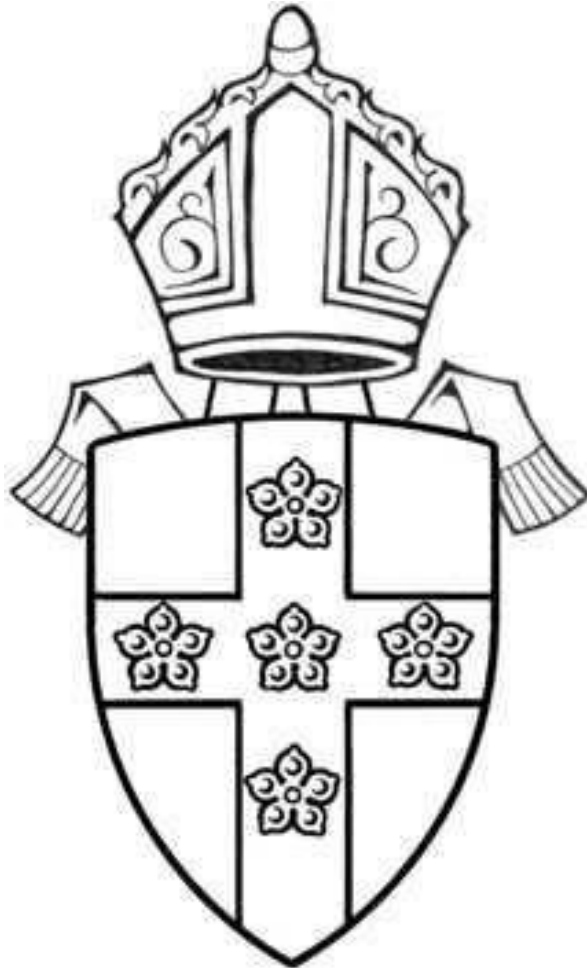


Diocese of St Davids
Esgobaeth Tyddewi



Diocesan Committees
– Elections, Remits and Membership

Revised 2019

<i>Name of Committee</i>	Diocesan Conference
<i>Chair</i>	The Lord Bishop of St Davids
<i>DBF Staff Contact/Secretary</i>	The Diocesan Secretary, the Clerical Secretary, the Property and Admin Manager
<i>Purpose of Committee</i>	To consider the work of the Diocese, to make amendments to the Diocesan Conference Constitution
<i>Accountability</i>	The Diocesan Conference is subject to rules and regulations as stated in the Constitution of the Church in Wales
<i>Membership</i>	Ex-Officio, all Licenced Clerics, elected members by LMA, Co-opted members and Nominated Members
<i>Ex Officio Members</i>	The Bishop The Assistant Bishop (if there is one) The Dean The Archdeacons (x4) The Chancellor The Diocesan Registrar The DBF Chair The DBF Vice Chair The Parsonage Board Chair The Clerical Secretary The Lay Secretary (non-voting)
<i>Elected Membership</i>	8 per LMA: <ul style="list-style-type: none"> • LMA Chair • Reader (or Worship Leader if there isn't one) • Worship Leader • Young Person (16-25) • 4 Elected Lay people The Cathedral LMA: <ul style="list-style-type: none"> • The LMA Lay Chair • A lay minister (Reader or worship leader) or in their absence another Lay representative (as below) • 2 (or 3) Lay representatives • 1 young person (16 and under 25)
<i>Co-options</i>	The Standing Committee may co-opt up to 8 members lay or clerical
<i>Nominated Members</i>	The Bishop may nominate up to 8 members lay or clerical
<i>Non-Voting (but speaking rights)</i>	The Diocesan/Lay Secretary All lay members of the DBF or RB who are not elected in their own right
<i>Elections by:</i>	LMA's
<i>Quorum</i>	25% of Clerical Members and 20% Lay members
<i>Period of Office</i>	Triennial – 1 st August 2020 – 31 st July 2022

