

**THE STATUTES
OF
THE CATHEDRAL CHURCH
OF
SAINT PETER BRADFORD**

Office holders

The Bishop

1. (1) The Bishop has the principal seat and dignity in the Cathedral.
- (2) The Bishop may, after consultation with the Chapter and subject to the following provisions, officiate in the Cathedral and use it in the Bishop's work of teaching and mission, for ordinations and synods and for other diocesan occasions and purposes.
- (3) The Bishop may—
 - (a) preach and celebrate the Holy Communion in the Cathedral on Christmas Day and Easter Day
 - (b) preach at or appoint the preacher at ordination services.
- (4) At any service referred to in Article 1(2) and 1(3) the Bishop shall have the right:-
 - (a) to order the service in consultation with the Dean; and
 - (b) to claim of the Chapter the reasonable assistance of the ministers officers and servants of the Cathedral Provided that any additional expense shall be defrayed under arrangements agreed between the Chapter and the Bishop.
- (5) The Bishop need not take into account existing arrangements nor give notice to the Chapter in the case of Visitations.
- (6) The Bishop may at any time seek the advice of the Chapter on any matter.

The Dean

2. The Dean is the principal dignitary of the Cathedral, next after the Bishop.

The Chapter: general

Corporate and spiritual life

3. (1) The Chapter is at heart of the Cathedral's corporate and spiritual life.
- (2) Its members pray and worship together for the Cathedral, its mission, each other and the communities they serve.
- (3) All members of Chapter and its committees work together to support and uphold the Cathedral's unique identity, its reputation, mission and values through independent scrutiny and oversight.

The Chapter: election of non-executive

Appointment of presiding officer

4. Where the Constitution requires there to be an election of a non-executive member of the Chapter, the Chapter must appoint a presiding officer for the election.

Role description

5. (1) The Chapter, having appointed a presiding officer for an election, must direct the Nominations Committee to prepare a description of the post to be filled by the election (a “role description”).
 - (2) The role description must list the skills which the Nominations Committee considers essential in the post and skills which it considers desirable.
 - (3) The Nominations Committee must submit the role description to the Chapter for approval.
 - (4) The Chapter, having approved the role description, must direct the presiding officer to ensure that notice of an election to fill the post is displayed on the Cathedral’s website for a period of at least four weeks.

Invitation to nominate candidate

6. (1) The presiding officer must, within the first five working days of the period for which the notice is displayed under Article 5(4) above, send an invitation to nominate by email or other appropriate means if email is not available to—
 - (a) each member of the Chapter,
 - (b) each member of a committee or sub-committee of the Chapter who is not also a member of the Chapter,
 - (c) each person listed on the church electoral roll of the Parish
- (2) The invitation to nominate must specify—
 - (a) the criteria for eligibility for membership of the Chapter,
 - (b) the role description prepared for the post under Article 5 above,
 - (c) information about what a candidate would need to demonstrate to fit the role description,
 - (d) how to submit a completed nomination to the presiding officer, and
 - (e) the period for submitting a completed nomination.
- (3) Subject to that, it is for the Chapter to determine the form of the invitation to nominate.
- (4) It is for the presiding officer to determine the length of the period to be specified under paragraph (2)(e); and the period determined must be at least ten working days but no more than fifteen working days.

Nomination of candidate

7. (1) A nomination in response to an invitation to nominate under Article 6 above must be supported by a proposer and a seconder, each of whom must come within Article 6(1).
 - (2) A nomination is valid only if the person nominated—
 - (a) is eligible to be a member of the Chapter,
 - (b) is not disqualified from being a charity trustee, and
 - (c) confirms his or her willingness to stand for election and, if elected, to serve as a member of the Chapter and a charity trustee.
 - (3) A person is not to be included as a candidate for the election unless—

- (a) a valid nomination for the person is submitted to the presiding officer before the end of the period determined under Article 6(4) above, and
 - (b) the Bishop, the Chapter and the Nominations Committee, each being satisfied that the person is suitable to be a member of the Chapter, approve the person's candidacy.
- (4) If a person's candidacy is not approved under paragraph (3)(b), the person is entitled to be given the reasons for the decision not to approve it.

