC will annually advise the Council upon the appointment of the external auditors to fulfil the responsibilities set out in Standing Order 012 in respect of all the funds under the Council's responsibilities.

6.1.2 The ARAC shall advise the Methodist Council upon the scope and nature of the external auditor's work.

6.1.3 The ARAC shall formally review the appointment of the external auditor annually.

6.1.4 The ARAC will advise the Council on and support the senior management in monitoring, planning for or acting upon:

- the annual plans for external audit, in light of the Methodist Council's objectives;
- the adequacy of management responses to issues raised by external audit;
- the performance of external audit services.

6.2 Annual report and accounts

6.2.1 The ARAC shall consider the Methodist Church of Great Britain's accounts and trustee annual report so as to ensure:

- that there has been a robust process in preparing the accounts and annual report;
- the unified statement of connexional finances required by Standing Order 360(1) and trustee annual report have been subject to sufficient review by relevant members of senior management within the Connexional Team and the Finance Sub-Committee of the Strategy and Resources Committee before being recommended for approval by the Methodist Council;
- issues raised by the External Auditors have been given appropriate attention by senior management of the Connexional Team and the Strategy and Resources Committee;
- any concerns are raised with the Methodist Council about the processes for preparation of and review of the accounts and annual report.

6.2.2 The ARAC should satisfy itself that the annual financial statements represent fairly the financial position of the organisation.

6.3 Internal audit

6.3.1 The ARAC will advise the Council on and support the senior management in monitoring, planning for or acting upon:

- the adequacy of the Connexional Team's assurance processes including but not limited to, financial controls, grants, compliance with legislative and regulatory requirements and adherence to relevant codes of practice;
- the annual plans for internal audit, in light of the Methodist Council's objectives;
- the adequacy of management responses to issues raised by internal auditors and the implementation of internal audit recommendations and timescales;
- the appointment of internal auditors;
- the performance of internal audit services;
- the adequacy of the Council's policies for whistle-blowing, business continuity, serious incident reporting to the Charity Commission, Information Commissioner and Funding Regulator, and cyber and information security.

6.3.2 The ARAC shall review the appointment of the internal auditor annually and re-tender for the appointment of the internal auditors at least every five years.

6.4 Risk management

6.4 The ARAC will advise the Council on and support the senior management in monitoring, planning for, or acting upon:

- the processes for identifying, assessing, mitigating, owning of, monitoring and reporting on risks;
- the capability of the organisation's internal reporting system to provide early warning of control failures and emerging risks;
- the adequacy of the organisation's assurance arrangements relating to the management of risk,
- the adequacy of the oversight of the Methodist Council of its self-accounting entities in respect of finances, and risk management.

6.5 Whistleblowing

6.5.1 The ARAC shall receive any concerns about alleged improprieties, misconduct or wrongdoing raised by whistleblowing at every scheduled meeting and shall act upon such concerns as the ARAC considers appropriate.

6.5.2 The ARAC may advise the Methodist Council on recommendations for the improvement of the whistleblowing policy as it considers necessary, whether or not in response to an incident.

7. Reporting responsibilities

7.1 The Chair will provide an annual report to the Methodist Council in January, summarising the Committee's conclusions from the work it has done during the year.

8. Other matters

8.1 If anything contained within the terms of reference contradicts those contained in Standing Order 213A or any other Standing Order contained in the *Constitutional Practice and Discipline of the Methodist Church*, the Standing Order shall be the final authority.

8.2 The ARAC shall arrange for periodic reviews of its own performance including periodic self-assessment and external independent review as appropriate.

8.3 The ARAC may propose to the Methodist Council amendments to its terms of reference in light of its annual review of its terms of reference and changes to recommended good practice, legislative and regulatory requirements.

213A Audit and Risk Assurance Committee. (1) The Conference shall each year appoint, upon the nomination of the Methodist Council, a connexional Audit **and Risk Assurance** Committee, having the constitution and responsibilities specified below, in order to assist the council in its functions under Standing Order 212(1).

(2) The committee shall consist of **five no fewer than three** persons, including one appointed by the Conference to chair the committee, **all of whom shall be members of the Methodist Church and all of whom shall normally serve for an initial term of four years and thereafter on an annual basis.** No person shall be eligible to be a member of the committee who is a member of the Connexional Team, **or the Strategy and Resources Committee**, or of the council.

(3) The committee shall meet as frequently as need be, but in any event at least ~~once~~ **three times** a year and also whenever the auditors appointed under Standing Order 012 require it to do so.

(4) When required to do so by the committee, a connexional Treasurer and any appropriate members of the Connexional Team shall also be in attendance at meetings.

(5) The responsibilities of the committee shall be:

- (i) to advise the council upon the appointment in accordance with Standing Order 012 of auditors for all the funds for which it is responsible, and (subject to that Standing Order) upon the nature and scope of the audit required;
- (ii) to review the unified statement of connexional finances required by Standing Order 360(1);
- (iii) to review, in direct consultation with the auditors, their annual report;
- (iv) to review the effectiveness of the financial and other internal control systems with regard to moneys and other assets for which the council is responsible;
- (ivA) to ensure that appropriate assurances and processes for risk management are in operation;**
- (v) to submit an annual report to the council.

(6) In carrying out its functions the committee shall have reference to the terms of reference for the committee provided by the council from time to time.

