



## **Bishop's Council and Standing Committee (BC) and Directors of the Diocesan Board of Finance Ltd (DBF)**

### **WHAT THE COMMITTEE DOES**

<b>Membership:</b> Ex officio	Diocesan Bishop Bishops of Burnley and Lancaster Archdeacons of Blackburn and Lancaster Dean of Blackburn Chairs and Vice Chairs of the Houses of Clergy and Laity Chair and Vice Chair of the DBF Chair of the Diocesan Property Committee
Elected	2 clergy and 4 lay members from Blackburn Archdeaconry 2 clergy and 4 lay members from Lancaster Archdeaconry
Appointed	Up to 2 lay appointments from Diocesan Synod (appointed by the Bishop and DBF Chair)

The membership of Bishop's Council and Directors of the Board of Finance is coterminous. The two bodies are appointed through the same election process and with the same membership but the two bodies have different functions.

#### **(a) Bishop's Council and Standing Committee**

This is a statutory Committee of the Diocesan Synod and its president is the Diocesan Bishop.

Bishop's Council carries out advisory and consultative functions of the Synod and advises the Bishop on any matters which (s)he may place before the Council.

Acting as the Standing Committee, its functions in relation to Diocesan Synod are as follows:

1. To plan Synod business, prepare the agenda and to circulate to members information about matters for discussion
2. To initiate proposals for action by Synod and to advise it on matters of policy
3. To transact the business of Synod when it is not in session
4. To constitute such committees as are desirable and may delegate to a committee such functions of the Synod as it thinks fit
5. Subject to any statutory provision, determine the number of members of a committee and whether they are appointed or elected. The Bishop, or a member nominated by the Bishop, being either a suffragan bishop or archdeacon, shall be a member of every committee. The Standing Committee may, subject to standing orders and Synod resolution, dissolve a committee, alter the number or composition of its members and determine the term of office of its members. The Bishop's Council is essentially a standing committee of Synod and therefore its powers are delegated by Synod.

#### **(b) Directors of the Diocesan Board of Finance Ltd**

The Directors of the DBF act as directors (for the purposes of company law) and trustees (for the purposes of charity law) of the charitable company, the DBF.

When meeting as the directors, the meeting is chaired by the Chair of the DBF, currently a lay person appointed by Synod on the recommendation of the Bishop.

The directors are responsible for overall development and implementation of DBF policy, company governance and strategy and all other matters relating to the Companies Act 2006.

Diocesan Synod has delegated the following functions to the Directors of the DBF:

1. Transacting the business of Synod when not in session
2. Managing the funds and property of the Diocese
3. Preparing the annual Parish Share budget
4. Advising on action needed to raise the income necessary to finance expenditure
5. Oversight of expenditure by bodies in receipt of Diocesan Synod's funds against estimates of expenditure approved by Diocesan Synod
6. Advising Diocesan Synod of the financial aspects of its policy and on any other matters referred to it
7. Carrying out any other functions delegated by Diocesan Synod
8. To act as the Diocesan Parsonages Board

### **SKILLS NEEDED**

A mixture of some of the following skills:

- A passion for the work of the Diocese in making more and deeper disciples of Christ
- Strategic and senior leadership within an organisation
- Financial experience of companies or large organisations within the charity or church sector
- Experience of legal matters relating to church or buildings
- Experience of managing and leading people
- Experience of governance in charitable organisations

### **WHAT DIFFERENCE DO MEMBERS MAKE?**

This body is the main strategic and legal oversight body for the work of the Diocesan Board of Finance. Decisions in this group affect the overall strategic direction of the Diocese, across mission and finance and is the final say on any changes in the Diocese, developments in practice, projects and policies of the Diocese.

### **COMMITMENT REQUIRED**

Bishop' Council 2 x Saturday mornings for 4-5hrs in person

AND

Directors 6 x 2 hour meetings held midweek on zoom (1 in person), 2 additional contingency dates for 2 hour meetings if needed, 1 Saturday morning for 4-5 hours in person

**Elected members must serve on both these committees**

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## **Property Committee**

### **WHAT THE COMMITTEE DOES**

<b>Membership:</b> Ex officio	Diocesan Bishop Archdeacons of Blackburn and Lancaster
Appointed	Chair of the Property Committee (appointed by the Diocesan Bishop) 4 DBF lay appointments (1 must be a clergy spouse)
Elected	3 clergy from each archdeaconry 2 laity
Co-opted	Up to 2 co-options (1 must be a clergy spouse)

Within a delegated budget this Committee is responsible for major decisions concerning the management of parsonages and other houses owned by the DBF, including setting policy for their purchase, sale, repair and maintenance. The Committee has delegated authority in relation to repairs and the purchase, sale and lease of property and land vested in the DBF for diocesan purposes. An executive group of the Committee (Chair, Vice Chair and Archdeacons) manages the day-to-day decision making and the staff in Clayton House manage direct enquiries from those resident in parsonage or DBF houses.

