



ST ALBANS DIOCESAN SYNOD

Elections of Boards and Committees for the Triennium 1 January 2019 to 31 December 2021

The following notes may be of assistance to members of the Synod in electing representatives to serve on the various Diocesan Boards and Committees where re-election is now due. Further information about the work of the Boards and Committees is available in the Annual Reports at

<http://www.stalbans.anglican.org/Information/Boards-and-Committees>.

Bishop's Council and Standing Committee

This is a statutory body established under the Synodical Government Measure 1969. It acts as the Standing Committee of the Synod and carries on the work of the Synod between sessions. It advises the Bishop on matters where he seeks guidance and has, since its inception in 1970, gradually assumed an important role in the formulation of diocesan policy. The Council normally meets four times each year. Meetings are held at 7pm until approximately 9pm in the Diocesan Office.

The Council receives regular reports from the Board for Mission and Ministry, Agenda Group and Policy Sub-Committee. It also responds to national consultations e.g. on the Clergy Pension scheme.

Your attention is drawn to Standing Order 105, adopted by the Synod on 16 June 1984 (updated 14 March 2015), which reads as follows :

"105. **Ineligibility for election of certain officers**

No member of the clergy or lay person who is wholly or substantially engaged and paid to carry out duties in connection with the work of any diocesan Board, Council or Committee, and who would or might normally be invited to attend meetings of the Standing Committee as an officer, observer or adviser, shall be eligible for election to the Standing Committee.

Dates of meetings in 2019:

Monday 14 January
Monday 1 April
Monday 15 July
Monday 21 October

The Bishop's Council has three main sub-committees:

- i. The **Agenda Group** which advises the Council on the agenda and arrangements for Synod.

Dates of meetings in 2019:

Tuesday 15 January
Tuesday 12 March
Thursday 30 April
Tuesday 18 June
Tuesday 10 September
Tuesday 22 October

- ii. The **Policy Sub-Committee** which is made up of the chairs of the main Boards and Committees, the House of Clergy and House of Laity. Its role is "to recommend policy options, to develop and monitor goals, and to consider the future plans of diocesan boards".

Dates of meetings in 2019:

Monday 11 February

Monday 13 May

Tuesday 5 November

iii. The **DMPC Executive Committee** which is made up of a chair appointed by the Bishop's Council, the Archdeacons, one Rural Dean and two lay chairs, plus one member nominated by the Property Committee of the DBF. The functions of the Committee are:

- Considering/developing proposals for pastoral re-organisation and first-stage consultation;
- Identifying options for pastoral re-organisation arising from Deanery MAPs;
- Vacancies and suspensions;
- Local Ecumenical Partnerships;
- Development of local [area] mission partnerships (LGL 2020);
- Identification and support of Fresh Expressions and new worshipping communities;
- Sharing good practice (LGL 2020);
- Casework under the Church Representations Rules [e.g. Team Council Constitutions – currently dealt with directly by the Bishop's Council];
- Some delegated functions from the Bishop's Council as DMPC to act between the Bishop's Council meetings.

The committee meets five times a year on a weekday morning, usually at Holywell Lodge.

Dates of meetings in 2019:

Thursday 31 January

Thursday 2 May

Thursday 18 July

Thursday 3 October

Thursday 12 December

Diocesan Board of Finance

This is a statutory body, established under the Diocesan Boards of Finance Measure 1925 and, as required by that Measure, a company registered under the Companies Act. It is also a registered Charity and members are therefore Charity trustees.

The Board acts as the financial executive of the Synod and is responsible for preparing the annual budget and collecting parish shares. It deals with clergy stipends and acts as the diocesan trust authority holding substantial amounts of property and funds on behalf of Parochial Church Councils, and incumbents and churchwardens.

It is also responsible for the management of glebe land and other property, including some 237 parsonage houses, houses occupied by diocesan officials, and Holywell Lodge.

The Board deals with a range of other matters such as risk management, contracts for buildings and services, insurance, pensions, and the employment of the Board's staff.

The Board normally meets four times a year at 5.30pm in the Diocesan Office in St Albans, but in the first year of the triennium there will be an additional meeting in January for the purpose of appointing the Board's Committees.

Dates of meetings in 2019:

Monday 14 January
Monday 25 February
Monday 13 May – AGM
Monday 8 July
Monday 11 November

The Board has five main Committees:

- i. **The General Committee** - the executive committee of the Board which deals with its ongoing business, and particularly with the Board's financial responsibilities, and with trust matters. It meets about four times a year, usually from 8.30am to 10.30am

Dates of meetings in 2019:

Tuesday 29 January

Tuesday 2 April

Tuesday 18 June

Tuesday 8 October

ii **The Property Committee** which oversees the management of parsonage houses by:

- ensuring the Board meets its statutory duty to carry out repairs
- unsuitable houses are replaced where possible
- improving properties
- realising development potential of sites
- selling houses no longer required
- letting houses during vacancies
- providing new houses where required.
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It also deals with the Board's own properties. It includes some members elected directly by the House of Laity of the Synod and by the clergy of the diocese, in addition to others appointed by the Bishop and by the Board of Finance. It meets about seven times a year during the day.

Dates of meetings in 2019:

Tuesday 22 January

Tuesday 5 March

Tuesday 30 April

Tuesday 4 June

Tuesday 16 July

Tuesday 10 September

Tuesday 5 November

iii **The Glebe Committee** which deals with the glebe properties vested in the Board under the Endowments & Glebe Measure 1976. Members are appointed by the Board and it meets four times a year during the day.

