

**DIOCESE OF CHELMSFORD  
DIOCESAN SYNOD**

There will be a meeting of the Diocesan Synod on 10 June 2023 at 09:30am in  
Chelmsford Cathedral

**AGENDA**

**REGISTRATION AND COFFEE from 9:00am**

**OPENING WORSHIP at 9:30am**

**1. MINUTES OF DIOCESAN SYNOD HELD ON 20 FEBRUARY 2023**

Minutes of the previous meeting attached

**2. NOTICES**

**3. PRESIDENTIAL ADDRESS**

**4. NET ZERO CARBON ACTION PLAN**

Paper DS(2023)05 attached

The Bishop of Colchester to move that:

*‘This Synod welcome and approve the Net Zero Carbon Route Map.’*

**5. ESTATES MINISTRY**

Presentation led by the Rt Revd Lynne Cullens and the Revd Dan Scott.

**COFFEE at approx. 11:25**

**6. DBF AGM**

See separate agenda

**7. 2024 BUDGET AND SHARE SCHEME**

Paper DS(2023)06 attached

The Chair of the CDBF will move three motions during this item as follows:

Motion 1

*‘This Synod approve the recommendation regarding the alternative approach to accommodating House for Duty posts through the Mutual Support Fund formula.’*

Motion 2

*‘This Synod approve the recommended amendments to the parish share scheme as set out in items 2 to 4 of paper DS(2023)06.’*

Motion 3

*‘This Synod*

- a) approves the Parish Share Scheme proposed in the paper.*
- b) approves the Diocesan Budget for 2024 and the total Share of £16,310m.*
- c) approves the apportionment of total Share according to the approved Share scheme, based on the number of posts and houses at the time of apportionment.*

**8. QUESTIONS** see notes for details

**9. DIOCESAN ADVISORY COMMITTEE CONSTITUTION**

Paper DS(2023)07 attached

The Chair to move that:

*'This Synod approve the new constitution for the Chelmsford Diocesan Advisory Committee.'*

**10. AMENDMENT TO STANDING ORDERS**

Paper DS(2023)08 attached

The Chair to move that:

*'This Synod approve the amendment to Standing Order 112 i) a) as set out in paper DS(23)08'*

**11. BISHOP'S COUNCIL FINANCE COMMITTEE AND DMPC REPORTS**

Paper DS(2023)09 attached

**CLOSE AND LUNCH at approx. 13:30**

**NOTES**

**Questions:** Five days prior notice is required. Questions for this meeting must therefore be received no later than 9am on Monday 5 June 2023 either in hard copy at the Diocesan Office or by email to [nwhitehead@chelmsford.anglican.org](mailto:nwhitehead@chelmsford.anglican.org)

Here are some points to remember if you want to submit a question:

- Questions are an opportunity to seek information from;
  - any officer of the Synod
  - senior member of Diocesan staff
  - the President of Synod
  - the Chair of any body constituted by the Synod or on which it is represented.
- Questions must relate to the duties assigned to those listed above.
- Questions must not ask for an expression of opinion or for the solution of an abstract legal question or a hypothetical problem.
- A member may ask up to **two** original questions at one meeting.
- Any member may ask a supplementary question in relation to the original question and the Chair may allow up to three supplementary questions, giving the member who tabled the original question preference.
- Questions for written answer are possible. Answers will be given to the questioner within 24 days of the Synod and will be reported in the Minutes.

**Speeches** – members are requested to announce their name and deanery before they address Synod.

**Please forward apologies to Nathan Whitehead tel. no. 01245 294412 or**  
[nwhitehead@chelmsford.anglican.org](mailto:nwhitehead@chelmsford.anglican.org)

**DIOCESE OF CHELMSFORD  
DIOCESAN SYNOD**

**Minutes of the 158th meeting of the Synod held on  
Saturday 18 March 2023 at Chelmsford Cathedral.**

**PRESENT : The President and 79 Members**

The Very Revd Paul Kennington led the Synod in opening worship.

**1. MINUTES OF DIOCESAN SYNOD HELD ON 22 OCTOBER 2022**

The minutes of the previous meeting were approved.

**2. NOTICES**

The Chair highlighted the notices on the day paper.

**3. PRESIDENTIAL ADDRESS**

The Bishop of Chelmsford delivered her Presidential Address. The text and video of the address can be downloaded here:

[Diocesan Synod, March 2023, Presidential Address by the Bishop of Chelmsford | Chelmsford Diocese \(anglican.org\)](#)

**4. CARBON NEUTRAL UPDATE AND ENVIRONMENTAL POLICY**

The Chair invited the Bishop of Colchester to address the Synod. The following points were covered in his presentation:

- In February 2020 the General Synod formally recognised the climate crisis and voted for net carbon neutrality by 2030. It recognised the emergency caused by the increase in average temperatures. Projections show the drastic impact of continuing rises in sea level for communities in our Diocese. It will also add to the number of displaced people.
- The Bishop of Colchester thanked the former Archdeacon of Chelmsford (previous portfolio holder) and the Revd James Gilder (former Diocesan Environmental Officer). He also thanked the current Diocesan Environment Officer, the Revd Sandra Eldridge for her work since taking on this role.
- He explained that there would be communication resources coming soon.
- Eight new people have joined the Diocesan Environment Group and/or project board.
- Progress will be made toward implementing the net carbon neutral plan which it is hoped to present to this Synod in June.
- Today's motion asks for approval for the revision of the environment policy and to back a call for a fossil fuel non-proliferation treaty. The drawing up of a treaty is a call backed by a number of governments, individuals and other bodies.

The Bishop of Colchester moved the motion that:

*That this Synod:*

- a. *Approve the updated Diocesan Environmental Policy, and*
- b. *Endorse the need for a fossil fuel non-proliferation treaty'*

The following members spoke during the debate:

Revd Vanessa Conant (Waltham Forest)  
Canon Wendy King (St Osyth)  
Sandra Turner (General Synod and Saffron Walden)  
Revd Nigel Adams (Braintree)  
Revd Sara Batts-Neale (General Synod and Colchester)  
Diana Lowry (Epping Forest and Ongar)

The points raised in the debate included:

- Alongside the call for the treaty can the Diocesan Board of Finance also make a commitment to disinvest from fossil fuels in the future?
- Will we be able to look to install solar panels on our church buildings?
- The policy mentioned environmentally friendly forms of transport. These often don't exist particularly in rural multi parish benefices. Is there an assessment of the impact on the carbon output of churches?
- The single most impactful thing that can be done at a parish level is to embark on the eco-Church award offered through Arocha.
- In terms of the action plan will there be space to campaign about rural transport and other areas where public transport is poor.
- A member expressed problems of getting people in authority to listen to transport issues.

The Chair invited the Bishop of Colchester and the Revd Sandra Eldridge to respond to the points raised. The responses given included:

- In response to the question on disinvestment, the DBF invests with CCLA and they have no such investments which would be problematic at the moment. CCLA have recently committed to not invest in fossil fuels. It would be possible to consider this at the June Synod.
- On the matter of solar panels the Diocesan Advisory Committee has to look at the potential harm to the heritage by such an installation and balance that against the whole mission of the Church of England. We need to consider that this is a visible sign and so is good for the mission of the Church of England. There is an offer to meet with the DAC and discuss matters with them.
- In respect of cars and public transport we want to take account of this but also encourage thinking about transport we use at the moment and how this can be addressed.
- The Eco church award is acknowledge and we are encouraging Churches to take this up is in the route map. Arocha's resources were commended and members were encouraged to visit Foxearth meadows, an Arocha site in this Diocese.

