



DIOCESAN SYNOD

SOUTHWARK DIOCESAN ADVISORY COMMITTEE (DAC) CONSTITUTION - PROPOSED AMENDMENTS

Introduction

1. The Southwark DAC Constitution, which derives from the relevant sections of legislation (the *Ecclesiastical Jurisdiction & Care of Churches Measure 2018*), is in need of amendment. The current DAC Constitution was previously revised in response to an internal audit in 2007.
2. The Committee consists of a Chair, the Archdeacons *ex officio*, and not less than twelve other members. Those other members are appointed by the Bishop's Council.
3. The DAC is currently served by two members of the diocese's administrative staff at Trinity House, under the overall management of the Diocesan Secretary: Luke Tatam (DAC Secretary) and Duncan Gregory (Church Buildings Officer).

Terms of reference

4. The DAC Constitution is, in effect, the terms of reference for this statutory committee of the diocese. The content of the Constitution includes various clauses as to what are the statutory functions and duties of the DAC, as well as its membership, and powers of delegation (to subcommittees *etc*).
5. The DAC advises PCCs, Archdeacons, the Chancellor, and others on matters relating to: the granting of faculties; the architecture, archaeology, art and history of places of worship; the use, care, planning and redundancy of places of worship; the use and care of the contents of such places; and the use and care of churchyards and burial grounds.
6. The current Constitution begins by quoting from the Measure: '*Any person or body carrying out functions of care and conservation under this Measure or under any other enactment or rule of law relating to churches shall have regard to the role of a church as a local centre of worship and mission*'. These words place the work of the DAC firmly within a mission-focussed context; and this aspect is intended to remain - and indeed to be enhanced - in the proposed amended Constitution.

Proposals for amendments

7. Legislation passed recently by the General Synod has meant that the DAC Constitution needs to be re-drafted, and a period of internal consultation amongst the DAC's membership took place over in Summer 2019, with the draft Constitution being considered by the DAC itself

at its monthly meetings in November 2019 and May 2020. The DAC gave its backing to the draft.

8. There are other good reasons why an amendment of Southwark's DAC Constitution is timely:
 - a. In 2017, the Diocese launched 'Southwark Vision' (2017-2025), which sets out the intentions as to how those involved in various ways in the life of the Diocese will journey together towards a shared future, and which offers set objectives for the future.
 - b. In March 2019 the Diocesan Secretary gave a presentation to the DAC on 'Southwark Vision' and at that meeting there was a session for general discussion amongst the committee's members as to how the DAC saw its own place in this wider perspective.
 - c. Most recently, in July 2019 the Diocesan Synod passed a motion whereby Southwark would aim to achieve eco-diocese status by 2025 at the latest, and the General Synod voted in March 2020 to call upon dioceses and others to plan towards reaching net zero emissions by 2030.
9. Since the detailed content of the Constitution is - to a large extent - prescribed by law, rather than to add to the document itself (which requires Diocesan Synod approval each time) it would seem preferable to have an additional document alongside the Constitution, which can more flexibly and proactively set out how Southwark DAC envisages the role it has in supporting and enabling the 'Southwark Vision'.
10. The DAC has endorsed its statement 'DAC Response to Southwark Vision 2017-2025', which is enclosed here as an appendix for information.
11. The DAC Constitution itself has been re-drafted in detail, by way of updating its text and structure, both in response to legislative changes and to make it more relevant and understandable. Consultation with the Registrar and the Chancellor of the Diocese has taken place, with revisions incorporated into the current draft of the amended Constitution.

Main areas of change

12. The Constitution structure has various sub-headings, which are noted here, along with the principal changes which have been made to each of these sections:

Functions

- To incorporate the overriding duty that the DAC has "due regard to" mission, worship, liturgy etc
- To make appropriate reference to the diocese's vision known as "Southwark Vision" and to the DAC's accompanying 'response' statement
- To reflect changes in wording made by recent legislative changes

Membership

- To reflect changes in wording made by recent legislative changes, including as to the term of office of new members
- To clarify the role of the Vice-Chair
- To ensure that the DAC's membership (in addition to the *ex officio* Archdeacons) includes knowledge of mission and ministry of the Church of England
- To remove the category of 'Emeritus Member'

Subcommittees / delegation

- To remove reference to 'appendices'.