Responsibilities & Powers

- The Diocesan Conference is empowered by the Constitution of the Church in Wales to co-operate with the Bishop
- (a) in altering the boundaries of any parish;
 - (b) in disuniting a united benefice or parish;
 - (c) in severing a portion or portions of any parish therefrom and incorporating the same in an adjoining parish;
 - (d) in forming a portion of a benefice or parish, or portions of two or more benefices or parishes under one Incumbent;
 - (e) in grouping any two or more benefices or parishes under one Incumbent;
 - (f) in rearranging or in dissolving groups of parishes heretofore, now, or hereafter grouped under one Incumbent;
 - (g) in uniting or merging permanently or temporarily two or more parishes into one parish;
 - (h) in grouping any church without a district with any benefice or parish (where the cleric in charge of each church shall desire it);
 - (i) in assigning any church without a district to a benefice or parish as a church or chapel thereof;

provided always that no alteration of the boundaries of existing parishes, nor any change in any grouping of parishes, if such alteration or change respectively involve additional expense, shall be carried out without the consent of the Diocesan Board of Finance. [IV D. 38]

It is the duty of the Diocesan Conference to

- (a) appoint, or cause to be appointed, a Board of Finance [IV A. 24]
- (b) appoint a Secretary who shall hold office for such term as the Conference shall determine [IV A. 22]
- (c) appoint a Standing Committee [IV A. 23]
- (d) appoint, or cause to be appointed, members of the Diocesan Advisory Committee for the care of churches
- (e) arrange elections to the Diocesan Board of Nomination [IV A. 18]
- (f) arrange elections to the Electoral College [IV A. 17]
- (g) arrange elections to the Governing Body [IV A. 16]
- (h) arrange elections to the Representative Body [IV A. 16]
- (i) arrange elections to the Standing Committee of the Governing Body via the Standing Committee of Diocesan Conference. [II 34.2.1]
- (j) arrange elections to the Disciplinary Tribunal of the Church in Wales [IX 10 (1) (b)]

The Diocesan Conference shall have power

- (a) to alter the number of churchwardens [IV C. 13 (1)]

	<ul style="list-style-type: none"> (b) over the Diocesan Board of Nomination [IV A. 18] (c) of making rules [IV A. 15] (d) over parishes and territorial boundaries [IV D. 3] (e) over property [IV A.15] (f) of regulating business [IV A. 11 (b)] (g) of regulating membership [IV A. 9] (h) over Deanery Conferences [IV A.21] (i) to consent to the making by the Bishop of any change in the existing territorial arrangements of his Diocese as he may think fit [IV A. 19] (j) to require any Parish, Grouped Parishes, district or area to contribute towards the actual and/or anticipated expenditure of the diocese. [IV A.20 (1)]
	<p>The Diocesan Conference delegates powers to the Standing Committee in relation to many of the functions above.</p>

Name of Committee	Standing Committee
Chair	The Lord Bishop of St Davids
DBF Staff Contact/Secretary	The Diocesan Secretary, the Clerical Secretary, the Property and Admin Manager
Purpose of Committee	To act as the Standing/Executive Committee for the Conference
Accountability	The Standing Committee is accountable to the Diocesan Conference.
Membership	Ex-Officio, elected members by Archdeaconry, and Co-opted members. (A vice chair(s) may be appointed from the membership)
Ex Officio Members	The Bishop The Dean The Archdeacons (x4) The Diocesan Registrar The DBF Chair The DBF Vice Chair The Parsonage Board Chair The Clerical Secretary The Lay Secretary (non-voting)
Elected Membership	Per Archdeaconry: <ul style="list-style-type: none"> • 1 cleric • 3 lay members (already being members of Diocesan Conference) <p>(the 4th Archdeaconry shall not be entitled to this representation at present)</p>
Co-options	The Standing Committee may co-opt up to 2 members <ul style="list-style-type: none"> • 1 lay • 1 cleric
Nominated Members	None
Non-Voting (but speaking rights)	The Diocesan/Lay Secretary The Director of Ministry The Transition Missioner
Elections by:	Archdeaconry (Diocesan Conference Members) Members must be members of the Diocesan Conference <ul style="list-style-type: none"> • Clerics must be nominated and seconded by a cleric from the same archdeaconry • Lay people must be nominated and seconded by a lay member from the same archdeaconry
Quorum	50% + Bishop or Commissary
Period of Office	Triennial – 1 st August 2020 – 31 st July 2022
Responsibilities & Powers	4.6 Standing Committee shall determine with regard to the Diocesan Conference:

