
DIOCESE OF THE MURRAY

REGULATION FOR APPOINTMENTS & COMMITTEES 2011

1. This Regulation is to provide for Sub-Committees of Diocesan Council, Officers appointed by the Council and for their terms of office. It does not limit the number of Sub-Committees as may from time to time be appointed.
2. This Regulation does not prescribe nor limit the Bishop's appointment of Commissions and Committees as he sees fit to assist him in his office and ministry as Bishop.
3. Members of Sub-Committees and all appointments of the Diocesan Council under this regulation will be appointed for a three year term at the first meeting of the Council after the first Synod of each Triennium or at such other times as needed.
4. There shall be a '**Legislation Review Committee**' appointed by Diocesan Council, comprising the Bishop, the Vicar-General, the Chancellor, the Registrar ex-officio, and at least three other members appointed by Diocesan Council. The Bishop shall be the Chairman of the Committee and may delegate this role to another member of the Committee. Four members shall form a quorum for meeting purposes. The Committee shall meet quarterly and at such other times that may be required.
5. There shall be a **Finance, Audit & Investment Committee** appointed by Diocesan Council, comprising the Bishop, the Vicar-General, the Registrar, the Financial Consultant or Advisor (if an appointment has been made to this position), the Diocesan Risk Manager ex officio, and at least four other members appointed by Diocesan Council, of which two of these appointed members shall be members of the Diocesan Council. This Committee shall report to the Diocesan Council at each of its meetings and make recommendations relating to the financial management of the Diocese and advise the Council on action it may wish to take. The Bishop shall be the Chairman of the Committee and may delegate this role to the Vicar-General. Provided that if at any meeting both are absent, the Bishop or Vicar-General shall appoint a Chairman for that meeting. The Committee shall meet at least once every eight weeks. Five members shall form a quorum for this meeting. Any member of Diocesan Council is free to attend meetings of this Committee and participate in discussions. Minutes of the meeting shall be circulated to members of Diocesan Council and tabled for Diocesan Council meetings.
6. **There shall be an Annual Return Review Committee** consisting of the Vicar-General, Registrar and the person who collates the returns. They may meet, if necessary, to check the results before presentation of reports to Diocesan Council.
7. **There shall be a Diocesan Curator of Cemeteries** appointed by Diocesan Council at the first meeting of the Council after the first Synod of each Triennium for a three year term unless otherwise determined by the Diocesan Council. This person is the Curator of all Cemeteries in the Diocese and shall be a person familiar with the workings of a Cemetery and the various requirements of the position.
8. **There shall be a Publications Officer** appointed by Diocesan Council, who will ensure that all regulations, ordinances, constitution and any other pertinent documents are kept up to date and stored at the Registry.
9. **There shall be a Privacy Officer** appointed by Diocesan Council to handle privacy matters.
10. **There shall be a Risk Manager** appointed by the Diocesan Council to handle all risk management issues and report to Diocesan Council. The Risk Manager shall also be a member of the FAI Committee ex officio.
11. **There shall be a Media Officer** appointed by Diocesan Council to be engaged as and when required by the Bishop, Vicar-General or Registrar. Such engagement shall be reported to Diocesan Council as and when it occurs.