The following consequential amendments are also required:

210 The Methodist Council. (1) There shall be a Methodist Council appointed annually by the Conference which in addition to the ex-officio members shall consist of:

(7) The chair of the connexional Audit **and Risk Assurance** Committee appointed under Standing Order 213A, the secretary of the Faith and Order Committee and the Youth President elected under Standing Order 250(10) shall have the right to attend and speak at meetings of the council, but shall not be voting members.

212 Particular Functions. (1) The council shall be responsible, upon the recommendation of its Strategy and Resources Committee and with the advice of the connexional Audit **and Risk Assurance** Committee, for the adoption of the financial statement required by Standing Order 360 and its presentation to the Conference.

*****RESOLUTIONS**

2/3. The Conference received the Report.

2/4. The Conference amended Standing Order 213A as above

2/5. The Conference, by way of minor and consequential amendments, amended Standing Orders as above.

SECTION D

MEMORIALS COMMITTEE

1. The 2019 Conference directed the Methodist Council to undertake a review of the role and composition of the Memorials Committee and to bring recommendations to the 2020 Conference.
2. In reviewing the Committee, the Council noted that changes were necessary to ensure the inclusion of those who have more intentional links with other parts of the Church's oversight processes. The Council acknowledged that whilst the current composition of the Committee enables representation of just under half the Districts at any one time, the Committee is not connected to the full range of strategic thinking in the Church undertaken by other bodies.
3. The deadlines for the submission of memorials and the short timescale for the drafting of replies to resource the Committee mitigate against a considered overview of the range of questions being raised in a particular case by the Council, the Strategy and Resources Committee or any other committee charged with proposing policy. Therefore, the Council concluded that it is not helpful for the Committee to stand alone in this way from other

decision-making bodies given the importance of giving careful consideration to the view of the Districts and the Circuits as expressed in Memorials. This would serve to achieve greater coherence as the Conference seeks to honour the importance of the Circuits and Districts submitting memorials to the Conference, and ensuring that those memorials are given careful replies that relate to the activities of a range of bodies.

4. The Committee is established by SO 138 and meets once a year in late May to consider the memorials submitted by Circuits and Districts and to propose the replies which are to be put before the Conference. The current Committee membership is 20 persons and comprises a number of representatives from the Districts (on a rota basis). Each of the district representatives is intended to serve for three years to ensure some continuity.
5. The current Committee in addition to the convener appointed by the preceding Conference consists of:
 - (i) a former President or Vice-President appointed for three years, who shall be chair;
 - (ii) the President-designate, Vice-President-designate and Secretary of the Conference;
 - (iii) the Connexional Secretaries or their representatives;
 - (iv) one district Chair, and one synod secretary, each appointed for a period of three years;
 - (v) three ministers and ten other persons, each nominated by a district Policy Committee according to a rota.
6. Under the current arrangements, the first drafts of memorial replies are in most cases written by members of the Connexional Team who are invited to the meeting to present them and to answer any questions. Inevitably, the committee will often include no-one who has had detailed engagement with previous discussions about these questions in the various committees of the Church and therefore tends to depend heavily on the Secretary of the Conference and the Connexional Secretary (who are members of the Committee) and the Assistant Secretary, Conference Officer for Legal and Constitutional Practice, and the Secretary of the Faith and Order Committee (who are not).
7. The inclusion of the President and Vice-President designate seems anomalous as the committee makes decisions about the text of draft replies which might then be the subject of debate in the Conference. For the President and Vice-President designate to be in attendance would be helpful to them and to the committee but it might be prudent to maintain their independence from any controversial recommendations to the Conference. It is therefore proposed that the President and Vice-President designate attend the committee but do not vote.
8. The Business Committee needs to determine which memorials are to be taken with which items of business, which need a separate discussion, and which might be taken *en bloc*. It would therefore make sense for the Chair or a member of the Business Committee to be in attendance at the Memorial Committee's meeting though again without a vote.
9. In order to ensure that the quality of conversation remains and that there is a degree of representation of the Connexion retained, the Council proposes the following as a revised constitution of the committee:

138 Memorials Committee. (1) The Methodist Council shall annually appoint a committee to consider all memorials from Synods and Circuit Meetings and make a recommendation on each to the Conference.

(2) In addition to the convener appointed by the preceding Conference the committee shall consist of:

- ~~(i) a former President or Vice-President appointed for three years, who shall be chair;~~
- ~~(ii) the President-designate, Vice-President-designate and Secretary of the Conference;~~
- ~~(iii) the Connexional Secretaries or their representatives;~~

- (iv) ~~one district Chair, and one synod secretary, each appointed for a period of three years;~~
- (v) ~~three ministers and ten other persons, each nominated by a district Policy Committee according to a rota.~~
- (i) ***a former President or Vice-President, who shall chair the committee;***
- (ii) ***the Secretary of the Conference and the assistant secretary of the Conference;***
- (iii) ***the Connexional Secretary;***
- (iv) ***the conference officer for legal and constitutional practice;***
- (v) ***the secretary of the Faith and Order Committee;***
- (vi) ***a member of the Ministries Committee;***
- (vii) ***a member of the Strategy and Resources Committee;***
- (viii) ***one district Chair, two presbyters, one deacon, one synod secretary and two lay persons, each nominated by a district Policy Committee from a different stationing region, according to a rota.***

Those appointed under heads (i), (vi), (vii) and (viii) above shall normally serve for a period of three years. The President-Designate and Vice-President-Designate and the chair of the Business Committee shall attend, but without a vote.

*****RESOLUTIONS**

- 2/6.** The Conference receives the Report.
- 2/7.** The Conference amends SO 138 as set out above.