Conduct of election

- 8.**
- (1) If the number of persons included as candidates under Article 7 above does not exceed the number of posts to be filled, each candidate is elected.
 - (2) If the number of such persons exceeds the number of posts to be filled, an election must take place under the following provisions.
 - (3) The election is to be conducted by the first past the post system.
 - (4) The presiding officer must ensure that a suitable mechanism for conducting the election by electronic means is in place.
 - (5) The presiding officer must determine the period within which votes may be cast; and that period must be at least ten working days beginning with the day on which invitations to vote are issued.
 - (6) The presiding officer must issue by email to each person entitled to vote in the election an invitation to vote; and the invitation to vote must be accompanied by—
 - (a) instructions on how to vote, including the date on which the period determined under paragraph (5) ends, and
 - (b) if a candidate has prepared an election address that is suitable for circulation, a copy of that election address.
 - (7) A vote in the election is valid only if it is cast by following the instructions on how to vote accompanying the invitation to vote.
 - (8) The presiding officer must cause the votes to be counted, must declare the result of the election and must ensure that the result—
 - (a) is published on the Cathedral's website within two working days of the last day of the period determined under paragraph (5), and
 - (b) is sent by email to each candidate and each person entitled to vote in the election.
 - (9) If there is a tied vote between candidates for a single post, the candidate to be elected is chosen by lot.

Election appeals

- 9.**
- (1) An appeal against the result of an election under Article 8 above may be made on the grounds that the conduct of the election was such as to affect the outcome of the election.
 - (2) An appeal under this Article may be brought by a candidate or voter in the election; and the appeal is to be determined by the Bishop.
 - (3) The provisions in the Church Representation Rules relating to appeals apply, with whatever modifications are necessary, to an appeal under this Article as if it were a summary election appeal within the meaning of those Rules.

The College of Canons

Functions

- 10.** (1) The College of Canons has (in addition to its functions under the Appointment of Bishops Act 1533) the following functions—
- a) at an annual meeting of the College, to receive and consider the Annual Report and Audited Accounts of each cathedral of the Diocese;
 - b) the discussion of such matters concerning any of the cathedrals in the Diocese as may be raised by any of its members; and
 - c) to support the ministry and mission of the cathedrals of the Diocese, acting as critical friends to their respective chapters and as ambassadors for the cathedrals in the Diocese and more widely.
- (2) The Dean and the canons of each cathedral in the Diocese (known as a “branch” of the College of Canons) must hold at least two meetings each year at their respective cathedrals to discuss such matters as may be raised by any of them or referred to them by the Dean or the Chapter.

Nominations Committee

Composition etc.

- 11.** (1) The Nominations Committee must have at least four members.
- (2) It is for the Chapter to appoint the members of the Committee, at least one of whom must be a non-executive member of the Chapter.
- (3) It is for the Chapter to appoint the chair of the Committee; but that person may not be an executive member of the Chapter.
- (4) The Chapter may remove a member of the Committee from office if—
- (a) there is a good reason for the removal, and
 - (b) at least 75% of members present and voting vote in favour of the removal.
- (5) A member of the Committee holds office as such for a term of up to three years and may be reappointed; but a member who has served more than three consecutive terms is not eligible for appointment as a member, until at least twelve months have passed since the member last ceased to hold office as such.
- (6) The Dean and/or the senior non-executive member is entitled to attend the whole or part of any meeting of the Committee and is entitled to speak but not vote.
- (7) If, at the invitation of the Committee, any other person attends the whole or part of a meeting of the Committee, the person may speak, but only at the discretion of the chair, and may not vote.

Functions

- 12.** (1) The Nominations Committee must advise the Chapter on—
- (a) the recruitment of non-executive members,
 - (b) the recruitment of members of committees of the Chapter,
 - (c) the training needs of members of the Chapter,
 - (d) the recruitment of members of an advisory body, and
 - (e) the procedure for the selection and approval of candidates for election as non-executive members.
- (2) The Nominations Committee must—

- (a) keep under review the skills, knowledge and experience of, and the diversity among, members of the Chapter and members of each committee (including the Nominations Committee itself), and
 - (b) where, in light of a review under sub-paragraph (a), the Committee identifies areas where improvements are required, make recommendations to the Chapter on how to make those improvements,
- (3) The Nominations Committee must liaise and co-operate with each other committee of the Chapter.
 - (4) The Nominations Committee must recommend to the Bishop candidates for the role of senior non-executive member.