13. In relation to the two ‘appendices’ in the previous Constitution, these dealt with (a) the DAC’s involvement in the appointment of Quinquennial Inspectors, and (b) the delegation of various matters requiring a faculty. Having these matters contained within ‘appendices’ to the Constitution gave them an ambiguous status, since they form part of the DAC’s ability to regulate its own procedures within the wider legal framework, and are not part of the Constitution itself as “provided” by the Diocesan Synod to the DAC.
14. The DAC’s procedures in both these aspects are a matter for ongoing work, in the light of recent/forthcoming amendments to relevant legislation. In due course the details of the amended procedures for subcommittees *etc* will be put back before the DAC for a decision on its internal procedures (probably in the form of a stand-alone ‘Delegation policy’). A revised ‘Scheme’ for Quinquennial Inspections will be drafted and brought forward to Diocesan Synod for approval in due course.

Synod Motion

15. Mr Philip Fletcher (Chair of the DAC) to move that:
“this Synod approves the amended DAC Constitution, in accordance with the Ecclesiastical Jurisdiction and Care of Churches Measure 2018.”

Postscript - Membership

16. Stephen Roberts' letter of 16 October 2019 to all members of Diocesan Synod is enclosed. There are currently vacancies for two people (one lay and one clergy) on the Committee, which the Bishop's Council is looking to fill. We invite expressions of interest from amongst the Synod’s membership, and would be happy to talk informally to anyone considering whether they could serve the diocese in this way.

Philip Fletcher
DAC Chair

Luke Tatam
DAC Secretary

23 June 2020

APPENDICES:

- for approval by Synod - draft amended Constitution (as recommended by the DCT in May 2020)
- for information - DAC Response to Southwark Vision 2017-2025 (as agreed by the DAC in October 2019)
- Stephen Roberts' letter of 16 October 2019

ECCLESIASTICAL JURISDICTION & CARE OF CHURCHES MEASURE 2018

DIOCESE OF SOUTHWARK

SOUTHWARK DIOCESAN ADVISORY COMMITTEE:

CONSTITUTION

(EJCCM s36)

Name

- 1 The committee is known as the Southwark Diocesan Advisory Committee.

Functions

- 2 The committee must act as an advisory body on matters affecting places of worship in the diocese.
- 3 In carrying out its functions, the committee must have due regard to:
(a) the role of a church as a local centre of worship and mission, and
(b) the rites and ceremonies of the Church of England.
- 4 Without prejudice to the discharge of its statutory duties the committee shall have due regard to the missional objectives of the diocese, as currently summarised in the vision document for the diocese.

The committee shall adopt the said vision when requested to do so by the diocesan synod, and from time to time may issue a statement on how the committee envisages its advisory functions will be statutorily discharged in such a way as to best serve the said vision in conformity with its various legal obligations.

- 5 In particular, the committee must give advice when requested by a relevant person on matters relating to—
(a) the grant of faculties,
(b) the architecture, archaeology, art or history of a place of worship,
(c) the use, care, planning, design or closure of a place of worship,
(d) the use or care of the contents of a place of worship, or
(e) the use or care of a churchyard or burial ground.
- 6 For the purpose of the preceding paragraph, each of the following is a “relevant person”—
(a) the bishop of the diocese,
(b) the chancellor of the diocese,
(c) the area bishops of the diocese,
(d) the archdeacons of the diocese,

- (e) the parochial church councils and district church councils in the diocese,
- (f) a person intending to apply for a faculty in the diocese,
- (g) the Diocesan Council of Trustees, acting as the bishop's council and standing committee, or the mission and pastoral committee, of the diocese,
- (h) a person engaged in the planning, design or building of a new place of worship in the diocese, not being a place within the jurisdiction of the consistory court, and
- (i) such other persons (which may include other boards, councils or committees of the diocese) as the committee considers appropriate.