- In terms of campaigning there are some existing campaigns and we are hoping we can get something together nationally. National or local government will need to do something. It was also noted that Citizens UK can provide a mechanism through which civic society coming together and influence decision making structures.

The Chair closed the debate and invited members to vote on the motion.

The motion was overwhelmingly carried.

## **5. CHURCH BUILDINGS SUPPORT**

The Chair invited Sarah Odell Historic Buildings and Funding Advisor for the Diocese and the Archdeacon of West Ham

The Archdeacon introduced the item sharing the valuable support offered through in Sarah's role. Accessing funding for church building works can be a difficult area, particularly if PCCs do not have gifts and skills among their number. This support has been in place in East London for some time.

Members were given the example of St Saviours in Walthamstow, which is listed Grade II and was on the Heritage at Risk register. The building had a lot of access issues and the PCC didn't realise they needed support. They had no funds to address the issues and no idea how they could access them. This also provided a chance to improve usage of the building and they have seen several hundred people come into building as a result. They were helped to access £250k of funding and the building is no longer on the risk register.

The Archdeacon continued in explaining that just before the pandemic a partnership with Historic England was agreed to extend this support across the Diocese. Regular meetings are held with Archdeacons and 66 church buildings have benefited from the support in total. This involved different levels of support which had, at present, brought in about £700k for church projects. There was an expectation of a grant of £1.2m.

Three further examples from the Essex part of the Diocese were given:

- St Michael and All Angels Roxwell – A listed building on the Heritage at Risk register. The response had come in a phased approach and has seen the Church reach new audiences, especially with accessibility for people with autism and dementia. It had opened up some community options, for example a bar.
- St Andrews Boreham – this involved a major repair and reordering and also saw the church host a heritage festival.
- St Mary the Virgin Stebbing – this is a major project and the support had helped them to be successful in a first round bid. It was hoped that a second round bid would be successful. This application had been up against major national heritage places. This also involved community and heritage programmes.

It was noted that in order to access these support services people should speak to their Archdeacon who will link with Sarah Odell as appropriate.

The Chair invited members to ask questions. The following members asked a question:

Philip Carnelley (Redbridge)  
Gordon Simmonds (Rochford)  
Revd Christine Newmarch (Witham)  
Mary Durlacher (Colchester)  
Revd Canon Darren Barlow (Thurrock)  
Revd Ernie Guest (Rochford)

The questions and answers were as follows:

- We used to have the Listed Place of Worship (LPOW) scheme but it sounds like it is not such a big barrier that it has gone. Has this changed the approach to obtaining grants? *Yes the LPOW scheme ended several years ago. If parishes are accepting of community-based approaches, then it is still the best offering out there. However, there are other funding sources. For parishes embarking on major projects the Lottery is probably best option open to them.*
- In the case studies a lot of money came from the Heritage Lottery Fund and much of it for repairing roofs. Do you insist on good roof insulation being included as part of this? *This is something the parish's architect will advise on. We do encourage good insulation as part of environmentally friendly measures.*
- How frequently is match funding a stumbling block? *This is always incredibly difficult. It was highlighted that if the building is listed then the PCC can claim back VAT which would count as partnership funding. The larger the project the bigger the demand for match funding. Different churches are in different contexts and some will have other avenues open to them.*
- Does this support extend to buildings other than church building e.g. halls? *Yes.*
- Does the fact that a building is not listed impact on support? *As part of role is funded by Historic England these is a need to focus on historic buildings, but unlisted buildings can also be supported.*
- Will accessing this support come at no cost to parishes and is there help with bid writing? *It was confirmed that the support will not cost parishes and, yes, help is available for accessing grants.*

## **6. GENERAL SYNOD REPORT – FEBRUARY 2023 SESSIONS**

The Chair invited Gill Ball to speak to her report.

Members were reminded that these reports are only intended to give a 'birds eye' view of Synod proceedings. There is a lot more info on the national church website. Living in Love and Faith was prominent at this set of sessions, but there were other significant issues on the agenda. Conduct was the central theme of the presidential address.

In terms of safeguarding there was progression of legislation and a presentation from the national lead.

There was a motion and debate on the cost of living where the Church seeks support for those most impacted and recovery from the impact of the pandemic.

In terms of LLF the Bishop of London delivered a presentation setting the context of discussions which began in 2017. The main LLF motion was subject to a large number of amendments and a long debate. In the end one amendment was carried. The voting figures on the main motion were in the paper. Voting figures on the amendments were available upon request.

## **7. LIVING IN LOVE AND FAITH**

The Chair explained that formal questions exclusively relating to LLF would now be taken under this item. The Chair reminded members of the requirements under SOs as well as a request to be considerate as Synod works through the questions.

### **Q1. Revd Canon John Dunnett (General Synod) to ask the Diocesan Bishop :**

In the event of Prayers of Love and Faith being approved by General Synod and commended by the House of Bishops, has the Bishops Staff and/or DBF given thought to what support might be appropriate to offer clergy who as a result of either using or not using the Prayers find themselves subject to legal challenge?

#### **A.**

*The question envisages a situation that I have no reason to believe will occur. Respect for conscience in this matter has been part of the LLF conversations and process of commendation by the House of Bishops. As the response from the Bishops of the Church of England to the Living in Love and Faith process (GS 2289) made clear, there will be no compulsion on clergy to use the resources currently being prepared. A broadly comparable situation exists with the option around whether or not to offer marriage, or blessings after civil marriage, to those who have been divorced. Clergy exercising their rights of conscience under these proposals will have my full support. In all these situations, those offering and those not offering such provision, should act with courtesy and pastoral sensitivity.*

Supplementary

Q. Can the Bishop reassure Synod that the prayers of Love and Faith won't not happen?

A. The Bishop clarified that her answer was not questioning that the prayers won't be brought.

Q. The situation is fast evolving through parliament, is there any guidance which can be given?

A. There is no need to be fearful.

**Q2. Revd Canon John Dunnett (General Synod) to ask the Diocesan Bishop :**

In the event of Prayers of Love and Faith being introduced, will those being offered curacies in this diocese in 2024 and onwards be guaranteed the choice of being trained by an incumbent whose convictions on the use of Prayers in Love and Faith coincide with their own?

**A.**

*To reiterate, all clergy, including curates, will individually have the right of conscience in this matter. I expect that this will be one of the many factors informing the matching process between curate and context. For now we need to wait for the Pastoral Guidance before this matter can be further considered.*

*It should be noted, however, that all ordinands and curates are expected to gain an understanding of the full breadth of Anglican traditions during their formation, and often curates benefit from experience serving in, or even placements in, parishes which have a different tradition to their own. This fosters unity and mutual respect whilst preserving the rights of conscience for each member of clergy.*

**Q3. Richard Brown (General Synod) to ask the Dean of Mission, Ministry and Education :**

Given that all 3 houses of the General Synod have voted to 'endorse the decision of the College and House of Bishops not to propose any change to the doctrine of marriage', what teaching materials will the Diocesan Board of Education commend to Church of England Schools to explain, commend and promote the Church of England's doctrine of marriage?