Proceedings

- 13. (1) It is for either of the chief officers, at the request of the chair of the Nominations Committee, to convene a meeting of the Committee.
- (2) The Committee must meet at least once each year.
- (3) Notice of a meeting of the Committee must, unless otherwise agreed, be given to each member of the Committee, and to each person entitled to attend the meeting by virtue of Article 11(6) above, at least ten working days before the date of the meeting.
- (4) In the case of each person invited to attend a meeting of the Committee by virtue of Article 11(7) above, notice of the meeting must be given to the person as soon as reasonably practicable before the meeting.
- (5) Notice of a meeting of the Committee—
 - (a) must specify when and where the meeting is to be held,
 - (b) must include an agenda for the meeting, and
 - (c) must, subject to paragraph (6), be accompanied by the relevant papers for the meeting.
- (6) In so far as it is not reasonably practicable for the relevant papers for a meeting of the Committee to accompany the notice of the meeting, the papers must as soon as reasonably practicable be given to each person to whom the notice was given.
- (7) The quorum for a meeting of the Committee is three members, at least one of whom must be a non-executive member of the Chapter.
- (8) Articles 12(6) and (7) of the Constitution (remote participation) apply to a meeting of the Committee as they apply to a meeting of the Chapter.

Reporting

- 14. (1) A draft of the minutes of each meeting of the Nominations Committee must be circulated promptly to each member of the Committee for approval.
- (2) Once the minutes of a meeting of the Committee are approved, the minutes—
 - (a) must be sent to every member of the Chapter, and
 - (b) may be sent to the chief officers and such other persons as the Committee thinks appropriate.
- (3) The Chapter must consider any matters arising from the minutes of a meeting of the Committee.

Terms of reference

- 15. The Chapter has the power under section 15(8) of the Measure to set terms of reference for the Nominations Committee in relation to its functions, proceedings and reporting

requirements but subject to the requirements of the Measure, the Constitution and these Statutes.

Finance Committee

Composition etc.

- 16.** (1) The Finance Committee must have at least five members.
- (2) It is for the Chapter to appoint the members of the Committee, following consultation with the Nominations Committee.
- (3) It is for the Chapter to appoint the chair of the Committee; and that person must have recent and relevant financial experience and must be a non-executive member of the Chapter.
- (4) The Chapter may remove a member of the Committee from office if—
- (a) there is a good reason for the removal, and
 - (b) at least 75% of members present and voting vote in favour of the removal.
- (5) A member of the Committee holds office as such for a term of up to three years and may be reappointed; but a member who has served more than three consecutive terms is not eligible for re-appointment as a member, until at least three years has passed since the member last ceased to hold office as such.
- (6) The Dean is not entitled to be a member of the Committee but is entitled to attend the whole or part of a meeting of the Committee; and at any meeting which the Dean attends, he or she may speak but may not vote.
- (7) The chief officers must each attend each meeting of the Committee unless the Committee considers that there are circumstances which justify excluding or excusing either or both of the chief officers from the whole or part of the meeting; and a chief officer, when attending the whole or part of a meeting of the Committee, may speak but not vote.
- (8) If, at the invitation of the Committee, any member of the Chapter attends the whole or part of a meeting of the Committee, the person may speak but not vote.
- (9) If, at the invitation of the Committee, any other person attends the whole or part of a meeting of the Committee, the person may speak, but only at the discretion of the chair, and may not vote.

Functions

- 17.** (1) The Finance Committee must keep under review the activities and management of the Cathedral in relation to such matters as the Chapter specifies in terms of reference for the Committee.
- (2) Section 16(8) of the Measure requires the Chapter, in providing the terms of reference referred to in paragraph (1), to have due regard to any guidance issued by the Church Commissioners and the Charity Commission on the responsibilities of a Finance Committee.

Proceedings

- 18.** (1) It is for either of the chief officers, at the request of the chair of the Finance Committee, to convene a meeting of the Committee.
- (2) The Committee must meet at least four times each year.
- (3) Notice of a meeting of the Committee must, unless otherwise agreed, be given to each member of the Committee, and to each person entitled or invited to attend the meeting by virtue of Article 16(6) or (7) above, at least five working days before the date of the meeting.

