

**GRAFTON DIOCESAN GOVERNANCE ORDINANCE 2008  
AMENDING (PARISH INCUMBENT'S PRESENTATION BOARD) ORDINANCE 2012**  
Ordinance No. 12 of 2012

An Ordinance to amend the Grafton Diocesan Governance Ordinance 2008 relating to the Parish Incumbent's Presentation Board.

**PREAMBLE**

WHEREAS presently the function and operation of the Parish Incumbent's Presentation Board in the Diocese of Grafton is contained within Chapter 11 of the Grafton Diocesan Ordinance 2008 AND WHEREAS it is desirable to have the Ordinance amended THEREFORE the Bishop, Clergy and Laity of the Diocese of Grafton decree and enact as follows:

**AMENDMENT 1**

1. Chapter 11 of the Grafton Diocesan Governance Ordinance is amended by deleting the present Chapter 11 and substituting in place thereof the Schedule to this Ordinance.
2. This Ordinance may be cited as The Grafton Diocesan Governance Ordinance 2008 Amending (Parish Incumbent's Presentation Board) Ordinance 2012
3. This Ordinance shall come into affect upon receiving the assent of the Bishop.

**ASSENT**

I hereby certify that the Ordinance as printed is in accordance with the Ordinance as passed.

  
.....  
Chairman of Committees

I certify that this Ordinance was passed by Synod on the 16 day of September, 2012.

  
.....  
Registrar

I assent to this Ordinance.

  
.....  
Bishop.

**GRAFTON DIOCESAN GOVERNANCE ORDINANCE 2008**  
**AMENDING (PARISH INCUMBENT'S PRESENTATION BOARD) ORDINANCE 2012**

**SCHEDULE**

**CHAPTER 11 - PARISH INCUMBENT'S PRESENTATION BOARD**

**109 Objectives**

The aim of this Chapter is to outline the procedures that are to be followed for the appointment of members of a Parish Presentation Board which has the task, under this Ordinance, to either

- (a) present pursuant to clause 116 to the Bishop a Priest for commissioning into the cure-of-souls in the event of the cure being vacant; or
- (b) determine, pursuant to clause 119, whether the tenure of a Priest shall be extended, or further extended, by a period not exceeding three years.

**110 Composition of a Presentation Board**

110.1 The Presentation Board for a Parish comprises–

- (c) the Bishop or nominee;
- (d) two Priests selected by the Bishop from the panel of Priests (Diocesan Nominators) elected by the Synod;
- (e) the Parish Nominators of the Parish elected or appointed in accordance with this Chapter.

110.2 The Presentation Board may request such other person or persons to attend a meeting if such attendance will assist the work of the Board.

110.3 At its first meeting, the Presentation Board shall be attended by any person, such as an Archdeacon, who has been given an overarching responsibility for the vacant Ministry Unit, together with the person responsible for any Vacancy Consultation for that Ministry Unit, the content of which shall be given to the members of the Presentation Board with explanation.

**111 Election and Term of Office of Parish Members of Presentation Boards**

- 111.1 Subject to the next subclause the Parish members of the Presentation Board, known as Parish Nominators, are elected annually at the Annual General Meeting of the Parish.
- 111.2 An Annual General Meeting of a Parish may decide that the Nominators shall be appointed by the Parish Council, from the lay membership, both elected and appointed, of the Parish Council.
- 111.3 The Parish Nominators shall be members of the Parish Council and should be people with discernment skills, have a good knowledge of the Parish and its Vision, Mission and Goals and be able to research possible candidates.
- 111.4 To the extent reasonably possible the Parish Nominators should not have any conflicts of interest, including employment, interest or relationship which might affect their judgement.
- 111.5 A Parish Nominator may resign by giving written notice to the Bishop and the Incumbent of the Parish.
- 111.6 A vacancy in an office of Nominator elected at a Parish Annual General Meeting may be filled by an election held at a Special Meeting of the members of the parish, or by the Parish Council. The person filling the vacancy will remain in office for the remainder of the term of the person previously in office.
- 111.7 Where the process for the appointment of an Incumbent to a Parish has begun, the Parish Nominators at that time shall continue as the Parish Nominators until an Incumbent has been appointed notwithstanding that the term of office of those Parish Nominators would otherwise have come to an end at an intervening Annual General Meeting. Nothing in this sub-clause prevents the election of new Parish Nominators at an Annual General Meeting, but such Nominators will not participate in a nomination process which the Bishop deems to have commenced.
- 111.8 Neither the Parish Nominators, nor anyone on their behalf, may communicate with any Priest as to their suitability as a candidate for the Incumbent of the Parish, unless authorised by the Presentation Board.

