

THE STATUTES

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.

The Dean

2. (1) The Dean is the principal dignitary of the Cathedral, next after the Bishop.
- (2) At his installation the Dean shall make such declarations and take such oaths as may be prescribed by law.

The Chapter: general

Corporate and spiritual life

3. (1) The Chapter is at the heart of the Cathedral's corporate and spiritual life.
- (2) Its members worship together and pray 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 and external noticeboard 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 and/or other non-electronic means 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, and
 - (c) each person listed on the church electoral roll of the Parish of the Cathedral Church of All Saints Wakefield, and, if there is a roll maintained for the purposes of Section 6(5) of the Cathedral Measure 2021, each person whose name is included on that roll.
- (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 14 days but no more than 30 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 may 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 14 days beginning with the day on which invitations to vote are issued.
- (6) The presiding officer must issue by email and/or other non-electronic means 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 and external noticeboard within two working days of the last day of the period determined under paragraph (5), and
 - (b) is sent by email and/or other non-electronic means 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 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 a 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

11. (1) The Nominations Committee must have at least five 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 four years and may be reappointed; but a member who has served more than two consecutive terms is not eligible for appointment as a member, until at least two years have passed since the member ceased to hold office as such, unless the Chapter determines otherwise
- (6) The Dean 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 the Cathedral Partners' Forum, 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, members of each committee (Finance, Risk and Audit and the Nominations Committee itself) and members of the Cathedral Partners' Forum, 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 and each sub-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 seven 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 one half of the members for the time being plus one, 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 the chief officers, 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

- 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 four 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 four years and may be reappointed; but a member who has served more than two consecutive terms is not eligible for appointment as a member until at least two years have passed since the member ceased to hold office as such, unless the Chapter determines otherwise.
 - (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 operating officer must attend each meeting of the Committee unless the Committee considers that there are circumstances which justify excluding or excusing the chief operating officer 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 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 seven 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 four 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 four years and may be reappointed; but a member who has served more than two consecutive terms is not eligible for appointment as a member, until at least two years have passed since the member last ceased to hold office as such, unless the Chapter determines otherwise.
- (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 seven 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 four years and may be reappointed; but a member who has served more than two 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, unless the Chapter determines otherwise.
- (6) A member of the Senior Management Team 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 four years and may be reappointed; but a member who has served more than two 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, unless the committee under which the sub-committee sits determines otherwise.
- (7) A member of the Senior Management Team 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), at least one week before the date of the meeting.
- (3) In the case of each person invited to attend a meeting of the committee or sub-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 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 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 functions of the Wakefield Cathedral Community Forum and the Wakefield Cathedral Partners' Forum are to advise the Chapter on the matters relating to the Cathedral which the Chapter from time to time assigns to it; and the composition and proceedings of the Wakefield Cathedral Community Forum and the Wakefield Cathedral Partners' Forum should be such as to support the exercise of that function.
- (2) The Chapter has the power under section 18(4) of the Measure to set terms of reference for the Wakefield Cathedral Community Forum and the Wakefield Cathedral Partners'

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 Team, concerned with the management of the Cathedral.

Membership of group

35. The members of the Senior Management Team 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 Team 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. Proceedings of Senior Management Team

- (1) The Senior Management Team must meet not less than fortnightly.
- (2) An agenda for each meeting must be circulated not less than 24 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 Team as the members of the team decide.
- (4) Minutes of each meeting must be recorded and the minutes circulated to all members of the group.

Accountability of group

38. Accountability of Senior Management Team

- (1) The Senior Management Team 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 Team schemes of delegation (and may update such schemes from time to time) setting out the terms on which the Senior Management Team may take decisions on behalf of the Chapter and any associated conditions or limitations.
- (3) Schemes of delegation may authorise the Senior Management Team to further delegate such authority to individual members of the Senior Management Team or employees of the Chapter

Committees of group

- 39.**
- (1) The Senior Management Team 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 Team must specify in writing the matters which come within the committee's remit.
 - (3) The Senior Management Team 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 Team; 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 Team in accordance with such requirements as the Senior Management Team may specify in writing.
 - (6) Each committee so established may regulated its own procedure, subject to such rules as the Senior Management Team may specify in writing.

Dignities

40. Emeritus Titles

- (1) The Bishop may confer upon a Dean, or upon a Residentiary, Honorary or Lay Canon who vacates his 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.

41. Residentiary Canons

- (1) At his or her installation a Residentiary Canon must make such declarations and take such oaths as may be prescribed by law.
- (2) A Residentiary Canon must be diligent in attendance at services in the Cathedral, and must not absent him/herself without informing the Dean and other colleagues in advance or other good and grave reason.
- (3) Subject to the rights exercisable by any other person in accordance with the Constitution and Statutes, each of the Residentiary Canons must have the duty of preaching and the right of celebrating Holy Communion regularly in the Cathedral in accordance with the published rota.
- (4) The Residentiary Canons are to also undertake such other duties in the Cathedral as set out in their role description that the Chapter shall determine after consultation with them.
- (5) They are to be concerned with the pastoral care of persons resident or working in the parish and are to endeavour to strengthen the whole corporate life, worship and work of the Cathedral and promote the usefulness of the Cathedral in the Diocese.
- (6) The Bishop may, after consultation with the Chapter, appoint one of the residentiary canons to be Sub-Dean. The Sub-Dean has precedence before the other residentiary canons and is to act on behalf of the Dean in relation to the Dean's functions under article 18(2) of the Constitution so far as the Dean may require.