	<p>(a) the date and place of the Annual Meeting;</p> <p>(b) the Agenda for the annual meeting and any other ordinary meetings</p> <p>(c) whether other ordinary meetings are required in any year.</p> <p>4.7 Standing Committee shall be responsible for</p> <p>(a) receiving regular reports from the various boards, councils and committees of the Diocese in order to co-ordinate the policies of and provide a coherent approach to the work of the Diocese and avoid duplication;</p> <p>(b) developing strategic thinking and planning for the Diocese as a whole, and the implementation of decisions taken by Conference;</p> <p>(c) communicating plans and decisions to all, at Diocesan, Deanery and Parish level;</p> <p>(d) exercising the powers given to Conference by the Constitution of the Church in Wales; [IV A. 15, 16, 17, 18, 19, 20, 21] (See Diocesan Conference above)</p> <p>(e) co-operating with the Bishop in appointing members to the Diocesan Churches and Pastoral Committee to fill casual vacancies;</p> <p>(f) appointing members of the Diocesan Advisory Committee in accordance with Schedule Two of the Rules of Court of the Church in Wales;</p> <p>(g) advising Conference whether the provisions of Chapter IVA. 20 (2) of the Constitution should apply, namely:</p> <p><i>“if any district or area fail to fulfil any engagement into which it has entered with the Conference, or to make payment of any sum for which it has been assessed by the Conference, or which it has been called upon by the Conference to pay, the members elected for such district or area shall not be admitted to the Conference, and the qualified electors of such district or area shall not be allowed to return representatives during such default.”</i></p> <p>Provided always that Conference shall itself determine whether or not to, accept the advice of the Standing Committee in this matter. An electoral district is a parish.</p> <p>4.8 The Standing Committee may appoint other such sub groups as are necessary to carry out its functions and work.</p>
	<p>The Standing Committee is delegated plenary powers from the Diocesan Conference in relation to many of the functions above.</p>

Name of Committee	Diocesan Parsonage Board
Chair	Chair of the Parsonage Board (currently Mr N Roberts)
DBF Staff Contact/Secretary	The Diocesan Secretary, the Parsonage Inspector, the Finance Manager, the Property and Admin Manager
Purpose of Committee	To oversee all matters relation to Parsonages within the Diocese
Accountability	The Parsonage Board is subject to rules and regulations as stated in the Constitution of the Church in Wales, it also make reports to the DBF and Standing Committee.
Membership	Ex-Officio, elected members by archdeaconry
Ex Officio Members	The Parsonage Board Chair The Bishop The Archdeacons (x4) The DBF Chair
Elected Membership	<ul style="list-style-type: none"> • 1 cleric per archdeaconry • 1 lay person per archdeaconry • 1 clergy spouse from any archdeaconry
Co-options	None – although advisers may be appointed
Nominated Members	None
Non-Voting (but speaking rights)	The Diocesan Secretary The Parsonage Inspector The Finance Manager The Property and Admin Manager The RB Deputy Head of Property
Elections by:	Archdeaconry (Diocesan Conference Members) Members must be eligible to be members of the Diocesan Conference <ul style="list-style-type: none"> • Clerics must be nominated and seconded by a cleric from the same archdeaconry • Lay people must be nominated and seconded by a lay member from the same archdeaconry • The clergy spouse must be nominated and seconded by a lay member from any archdeaconry
Quorum	50% + 1
Period of Office	Triennial – 1 st January 2020 – 31 st December 2022
Responsibilities & Powers	4. <i>The building, acquisition and disposal of Parsonages</i>

4.1 Subject to the control of the Diocesan Board of Finance and the Representative Body, the Board shall have the duty to carry out preliminary negotiations in connection with:

4.1.1 the sale of a Parsonage or of a site reserved for a Parsonage;

4.1.2 the gift or purchase of a Parsonage or of a site for a Parsonage; or

4.1.3 the building of a new Parsonage.

4.2 No building or rebuilding of a Parsonage shall be commenced without the consent in writing of the Board.

4.3 Plans and specifications of new Parsonages and any subsequent alterations of such plans shall be submitted to the Board for approval.

4.4 Upon recommendations of the Board and of the Diocesan Board of Finance, the Representative Body may release funds from the Diocesan Parsonage Improvement Fund for the purchase of a Parsonage or of a site for a Parsonage or for the building or rebuilding of a Parsonage.

4.5 During the construction or rebuilding of a Parsonage, the Inspector or the Inspector's representatives shall have the right of entering upon the premises so as to ascertain whether the work is being carried out in accordance with the plans and specifications approved by the Board.

5. *Subject to the approval of the Representative Body:*

5.1 The Board may determine that any farm building, cottage or parcel of land within the curtilage of a Parsonage shall cease to be a part of the Parsonage; and

5.2 The Board shall be entitled to order the demolition of such buildings as they deem to be unnecessary or the conversion of such buildings or a part of them for other purposes.

