

COMMITTEE POWERS AND DUTIES

Name	The Representative Body of the Church in Wales
Current Chair	Mr James Turner
Provincial staff contact	Chief Executive
Date of issue	4 March 2021
Purpose of the Representative Body	The principal role of the Representative Body of the Church in Wales is to hold and carefully manage its financial and property assets so that the work of the Church as carried out through its Archbishop, bishops, clergy and lay people can flourish.
Accountability	<p>As a registered charity the Representative Body's chief regulator is the Charity Commission and the Representative Body is subject to statutory charity legislation.</p> <p>The Representative Body's functions are set out in its Charter, Supplemental Charter, the Constitution of the Church in Wales and the Welsh Church Acts.</p> <p>Chapter III of the Constitution of the Church in Wales sets out the powers of the Representative Body and the role of the Governing Body, the main policy-making arm of the Church in Wales, in ordering the functions of the Representative Body.</p>
Membership	<p>The criteria for membership of the Representative Body is set out within Chapter III of the Constitution of the Church in Wales. Membership is divided into four categories:</p> <ul style="list-style-type: none"> • <i>Ex officio</i> – consisting of the Archbishop of Wales, the Chair of the Standing Committee of the Governing Body and the Chairs of each of the six diocesan boards of finance; • One lay and one cleric elected by each Diocesan Conference; • Up to four members nominated by the Bench of Bishops, in consultation with the Standing Committee; and • Up to two members co-opted by the Representative Body itself. <p>Chapter III of the Constitution sets out qualifications for clerical and lay members and other details concerning membership criteria.</p>

	The Chair and Deputy-chair of the Representative Body are elected by the Representative Body at the beginning of each triennium of membership.
Current membership	Up to a total of 26 members in four membership categories – <i>ex officio</i> , elected, nominated and co-opted.
Quorum	Half of all appointed members present.
Review	The powers and duties were last reviewed and approved in March 2021. The powers and duties will be next reviewed in March 2024.
Working methods	The Representative Body is required to meet twice per year but its usual practice is to meet three times per year. An agenda, papers and supporting documentation for each meeting are circulated to members a week before the date of the meeting, either by email or by post. Non-members may be invited to attend meetings and may be invited to speak: non-members may not vote. Meetings will be attended by relevant provincial staff who will provide meeting support. Minutes of all meetings are taken with any points of follow-up action and matters arising monitored and referred to other bodies as necessary.
Sub-groups	The Constitution of the Church in Wales permits the Representative Body to appoint committees (to include its own members as well as others) and to specify the powers and duties of such committees. Accordingly, the Representative Body has a structure of committees for which it is responsible. The committee structure along with the membership, powers and duties of each committee are reviews by the Representative Body at the beginning of each triennial period of membership (and as necessary during the triennium). The committees oversee, monitor and provide specific scrutiny of particular areas of the Representative Body's operation, providing advice to the Representative Body accordingly for decision. All committees report a summary of their activities (and minutes of their respective meetings) to the Representative Body at each of its meetings.
Chair's action	No specific authority is delegated to the Chair of the Representative Body. The Chair of the Representative Body has joint line management (with the Archbishop) of the Chief Executive.
Provincial staff attendance	Ordinarily, the following members of provincial staff will be present at Representative Body meetings: the Chief Executive, the Head of Finance,

	the Head of Property Services, the Head of Legal Services and the Governance Officer. Other members of staff attend meetings as required, in consultation with the Chair.
Definition of powers and duties	
Powers	<p>In addition to any other powers conferred upon it by the Governing Body, the powers of the Representative Body are set out within the Constitution of the Church in Wales. These include the power to:</p> <ol style="list-style-type: none"> 1. Regulate its own procedures. 2. Invest any money held in stock funds securities or property, in security of freehold land in England or Wales or by way of a perpetual rent charge issuing out of land in England or Wales. 3. Sell, exchange, lease and manage all property vested in it, except for specific types of property as expressed within Section 23 of Chapter III of the Constitution. 4. Propose draft regulations to the Standing Committee to consider for amendment to the Constitution.
Duties	<p>In addition to any other duties conferred upon it by the Governing Body, the duties of the Representative Body are set out within the Constitution of the Church in Wales. These include a duty to:</p> <ol style="list-style-type: none"> 1. Review its resources and their management and use, in consultation with the Standing Committee, to effect the purposes of the Archbishop, bishops, clergy and laity of the Church in Wales. 2. Formulate an annual provincial budget for presentation to the Standing Committee for approval, which budget shall relate the total available financial resources to the policy and priorities decided upon by the Standing Committee. 3. Hold all property that may become vested in it in trust for the uses and purposes of the Archbishop, bishops, clergy and laity of the Church in Wales, and for other special trusts, pursuant to the provisions of the Welsh Church Act 1914, subject to its statutory authority, powers and duties, under the order and control of the Governing Body. 4. Invest net proceeds of sale of any glebe or repurchased glebe land as capital and not expend this as income. 5. Maintain a Diocesan Parsonage Board Account for the benefit of each diocese from which the costs of purchasing new parsonage housing (or for undertaking improvements to existing parsonages) can be met. 6. Participate in the process prescribed within the Constitution for organising the redundancy of churches; managing church buildings that have been made redundant; and administering the proceeds arising from the sale of redundant churches, church sites and churchyards in line with the regulations set out within the Constitution.

	<ol style="list-style-type: none">7. Arrange the insurance of all church buildings as well as any other buildings within the curtilage of a church.8. Maintain and manage the Maintenance of Ministry Scheme as set out within the Constitution, including the provision of the Clergy Pension Scheme, the payments of stipends to clergy and the provision of annual grants to dioceses.
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