42. Suffragan Bishops

- (1) At his/her installation a Suffragan Bishop must make such declarations and take such oaths as may be prescribed by law.
- (2) Each Suffragan Bishop must have a stall assigned to him by the Dean in the Quire of the Cathedral.
- (3) At least once in each year each Suffragan Bishop is to be invited to preach in the Cathedral on such occasion as the Dean may determine and take such part in the service as may be assigned to him/her.

43. Archdeacons

- (1) At his/her installation an Archdeacon must make such declarations and take such oaths as may be prescribed by law.
- (2) Each Archdeacon must have a stall assigned to him/her by the Dean in the Quire of the Cathedral

(3) At least once in each year each Archdeacon is to be invited to preach in the Cathedral on such occasion as the Dean may determine and take such part in the service as may be assigned to him/her.

44. Honorary Canons

(1) At his/her installation an Honorary Canon must make such declarations and take such oaths as may be prescribed by law.

(2) Each Honorary Canon must have a stall assigned by the Dean in the Quire of the Cathedral

(3) At least once in each year each Honorary Canon is to be invited to preach in the Cathedral on such occasion as the Dean may determine and take such part in the service as may be assigned to him/her.

45. Honorary Canon Theologian

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

46. Lay Canons

At his/her installation each Lay Canon must make such declarations and take such oaths as may be prescribed by law.

47. Ecumenical Canons

(1) The Bishop, after consultation with the Dean, may appoint not more than six ecumenical canons.

(2) Any person appointed as an ecumenical canon shall be a minister or lay person of good standing in a Church or denomination in communion with the Church of England or in a Church or denomination designated pursuant to the Church of England (Ecumenical Relations) Measure 1988 as being one to which that Measure applies.

(3) An ecumenical canon holds a dignity by that name in the Cathedral but shall not be a canon of the Cathedral and accordingly shall not be a member of the College of Canons.

(4) Any lay person appointed as an ecumenical canon shall be an actual communicant member of the Church or denomination to which that person belongs or shall otherwise be an active participant in worship appropriate to that Church or denomination.

(5) Any person appointed as an ecumenical canon shall be resident or have his or her place of work (whether paid or unpaid) within the Diocese or shall be actively engaged in the life and work of his or her Church or denomination in an ecclesiastical institution in another country with which the Cathedral has or intends to have a close relationship.

(6) An ecumenical canonry shall be vacated automatically and without execution of any instrument of resignation upon the holder ceasing to reside or have a place of work within the Diocese or upon the holder ceasing to carry out the function in any foreign ecclesiastical institution to which the appointment as an ecumenical canon relates.

48. Honorary Priest Vicars

The Dean after consultation with the Bishop may appoint up to three Honorary Priest Vicars..

49. Cathedral Wardens

(1) Up to eight churchwardens of the Parish are to be elected in accordance with the provisions of the general law relating to the appointment of churchwardens.

(2) The churchwardens shall be admitted to office by the Bishop or a person appointed by the Bishop as the Bishop's substitute (who may be the Dean).

(3) The churchwardens shall perform such duties as are required by law or agreed with the Chapter.

(4) The churchwardens shall be known as Cathedral Wardens.

(5) The Chapter may make provision for the appointment of not more than two deputy wardens. Any deputy warden or deputy wardens shall be appointed in the same way as the churchwardens, but shall not legally be churchwardens under the general law.

Worship

50. Divine Service and preaching

(1) There shall 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 shall be celebrated daily in the Cathedral. It shall be celebrated distinctly, reverently, and in an audible voice.

(3) Subject to paragraphs (1) and (2), it shall be 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) shall observe the directions and have regard to the guidance of the Precentor on liturgical matters. The Precentor shall report to the Chapter on his or her activities under this paragraph.

(6) It shall be for the Dean and the Residentiary Canons to preach or to secure the attendance of a suitable preacher in accordance with the rota maintained under article 41(3) above.

(7) The Dean shall 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.

51. Diocesan Services

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

52. Order of precedence

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

53. Musicians

(1) Subject to the general oversight of the Dean, there shall be a Director of Music who shall perform such duties as the Precentor may determine.

(2) There shall be as many assistant organists, lay clerks and choristers as the Chapter may determine.

(3) The assistant organists shall 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 shall 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 shall, upon appointment, be admitted to their offices by the Dean.

54. Vergers

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. The vergers shall be concerned to uphold the dignity of worship in the Cathedral, to welcome all who enter or visit and to care for its security.

Miscellaneous

Execution of documents

55. 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

- 56.** (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

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

Parish church

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

Amendments to Statutes

Amendments

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

Interpretation

Interpretation

- 60.** (1) In these Statutes—
- “the Bishop” means the Bishop of Leeds (but see paragraph (2));
- “the Cathedral” means the Cathedral Church of All Saints in Wakefield;
- “the Measure” means the Cathedrals Measure 2021;
- “the Parish” means the Parish of All Saints Cathedral Wakefield, 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

61. The Statutes of the Cathedral made on 26th September 2000 cease to have effect.