- (4) In the case of each person invited to attend a meeting of the Committee by virtue of Article 16(8) above, notice of the meeting must be given to the person as soon as reasonably practicable before the meeting.
- (5) Notice of a meeting of the Committee—
 - (a) must specify when and where the meeting is to be held,
 - (b) must include an agenda for the meeting, and
 - (c) must be accompanied by the relevant papers for the meeting.
- (6) In so far as it is not reasonably practicable for the relevant papers for a meeting of the Committee to accompany the notice of the meeting, the papers must as soon as is reasonably practicable be given to each person to whom the notice was given.
- (7) The quorum for a meeting of the Committee is three members, at least one of whom must be a non-executive member of the Chapter.
- (8) Articles 12(6) and (7) of the Constitution (remote participation) apply to a meeting of the Committee as they apply to a meeting of the Chapter.

Reporting

19. (1) A draft of the minutes of each meeting of the Finance Committee must be circulated promptly to each member of the Committee.
- (2) Once the minutes of a meeting of the Committee are approved, the minutes—
 - (a) must be sent to every member of the Chapter, and
 - (b) may be sent to such other persons as the Committee thinks appropriate.
- (3) The Chapter must consider any matters arising from the minutes of a meeting of the Committee.

Terms of reference

20. The Chapter has the power under section 16(11) of the Measure to set terms of reference for the Finance Committee in relation to its functions, proceedings and reporting requirements but subject to the requirements of the Measure, the Constitution and these Statutes.

Audit and Risk Committee

Composition etc.

21. (1) The Audit and Risk Committee must have at least four members.
- (2) It is for the Chapter to appoint the members of the Committee, at least one of whom must be a non-executive member, following consultation with the Nominations Committee.
- (3) It is for the Chapter to appoint the chair of the Committee; and that person must have recent and relevant financial experience and must not be a member of the Chapter.
- (4) The Chapter may remove a member of the Committee from office if—
 - (a) there is a good reason for the removal, and
 - (b) at least 75% of members present and voting vote in favour of the removal.
- (5) A member of the Committee holds office as such for a term of up to three years and may be reappointed; but a member who has served more than three consecutive terms is not eligible for appointment as a member, until at least two years has passed since the member last ceased to hold office as such.

- (6) The Dean is not entitled to be a member of the Committee but is entitled to attend the whole or part of any meeting of the Committee; and at any meeting which the Dean attends, he or she may speak but may not vote.
- (7) The Chair may invite either or both chief officers to attend the whole or part of each meeting of the Committee; and a chief officer, when attending the whole or part of a meeting of the Committee, may speak but not vote.
- (8) If, at the invitation of the Committee, any member of the Chapter attends the whole or part of a meeting of the Committee, the person may speak but not vote.
- (9) If, at the invitation of the Committee, any other person attends the whole or part of a meeting of the Committee, the person may speak, but only at the discretion of the Chair, and may not vote.

Functions

22. The Audit and Risk Committee must keep under review the activities and management of the Cathedral in relation to such matters as the Chapter specifies in terms of reference for the Committee.

Proceedings

23. (1) It is for either of the chief officers, at the request of the chair of the Audit and Risk Committee, to convene a meeting of the Committee.
- (2) The Committee must meet at least twice each year.
- (3) Notice of a meeting of the Committee must, unless otherwise agreed, be given to each member of the Committee, and to each person entitled or invited to attend the meeting by virtue of Article 21(6) or (7) above, at least ten working days before the date of the meeting.
- (4) In the case of each person invited to attend a meeting of the Committee by virtue of Article 21(8) above, notice of the meeting must be given to the person as soon as reasonably practicable before the meeting.
- (5) In so far as it is not reasonably practicable for the relevant papers for a meeting of the Committee to accompany the notice of the meeting, the papers must as soon as is reasonably practicable be given to each person to whom the notice was given.
- (6) Notice of a meeting of the Committee—
 - (a) must specify when and where the meeting is to be held,
 - (b) must include an agenda for the meeting, and
 - (c) must be accompanied by the relevant papers for the meeting.
- (7) In so far as it is not reasonably practicable for the relevant papers for a meeting of the Committee to accompany the notice of the meeting, the papers must as soon as is reasonably practicable be given to each person to whom the notice was given.
- (8) The quorum for a meeting of the Committee is three members, at least one of whom must be a non-executive member of the Chapter.
- (9) Articles 12(6) and (7) of the Constitution (remote participation) apply to a meeting of the Committee as they apply to a meeting of the Chapter.

Reporting

24. (1) A draft of the minutes of each meeting of the Audit and Risk Committee must be circulated promptly to each member of the Committee.
- (2) Once the minutes of a meeting of the Committee are approved, the minutes—

- (a) must be sent to every member of the Chapter, and
 - (b) may be sent to such other persons as the Committee thinks appropriate.
- (3) The Chapter must consider any matters arising from the minutes of a meeting of the Committee.