**A.**

*The 1944 Education Act and 1988 Education Reform Act saw the development of a dual system of education with Church and State working in partnership. Church of England schools are shaped and governed by statute.*

*The guidance contained in the Church of England resource 'Goodness & Mercy' (<https://goodnessandmercy.co.uk/>) interrelates with the statutory guidance as set out by the Department for Education in 'RSHE: Statutory guidance for governing bodies, proprietors, head teachers, principals, senior leadership teams, teachers.'*



*The Diocesan Board of Education, through the work of our Schools Advisors, will continue to commend and promote this resource that enables pupils to both learn about marriage as expressed in the Church of England's doctrine of marriage and enables pupils to learn about marriage as expressed in UK Law. This enables schools to meet both the mandatory requirements of the 2020 Department for Education guidance for RSHE, the Church of England Education Office Charter and the Section 48 Statutory Inspection of Anglican and Methodist Schools expectations. Our DBE encourages our schools to review their approach through their Christian Vision and Values via the work of our Schools Advisors. While the DBE can explain, commend and promote, it is ultimately a school's decisions as to the resources they decide to utilise.*

**Q4. Richard Brown (General Synod) to ask the Diocesan Bishop :**

How does the diocese expect the Church of England's current proposals around the Prayers of Love and Faith to affect our relationships with our Anglican Communion link dioceses in Kenya, and Trinidad and Tobago, also the ecumenical links with the Evangelical Lutheran Church in Karlstad, Sweden and the Romanian Orthodox archdiocese of Iasi in Romania?

**A.**

*I have not had any communication from any of our link dioceses suggesting that they wish to change the nature of our partnership in light of the Prayers of Love and Faith. Whatever the views of the individual dioceses, I am committed to working with and learning from them.*

*The Anglican Consultative Council, which met in Accra, Ghana in February 2023, discussed the importance of seeking to walk together to the highest degree possible, learning from our ecumenical conversations how to accommodate differentiation patiently and respectfully. The discussion included the topic of differences in teaching and practice as relates to same-sex marriage.*

**Q5. Sandra Turner (General Synod and Saffron Walden) to ask the Diocesan Bishop :**

Given that the Archbishop of Canterbury has said that he will not use the *Prayers of Love and Faith* in order to maintain unity in the Communion and given that Bishop Guli's stated desire for us all to "travel well together", what specific measures will be taken to safeguard those clergy/wardens/PCCs and congregations who, in good conscience cannot offer the prayers?

**A.**

*The Archbishop of Canterbury holds a very specific role in relation to the world wide Anglican Communion and I respect this decision which he personally has taken. I do not intend to do the same, believing that it is possible for a Diocesan Bishop to hold the space*

*for a diversity of views (which I intend to do) whilst following practice according to their own conscience and integrity.*

**Q6. Sandra Turner (General Synod and Saffron Walden) to ask the Diocesan Bishop :**

Given that the former Dean of Chelmsford Cathedral, the Very Revd Nic Henshall, was one of the signatories to a letter sent to the Church Times on 27.1.23, which stated, “Cathedrals will look forward to officially offering services using *Prayers of Love and Faith* with gay and lesbian couples.” and, “many of us still yearn to go further and to be able to offer equal marriage services.”; what measures can be taken to avoid alienating traditional clergy and worshippers from our Cathedral Church should the Prayers be commended by Synod in July?

**A.**

*I know that the cathedral takes very seriously its responsibility of being the cathedral of the whole diocese serving everyone in Essex and East London.*

*People in the Diocese of Chelmsford, both lay and ordained, have many strongly held convictions: social, political, theological, and ecclesiological as well as moral. This has always been the case, and of course it is also true of the cathedral congregation and of the cathedral clergy. It is one of the strengths of the Church of England as a National Church.*

*So I am aware that the clergy of the Cathedral have held in the past, and continue to hold personal opinions, hopes and fears about all matters, including the LLF process and Prayers of Love and Faith and the Bishops’ Pastoral Guidelines. However, I am confident that the Cathedral Chapter is committed to working within the Canons of the Church of England, following the decisions of General Synod and the guidance that I will give the diocese as the Bishop.*

*I know that the Cathedral seeks to travel well together with all the parishes of the diocese, respecting their right to hold a wide variety of views on all matters, and to serve and support them in whatever way they can. We recognise that whilst some people are disappointed and concerned about the recent General Synod decision after the LLF process, others welcome that decision and yearn for it to go further. The Cathedral is committed with the diocese to being part of the process of discernment.*

**Q7. Revd Mark Wallace (Colchester and General Synod) to ask the Chief Executive and Diocesan Secretary:**

Has the Diocese added to our risk register an assessment of the possible impact/fall-out of the introduction of Prayers of Love and Faith?

**A.**

The Strategic Risk Register for the Diocesan Board of Finance lists six key risks. The first of these is Missional risk. This risk recognises a variety of issues which could lead to the church failing to fulfil its missional purpose, and notes four particular concerns:

- Declining congregations, particularly as we emerge from the COVID-19 pandemic
- The closure of some church buildings with others facing significant costs
- Unrepresentative congregations, which challenges the church's capacity to reach and serve local communities and grow for the future
- Failure to remain in unity with one another due to different theological understandings

The trustees of the Chelmsford Diocesan Board of Finance regularly review the risk register, and will of course consider this particular point.

**Q8. Revd Mark Wallace (Colchester and General Synod) to ask the Chief Executive and Diocesan Secretary:**

Will the Diocesan Board of Finance undertake an impact assessment before July 2023 (when the House of Bishops might commend the *Prayers of Love and Faith*), including possible risk to:

- (a) the number of clergy holding licenses;
- (b) the number of people offering for ordained ministry;
- (c) average Sunday attendance;
- (d) Electoral Roll numbers;
- (e) Deanery plans for mission; and
- (f) parish share contributions.

**A.**

The possible risks are included in our Strategic Risk Register within the Missional risk section. It is worth noting there are also possible opportunities as well as possible risks.

It is my belief that risk assessments are most useful when they result in actions to mitigate risk. What the House of Bishops commend to the Church is not in the Diocese's gift, although our General Synod representatives will be able to comment as part of the process. What we can do in Chelmsford diocese is described in the values of *Travelling Well Together*: to treat one another with kindness, mutual respect, gentleness and humility, to work together with honesty and transparency, and to be mindful of our need for one another as members of the body of Christ. Bishop Guli spoke in her Presidential Address of the approach she and our senior leaders are taking to listen, to pray, to hold space for the diversity of views we hold in our diocesan family, and to strive for unity. This approach mitigates risk as best we can.

I do not believe a numerical impact assessment would result in any new actions to mitigate risk, so I do not propose to undertake one before July 2023.

**Q9. Gill Ball (General Synod) to ask the Diocesan Bishop :**

With regard to the Prayers of Love and Faith as commended to the Church by the House of Bishops: Given that, taken as a whole, the General Synod vote was 57% in favour and 41% against, and that the prayers have been commended by the Bishops, is there any legal reason why those clergy who wish to use the prayers cannot do so immediately?