6. *Repair and improvement of Parsonages*

6.1.1 The Board shall order such work of repair and maintenance to be done as it deems necessary, and shall have power to order improvements and additions to be done in each case in accordance with the practice of good estate management.

6.1.2 Works of repair and maintenance shall be paid from the Diocesan Parsonage Board Account and works of improvement shall be paid from the Diocesan Parsonage Board Improvement Fund.

6.2 The cost of necessary repairs to a boundary wall or fence between the Parsonage and other land belonging to the

Representative Body shall be shared equally between the Board and the Representative Body.

6.3 The Board shall from time to time specify the maximum sum which an Incumbent may incur on urgent necessary repairs carried out by him or her and the cost thereof, not exceeding such sum, shall be repaid to the Incumbent by the Diocesan Board of Finance on the certificate of the Inspector and be charged against the Diocesan Parsonage Board Account. The Incumbent shall notify the Inspector of any such repairs within one month of the execution of the work.

6.4 The Representative Body shall from time to time give to the Board such directions as may appear to it to be necessary for the due maintenance and repair of any Parsonage.

6(a) *Provision of a parish office*

Subject to the consent of the Representative Body the Board may provide a parish office in any building owned or leased by the Representative Body where the parsonage is deemed unsuitable to provide such facilities and the works shall be paid for from the Diocesan Parsonage Improvement Fund.

7. *Dividing Parsonages*

7.1 Subject to the consent of the Representative Body, the Board shall have power to divide a Parsonage into two or more dwellinghouses. The cost of such division or a part thereof may, if the Diocesan Board of Finance also concurs, be charged against the Diocesan Parsonage Improvement Fund.

7.2 Where such a dwellinghouse is let to a person other than the holder of an ecclesiastical office in the Church in Wales, the rent shall be fixed by the Representative Body and the proceeds of the letting shall be credited to the Diocesan Parsonage Board Account; provided that in any case where the major portion of the cost of the division is supplied from sources other than the Diocesan Parsonage Improvement Fund, the Representative Body may make other arrangements in regard to the proceeds of the letting.

7.3 Where it is required that such a dwellinghouse be occupied by the holder of an ecclesiastical office, no rent shall be charged and the provisions of these Regulations shall apply.

7.4 Any other matter in connection with the division of a Parsonage not herein specifically provided for, shall be determined by the Representative Body.

<i>Name of Committee</i>	Diocesan Board of Nomination
<i>Chair</i>	The Lord Bishop of St Davids
<i>DBF Staff Contact/Secretary</i>	The Clerical Secretary
<i>Purpose of Committee</i>	To oversee all matters within the Diocese relating to Nominations in accordance with Chapter VI of the Constitution of the Church in Wales
<i>Accountability</i>	The Nomination Board is subject to rules and regulations as stated in the Constitution of the Church in Wales, it also shall make reports to the Standing Committee.
<i>Membership</i>	Ex-Officio, elected members, by order and by archdeaconry
<i>Ex Officio Members</i>	The Bishop The Archdeacons (x4) The Clerical Secretary
<i>Elected Membership</i>	<ul style="list-style-type: none"> • 2 clerics (plus supplemental list) • 1 lay person per geographic archdeaconry
<i>Co-options</i>	The Diocesan Director of Education
<i>Nominated Members</i>	None
<i>Non-Voting (but speaking rights)</i>	The Diocesan Secretary The Property and Admin Manager
<i>Elections by:</i>	<p>Archdeaconry (Diocesan Conference Members) Members must be eligible to be members of the Diocesan Conference</p> <ul style="list-style-type: none"> • Clerics must be nominated and seconded by a cleric from any archdeaconry (The 2 clerics with the highest votes shall be the permanent members of the Board, the others shall form a supplemental list in the order of the number of votes received) • Lay people must be nominated and seconded by a lay member from the same archdeaconry
<i>Quorum</i>	50% + 1
<i>Period of Office</i>	Triennial – 1 st January 2020 – 31 st December 2022
<i>Responsibilities & Powers</i>	As detailed in Chapter VI of the Provincial Constitution