Terms of reference

25. The Chapter has the power under section 16(11) of the Measure to set terms of reference for the Audit and Risk Committee in relation to its functions, proceedings and reporting requirements but subject to the requirements of the Measure, the Constitution and these Statutes.

Other committees and sub-committees

Committees: composition etc.

26. (1) A committee of the Chapter established under the Constitution must have at least four members.
- (2) It is for the Chapter to appoint the members of the committee, at least one of whom must be a member of the Chapter, following consultation with the Nominations Committee.
- (3) It is for the Chapter to appoint the chair of the committee; and that person may, but need not, be a member of the Chapter.
- (4) The Chapter may remove a member of the committee from office if—
- (a) there is a good reason for the removal, and
 - (b) at least 75% of members present and voting vote in favour of the removal.
- (5) A member of the committee holds office as such for a term of up to three years and may be reappointed; but a member who has served more than three consecutive terms is not eligible for election, or for appointment or co-option as a member, until at least two years have passed since the member last ceased to hold office as such.
- (6) A member of the Senior Management Group is entitled to attend the whole or part of a meeting of the committee and is entitled to speak but not vote.
- (7) A chief officer, any member of the Chapter or the Dean is entitled to attend the whole or part of any meeting of the committee and is entitled to speak but not vote.
- (8) If, at the invitation of the committee, any other person attends the whole or part of a meeting of the committee, the person may speak, but only at the discretion of the Chair, and may not vote.

Sub-committees: composition

27. (1) A sub-committee established under the Constitution must have at least three members.
- (2) It is for the committee under which the sub-committee sits to appoint the members of the sub-committee, with the approval of the Chapter.
- (3) It is for the Chapter to appoint the chair of the sub-committee.
- (4) At least one member of the sub-committee must be a member of the committee under which the sub-committee sits.
- (5) The Chapter may remove a member of the sub-committee from office if—
- (a) there is a good reason for the removal, and
 - (b) at least 75% of members present and voting vote in favour of the removal.

- (6) A member of the sub-committee holds office as such for a term of up to three years and may be reappointed; but a member who has served more than three consecutive terms is not eligible for election, or for appointment or co-option as a member, until at least two years have passed since the member last ceased to hold office as such.
- (7) A member of the Senior Management Group is entitled to attend the whole or part of a meeting of the sub-committee and is entitled to speak but not vote.

Functions

- 28.** The functions of each committee or sub-committee established under the Constitution are set out in the terms of reference for that committee or sub-committee.

Proceedings

- 29.** (1) It is for the chief officers, at the request of the chair of a committee or sub-committee established under the Constitution, to convene a meeting of the committee or sub-committee.
- (2) Notice of a meeting of the committee or sub-committee must, unless otherwise agreed, be given to each of its members, and to each person entitled or invited to attend the meeting by virtue of Article 26(6) or (7) or 27(7) above, at least ten working days before the date of the meeting.
- (3) In the case of each person invited to attend a meeting of the committee by virtue of Article 26(8) above, notice of the meeting must be given to the person as soon as reasonably practicable before the meeting.
- (4) Notice of a meeting of the committee or sub-committee—
- (a) must specify when and where the meeting is to be held,
 - (b) must include an agenda for the meeting, and
 - (c) must be accompanied by the relevant papers for the meeting.
- (5) In so far as it is not reasonably practicable for the relevant papers for a meeting of the committee or sub-committee to accompany the notice of the meeting, the papers must as soon as is reasonably practicable be given to each person to whom the notice was given.
- (6) The quorum for a meeting of the committee or sub-committee is three members.
- (7) Articles 12(6) and (7) of the Constitution (remote participation) apply to a meeting of the committee or sub-committee as they apply to a meeting of the Chapter.

Reporting

- 30.** (1) The terms of reference of a committee or sub-committee established under the Constitution make provision as to the reporting of proceedings of its meetings to the Chapter.
- (2) A draft of the minutes of each meeting of the committee or sub-committee must be circulated promptly to each of its members for approval,
- (3) Once the minutes of a meeting are approved, the minutes—
- (a) must be sent to every member of the Chapter, and
 - (b) may be sent to such other persons as the committee or sub-committee thinks appropriate.

