

STATUTES for the FINANCE COUNCIL of the DIOCESE of BATHURST

In order to be well advised and supported in my stewardship and administration of the temporal goods of the Diocese according to Catholic teaching, the provisions of the Code of Canon Law and sound principles of financial administration and compliance with secular law; and as a means of involving clergy and lay faithful in co-responsibility for the life and mission of the local church, I hereby establish the Finance Council of the Diocese of Bathurst ("the Council"), according to these statutes:

1. RESPONSIBILITIES OF THE COUNCIL

- 1.1 The consent of the Council is required for the Bishop to:
 - 1.1.1 Perform acts of extraordinary administration as defined from time to time by the Australian Catholic Bishops Conference;
 - 1.1.2 Alienate diocesan property or property of juridic persons subject to him.
- 1.2 The Bishop is obliged to consult the Council before:
 - 1.2.1 appointing the Diocesan Financial Administrator;
 - 1.2.2 imposing taxes;
 - 1.2.3 performing important but not extraordinary acts of administration;
 - 1.2.4 defining acts of extraordinary administration for juridic persons subject to him;
 - 1.2.5 taking action with regard to pious foundations according to cann. 1305 and 1310.
- 1.3 In addition, the Council performs the following functions:
 - 1.3.1 The preparation of an annual budget of income and expenditure for the governance of the Diocese in accordance with the direction of the Bishop (c. 493);
 - 1.3.2 The presentation to the Bishop of an annual financial statement of diocesan income and expenditure (c. 493);
 - 1.3.3 The presentation to the Bishop of an annual plan for the administration of the temporal goods of the Diocese (c. 494, §3);
 - 1.3.4 The reception from the Diocesan Financial Administrator of an annual account of diocesan income and expenditure (c. 494, §4);
 - 1.3.5 Provision to the Bishop of advice on the purchase of property for the future pastoral needs of the Diocese;
 - 1.3.6 Governance of the Catholic Development Fund;
 - 1.3.7 Liaison with and where necessary advice to parish priests, parochial administrators (c. 539) and other appropriate persons (cf. cann. 541 §1, 517 §1, 517 §2) in matters relating to the stewardship and administration of the temporal goods of parishes;
 - 1.3.8 Approval of budgets and other financial supervision of the Catholic Education Office, Centacare Bathurst and other bodies as specified from time to time by the Bishop;
 - 1.3.9 Other functions regarding the administration of temporal goods in the Diocese as directed by the Bishop.

2. MEMBERSHIP

- 2.1 The members of the Council are appointed by the Bishop after suitable consultation. The Bishop will appoint the Chair and two Deputy Chairs.
- 2.2 The members of the Council are to be at least eleven (11) in number, of whom at least half must be lay members of Christ's faithful.
- 2.3 Members are appointed for a term of office of five (5) years and are eligible for re-appointment (canon 492 §3).
- 2.4 Persons related to the Bishop up to the fourth degree of consanguinity or affinity are excluded from membership of the Council (canon 492 §3).
- 2.5 Membership of the Council is terminated in the following ways:
 - 2.5.1 expiration of the term;
 - 2.5.2 resignation given in writing to the Bishop;
 - 2.5.3 decision of the Bishop for a just cause;
 - 2.5.4 physical or mental inability to function as a member.
- 2.6 Members of the Council are to be persons who are evidently of good character and judgment, committed to the mission of the Church and with expertise in finance, law or administration.
- 2.7 The Vicar General, like the Bishop, is not a member of the Council, but attends and participates in all of its meetings. He represents the Bishop in his absence.

3. OPERATION OF THE COUNCIL

- 3.1 The Council is to meet at least three times each year. On the request of the Chair and with the approval of the Bishop, it may meet more frequently as required.
- 3.2 It is presided over by the Bishop or, in his absence, the Vicar General. It is chaired by the member so appointed by the Bishop or, in his/her absence, one of the Deputy Chairs.
- 3.3 The agenda and minutes of Council meetings are to be distributed to all members of the Diocesan College of Consultors.
- 3.4 Between meetings, an Executive Committee, comprising the Chair and the two Deputy Chairs of the Council, presided over by the Bishop or the Vicar General, deals with the business of the Council and may make decisions on matters delegated to it by the full Council, with the exception of those matters where the Bishop is obliged to seek the canonical consent or advice of the Council. The Committee will normally meet four times per year or as otherwise agreed by the Committee or as directed by the Council. The Committee shall distribute the minutes of its meetings to all members of the Council and report to each meeting of the Council.

4. STANDING COMMITTEES

- 4.1 The Council is assisted in its work by two other Standing Committees. These Standing Committees reflect major areas of responsibility of the Council and operate for and through the Council. These Committees are:
- 4.1.1 Catholic Development Fund: Investment and Audit Committee; *and*
 - 4.1.2 Property Committee.
- 4.2 Membership will comprise members of the Council with, from time to time, other persons with particular expertise and the approval of the Council being invited to participate in the work of the Committees.
- 4.3 The Committees will normally meet four times per year or as otherwise agreed by the Committee or as directed by the Council. The Committees shall distribute the minutes of their meetings to all members of the Council and report to each meeting of the Council.
- 4.4 The Committees will:
- 4.4.1 Prepare recommendations for consideration by Council;
 - 4.4.2 Provide advice to Council on matters they have been requested to investigate;
 - 4.2.3 Brief the Council on reports and recommendations received;
 - 4.2.4 Alert the Council to emerging problems or opportunities in their area responsibility.

5. EXECUTIVE SECRETARY

The Diocesan Financial Administrator or his/her appointee shall serve as Executive Secretary to the Council, the Executive Committee and the Standing Committees.

6. AMENDMENTS

These Statutes of the Diocesan Financial Council may be amended by the Bishop after consultation with the Council and the College of Consultors.

7. REFERENCE TO GENERAL NORMS

With regard to any matters not treated in the present statutes, the norms of Canon Law apply.

Given at Bathurst, the 17th August 2012

Bishop of Bathurst

Notary