**A.**

*The Prayers for Love and Faith have not yet been commended for use by the House of Bishops. They were put before General Synod in draft format and it was agreed that they would then be refined in light of comments and suggestions received. The Prayers should, therefore, not be used until they are commended in their final form.*

**Q10. Revd David Lower (St Osyth) to ask the Diocesan Bishop :**

Following the General Synod's support of the House of Bishops prayers of Love and Faith, can the bishop confirm that the proposed prayers can also be used to bless sexually active heterosexual couples are not yet married?

**A.**

*I refer David to the answer to my previous question which is that we are still waiting for the final version of the Prayers of Love and Faith, together with the Pastoral Guidance that will accompany them. I don't think it would be helpful for me to speculate further at this stage.*

**Q11. Revd David Lower (St Osyth) to ask the Diocesan Bishop :**

What plans are being made to provide Episcopal oversight to parishes in the diocese who's consciences will no longer allow them to receive licenses, pastoral oversight and services of confirmation from the current episcopal team following their support of the House of Bishops prayers of Love and Faith?

**A.**

*At present there is no provision for churches to ask for extended or alternative episcopal oversight because they disagree with their bishop over matters relating to same sex relationships. So, once again, I'm afraid I need to repeat that we need to be patient and wait for the final version of the Prayers and the Pastoral Guidance to see what, if any, provision might be made. I don't think it's helpful to speculate and I have been trying to encourage everyone in the Diocese to live through this period of uncertainty without undue anxiety, taking each day at a time, feeling our way, and continuing to travel well together.*

**Q12. Christine Saunders (St Osyth) to ask the Chief Executive and Diocesan Secretary:**

Does the CDBF know how many parishes have currently paused their parish share payments?

**A.**

*I am aware of one parish that has given notice of their intention to pause parish share contributions due to matters pertaining to Living in Love and Faith. A small number of parishes contribute their parish share through an intermediary trust, and one further parish has written to notify their intention to adopt this arrangement.*

*Parish share contributions were 86% of the amount requested in 2022, meaning share shortfall was more than £2.2m. 9 parishes did not contribute any parish share at all in 2022, and a further 41 contributed less than half of the amount requested. I am grateful for all parishes that generously contribute what they can, whether or not that achieves the full requested amount. Nevertheless, we must keep working together to discern how we can begin to live within our means. Parish share remains the main way that parish ministry is resourced.*

**Q13. Christine Saunders (St Osyth) to ask the Diocesan Bishop :**

Noting the recent meeting of a large number of clergy in London diocese with their bishops, what plans are there in this diocese to enable our Bishops to hear the (differing) views of clergy and lay people ahead of the House of Bishops inviting General Synod to approve any Prayers they intend to commend ?

**A.**

*The two Area Bishops, other members of the Bishop's Leadership Team (including archdeacons) and I have each spent time meeting with and listening to some of those who have differing views on the Prayers. As bishops we meet regularly and will continue assessing the situation and giving consideration to what is most needed given our particular context here in Chelmsford Diocese. Just to be clear, however, General Synod will not be invited to "approve" (as Christine's question states) any Prayers that the House of Bishops intends to commend. The motion that General Synod passed was that the House of Bishops would further refine, commend and issue Prayers of Love and Faith.*

**Q14. Katia D'Arcy Cumber (General Synod and Thurrock) to ask the Diocesan Bishop :**

While the appointment process for the next Bishop of Bradwell has not yet commenced, can the Bishop of Chelmsford confirm that Prayers of Love and Faith will be able to be used by any clergy in the Bradwell area wishing to do so regardless of the views of the next area Bishop with no ramifications on their current and future ministry?

**A.**

*We do not yet know what the new Pastoral Guidance that will accompany the final version of the Prayers will say. Nevertheless, subject to that, the basis on which clergy would be able to choose to use the Prayers is set out in Canon B5 (Of the discretion of ministers in the conduct of public prayer). It would seem likely, therefore, that a decision to use the Prayers would be a matter for the conscience and discretion (within Canon B5) of the individual cleric concerned. As I have already reiterated, in deciding whether or not to use the Prayers (within the framework of the Pastoral Guidance and the requirements of Canon law), the conscience of clergy will be respected.*

**Q15. Revd Sara Batts-Neale (General Synod and Colchester) to ask the Diocesan Bishop :**

The United Nations defines hate speech as “any kind of communication in speech, writing or behaviour, that attacks or uses pejorative or discriminatory language with reference to a person or a group on the basis of who they are, in other words, based on their religion, ethnicity, nationality, race, colour, descent, gender or other identity factor.” What proportion, if any, of the communications received by the Diocesan Bishop in the last six months would be classifiable as hate speech?

<https://www.un.org/en/hate-speech/understanding-hate-speech/what-is-hate-speech>

**A.**

*I'm afraid I'm not able to answer this question. I haven't done an analysis of the letters and emails which I have received and I would imagine that in some cases, some of the language would be open to different interpretations.*

Supplementary

Q. Is there the capacity to take note of these in the future?

A. The Bishop confirmed that this is not a good use of her time and reasserted the need to encourage people to speak in kindness.

**Q16. Mary Durlacher (General Synod and Colchester) to ask the Diocesan Bishop :**

in view of the Bishop of London's assurance in her presentation to General Synod that the proposed *Prayers of Love and Faith* were to be commended but would not be enforced, (subsequently confirmed by the Archbishop of York in his speech), and the persistent theme reported on in Gill Ball's accompanying report on the debate on the LLF motion, referencing the protection needed to safeguard the consciences of those who would not feel able to use the recommended resources (cf [DS(2023)02], can Bishop Guli confirm that those parishes who have or might pause payments in

the light of the House of Bishops *Prayers of Love and Faith* being commended, will not be hindered from seeking a new incumbent following a future vacancy?

**A.**

The matter of parishes making an active decision not to pay parish share is a serious one and I'm not going to speculate here on potential outcomes. Apart from anything this would not be a decision for me alone but one that would require wider consultation with colleagues. However, it's worth noting that any reduction in diocesan income will always impact on how many clergy stipends we are able to support.

**Q17. Mary Durlacher (General Synod and Colchester) to ask the Diocesan Bishop :**

The Bishop of London, in her replies to the 64 questions put to the House of Bishops relating to Living in Love and Faith at the February 2023 Group of Sessions of the General Synod referred repeatedly to one of three factors (sometimes all three in the same answer): more work was needed, the bishops themselves were divided, and the 'Prayers of Love and Faith' were "silent on matters on human sexuality". The current guidance, *Issues in Human Sexuality* are due to be rescinded when the new Pastoral Guidance has been finalised and approved by the House of Bishops, 'It is hoped that this will take place by July 2023.' Given the complexities which continue to emerge over timing and important matters of liturgy, doctrine, legislation, finance, mission and reputation, will Bishop Guli use her influence in the House of Bishops to propose a halt for the sake of unity both within the Church of England and in the worldwide Anglican Communion to any further development until the necessary work has been done and the effect and scope these proposed Prayers are better known and understood?

