

Part I: The constitution of the Diocesan Advisory Committee

Name

1. The Committee shall be known as the (name of diocese concerned) Diocesan Advisory Committee.

Membership

2. The Committee shall consist of the Archdeacons of the diocese and not less than nine other members. When the subject matter before the Committee relates to a cathedral church or churchyard, the Dean shall be an additional member of the Committee.
3. The other members referred to in paragraph 2 above shall be:
  - (a) two persons appointed by the Diocesan Conference of the diocese from among its members;
  - (b) not less than seven other persons appointed by the Diocesan Conference of the diocese, of whom one shall be an archaeologist appointed after consultation with the Council for British Archaeology, one shall be appointed after consultation with CADW, one shall be appointed after consultation with the relevant associations of local authorities and one shall be appointed after consultation with the national amenity societies;
  - (c) such other persons as may be co-opted under paragraph 11 below.
4. The Chairman shall be appointed from among the members by the Bishop of the diocese after consultation with the Diocesan Conference and the Chancellor.
5. In making appointments under paragraph 3(b) above, the Diocesan Conference shall ensure that the persons appointed have, between them:
  - (a) knowledge of the history, development and use of church buildings;
  - (b) knowledge of Church in Wales liturgy and worship;
  - (c) expertise in architecture, archaeology, art and history; and
  - (d) experience of the care of historic buildings and their contents
6. The Governing Body shall appoint a date upon which the first appointments of members shall take place, and the appointments shall have immediate effect. Thereafter the term of office for all members (other than Archdeacons) including subsequent members shall be six years from the date of their appointment subject to the transitional provisions set out in paragraph 7 hereof. All members shall be eligible for re-appointment without limit on the number of terms served.

7. Of the members appointed on the said date the three eldest shall retire on the second anniversary of the said date and the three next eldest taking office on the said date shall retire on the fourth anniversary of the said date, but in each case the said members shall be eligible for re-appointment without limit on the number of terms served.
8. A member of the Committee who ceases to hold a qualification by virtue of which he became a member shall thereupon cease to be a member.
9. Where a casual vacancy occurs among the Chairman and other members of the Committee appointed under paragraph 3(a) or (b) above, the Bishop shall appoint a person to fill the vacancy, and if the person whose place is to be filled was a member of the Committee by virtue of his membership of the Diocesan Conference of the diocese, the person so appointed shall also be a member of that Diocesan Conference.
10. Any person appointed to fill a casual vacancy shall hold office only for the unexpired portion of the term of office of the person in whose place he is appointed.
11. With the consent of the Bishop of the diocese, the Committee may from time to time co-opt such persons (of a number not exceeding one third of the total number of the other members) as it thinks fit to be additional members of the Committee, but any person so co-opted shall cease to be a member of the Committee on the sixth anniversary of the date of his co-option.

Miscellaneous

12. The Bishop of the diocese may appoint suitably qualified persons to act as advisors to the Committee if the Committee requests him to do so.
13. The Secretary to the Committee shall be appointed by the Representative Body after consultation with the Bishop of the diocese and Chairman of the Committee.
14. In paragraph 3(b) above:
  - (a) “national amenity societies” means any of the following, the Ancient Monuments Society, the Georgian Group, the Society for the Protection of Ancient Buildings, the Victorian Society, the Council for British Archaeology, the 20<sup>th</sup> Century Society, and such other body as may from time to time be designated by the Standing Committee of the Governing Body; and
  - (b) “relevant associations of local authorities” means such associations as may from time to time be designated by the Standing Committee of the Governing Body as the relevant associations of local authorities for the purposes of this Constitution in relation to the diocese concerned.

Part II: The functions of the Diocesan Advisory Committee

15. The functions of the Diocesan Advisory Committee shall be:

- (a) to act as an advisory body on matters affecting places of worship in the diocese and, in particular, to give advice when requested by any of the persons specified in paragraph 16 below on matters relating to:
    - (i) the grant of Faculties;
    - (ii) the architecture, archaeology, art and history of places of worship;
    - (iii) the use, care, planning and redundancy of places of worship;
    - (iv) the use and care of the contents of such places;
    - (v) the use and care of churchyards and burial grounds;
  - (b) to review and assess the degree of risk to materials, or of loss to archaeological or historic remains or records, arising from any proposals relating to the conservation, repair or alterations of places of worship, churchyards and burial grounds and the contents of such places;
  - (c) to make recommendations as to the circumstances when the preparation of the following records should be made a condition of a Faculty; records relating to the conservation, repair and alteration of places of worship, churchyards and burial grounds and other material (including inspection reports, inventories, technical information and photographs) relating to the work of the Committee;
  - (d) to take action to encourage the care and appreciation of places of worship churchyards and burial grounds and the contents of such places, and for that purpose to publicise methods of conservation, repair, construction, adaptation and redevelopment;
  - (e) to perform such other functions as may be assigned to the Committee by any resolution of the Governing Body or the Diocesan Conference or as the Committee may be requested to perform by the Bishop or Chancellor of the diocese.
16. The persons referred to in paragraph 15(a) above are:
- (a) the Bishop of the diocese;
  - (b) the Chancellor of the diocese;
  - (c) the Archdeacons of the diocese;
  - (d) the Cathedral and Churches Commission
  - (e) the Cathedral Chapter;
  - (f) the Parochial Church Councils in the diocese;
  - (g) intending Petitioners for Faculties in the diocese;
  - (h) persons engaged in the planning of new places of worship in the diocese, not being places within the jurisdiction of the Diocesan Court;

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- (i) such other persons as the Committee may consider appropriate;
- (j) the Representative Body of the Church in Wales.