

DIOCESAN NOMINATIONS COMMITTEE

Constituted by Resolution of Diocesan Synod as set out in its Minutes of 15 June 2024

Terms of Reference

The purpose of the Committee is to:

1. Advise the Diocesan Bishop on nominations to Boards and Committees.
2. Advise the Boards and Committees on co-options to their own bodies and sub-committees.
3. Advise the members of Synod on elections to Boards and Committees.
4. Consider and implement promotion and advertising of vacancies on Boards and Committees.
5. Invite expressions of interest for elected roles on Boards and Committees.
6. Recommend to members of Synod endorsed candidates for election.
7. Keep under review membership of Boards and Committees with a view to ensuring appropriate skills are in place to contribute to the work of the relevant Boards and Committees and noting the 'desirable principle' that committee members should stand for election no more than twice.
8. Keep under review membership of Boards and Committees with a view to ensuring diversity and breadth of representation from throughout the Diocese.
9. Liaise and cooperate with Diocesan Boards, Committees, senior staff and officers.
10. Review the operation of the nominations process and the function of the Committee on an annual basis.

Constitution

Ex-Officio

The Bishop of St Albans (or delegated to a Suffragan Bishop)
The Chair of the DBF
The Chair of the House of Laity
The Chair of the House of Clergy

Elected

Two members (one clergy, one lay) elected by and from the members of Diocesan Synod

Co-opted

Up to two others, provided that overall the Committee should not have more clergy than lay members. Those co-opted do not need to be members of Diocesan Synod.

In Attendance

The Diocesan Secretary

The HR Business Partner

The Governance and HR Operations Manager

Chair

Normally chaired by the Chair of the DBF

Term of Office

Three years starting from 1 July prior to the conclusion of a Diocesan Triennium at the end of that month, in order that the Committee can be in place to advise on appointments for the new triennium.

Proceedings

1. The Committee to meet as required.
2. Meetings will be convened by the Chair. The agenda and any supporting papers to be circulated at least 7 days prior to the meeting.
3. A quorum for any meeting of the Committee to be three members.
4. A decision at any meeting of the Committee is to be taken by a majority vote of the members present at the meeting.

Accountable to

The Diocesan Synod, of which it is a sub-committee.