**A.**

*The House of Bishops is committed to doing all it can to bring the new Pastoral Guidance to the July meeting of General Synod. I will not seek to use my influence deliberately to slow down or halt such a process but will continue to play a full and active part in ongoing conversations to the best of my ability.*

**Q.** Can the Bishop clarify the next steps?

**A.** This will be done next.

The Chair invited the Bishop of Chelmsford to explain the next steps following the General Synod vote. The Bishop of Chelmsford explained that the College of Bishops meets this week and she encouraged members to pray for that meeting. The House will consider the feedback on the group work and main debate, responses and reactions from dioceses and the wider Communion. They will also be sharing

their own reflections. Two or three different groups will be set up to refine the prayers and to bring the final versions back to General Synod in July.

The Chair then invited Nicky McGinty to lead Synod in a facilitated item.

Nicky explained that this was a chance to combine two themes, the Travelling Well Together document and LLF. She encouraged members to think about how this lands and how they might enable the living out of our values. Values should transfer into what we think and do. There is both opportunity and risk in this.

We are where we are, a decision has been made and this is an opportunity to think about how we move forward. Members were encouraged to listen to one another, be honest and be kind.

Members began small group work on their tables and firstly were asked to decide on one word to describe how they feel.

The groups were then invited to pick one of the values in Travelling Well Together and consider, if we are travelling well together on LLF with this value how might that impact?

Members were given an opportunity to feed back. The following points were raised as reflections:

- **Awareness of Grace** – there was a discussion on the difference between law and grace. The group noticing what we have and the need to be thankful. There is a need to leave space for God's work.
- **Valuing the small, the vulnerable and the marginal** – the conversation had been about what vulnerability meant in this context. The views on the ground are not necessary expressed in Synod and some people are not feeling safe enough to say what they wish to say.
- **Focusing outward** – This has contributed to the relevance of the Church and if we continue to focus internally we will grow increasingly irrelevant. The Church needs to express its care for all, particularly with an emphasis for the marginalised.
- **Sustaining healthy rhythms** – there is a need to understand one another's anxieties and look out for each other's wellbeing.
- **Kindness, mutual respect, gentleness and humility** – the group considered that it is simple to get these words into our heads, but another matter to actually live them out. We need to respond intentionally stepping out of space of it 'being about me'. We need to let the Spirit respond.
- **Generously collaborative** – We should be going into conversations recognising positivity and hopes. We should seek to avoid the temptation to make a presumption about where someone is coming from. We should celebrate differences but there are limits where you can't celebrate something.
- **Faithful, creative, courageous and open to the unexpected and surprising** – The Church is in constant change. There are parallels here with racial discrimination. We need honesty and to acknowledge the human cost of things we may be dealing with.



Next members were asked if we can travel well together on this topic what possible opportunities does this present to the Diocese?

The opportunities were fed back:

- To tell the community that Jesus loves them.
- To be drawn together more. We are the Diocese and can model the approach for wider society.
- If we develop a good model here it may well give opportunity to work on other Kingdom justice issues.
- It could offer a template for others, but we need to take difference seriously.
- People might want to join us because of the quality of the journey, rather than the end destination.
- There is an opportunity to live with honesty.

Finally, the groups were asked if we can't travel well together on this topic and the risks we are all aware of come to pass how do we go forward?

The thoughts fed back from this question were:

- If we can't travel well together here, what can we still travel well together on?
- We listen to Spirit and act in all good conscious.
- We need to consider how we understand order, episcopacy and catholicity.
- We don't walk alone and the Lord will get us to a safe place.

The Bishop of Colchester was invited to offer his reflections. He formed them around three things – Jesus, Scripture and us.

He held an image of Jesus who is criticised because of those he gathers around the table. We should delight at those who gather around the table with Jesus and not exclude those who Jesus is inviting. The Bishop knows people disagree with him and he honours those views. He wants to ensure that safeguards are in place so people can function with integrity.

In terms of Scripture there is a caricature that the Church of England has abandoned Scripture, but he does not believe this is true. He is still spending time grounded in Scripture. We may disagree, but we hold views in humility.

When it comes to us, the Bishop had been reading a book about the band U2 and how they have kept themselves together over a long period of time. They had come to points of fracture and wrote a song expressing that. He ended with a quote from St Teresa of Avila 'Let nothing disturb you, Let nothing frighten you, All things are passing away: God never changes. Patience obtains all things. Whoever has God lacks nothing; God alone suffices.'

The Bishop of Barking then offered her reflections by sharing her personal situation. Her eldest has married into the Orthodox Church and her son in law is not supportive of Ordination of women or same sex relationships. The Bishop's other two children are gay. In spite of their differences they get on well together and

support one another. This feels providential. The Bishop also reflected on finding herself in a very different position in her current ministry. In a parish ministry there is the privilege of holding your own position and if people didn't share your views they usually go somewhere else. However a Bishop is Bishop to everyone. All the Bishops have felt the need to hold the space for the debate, but wouldn't see this as inert. The Bishop recalled an encounter with people working on a reconciliation initiative in the Middle East. Someone asked where they wanted people to stand and the answer was that they need people to stand in the gap, not to support either side. She believes a lot hangs on Luke 10 which poses two questions; what does it say in Scripture and how do you read it? None of us know the mind of God. If we can come together over this it will be such a witness to the country and society.

The Chair closed the item thanking members for how have taken part in the item.

## **8. QUESTIONS**

### **Q18. Revd Mark North (Brentwood) to ask the Chief Executive and Diocesan Secretary:**

How many clergy properties are vacant and not commercially rented out?

**A.**

*Information on the use of clergy properties is presented to Houses Committee and to the Bishops Leadership Team quarterly. The most recent figures available are for December 2022, when 403 houses were managed by the diocesan property team. 25 were vacant and awaiting parochial clergy appointments, and 9 more were vacant and awaiting potential curates. 22 houses were retained for future clergy use but rented out. A further 15 houses were held pending exploration of sale or development. 11 more houses were occupied by refugees or for other charitable use, and some rent is received for these properties although this is lower than market rent.*

*We aim for clergy properties to be rented out when it is anticipated the house will not be needed for 12 months. The diocese does not aim to be in the commercial rental business, instead our focus is on providing housing for our clergy and for missional use such as to refugees. Some vacant periods are necessary, either to complete vacancy works or to ensure the house is available for newly appointed clergy. Houses are rented where this does not jeopardise the ability to gain vacant possession at the expected time of appointment.*

Supplementary

**Q.** Are there any properties that have been vacant for two years or longer?

**A.** The figures were not to hand but the Chief Executive confirmed that there probably are some which have been vacant for this period.

**Q19. Revd Mark North (Brentwood) to ask the Chief Executive and Diocesan Secretary:**

What is the estimated financial loss to the DBF and the housing fund of these empty properties for the last year and in total since the pressure on the budget following the COVID pandemic?