Terms of reference

- 31.** The Chapter has the power under section 17(6) of the Measure to set terms of reference for each committee or sub-committee established under the Constitution in relation to its functions, proceedings and reporting requirements but subject to the requirements of the Measure, the Constitution and these Statutes.

Advisory bodies

Terms of reference

32. (1) The principal function of the Bradford Cathedral Stakeholder Forum is to enable Chapter to appreciate and understand developments and changes within the wider communities encompassed by the Cathedral in order to better serve them.
- (2) The Chapter has the power under section 18(4) of the Measure to set terms of reference for the Bradford Cathedral Stakeholder Forum in relation to its composition, functions, proceedings and reporting requirements but subject to the requirements of the Measure, the Constitution and these Statutes.

Senior Management

Chief officers

33. (1) The Chief Operating Officer has a senior lay role in the Cathedral and is appointed by the Chapter on such terms in respect of tenure, remuneration and duties as the Chapter may determine.
- (2) The Chief Operating Officer is—
- (a) the ‘administrator of the cathedral’ for the purpose of the Care of Cathedrals Measure 2011; and
 - (b) the clerk of the Chapter for the purposes of the Church Representation Rules as they are applied to the Parish by section 40 of the Measure.
- (3) A Chief Finance Officer may be appointed by the Chapter on such terms in respect of tenure, remuneration and duties as the Chapter may determine.

Establishment of management group

34. There is to be a group called Senior Management Group concerned with the management of the Cathedral.

Membership of group

35. The members of the Senior Management Group are—
- (a) the Dean,
 - (b) each residentiary canon with responsibility for a department of the Cathedral or for part of its operations,
 - (c) the chief officers, and
 - (d) such other members of staff (whether lay or clergy) as the Chapter considers appropriate.

Functions of group

36. The functions of the Senior Management Group are to ensure the good management of the Cathedral and, in doing so, to —
- (a) promote the Cathedral’s core values;
 - (b) promote a diverse, transparent and inclusive working place/culture;
 - (c) protect and promote the Cathedral’s reputation;
 - (d) support the Dean to lead the Cathedral;

- (e) lead the development and the delivery of the Cathedral's strategy as set by the Chapter;
- (f) ensure strategic plans and objectives meet agreed budgets and achieve agreed outcomes;
- (g) direct and oversee annual priorities and associated budgets;
- (h) to the extent authorised under article 38(2) below, delegate executive functions to heads of department or other senior employees of the Chapter, receive reports from such persons and monitor the exercise of those functions;
- (i) set budgets for persons exercising executive functions under item (h) above and (subject to any conditions imposed pursuant to article 38 below) determine the extent (if any) of the authority of such persons to authorise non-budgeted expenditure;
- (j) approve non-budgeted expenditure up to such limits as are set by the Chapter for this purpose from time to time;
- (k) discuss managerial, HR, Safeguarding and pastoral issues as necessary; and
- (l) ensure effective communication of decisions and key issues across the wider organisation.

Proceedings of group

- 37.** (1) The Senior Management Group must meet not less than fortnightly.
- (2) An agenda for each meeting must be circulated not less than twenty-four hours in advance of each meeting.
- (3) The Senior Management Team must be chaired by the Chief Operating Officer or in his or her absence such other member of the Senior Management Group as the members of the group shall decide.
- (4) Minutes of each meeting must be recorded and the minutes circulated to all members of the group.

Accountability of group

- 38.** (1) The Senior Management Group is accountable to the Chapter for the executive management of the Cathedral and is responsible for formulating strategies, plans and budgets for the approval by the Chapter.
- (2) The Chapter may issue to the Senior Management Group schemes of delegation (and may update such schemes from time to time) setting out the terms on which the Senior Management Group may take decisions on behalf of the Chapter and any associated conditions or limitations.
- (3) Schemes of delegation may authorise the Senior Management Group to further delegate such authority to individual members of the Senior Management Group or employees of the Chapter

Committees of group

- 39.** (1) The Senior Management Group may establish one or more committees for dealing with matters relating to the day to day running of the Cathedral.
- (2) In the case of each committee established under this Article, the Senior Management Group must specify in writing the matters which come within the committee's remit.
- (3) The Senior Management Group must appoint the members of each committee so established.

- (4) The chair of each committee so established must be a member of the Senior Management Group; but subject to that, the membership of the committee need not include a member of staff or a member of the Chapter.
- (5) Each committee so established must report to the Senior Management Group in accordance with such requirements as the Senior Management Group may specify in writing.
- (6) Each committee so established may regulated its own procedure, subject to such rules as the Senior Management Group may specify in writing.