- 7 The committee must develop and maintain a repository of—
- (a) records relating to the conservation, repair and alteration of places of worship, churchyards and burial grounds, and
 - (b) other material (including inspection reports, inventories, technical information and photographs) relating to the work of the committee.
- 8 The committee must issue guidance for the preparation and storage of the records referred to in paragraph 7.
- 9 The committee must make recommendations as to the circumstances in which the preparation of a record of the kind referred to in paragraph 7 should be made a condition of a faculty.
- 10 The committee must review and assess the degree of risk to materials, or of loss to archaeological or historic remains or records, arising from proposals relating to the conservation, repair or alteration of a place of worship, churchyard or burial ground or the contents of such a place.
- 11 The committee must—
- (a) take action to encourage the care and appreciation of places of worship, churchyards and burial grounds and the contents of such places, and
 - (b) for that purpose, publicise methods of conservation, repair, construction, adaptation and redevelopment.
- 12 The committee must carry out such other functions—
- (a) as may be imposed on it by an enactment or by a Canon;
 - (b) as may be imposed on it by a resolution of the diocesan synod;
 - (c) as it may be requested to carry out by the bishop or chancellor.

Membership: appointment

- 13 The committee consists of—
- (a) a chair,
 - (b) the archdeacon of each archdeaconry in the diocese, and
 - (c) at least twelve other members.

- 14 The chair is appointed by the bishop of the diocese after consultation with—
(a) the bishop’s council,
(b) the chancellor of the diocese, and
(c) the Church Buildings Council.
- 15 The other members are—
(a) at least twelve other persons appointed by the bishop’s council of the diocese, of whom—
(i) two (one lay and one clergy) are appointed from among the elected members of the diocesan synod,
(ii) one is appointed after consultation with the Historic Buildings and Monuments Commission for England (commonly known as ‘Historic England’),
(iii) one is appointed after consultation with the relevant associations of local authorities in relation to the diocese, and
(iv) one is appointed after consultation with the national amenity societies, and
(b) such other persons as may be co-opted under paragraph 31 below.
- In this paragraph and elsewhere in this constitution, the definition of “national amenity society” has the same meaning as in the Ecclesiastical Jurisdiction and Care of Churches Measure 2018, and the “relevant associations of local authorities” means such associations as may from time to time be designated by the Dean of the Arches and Auditor as the relevant associations of local authorities for that purpose.
- 16 The committee shall appoint from among its members a vice-chair (who shall not be one of the archdeacons of the diocese). When the office of chair is vacant, or when the chair is unable to act through illness or absence, or when the chair (or the bishop) invites him or her to do so, the vice-chair of the committee shall act as chair and have all the powers vested in the chair.
- 17 In making an appointment under paragraph 15(a) above, the bishop’s council must ensure that the persons so appointed have between them—
(a) knowledge of the history, development and use of church buildings,
(b) knowledge of Church of England mission, ministry, liturgy and worship,
(c) knowledge of architecture, archaeology, art and history, and
(d) experience of the care of historic buildings and their contents.
- 18 Paragraphs 19, 20, and 23 to 26, below, shall not apply to the term of office of any member (including the chair) whose appointment precedes the adoption of this constitution.
- 19 Subsequent new appointments of the chair or of a member appointed under paragraph 15(a) above must be made within the period of one year following the formation of the second new diocesan synod after the previous appointments.

Membership: term of office

- 20 The term of office of the chair or a member appointed under paragraph 15(a) begins with the appointment and ends with the making of a new appointment under paragraph 19.
- 21 A member of the committee who ceases to hold a qualification by virtue of which he or she became a member ceases to be a member on ceasing to hold the qualification.
- 22 A member of the committee who ceases to hold office otherwise than by virtue of paragraph 21 is eligible for re-appointment.
- 23 A person who has served as the chair or as a member under paragraph 15(a) or as either for two successive terms of office, or such greater number as has been authorised under paragraph 24 below, may not be reappointed (either as the chair or as a member under 15(a)) or co-opted until the next occasion after the end of that period of office on which new appointments are to be made under paragraph 19.
- 24 In the case of a person who is serving the second of two successive terms of office as the chair or as a member under paragraph 15(a) or as either, the diocesan synod may authorise the person, on the expiry of the second term, to continue to hold office (either as the chair or as a member under paragraph 15(a)) for one or more successive terms.
- 25 The diocesan synod may not give an authorisation under paragraph 24 unless—
(a) the person who has the function under paragraphs 14 or 15 of making appointments to the office to which the authorisation would apply has obtained the advice of the Church Buildings Council on the authorisation, and
(b) the diocesan synod has been provided with that advice.
- 26 Paragraphs 23 to 25 do not apply in a case where the first of the successive terms of office was held by virtue of an appointment to fill a casual vacancy.