**A.**

*It is not possible to accurately estimate this figure. Instead, I can outline the broad economics and operational considerations involved.*

*Rental income for a clergy property varies depending on the location and size of the house. A typical rent might be around £1,800 per month. Typical rental agreements have a minimum 12 month period, although occasionally 6 months is possible.*

*The costs of rental include the estate agents fee, which is broadly 1 month of rent, and a management fee of around 7.5% of rental income. In some areas a Landlord's license is required which costs approximately £750 for each rented property. Staff time is also needed to inspect the property before release, to work with estate agents on listing particulars, to set rental value and to arrange access and key handovers. Additional minor repair works are usually required after tenants vacate. The repairing liability for the building, and the costs of insurance remain with the diocese throughout the rental period. This means the net surplus from a successful property rental is a small proportion of the income.*

*Where rentals are not successful, costs are much higher. If a tenant refuses to vacate a property at the end of a tenancy, there are significant reputational risks of pursuing an eviction, and if pursued the financial costs run to many thousands of pounds. The delay can threaten successful appointments as the clergy family are asked to move into temporary accommodation until the benefice house can be offered to them. If eviction is not pursued a second house must be rented in or purchased, at significant cost.*

*Priority is always given to ensuring houses are available for clergy appointments. We aim for clergy properties to be rented out when it is anticipated the house will not be needed for 12 months. Possession is usually needed 3 months before appointment to arrange and complete vacancy works.*

*During the COVID pandemic, our government expanded protections for tenants which prevented and delayed evictions. For a time this necessitated a more conservative approach of renting out fewer properties to ensure vacant possession was available for the incoming vicar. The temporary protections have now lapsed and our approach has returned to renting houses which are anticipated to be vacant for 12 months or more.*

*I hope my answer illustrates the financial and operational environment faced by our property team as they seek to serve our clergy by providing housing, and to steward our resources well.*

## Supplementary

Q. People buy properties to let in order to get surplus income, the opinion is that we are poor at managing that income, is it possible to review this to get a better return?

A. The Chief Executive expressed that her view was that the best financial return is in the financial investments. This removes risks and also means that the property team can focus on serving clergy rather than commercial rents.

### **Q20. Revd Sara Batts-Neale (General Synod and Colchester) to ask the Chief Executive :**

Does the level of Diocesan provision to a parish (housing, clergy, training, and other support) change when parish share is not paid?

**A.**

*No, the level of Diocesan provision to a parish is not directly dependent on whether or not the parish share of that parish is met. Many of these provisions are statutory requirements laid down in primary legislation, such as the duty to pay stipends and the duty to maintain benefice houses.*

*The income to pay for those provisions is a voluntary gift from the parishes. In the long term, we cannot continue to spend more than we have Shortfalls in parish share will, indirectly, affect the number of clergy posts, houses and amount of training that we can afford. Our parish share scheme seeks to give greater agency to parishes through deaneries to discern what can be afforded with the resources God has given us.*

## **9. 2022 DRAFT OUTTURN AND OUTLINE OF 2024 SHARE SCHEME**

The Chair invited Michaela Southworth to address the Synod.

The following points were highlighted in the update:

- There was good news in that we have a £1.8m surplus in the draft outturn which was considerable better than budgeted. This had come about for a variety of reasons including an unexpected £0.5m grant from the National Church and expenditure being lower due to higher vacancy rate.
- 2023 will likely to be worse due to bad endowment returns.
- In terms of share update the final 2023 allocation by deanery was included in the paper.
- A meeting had been arranged to listen to feedback around the scheme with a view to possible tweaks for 2024 which will be developed and fed into a paper for the June Synod.

## **10. BISHOP'S COUNCIL, FINANCE COMMITTEE AND DMPC REPORTS**

Members noted the report.

The Chair invited members to show appreciation to the Cathedral team for hosting the meeting and to Nicky McGinty. The Chair stated that she was very grateful for the tone and the manner of how we have conducted the business of the meeting and she encouraged members to take this out with them.

The Bishop of Chelmsford led Synod in a closing prayer.

The President closed the Synod with a blessing.

DRAFT

**DIOCESAN SYNOD****June 2023****RECOMMENDATION TO DEBATE THE DIOCESAN NET ZERO CARBON ACTION PLAN****INTRODUCTION**

The world is facing a human-induced climate emergency already bringing suffering and hardship to many who have done the least to create it. In March 2023, Diocesan Synod responded to this emergency by approving an update to the Chelmsford Diocesan Environmental Policy and agreeing to endorse the call for a fossil fuel non-proliferation treaty.

As a further response to the climate emergency, bearing in mind the updated Environment Policy and in line with the requirements of the Church of England's Net Zero Carbon (NZC) Routemap (<https://www.churchofengland.org/about/environment-and-climate-change/net-zero-carbon-routemap>), the Chelmsford Diocese Carbon Net Zero Management Board have developed a Net Zero Carbon Action Plan to support the General-Synod aligned Diocesan goal of reaching carbon net zero by 2030.

The Action Plan draws heavily on the NZC Routemap. It describes how we might take action on the pathway to net zero carbon by 2030, acknowledging the need to travel well together in this venture, the complexity involved, a need for culture change, resource implications and challenges. The Plan is intended to be dynamic, being appropriately updated as we learn lessons within the diocese or as there are further developments in for example, work being done centrally by the Church of England, technologies or funding landscapes.

**RECOMMENDATION**

That this Synod welcome and approve the Diocesan Carbon Net Zero Action Plan

**APPENDIX**

Net zero Carbon Action Plan v1.0

## Diocese of Chelmsford: Carbon Net Zero Action Plan v1.0

June 2023

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### Executive Summary

As an essential response to the current climate emergency, the Chelmsford Diocese has agreed a goal of reaching carbon net zero by 2030 in line with the Church of England General Synod’s Net Zero Carbon Routemap. This document sets out an Action Plan to achieve this goal.

The Net Zero Carbon Routemap to 2030 covers carbon emissions from energy use in all buildings owned by the diocese or for which the diocese has a significant degree of influence (churches, in-scope schools, clergy housing, the cathedral, diocesan offices), and work-related travel emissions. Other sources of emissions are targets for reduction after 2030.

The Plan recognises that reaching the goal of carbon net zero by 2030 involves culture change across the diocese, and that we need to travel well together to achieve this change. Within the plan we also recognise the importance of governance, leadership, and capacity building.

To ensure a sustainable future, we need to reduce overall energy use as well as carbon emissions. Ways of achieving this can vary considerably in cost, feasibility, and effectiveness. The plan recognises that appropriate actions will vary across buildings and across time as technologies develop. The Plan includes more detail in sections on churches, schools, and clergy housing, including indicative costs, because these are the three areas responsible for the majority of the diocesan carbon emissions.

The Action Plan focuses on actions to the end of 2025, expecting these actions to lead to a reduction of in-scope emissions of 25% by 2025, as well as laying a foundation for action that needs to be taken between 2026 and 2030.

## 1. Background

The world is facing a human-induced climate emergency already bringing suffering and hardship to many who have done the least to create it. This emergency has brought humanity to the point of major decisions that will determine the future of humanity and the rest of life on earth. The Diocese of Chelmsford recognises that this is the context in which we are called to live and preach the gospel.

Addressing the climate emergency provides opportunities as well as challenges. Opportunities include building community and openings for mission through working together and with those outside the church; implementation of the Church of England's fifth mark of mission; reorientating our thinking to recognise, as Rowan Williams puts it, "the world as existing in relation to the mystery of God"; adjusting our lifestyles in line with that thinking; loving our neighbours who are already suffering the effects of climate change. There are already good news stories across the diocese where such opportunities have been realised.

In the light of the current context and these opportunities, the Diocese updated its Environment Policy in March 2022 (1) and within its overall environment strategy, reducing carbon emissions to lessen the effects of human-induced global warming is key. The Chelmsford Diocesan Synod affirmed its commitment to reach carbon net zero by 2030 in October 2020. Following the Church of England General Synod's approval of the Routemap to Net Zero Carbon (NZC) (2) in July 2022 as a plan to be followed by the whole of the Church, the diocese is committed to achieving net zero carbon by 2030 through following this Routemap.