<i>Name of Committee</i>	Diocesan Churches and Pastoral Committee
<i>Chair</i>	The Archdeacon of St Davids
<i>DBF Staff Contact/Secretary</i>	The Admin and Care of Churches Officer
<i>Purpose of Committee</i>	To advise the Bishop on the pastoral use of Church Buildings, to oversee the Quinquennial Inspection process and the closure and redundancy process for churches
<i>Accountability</i>	The Churches & Pastoral Committee is subject to rules and regulations as stated in the Constitution of the Church in Wales, it also makes reports to the Standing Committee.
<i>Membership</i>	Ex-Officio, elected members, by order and by archdeaconry
<i>Ex Officio Members</i>	The Bishop The Archdeacons (x4) The DBF Chair The Chair of the DAC (or their representative)
<i>Elected Membership</i>	1 lay person per archdeaconry
<i>Co-options</i>	None – the Committee may appoint consultants
<i>Nominated Members</i>	1 cleric per archdeaconry nominated by the Bishop
<i>Non-Voting (but speaking rights)</i>	The Diocesan Secretary The Admin and Care of Churches Officer The Transition Missioner (unless a nominated member) The Clerical Secretary (unless a nominated member) Any Consultant appointed by the CPC
<i>Elections by:</i>	Archdeaconry (Diocesan Conference Members) Members must be eligible to be members of the Diocesan Conference <ul style="list-style-type: none"> • Lay people must be nominated and seconded by a lay member from the same archdeaconry
<i>Quorum</i>	50% + 1
<i>Period of Office</i>	Sexquennial – 1 st January 2020 – 31 st December 2025
<i>Responsibilities & Powers</i>	The Committee shall (a) keep under review the pastoral need for the church buildings in the diocese and advise the Diocesan Bishop and the Diocesan Conference accordingly;

	<p>(b) administer the scheme for the quinquennial inspection of Churches required by the Constitution;</p> <p>(c) carry out the functions required of it under the Redundant Churches Regulations;</p> <p>(d) advise the Diocesan Board of Finance and any other body or person having disposable funds upon the disbursement of grants and loans for any purpose connected with church buildings, their curtilages and contents;</p> <p>(e) give effect to any other provisions relating to the care of Churches as may from time to time be set out in a Schedule hereto;</p> <p>(f) consider matters referred to it by the Diocesan Advisory Committee, and seek its advice when appropriate; and</p> <p>(g) carry out such other duties as may properly be required of it by the Diocesan Conference.</p>
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<i>Name of Committee</i>	Diocesan Council for Social Responsibility
<i>Chair</i>	The Revd Delyth Wilson (appointed by the Bishop)
<i>DBF Staff Contact/Secretary</i>	The Project Manager and Finance Officer for Plant Dewi
<i>Purpose of Committee</i>	The Diocesan Council for Social Responsibility (DCSR) carries out the general moral welfare work of the Diocese and much of the Church and Society outreach and engagement
<i>Accountability</i>	The Diocesan Council for Social Responsibility is subject to rules and regulations as stated in its own Constitution as it is a registered charity in its own right, it also makes reports to the Standing Committee.
<i>Membership</i>	Ex-Officio, elected members by archdeaconry, co-opted and nominated members
<i>Ex Officio Members</i>	The Bishop of St Davids The DCSR Chair The Diocesan Social Responsibility Officer The Diocesan Officer for Rural Affairs The Project Manager for Plant Dewi
<i>Elected Membership</i>	3 members (lay or ordained) from each of the geographical archdeacons 1 member elected by the Mothers' Union
<i>Co-options</i>	Up to 3 members co-opted by the DCSR
<i>Nominated Members</i>	Up to 3 members nominated by the Bishop
<i>Non-Voting (but speaking rights)</i>	
<i>Elections by:</i>	Archdeaconry (Diocesan Conference Members) Members must be eligible to be members of the Diocesan Conference <ul style="list-style-type: none"> nominees must be nominated and seconded by a member from the same archdeaconry
<i>Quorum</i>	7
<i>Period of Office</i>	Triennial – 1 st January 2020 – 31 st December 2022
<i>Responsibilities & Powers</i>	The DCSR works through its Board of Trustees and Council in accordance with its Constitution