Membership: casual vacancies

- 27 Where a casual vacancy occurs among the chair and other members appointed under paragraph 15(a), the bishop must appoint a person to fill the vacancy.
- 28 If the person whose place is to be filled was a member of the committee by virtue of being a member of the diocesan synod, the person appointed under paragraph 27 must also be a member of that diocesan synod.
- 29 If the person whose place is to be filled was appointed under sub-paragraph (ii), (iii) or (iv) of paragraph 15(a), the bishop must, before appointing a person to fill the vacancy, undertake the consultation required under the sub-paragraph concerned.

30 A person appointed to fill a casual vacancy holds office only for the unexpired portion of the term of office of the person whose place is being filled.

Membership: co-opting

31 The committee may, with the consent of the bishop, from time to time co-opt such persons as it thinks fit to be additional members of the committee.

32 The number of persons appointed under paragraph 31 must not exceed one-third of the total number of the other members.

33 A person co-opted ceases to be a member of the committee on the making of new appointments of members under paragraph 19.

Membership: quorum

34 Not less than one-quarter of the members shall form a quorum at meetings of the committee, and shall include the chair (or vice-chair) and at least one member with professional architectural experience.

Consultants

35 The bishop may appoint suitably expert persons to act as consultants to the committee if the committee requests the bishop to do so, to be known as 'associate advisers'. The role of associate advisers is to advise the committee within the area of their expertise as required. Associate advisers do not normally attend meetings of the committee and do not have voting rights.

Secretary

36 The secretary to the committee is appointed by the bishop after consultation with—
(a) the chair, and
(b) the diocesan secretary.

37 The diocesan secretary may appoint an assistant secretary to the committee after consultation with the chair and the secretary of the committee.

Delegation to Sub-committees and officers

38 The committee shall have power to appoint sub-committees.

39 The committee may delegate the exercise of any of its functions to such sub-committee or an officer of the committee as it shall think fit. The officers of the committee are the secretary and any assistant secretary.

- 40 Before delegating its function of giving advice on matters relating to the grant of faculties, the committee shall consult with the chancellor of the diocese on the proposed procedures.
- 41 In carrying out any functions of the committee on a delegated basis, a sub-committee or officer must likewise have due regard to the role of a church as a local centre of worship and mission, and the rites and ceremonies of the Church of England.

Accountability

- 42 As soon as practicable after the end of each year, the committee must prepare a report of its work and proceedings during that year and must cause the report to be laid before the diocesan synod; and the secretary of the committee must send a copy of the report to the Church Buildings Council.

Procedures

- 43 Subject to any other provisions of this constitution or of provisions contained in any Rules made under the Ecclesiastical Jurisdiction and Care of Churches Measure 2018, and having regard to any statutory guidance issued by the Church Buildings Council, the committee shall have power to regulate its own business and procedure.
- 44 This constitution is provided by the diocesan synod and was passed by resolution on _____ [*insert date*]. It supersedes all previous constitutions, and shall come into effect from _____ [*insert date*].

DIOCESE OF SOUTHWARK

SOUTHWARK DIOCESAN ADVISORY COMMITTEE

DAC RESPONSE TO SOUTHWARK VISION 2017 - 2025

The DAC acts as a corporate advisory body on matters affecting places of worship in the diocese.

In carrying out its functions, the DAC has due regard to:

- (a) the role of a church as a local centre of worship and mission, and
- (b) the rites and ceremonies of the Church of England.

This document is issued by the DAC after consultation with the Diocesan Bishop, the Chancellor of the Diocese, and the Diocesan Secretary. It sets out how the Committee envisages its statutory advisory functions (contained within its Constitution) will be discharged in such a way as to best serve Southwark Vision 2017-2025 in conformity with the DAC's various legal obligations.

Southwark Vision 2017 - 2025

Hearts on Fire with a Vision for growth

Walking with Jesus and getting to know Jesus better as we journey on
Welcoming all, embracing our diversity and seeking new ways of being church
Growing in numbers, generosity, faith and discipleship as we grow God's Kingdom

The DAC is committed to and shares in this **VISION** for the future in which we will see:

- growing churches, new worshipping communities and new Christians
- deepening discipleship: engaged, prayerful and informed Christians
- growth in vocations to existing and new ministries
- generous giving and prayer supporting all we do
- justice and peace built up, and violence challenged, in our local and global community
- a shared commitment to the integrity of creation
- a church for all which reflects our diverse community in membership and leadership.