As we anticipate the challenges of this commitment, including the funding required, we have an opportunity to exercise faith, putting our God-given calling to love our fellow human beings, future generations, and all creation above other concerns.

## 2. Purpose

The purpose of this Action Plan is to set out actions required to respond to the climate emergency by reducing carbon emissions in the Chelmsford Diocese, in line with the NZC Routemap and taking into account the updated Diocesan Environment Policy.

## 3. Scope

The scope of this Action Plan, in line with the NZC Routemap (see Appendix 2), includes energy use (gas, oil, other fuel, electricity) in buildings owned by the diocese or for which the diocese has a significant degree of influence (churches, church halls & ancillary buildings, cathedral, voluntary controlled schools, clergy housing, area bishops' housing, diocesan offices, archdeacons' offices and other diocesan property (including common parts of tenanted properties)). It also includes work-related travel. It does not include sources of emissions that are out of scope in the NZC Routemap prior to 2030, some of which are in scope at later dates. These sources include commuting; clergy, family and church member lifestyles; embodied carbon in major building projects; waste disposal; contractors; and land management. We expect that implementing the Action Plan will impact carbon emissions from some of these sources prior to 2030.

The Action Plan focuses on actions required by the NZC Routemap up to 2025. Acknowledging the fast-changing pace of technology and inevitable increasing uncertainty about longer-term planning, the Action Plan contains less detail about actions after 2025. Environmental work within the diocese includes elements other than achieving net zero by 2030. Actions required to achieve strategic objectives outside of the NZC Routemap are not included in the plan. We recognise the unique situation of many of our buildings and the plan does not assume a one-size-fits all approach (see also below regarding churches).



## 4. Principles

This Action Plan has been developed and will be implemented in line with the seven principles in the NZC Routemap, and the ethos of the Chelmsford diocese to travel well together in all that we do.

- The plan is based in theology that seeks to treasure, safeguard and sustain God’s creation. We recognise that this may entail cost, and decisions will inevitably involve some complexity.
- The plan is designed to engage, enable and empower all those in the diocese to take action towards the goal of net zero by 2030, being mindful of diversity, particularly in relation to protected characteristics in the Equality Act 2010 (3). We will seek to ensure that the plan is relevant and widely understood as well as highlighting its urgency. We recognise much excellent environmental work in our local communities and across Essex and the London boroughs that the diocese covers, and the importance of working collaboratively with those outside the church.
- The plan is underpinned by data and is focused and transparent. It recognises the unique situation of every church, school, and property, and that actions required in each situation need to be appropriate and proportionate. Further guidance and support is planned for churches of different sizes, ages and with different use patterns. The Plan also recognises the variety of options for reducing emissions, their advantages and drawbacks.
- We will take opportunities to discuss and share the plan to ensure that steps to reach net zero by 2030 are embedded in all we do.
- In line with research that indicates reducing energy could potentially reduce emissions by as much as 60% (4), the plan aims to reduce energy use, as well as sourcing energy from cleaner sources.
- The plan includes actions to ensure that work-related travel becomes increasingly sustainable.
- Offsetting will be reviewed at the end of 2025. We have no plans to offset prior to 2025.

## 5. Methods

The Action Plan was developed by the CNZ management board with input from the Diocesan Environment Group, and the Diocesan Management Team (DMT), and the Chief Operating Officer of the Cathedral.

The Action Plan covers six areas: Governance, leadership and capacity building; Churches; Diocesan Board of Education and schools; Clergy property; Cathedral; Offices and work-related travel. Each section lists actions required by the NZC Routemap to 2025, actions required to implement relevant Diocesan Environmental Policy statements, and additional actions required to support the culture and behaviour change needed to reach net zero by 2030. Additional actions include those concerned with working and travelling well together, policies, levers, systems, data collation and analysis, developing material and communication, specific support from technical experts, working with organisations, networks, and acting on “quick wins”. Actions are designed to lead to reduction in carbon emissions and overall energy use.

Ways of reducing carbon emissions and reducing overall energy use can vary considerably in cost, feasibility and effectiveness. For example, because heating is the main source of emissions across all our buildings, changing heating systems from oil or gas to heat pumps, underfloor heating, infrared heating and pew heaters/cushions can be very effective ways of reducing both emissions and overall energy use, but may be expensive and infeasible in some buildings. It is cheaper to switch to green electricity and gas tariffs but green gas is not always available and its potential contribution to a carbon free UK is limited (5).

The Plan aims to achieve 25% reduction in carbon emissions from churches and clergy property by the end of 2025, and a 40% reduction from voluntary aided schools by 2025 (see section 8.3.1 for explanation of higher target for schools). We assume that the percentage reduction and the pathway to that reduction will differ for different buildings, and that pathways will appropriately balance cost and effectiveness.

We have reviewed capacity to respond to the NZC Routemap, identifying gaps and funding needed. This includes funding to implement our Action Plan and for resulting capital projects. Likely emissions reductions and capital costs are based on information from various sources including Church of England assumptions

for costs of churches implementing the Practical Path to Net Zero (6), and the Energy Saving Trust (7). It has also been assumed that the UK energy grid will be decarbonised though more slowly than originally planned in 2021 (8). We assume a 10% reduction in grid emissions between 2021 and 2025.

The Plan is based on available data, knowledge and experience, and sets a direction of travel up to the end of 2025. It is intended to be dynamic; developments over time may necessitate updating. We have built a robust system of monitoring and evaluation into the Plan (see section 7) and will ensure good records are kept so that any potential updates can be explained and agreed appropriately.

## 6. Outline of costs and funding sources

The major costs of implementing the Action Plan are capital costs. For churches, schools and clergy housing, assumptions about energy reduction and decarbonisation actions, and associated costs to the end of 2025 are outlined in relevant sections, with total capital costs estimated at around £9,000,000. The diocese has budgeted for the work on clergy housing. For churches and schools, we expect to need grant funding to cover a considerable part of the costs. Capital costs for the cathedral, diocesan offices, and travel will be considerably smaller and will be estimated as part of this Plan. The Church of England is already planning some central projects to involve some buildings as “demonstrators.”

We will appoint a full-time NZC officer in the Autumn of 2023. We have already secured some funding from the Church of England triennium funding stream and are applying to this funding stream to secure funding for the post until the end of 2025. Later sections of this Plan describe the role of the NZC officer in more detail. However, an important part of their role will be to identify funding streams, support applications, and explore group procurement. They will be working with individuals in similar posts in the eastern region dioceses to maximise the potential for identifying and securing funding needed.

Alongside the full-time NZC officer, revenue costs include staff or external contractors with technical expertise to support churches, schools and the diocesan property team in major decarbonisation schemes. These staff or contractors will, for example, be able to explore alternative heating options with churches or plan or undertake some of the complex decarbonisation work. By the end of 2025 we will need the equivalent of at least two full-time technical expertise posts. In 2024, some of the diocesan funding for clergy housing described above could be used for staffing if necessary. Possible sources of funding to cover the rest of the technical staff or contractor costs are currently being explored. If successful, funding from an application to the Buildings for Mission fund could contribute to this work.

