



Long term framework working group on behalf of Meeting for Sufferings and Quakers in Britain

Terms of Reference

Meeting for Sufferings is asked to consider and approve terms of reference for the long-term framework working group.

Summary

In July, Meeting for Sufferings agreed to set up a long-term framework working group. Terms of reference are set out on the following pages.

The group is asked to initiate a consultation process on the subject of developing a vision for Friends in Britain and will produce a draft for consideration by Meeting for Sufferings. The new document will be one of a series of agreed long-term frameworks and a successor to *A framework for action 2009-2014*.

The three phases of work are:

1. Devise and organise a wide-ranging consultation process.
2. Sift the responses into a form suitable for consideration and discernment and bring this to Meeting for Sufferings.
3. Incorporate the considerations from step 2 into a final paper for Meeting for Sufferings approval and sharing across Britain Yearly Meeting.

It was hoped that the new draft framework might be ready for Meeting for Sufferings to consider and approve in June 2014, as this would allow a final document to be shared with Yearly Meeting Gathering in August. However, the experience of drawing up *A framework for action 2009-2014* highlighted the importance of allowing sufficient time for Friends to engage fully with the process. It may be that Meeting for Sufferings, guided by the working group, will be in a position to share work in progress with YMG 2014, but will conclude the framework later in the year. The long-term framework is the responsibility of Meeting for Sufferings and does not require the formal approval of Yearly Meeting.

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1 Summary of purpose

1.1 On behalf of Britain Yearly Meeting and Meeting for Sufferings, the long-term framework working group works to create a long-term framework 2015-20. The group is asked:

- A. To discern the scope and nature of the process, including (but not limited to) the following issues:
 - a) Consideration of the breadth of the vision (for example, should it be focused wholly or primarily on the centrally managed work, or also include the work of local and area meetings, and listed informal groups?)
 - b) Consideration of the level of detail the visionary document should usefully articulate.
 - c) Guidance from committees regarding discerned priorities.
 - d) The appropriate timescale for the vision (e.g. 5 years).
 - e) Options for the headings for the areas of work.
 - f) Priority for areas of work and flexibility for new leadings.
- B. To organise a wide-ranging consultation process to collect responses to inform the discernment of a vision which will provide a framework for the work of Britain Yearly Meeting.
- C. To sift the responses from the consultation into a form suitable to support Meeting for Sufferings in its discernment of a coherent framework and scope for Britain Yearly Meeting's future work.
- D. To introduce this material in a session of Meeting for Sufferings and following consideration and discernment, to draft a document to describe the discerned vision for the work of Britain Yearly Meeting.
- E. To work with Meeting for Sufferings to approve a final version of the document for use by Britain Yearly Meeting.

1.2 The group is appointed by and reports to Meeting for Sufferings

2 Membership and meetings

2.1 The working group consists of five Friends, at least two of whom are members of Meeting for Sufferings, either as representatives or as alternates. These members serve from appointment until the group is laid down.

The Deputy Recording Clerk (or their nominee) and the current Clerks of Meeting for Sufferings may attend the meetings of the group *ex officio*.

2.2 The group will appoint a clerk from within its membership. The first meeting will be convened by the Deputy Recording Clerk.

- 2.3 Other Friends, specialists or staff may be asked to attend meetings by invitation of the clerk(s) for particular sessions or particular items of business.
- 2.4 The working group will meet as frequently as they require, normally at least quarterly. They should consider convenient ways to meet in addition to face to face.
- 2.5 The working group will meet using the Quaker business method and create contemporaneous minutes in their meetings.
- 2.6 The Recording Clerk is responsible for the provision of staff support for the servicing of the working group and for providing a Secretary.
- 2.7 The group may liaise and consult as appropriate with local, area and regional Quaker meetings, central and standing committees, BYM Trustees, listed informal groups and other Quaker groups as appropriate.

3 Duties and responsibilities

- 3.1 The group's main duties are to consult widely and produce a report for Meeting for Sufferings containing sifted responses to the consultation.
- 3.2 The report should include:
 - a) A summary of the responses regarding the scope and timescale for the vision.
 - b) A summary of the main strands of a framework developed by sifting the responses.
 - c) Guidance and recommendations relating to the development of a framework document as the group sees fit.
 - d) Proposals and options for the content of a visionary document.
 - e) Information about implications relating to the text of *Quaker faith & practice*.
- 3.3 During their work, the group should seek opportunities to share progress.

4 Accountability and authority

- 4.1 The Working Group is accountable to Meeting for Sufferings.
- 4.2 The group shall work within these terms of reference, under the authority of minutes S/13/10/17 and S/13/12/08 of Meeting for Sufferings.

Approved by Meeting for Sufferings at their meeting held 07/12/2013