

THE DIOCESAN SECRETARIAT BOARD STATUTE 1992

BE IT ENACTED BY the Bishops, Clergy and Laity of the Diocesan Council of the Diocese of Auckland acting under the delegated powers conferred on them by Clause 31[a] of the Standing Committee Statute 1929:

1 The short title of this statute shall be **"THE DIOCESAN SECRETARIAT BOARD STATUTE 1992"**.

2 The name of the Board shall be the Diocesan Secretariat Board.

3 The purpose of the Board shall be to oversee, assist, encourage and support the Diocesan Secretary and the staff of the Diocesan Secretariat.

4 The Board recognises that the Diocesan Secretariat comprises a group of full-time and part-time professional employees who provide a ministry of service and encouragement to facilitate the work of others within the Diocese of Auckland.

5 To achieve its purposes, the Board shall:
 (a) have the delegated authority of the Diocesan Council in relation to the employment of the staff of the Diocesan Secretariat;
 (b) give specific delegated authority to the Diocesan Secretary.

6 The membership of the Board shall be
 The Bishop of Auckland, or the Bishop's nominee
 A person with financial experience, nominated by Diocesan Council
 A member of the Diocesan Council, elected annually by the Diocesan Council
 A person appointed by the Diocesan Council for a term of three years. Such person should, where possible, be knowledgeable about general management or have other specialist experience as may be determined from time to time. The Board may recommend a suitable person to the Diocesan Council for appointment.
 A person nominated by the staff of the Diocesan Secretariat and appointed by the Diocesan Council for a term of three years.
 In special circumstances the Board may co-opt a person with specialist skills subject to the prior approval of the Diocesan Council.

7 The Board members shall elect one of their members as Chairperson. The Chairperson shall retire on the date twelve months after election or whenever he or she ceases to be a Board member (whichever is the earlier) and shall be eligible for re-election as Chairperson so long a he or she remains a Board member.

8 The Diocesan Secretary shall be the Secretary to the Board.

9 The Board shall meet at least three times a year.

10 The Board will present a report to the Diocesan Council by 30 June each year and will report to the Diocesan Council on other occasions when there are issues of importance.