111.9 Should the Presentation Board be unable to nominate a suitable person to the Bishop after nine months from the date of the first meeting of the Board, the Bishop may stand down the Presentation Board and request the Parish to elect two new Parish Nominators and the Bishop may appoint two new Diocesan Nominators forming a new Presentation Board.

111.10 The Parish Nominators after consultation with the Parish Council may in writing surrender their rights of nomination absolutely to the Bishop at any time after they are summoned to a meeting of the Presentation Board, and in place thereof the nomination may be made by the Bishop.

**112 Election of Diocesan Members of Presentation Boards**

112.1 At the first meeting of each Synod, the Synod shall elect a panel of eight clergy to be Diocesan Nominators who shall hold office for three years.

112.2 When selecting two Diocesan Nominators for a Presentation Board, the Bishop will take into account factors such as geography, availability, experience and avoidance of conflicts of interest between the Diocesan Nominators and potential candidates.

112.3 Where the process for the appointment of an Incumbent of a Parish has begun, the Diocesan Nominators involved in that process continue to be the Diocesan Nominators until an Incumbent has been appointed notwithstanding that the term of office of those members would otherwise have come to an end in accordance with the provisions of this clause. Should a Diocesan Nominator through illness, resignation from the Diocese or other cause be unable to continue to act the Bishop may replace that Nominator with another Diocesan Nominator for the on-going Presentation Board process.

**113 Meetings of the Presentation Board for the selection of an Incumbent**

113.1 The Bishop, or the Bishop's nominee, shall convene and Chair Presentation Board meetings, giving not less than seven days written notice, after the date of vacancy in a Parish has been determined.

- 113.2 The meeting will take place in Grafton in private unless alternative arrangements have been made with the members of the Presentation Board. A meeting may be by tele-conference or video-conferencing of any type.
- 113.3 The Bishop may arrange for a conference with the Parish members prior to the meeting of the Presentation Board at which time the members of the Parish may present information concerning the aims, ministry, mission and activities of the Parish and the experiences and talents likely to be sought and seen as appropriate in a new incumbent.
- 113.4 A quorum at a meeting of the Presentation Board shall be three (3) members, including at least one Parish member.
- 113.5 Should a quorum not be present within one hour of the appointed time the Bishop shall call another meeting of the Board within a reasonable time.
- 113.6 Any member of the Presentation Board may nominate a Priest for consideration.
- 113.7 No member of the Presentation Board, or anyone on their behalf, may communicate with any Priest as to that Priest's suitability as a candidate for the Incumbent of the Parish, unless authorised by the Presentation Board.
- 113.8 The selection of a potential Incumbent for interview from those Priests nominated must be the decision of a majority of the Presentation Board.
- 113.9 Should the majority of the Presentation Board believe a candidate to be suitable for the Parish they shall make a recommendation to the Bishop.
- 113.10 On reception of the Presentation Board's recommendation and if the Bishop is satisfied as to the suitability of the candidate for the Parish and is prepared to commission the candidate, the Bishop shall proceed to invite the candidate to accept the office or position.
- 113.11 If the Bishop is not satisfied as to the candidate's suitability the Bishop may ask the Board to make another recommendation.

**114 Meetings of a Presentation Board to Review an Incumbent.**

114.1 The Bishop shall convene a Presentation Board meeting to review an Incumbent in the sixth year of tenure (or sooner at the discretion of the Bishop) and, should the Incumbent wish to remain in office beyond the Incumbent's sixty fifth birthday, in the year prior to an Incumbent's sixty fifth birthday.

114.2 The Incumbent may make a submission to the Board in person before any determination is made.

114.3 Should a majority of the Presentation Board believe the Incumbent's ministry in the Parish should be extended the Board shall make a recommendation to the Bishop that the Incumbent be invited to continue in office.

114.4 Should the Presentation Board make a recommendation of extension the Bishop shall decide the length of any extension offered to the Incumbent up to a maximum of three years.

114.5 Should the Presentation Board not make a recommendation to extend the term of the Incumbent, the Bishop shall confer with the Incumbent and make any arrangements that are required.

**115 Loss of Rights to a Presentation Board**

Should a Parish have wilfully not fully paid the stipend to the former Incumbent or its Pledge is not up to date by the date set for the first meeting of the Presentation Board the Parish shall be deemed to have surrendered to the Bishop the rights contained within this Chapter.