### **SKILLS NEEDED**

A mixture of some of the following skills:

- Interest in the welfare of clergy and their families
- Understanding of what it is like to live in a clergy house
- An interest in building and building development
- Experience of development work in houses
- An understanding of property and the property market

### **WHAT DIFFERENCE CAN YOU MAKE?**

This Committee makes the difference to clergy houses. They agree the improvement of houses, policies around them and their usage, they scrutinise the spend on houses to ensure equity and balance and are involved in the purchase of houses across the Diocese.

### **COMMITMENT REQUIRED**

2 Meetings per year of 2 hours.

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## **Diocesan Mission and Pastoral Committee**

### **WHAT THE COMMITTEE DOES**

<b>Membership:</b> Ex officio	Diocesan Bishop Archdeacons of Blackburn and Lancaster
Appointed	Chair of the Committee (appointed by the Diocesan Bishop if (s)he does not wish to be chair)
Elected:	5 clergy members 8 lay members

This is a statutory committee which is responsible for the task of approving pastoral reorganisation, taking account of available clergy numbers and making use of new patterns of ministry. It is also responsible for finding appropriate alternative uses for churches which are closed for public worship. The agendas cover Archdeacon reports on clergy moves, pastoral concerns and any suspensions of parishes along with a Pastoral Secretary report which summarises what potential pastoral schemes may come forward and seeking the views of the Committee on those schemes.

### **SKILLS NEEDED**

A mixture of some of the following skills:

- A passion for the work of the Diocese in making more and deeper disciples of Christ
- Understanding of how parishes work
- Understanding of the legal structures of parishes and incumbents
- Interest in how parishes might better meet the needs of the people they serve

- Interest in how changes to church status, boundary changes and closures affect the life of the church
- Interest or experience in the decision making around parish organisation

### **WHAT DIFFERENCE CAN YOU MAKE?**

This Committee is the statutory body that enables changes to be made to parish boundaries and parish incumbencies. It looks at creative ways to ensure the church can have a presence in every community and transform them with the gospel.

### **COMMITMENT REQUIRED**

4 Meetings per year for 1-2 hours. A mixture of face to face and zoom meetings.

## **Vacancy in See Committee**

### **WHAT THE COMMITTEE DOES**

<b>Membership:</b> Ex Officio	Bishops of Burnley and Lancaster Dean of Blackburn Archdeacons of Blackburn and Lancaster Chairs of the Houses of Clergy and Laity Diocesan clergy and lay representatives of General Synod
Elected	*clergy members from Blackburn Archdeaconry *clergy members from Lancaster Archdeaconry *lay members from Blackburn Archdeaconry *lay members from Lancaster Archdeaconry  *adjusted to ensure an equal split in membership
Appointed	Up to 4 members nominated by Bishop's Council

This Committee only meets when there is a vacancy in the Diocesan See when it is responsible for preparing a description of the Diocese and a Statement of Needs which sets out the desired profile of the new Bishop. It is elected in each triennium. It elects the six diocesan representatives to the Crown Nominations Commission (CNC). The function of the CNC is to consider vacancies in diocesan bishoprics and candidates for appointment to them.

### **SKILLS NEEDED**

A mixture of some of the following skills:

- A passion for the work of the Diocese in making more and deeper disciples of Christ
- A clear understanding of the Diocese and what makes it distinctive
- An understanding of the skills needed in a diocesan leader
- Ability to reflect and accommodate other people's views
- Collaborative nature

### **WHAT DIFFERENCE CAN YOU MAKE?**

This Committee is crucial in the appointment of a new Bishop and needs to be ready to convene in the event of the See becoming vacant. The Committee shapes the requirements for a new bishop in this Diocese and seeks to ensure that a prospective bishop understands the context of the Diocese.

Where the Bishop is unlikely to retire in the triennium, the Committee operates as an emergency committee to respond to the sudden demise of the Bishop.

**COMMITMENT REQUIRED**

As required should the See become vacant.