The DAC shares in these diocesan **VALUES**:

Effective Stewardship of resources
Collaborative Team Working
Respect for all
Transparent Accountability

The DAC shares in the diocesan **PURPOSE** “to serve, support, lead and enable the mission of God as it is worked out in the parishes, deaneries, schools and communities of the Diocese of Southwark”

The DAC shares in these diocesan **AIMS**:

- To support our parishes and clergy so that they are energised, equipped and empowered through specialist advice, training and development, and by building effective relationships
- To meet our statutory obligations
- To be proactive in leading and disseminating good practice
- To evaluate the allocation of resources effectively, in line with the vision, aims, values, and policies of the diocese
- To support the resourcing of mission and evangelism, training and ongoing development for lay and ordained ministries
- To be accountable to and responsible for decision-making
- To ensure that policies and practices, as well as the way in which these are communicated, are fit for purpose now and in the future, through regular review and continuous improvement.
- To achieve eco-diocese status (of at least bronze level) by 2025 at the latest, but preferably earlier.

In furtherance of the DAC’s participation in the diocesan **VISION, VALUES, PURPOSE** and **AIMS**, the DAC commits to:

- being adaptive and developing a positive, proactive and permission-giving approach
- allowing a culture of risk-taking, innovation, creativity, and experimentation to flourish where appropriate
- promoting the understanding and appreciation of church buildings, including valuing them as sacred spaces
- championing church buildings as places where Southwark Vision 2017-2025 can be fruitfully realised, including recognising them as having a crucial role in enabling church growth
- assisting parishes in striving to safeguard the integrity of creation through the sustainable use and suitable adaptation of their church buildings
- acknowledging and celebrating historic churches as buildings of special importance to local communities and the wider public: past, present and future
- endorsing and publicising good conservation practice in repair and alteration to historic buildings, in particular Historic England’s principles that new work in historic places of worship should:
 - be based on an understanding of the cultural and heritage significance of the building;
 - minimise harm to the special historic, archaeological, architectural and artistic interest of the building, its contents and setting;
 - bring with it public benefits, such as securing the long-term use of the building, which outweigh any harm to significance;
 - achieve high standards of design, craftsmanship and materials.

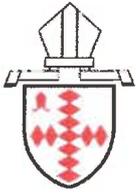
Signed



PHILIP FLETCHER
Chair



LUKE TATAM
Secretary



The Diocese of
Southwark

Diocesan Advisory Committee

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16 October 2019

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To all members of Diocesan Synod

The Diocesan Advisory Committee for the Care of Churches (DAC)

The Bishop's Council is looking for two members of Diocesan Synod to join the DAC.

In all it does the DAC has due regard for the role of our churches as local centres of worship and mission. Our church buildings play a crucial role in growing churches, deepening discipleship and fostering a shared commitment to the integrity of creation, as set out in *Southwark Vision*.

Before most work is carried out on a church, the parish must obtain a Faculty - that is, a licence or legal permission - from the Diocesan Chancellor. The DAC acts as the Chancellor's advisers on technical, aesthetic and historical aspects of a proposal. More details can be found at <https://southwark.anglican.org/about-us/what/caring-for-our-churches/dac>

Each diocese must be seen to be taking its heritage conservation responsibilities seriously.

The DAC advises the Diocesan Chancellor and parishes on works proposed to churches and churchyards. It is made up of clergy and laity, most of whom are professionals in appropriate fields or who have considerable relevant personal expertise. All the archdeacons serve on the DAC, which must by law also include people with knowledge of architecture, archaeology, art and history and experience of the care of historic buildings and their contents. Historic England, the local authority associations and the national amenity societies are each consulted about the appointment of a member.

Members give their time and expertise freely, although expenses may be claimed.

The DAC meets at Trinity House in the afternoon on the second Tuesday of each month (except in August) and advisers may be asked to spend some time between meetings examining proposals and visiting churches.

The Bishop's Council is looking for two people, one lay and one clergy, to put their names forward for consideration for appointment.

If this might be of interest to you, please contact me for a preliminary conversation. I would be happy to explain a little more what is involved and whether this is an area where your skills and interests could be used.

With best wishes

The Diocese of Southwark

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