Provincial Committees Elected by the Diocesan Conference

<i>Name of Committee</i>	The Governing Body of the Church in Wales
<i>Purpose of Committee</i>	To serve as the Governing Body (Legislature) for the Church in Wales
<i>Accountability</i>	The Governing Body operates in accordance with Chapter II of the Constitution of the Church in Wales
<i>Membership</i>	Ex-Officio, nominated and elected members by order and archdeaconry
<i>Ex Officio Members</i>	The Bishop of St Davids
<i>Nominated Member</i>	One of the Archdeacons – nominated by the Bishop
<i>Elected Membership</i>	2 clerics per geographic archdeaconry 4 lay people per geographic archdeaconry A supplemental list of members will be kept by archdeaconry in accordance with the number of votes received
<i>Elections by:</i>	Archdeaconry (Diocesan Conference Members) Members must be eligible to be members of the Diocesan Conference <ul style="list-style-type: none"> • All clerics must be nominated and seconded by a clerical member from the same archdeaconry • All members must be nominated and seconded by a lay member from the same archdeaconry
<i>Period of Office</i>	Triennial (see below)

Duration of Appointment	St David's Archdeaconry	Cardigan Archdeaconry	Carmarthen Archdeaconry
2020-2022	2 Vacancies	1 Vacancy	1 Vacancy
2021-2023	1 Vacancy	2 Vacancies	1 Vacancy
2022-2024	1 Vacancy	1 Vacancy	2 Vacancies
2023-2025	2 Vacancies	1 Vacancy	1 Vacancy
2024- 2026	1 Vacancy	2 Vacancies	1 Vacancy
2025- 2027	1 Vacancy	1 Vacancy	2 Vacancies

<i>Name of Committee</i>	The Representative Body of the Church in Wales
<i>Purpose of Committee</i>	To serve as the Trustees for the Representative Body of the Church in Wales, the Representative Body is in effect the financial wing.
<i>Accountability</i>	The Representative Body operates in accordance with Chapter III of the Constitution of the Church in Wales, its Royal Charter and the various Charities Acts
<i>Membership</i>	Ex-Officio, elected members by order
<i>Ex Officio Members</i>	The Chair of the DBF
<i>Elected Membership</i>	<p>1 cleric 1 lay person</p> <p>A supplemental list of members will be kept by order in accordance with the number of votes received</p>
<i>Elections by:</i>	<p>Diocesan Conference Members by order Members must be eligible to be members of the Diocesan Conference</p> <ul style="list-style-type: none"> • All clerics must be nominated and seconded by a clerical member • All members must be nominated and seconded by a lay member
<i>Period of Office</i>	Triennial 1 st January 2018 – 31 st December 2020

<i>Name of Committee</i>	The College of Episcopal Electors
<i>Purpose of Committee</i>	To elect the Bishops and Archbishop of the Church in Wales
<i>Accountability</i>	The College of Episcopal Electors operates in accordance with the Constitution of the Church in Wales
<i>Membership</i>	Ex-Officio, elected members by order and Diocese
<i>Ex Officio Members</i>	The Bishop of St Davids
<i>Elected Membership</i>	<p>3 clerics:</p> <ul style="list-style-type: none"> • 1 cleric from each of the geographic archdeaonries <p>3 lay people:</p> <ul style="list-style-type: none"> • 1 lay member from each of the geographic archdeaconry <p>A supplemental list of members will be kept by archdeaconry in accordance with the number of votes received.</p> <p>In the event of a tie the Bishop shall have a casting vote to determine place on the list.</p> <p>(In the event of a vacancy in the Diocese of St Davids, the first supplemental names for each of the archdeaonries both clerical and lay will be called)</p>
<i>Elections by:</i>	<p>Archdeaconry (Diocesan Conference Members)</p> <p>Members must be eligible to be members of the Diocesan Conference</p> <ul style="list-style-type: none"> • All clerics must be nominated and seconded by a clerical member from the same archdeaconry • All members must be nominated and seconded by a lay member from the same archdeaconry
<i>Period of Office</i>	Triennial – 1 st January 2020 – 31 st December 2022

<i>Name of Committee</i>	The Disciplinary Tribunal of the Church in Wales
<i>Purpose of Committee</i>	To act as the Disciplinary Tribunal of the Church in Wales. (NB: No cleric will serve on a Tribunal that affects a cleric from their own Diocese)
<i>Accountability</i>	The Disciplinary Tribunal operates in accordance with Chapter IX of the Constitution of the Church in Wales
<i>Elected Membership</i>	2 Clerics: A supplemental list of members will be kept in accordance with the number of votes received
<i>Elections by:</i>	House of Clergy (Diocesan Conference Members) Members must be eligible to be members of the Diocesan Conference <ul style="list-style-type: none"> • All clerics must be nominated and seconded by a cleric
<i>Period of Office</i>	Quinquennial – 1 st January 2021 – 31 st December 2025