Dates of meetings in 2019:
Wednesday 13 March
Wednesday 15 May
Wednesday 3 July
Wednesday 13 November

- iv. **The Parish Shares Committee** which deals with all aspects of the Parish Shares Scheme. Members are appointed by the Board. It meets two or three times a year at 2pm.

Dates of meetings in 2019:
Wednesday 13 March
Wednesday 27 November

- v. **The Assets Committee** which monitors the performance of its investment managers. It meets about four times a year, usually at 10.30am following the General Committee.

Diocesan Board of Education

Embracing, Encouraging and Enabling a Christian Vision for Education

The Board of Education is a statutory body established under the Diocesan Boards of Education Measure 1991, with functions including the promotion of education consistent with the faith and practice of the Church of England, the promotion of religious education and religious worship in schools and academies, the promotion of church schools and academies in the Diocese, and advice to school governors on any matter affecting church schools and academies.

In 2016, the national Church of England Education Office published its vision for education *Deeply Christian, Serving the Common Good*. Using the national vision to inform its work, the Board of Education will, across the next triennium, develop church schools confident in their Christian mission, vision and purpose.

This will be achieved through creative and innovative partnerships with a variety of local, regional and national organisations. As the National Vision document states, there is endless scope for deeper thinking, further application, improvisation and creativity in working out a shared Christian vision for education that serves the common good.

Opportunities to serve

The Board of Education seeks members, representing the breadth of the Christian community, who have the skills and the vision to support the development of church schools confident in their Christian mission, vision and purpose. Its desire is to see a Board formed with a range of skills, experience, creativity and innovation necessary to enable education in the Diocese to flourish and it requires members who have recent, relevant experience in areas such as:

- Educational legal practice
- Financial management and accountancy
- Human Resources
- Education leadership, including the academy sector
- Teaching Religious Education
- Ministry in a rural context
- Ministry to the BAME community
- Ministry to the LGBTQI community
- Parenting children of school age

The Diocese of St Albans Educational Trust (DSAET)

The Diocese of St Albans Educational Trust is a separate incorporated body whose role is to enable the Diocesan Board of Education to support and develop the work of stand-alone Church of England academies and local, school-led Church of England Multi-Academy Trusts. The Trust Board consists of seven Directors, five of whom are members of the Board of Education. The Board would particularly welcome expressions of interest from those with the skills and experience to support the work of DSAET.

Board Working Groups

The Board has no formal committees, undertaking all its duties through its six main meetings. From time to time it forms small working groups to support particular aspects of its work, including budget setting, Christian ethos development and school effectiveness, to which Members are appointed on the basis of their skills.

Meeting dates

The Board meets six times a year, at 5.30pm.

Dates of meetings in 2019:

- Thursday 31 January
- Thursday 28 March
- Thursday 16 May
- Thursday 11 July
- Thursday 26 September
- Thursday 21 November

Half Day 'Away Day': Thursday 4th April

Diocesan Board of Mission and Ministry

Mission and ministry lie at the very heart of the St Albans Diocesan vision of Living God's Love. As a result the Board plays a key strategic role in the following areas:

- i. Making new disciples by enabling people to hear, experience and respond to the good news of Jesus Christ.
- ii. Reaching new people and helping them to grow in discipleship through traditional and new modes of church.
- iii. Enabling parishes / benefices / deaneries to create and implement effective and resourced Mission Action Plans to promote growth and transform their communities.
- iv. Enabling churches / parishes / benefices / deaneries to make young disciples of Christ.

- v. Enabling people to discern and respond to God's call on their lives and to explore vocation to lay and / or ordained ministry.
- vi. Training and equipping lay and ordained people for ministry, including:
 - Lay Leaders of Worship
 - Reader Ministry
 - Lay Pioneer Training
 - Curates and new Readers
 - On going Clergy training
- vii. Overseeing the review schemes for Clergy and Readers.
- viii. Supporting and caring for the wellbeing for those in lay and ordained ministry.

In order to support this work the Board is looking for members with a range of skills and experience including:

- Evangelism and mission
- Church Growth and Mission Action Planning
- Stewardship and giving
- Children's and youth work
- Fresh expressions of church and making new disciples
- Training and professional development

The Board is made up of one Bishop, one Archdeacon, six members (three clergy, three lay) elected by Diocesan Synod and six members appointed by the Bishop's Council. It normally meets five times a year on a week day evening between 6 p.m. and 9 p.m.

Dates of meetings in 2019:

Monday 11 February

Wednesday 3 April

Monday 10 June

Wednesday 25 September

Monday 25 November

Vacancy in See Committee

At the General Synod in York in July 1993, the Vacancy in See Committees Regulation 1993 was formally confirmed and proclaimed as an Act of Synod. The Regulation replaces the Regulation of 1977 and makes provision for the membership and procedure of Vacancy in See Committees which are required to be in place in every diocese.

The Committee only meets when there is a vacancy in the See when it is responsible for preparing a description of the Diocese and a Statement of Needs.

Diocesan Board of Patronage

The Board of Patronage is established under the Patronage (Benefices) Measure 1968 and the terms of reference are "To exercise any right of patronage held by the Board in relation to benefices in the diocese".

The constitution provides for three clerical and five lay representatives to be elected to serve for six years.

August 2018