

Policy and Procedure for the commissioning and licensing, as lay ministers, of ministers from other denominations

Background

The section of Canon B 43 Of Ecumenical Relations *Invitations to members of other Churches to take part in services* details that a person who is a minister or lay member of a designated Church, and who is **baptised**, may be invited to perform any relevant duty in a parish church or other place of worship in a parish or in a cathedral church.

The related Code of Practice for Canon B 43 specifies:

- the procedures to be followed
- the persons or bodies that need to be consulted
- the persons or bodies that need to give approval before the provisions of the Canon may be applied,
- any other conditions to be met,
- and gives guidance on details that apply in a range of contexts.

“Relevant duties” include:

- saying or singing Morning or Evening Prayer or the Litany or officiating at a Service of the Word
- reading the Holy Scriptures;
- preaching at a service;
- leading the Intercessions at the Holy Communion or leading prayers;
- assisting at Baptism or the Solemnization of Matrimony or conducting a Funeral Service;
- assisting in the distribution of the holy sacrament of the Lord’s Supper to the people at the Holy Communion.

The Canon and the Code of Practice also define that ministers and lay members of a church that has been designated, but who are not baptised, and members of a church that has not been designated but that subscribes to the Holy Trinity may also be invited to perform some of the duties (Code of Practice para 28). The Code of Practice also notes that there are special provisions for Members of the Salvation Army (Code of Practice para 29).

The provisions of Canon B43 and the related Code of Practice however, do not cover people who have become members of a Church of England church, having left their own denomination, and now seek to offer ministry within the Church of England on a permanent basis.

This policy and procedure is intended to cover this situation. It has been written in the spirit of Canon B43 and the related Code of Practice, i.e. that it should not be overly-onerous, whilst still providing assurance that the appropriate level of approval and consultation has been adhered to.

Policy

For a person to be commissioned to lead worship or licensed to preach in our Churches, there is a requirement that they:

- are Baptised and Confirmed
- are a regular Communicant

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- are on the Electoral Role of the parish in which they will minister
- have completed Safeguarding Leadership training (C2)
- have an enhanced DBS (if appropriate)
- have the support of the Incumbent (or Rural Dean) and the PCC
- can evidence that they have the appropriate training/qualification
- are in sympathy with the ecclesiology and tradition of the Church of England (BCP, Common Worship etc).

Procedure to be followed to be licensed to preach

- Conversation with Deputy Warden of Readers
- Application form
- Two References
 - from previous denomination
 - from incumbent
- Assessment of prior learning by Ministry Team, and identification of further learning required prior to commissioning
- Satisfactory completion of required further learning
- Completion of Leadership & Domestic Abuse Awareness Safeguarding training
- Enhanced DBS Check
- Licensing Service

Procedure to be followed to be commissioned to lead worship or engage in some other lay ministry (e.g. LPM, Chaplain etc.)

- Application form (as appropriate to the ministry)
- Two References
 - from previous denomination
 - from incumbent
- PCC Minute of the decision to support their ministry
- Assessment of prior learning by Ministry Team, and identification of further learning required prior to commissioning
- Completion of additional required training (e.g. Sens Kernewek)
- Completion of relevant level of Safeguarding training (see below)
- DBS Check (if required - see below)
- Commissioning Service

Safeguarding Training Requirements

- LWL - Leadership & Domestic Abuse
- LPM - Leadership & Domestic Abuse; Enhanced DBS
- Pioneer - Leadership & Domestic Abuse; Enhanced DBS (dependent on context)
- Chaplain (on behalf of CofE) - Leadership & Domestic Abuse; Enhanced DBS (dependent on context)
- Local Leader - Leadership & Domestic Abuse; Enhanced DBS (dependent on context)

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Accountability and Development

- Working agreement (relevant to ministry) with incumbent or Rural Dean
- Regular 1-2-1 supervision with incumbent or Rural Dean (or someone nominated by the Rural Dean)
- Reflective Practice Group attendance (desirable)
- Attendance at relevant CMD events
- Recommissioning/Relicensing procedure appropriate to ministry

Review of Policy

This policy will be reviewed every 2 years.

References:

Canon B 43 Of Ecumenical Relations <https://www.churchofengland.org/sites/default/files/2019-05/Canon%20B43%20of%20Ecumenical%20Relations.pdf>

Code of Practice on Co-operation by the Church of England with Other Churches February 2019 issued by the House of Bishops under section 5B of the Church of England (Ecumenical Relations) Measure 1988 https://www.churchofengland.org/sites/default/files/2022-05/Ecumenical%20Code%20of%20Practice%202019%20May%2022_0.pdf