Dignities

Emeritus Titles

40. (1) The Bishop may confer upon a Dean, or upon a Residentiary, Honorary or Lay Canon who vacates office and immediately upon such vacation retires, the title, as the case may be, of Dean Emeritus or Canon Emeritus or Lay Canon Emeritus.
- (2) A person who on the coming into force of this Constitution and Statutes hold the title of Dean Emeritus shall continue to hold that title.
- (3) A title conferred under this provision shall confer no vested interest and, in particular, the holder shall not by virtue of that title be a member of the College of Canons.

Suffragan Bishops

41. (1) Each Suffragan Bishop must have a stall assigned to him/her by the Dean in the choir of the Cathedral
- (2) Subject to the rights exercisable by any other person in accordance with the Constitution and the Statutes each Suffragan Bishop is to be invited to preach in the Cathedral at least once in each year on such occasion as the Dean may determine and take such part in the service as may be assigned to him/her.

Archdeacons

42. (1) Each Archdeacon must have a stall assigned to him/her by the Dean in the choir of the Cathedral
- (2) Subject to the rights exercisable by any other person in accordance with the Constitution and the Statutes each Archdeacon is to be invited to preach in the Cathedral at least once in each year on such occasion as the Dean may determine and take such part in the service as may be assigned to him/her.

Honorary and Lay Canons

43. (1) Each Canon must have a stall assigned to him/her by the Dean in the choir of the Cathedral.
- (2) Each Honorary and Lay Canon must minister in the Cathedral on one day in each year as the Dean after consultation with him/her shall determine.

Honorary Canon Theologian

44. The Bishop, in consultation with the Dean, may appoint an Honorary Canon Theologian who shall be assigned a stall in the Quire of the Cathedral

Ecumenical Canons

45. (1) Subject to the following provisions of this Section the Bishop may with the consent of Chapter appoint not more than six Honorary Ecumenical Canons from among persons who are members of Churches other than the Churches of the Anglican Communion and hold some

office or perform some function which in his opinion is or should be connected with the Diocese or the Cathedral.

- (2) An Ecumenical Canon must seek to contribute to the ecumenical life of the Cathedral and to promote mission and service in the Diocese.
- (3) The appointment or re-appointment of any person as an Honorary Ecumenical Canon must only be made with the consent of the Chapter.
- (4) Any Honorary Ecumenical Canon is to hold office for an initial period of five years and will be eligible for re-appointment for further such periods so long as he/she hold the office or performs the functions as aforesaid but on ceasing to hold such office or perform such function he or she automatically ceases to be an honorary ecumenical canon without the execution of any Instrument of any resignation unless the Bishop otherwise determines.
- (5) An Honorary Ecumenical Canon may at any time resign his/her office
- (6) Honorary Ecumenical Canons are not members of the College of Canons but may be invited to be in attendance.

Precentor

- 46.** (1) The Chapter must appoint one of the Residentiary Canons to be the Precentor.
- (2) The Cathedral Services are under his/her special care.
 - (3) The Precentor has the duty of pastoral care and superintendence of the choir.

Vergers

- 46.** (1) The Chapter may appoint a Head Verger and as many Assistant Vergers as may from time to time seem necessary on such terms and conditions as may be determined by the Chapter.
- (2) It is the duty of the Vergers to uphold the dignity of worship in the Cathedral to care for its security and to welcome all who enter it.
 - (3) The Vergers discharge their duties under the direction of the Chapter.

Residence

Residence for residentiary canons

- 47.** (1) Central to the role of the Residentiary Cannons is forming with the Dean the nucleus of the worshipping community in the Cathedral. They are concerned with the pastoral care of persons resident or working in the parish and must endeavour to strengthen the whole corporate life, worship and work of the Cathedral and promote it within the city of Bradford.
- (2) The Residentiary Canons must:
 - (a) undertake such duties in the Cathedral as the Chapter shall determine after consultation with them.
 - (b) afford the Bishop at his request advice and counsel on matters pertaining to the Cathedral.
 - (c) have the duty of preaching and the right of celebrating Holy Communion regularly in the Cathedral in accordance with the published rota.

Worship

Divine Service and preaching

- 48.** (1) There must be said or sung in the Cathedral Morning Prayer and Evening Prayer distinctly, reverently, and in an audible voice, every morning and evening, the officiating ministers being duly habited.
- (2) The Eucharist must be celebrated at least weekly in the Cathedral. It shall be celebrated distinctly, reverently, and in an audible voice.
- (3) Subject to paragraphs (1) and (2), it is for the Dean to determine the pattern of worship in the Cathedral after such consultation with the Chapter as required by the Measure.
- (4) Only forms of service that are authorised or allowed by Canon may be used in the Cathedral, subject only to such variations as are permitted by Canon.
- (5) Ministers in the Cathedral (other than the Dean) must observe the directions and have regard to the guidance of the Precentor on liturgical matters. The Precentor is to report to the Chapter on his or her activities under this paragraph.
- (6) It is for the Dean and the Residentiary Canons to preach or to secure the attendance of a suitable preacher.
- (7) The Dean must ensure that invitations to guest preachers are made only in accordance with the safeguarding provisions set out in articles 11(3) and (4) of the Constitution.
- (8) No person shall preach in the Cathedral unless that person is—
- (a) a minister, reader or lay worker of the Church of England or a church in communion with the Church of England;
 - (b) an ecumenical canon;
 - (c) a minister of a designated church to which an invitation has been issued under Canon B43; or
 - (d) a person who has been authorised to preach by the Dean.

Diocesan Services

- 49.** At special diocesan services, the clerical and lay vice-presidents of the Diocesan Synod and the Rural deans and members of the General Synod are to be allocated seats by the Dean.

Order of precedence

- 50.** The order of precedence in processions at services held in the Cathedral is to be subject to the direction of the Dean.

Music, choir etc.

- 51.** (1) Subject to the general oversight of the Dean, there is to be a Director of Music who shall perform such duties as the Precentor may determine.
- (2) There are to be as many assistant organists, lay clerks and choristers as the Chapter may determine.
- (3) The assistant organists are to be appointed by the Chapter on such terms in respect of tenure, remuneration and duties as the Chapter may determine.
- (4) Lay clerks and choristers are to be appointed upon such terms in respect of tenure, remuneration and duties as the Chapter may determine.

- (5) The Director of Music, assistant organists, lay clerks and choristers are to, upon appointment, be admitted to their offices by the Dean.

Miscellaneous

Execution of documents

52. A document which is not required to be executed by the application of the Chapter's seal is validly executed by the Chapter if it is signed on behalf of the Chapter by two members of the Chapter, or by one member of the Chapter and one of the chief officers, each of whom is authorised to sign the document by written resolution of the Chapter (whether specially or generally).

Power to establish subsidiaries

53. (1) The Chapter may, for the purpose of securing the good government of the Cathedral, establish subsidiary companies.
(2) The Chapter may itself become a member of a company established under this Article.
(3) In this Article, "company" includes any body corporate.

Archaeologist

54. Section 23(2) of the Care of Cathedrals Measure 2011 requires the Chapter to appoint a cathedral archaeologist.

Patronage

55. The power of presentation or nomination to a benefice in the patronage of the Cathedral is exercisable by the Chapter or a patronage committee of the Chapter.

Parish church

56. The whole of the Cathedral is to be the Parish church

Amendments to Statutes

Amendments

57. The procedure for making amendments to these Statutes is set out in sections 31 to 34 of the Measure.

Interpretation

Interpretation

58. (1) In these Statutes—
"the Bishop" means the Bishop of Leeds (but see paragraph (2));
"the Cathedral" means the Cathedral Church of Saint Peter in Bradford;
"the Measure" means the Cathedrals Measure 2021;
"the Parish" means the Parish of Saint Peter Bradford being the parish for which the Cathedral is the parish church.
"working day" means a day which is not a Saturday or Sunday, Christmas Day, Good Friday or a bank holiday in England under the Banking and Financial Dealings Act 1971;
- (2) Where the functions of the Bishop are being exercised by another bishop in accordance with an instrument made under section 13 or 14 of the Dioceses, Pastoral and Mission

Measure 2007, the references in these Statutes to the Bishop are to be read as references to that other bishop.

- (3) A reference in these Statutes to a provision of the Measure is to be read as a reference to that provision as for the time being amended, extended or applied by or under any other Measure.
- (4) Subject to that, the Interpretation Act 1978 applies to these Statutes.

Revocation

Revocation

- 59.** The Statutes of the Cathedral made on 10th May 2010 cease to have effect.