## 7. Baseline data, monitoring and evaluation

Latest carbon emissions estimates for the Diocese are from 2021. Total estimated emissions were 13100 tonnes: 4500 tonnes from churches, 4500 tonnes from schools, 3500 tonnes from clergy housing, 580 tonnes from offices/other buildings and 30 tonnes from travel (9)). However, only voluntary aided schools and majority academy trusts are in scope for emissions reduction by 2030. For actions between 2023 and 2025 we have focused on voluntary aided schools with total estimated emissions in 2021 of 1434 tonnes. 63% of these schools provided data to enable estimates of actual carbon emissions but only 31% of our 574 churches did so. Further, these data were collected during the COVID pandemic. Thus, the data should be treated with caution. Achieving the targets for emissions reduction from churches, schools and property described in section 5 would result in a 25% reduction in in-scope emissions between 2021 and 2025.

Progress will be reviewed annually by Diocesan Synod, quarterly by the Diocesan Environment Group and more regularly by the Carbon Net Zero Management Board, including reports on the progress of emissions reduction annually for churches and more often for schools and clergy housing. We will also report on progress to the diocese more widely. In the first quarter of 2025, as required by the NZC Routemap, we will prepare a progress report detailing successes and explaining reasons for delays to progress which will be collated with the reports of other dioceses to present to General Synod.

## 8. Plan

### 8.1. Governance, leadership, and building capacity

#### 8.1.1. Introduction

This Action Plan was approved by Diocesan Synod and Bishops' Council in June 2023. Synod and Bishops' Council have responsibility for its general direction and monitoring progress on an annual basis. Day to day responsibility for implementation lies with the Carbon Net Zero Management Board (Appendix 1), chaired by the Bishop of Colchester, Roger Morris, the current Environmental Lead (EL), and supported by the Diocesan Environmental Officer (DEO) Revd Dr Sandra Eldridge, and a Diocesan Net Zero Carbon Officer to be appointed. The Diocesan Management Team (DMT) will lead work in relation to policy changes and levers, involving other staff as appropriate to ensure we travel well together.

The diocese has a long history of concern for the environment and a longstanding Diocesan Environment Group to support and encourage this. This group will advise on the implementation of the Plan, including any challenges encountered. The DEO and the EL are also currently establishing a network of Environment Advocates (EAs) across the diocese to ensure, as far as possible, that everyone is included in the journey and to build capacity to understand and facilitate the transition to NZC, particularly amongst churches. The aim is to have at least one advocate in each deanery. We also recognise the importance of working with local communities, local authorities, organisations and networks also working towards carbon net zero in the geographic area covered by the diocese.

Enhancing relevant opportunities for everyone in the diocese to contribute to specific direction and to learn from each other and those with more experience and expertise is key to ensuring the Plan is inclusive and effective. Training will be provided for clergy, lay ministers, and all those involved in and interested in environmental work across the diocese, with appropriate input to ensure its effectiveness, as well as more informal opportunities for discussion to support the work needed. Some of these opportunities are discussed in more detail in the diocesan Environment Communication Strategy (10) which includes a focus on churches and schools, areas contributing 60% of diocesan carbon emissions in 2021, and therefore key to emissions reduction. The Environment Communication Strategy aims to ensure that, across the diocese, communication supports and encourages church congregations, clergy, teachers, pupils, diocesan staff and others to understand environmental issues particularly the current climate emergency, put these in a theological context, and find ways to address them. The Strategy focuses on regular use of a range of communication channels, including the diocesan website; the View (diocesan online newsletter); the "Greening the Church" Facebook page; environmental networks; zoom meetings; face to face meetings; a dedicated environment newsletter; and social media.

The diocese has registered with eco-diocese planning to achieve a bronze award by 2024, silver in 2026 and gold in 2029. Achieving these various eco-awards requires some of the training listed in this section to be in place and requires offices to reach the relevant eco-church award (see section 8.6). The A Rocha website provides detail on requirements (11).

The way the diocese invests its resources is an important element of its commitment to carbon net zero. Currently the diocese has no financial investments in fossil fuels. In 2018, General Synod voted to divest, by July 2023, from oil and gas companies not on track to meet the Paris Agreement target of limiting global average temperature rise to well below 2°C. No major fossil fuel companies are on track to meet the Paris Agreements. It is expected that General Synod will pass a motion to divest from fossil fuel companies next month, effectively committing our diocese to divestment. If this does not happen, a motion supporting divestment will be brought to the November Diocesan Synod.

### 8.1.2. Actions

Action	Who responsible
<b>2023</b>	
Discuss this Action Plan with all diocesan staff to facilitate the embedding of environmental concerns and awareness of the Plan in all diocesan activities	DMT
Identify high level policy changes and levers required to implement actions in this Plan	DMT
Embed environmental issues in ongoing training within the curricula of training for both lay and ministerial staff including promoting new Church of England licenced-lay-minister training and ensuring some element of environmental training in curate training	Education Dept./ DEO
<b>2024</b>	
Explore opportunities to work with local councils, community energy companies, other local organisations, individuals around energy use reduction, renewable energy generation, group procurement	DEO/NZC officer
Identify, or develop and run, suitable training for environmental advocates	DEO
Promote a range of training opportunities regularly across the year through wide range of media channels including for diocesan staff, and including in depth training for those who wish to learn more	Education Dept./ DEO
Run an environment training event appropriate for all clergy and licensed lay ministers	DEO/NZC officer
<b>2025</b>	
Review and update asset investment & management policy in line with current thinking and advice regarding environment	Investment committee
Continue to promote and run training as for 2024	Education Dept./ DEO/ NZC officer

### 8.1.3. Challenges

The major challenges are capacity for doing this work alongside other commitments and, in relation to training, developing content and using methods of delivery that will effectively engage participants. Discussion and consultation with individuals across the diocese and with all staff will help to embed environmental considerations into diocesan culture and facilitate the development of effective training.

### 8.1.4. Indicative costs

The NZC carbon officer will work across all six areas described in this Plan. In relation to governance, leadership and capacity building, they will explore opportunities to work with local councils, organisations, individuals on energy use reduction, generation, group procurement and be involved in running annual all-clergy training events, including consultation prior to training. We have estimated a cost of £20,000 for this work in 2024 and 2025. There are no capital or technical expert costs in this section.

## 8.2. Churches

### 8.2.1. Introduction

In 2021, 31% of our churches completed the Energy Footprint Tool (EFT). A similar proportion, 29%, were registered with eco-church by the end of 2022, already exceeding NZC Routemap eco-church targets for for 2023 (10% of churches registered with 5% awarded at least bronze). The diocese has therefore brought forward the NZC Routemap target of 40% registered for eco-church from 2026 to 2024. Sub-section 8.2.2 lists actions related to supporting churches to reduce carbon emissions by 2025. It covers churches and other church buildings owned by the diocese such as church halls. There will be considerable variation in carbon emissions between churches (see (12)) necessitating different approaches. We will provide more detailed guidance depending on size, age and energy use of churches, drawing on the Church of England's Practical Path to Net Zero (6), and including detail on climate resilience measures, for example in relation to extreme heat and floods.

As a start to distinguishing between different groups of churches we have used the EFT and other data to identify approx. 20% of churches with the highest energy use. The path to carbon net zero is likely to be more complex for these churches. In addition, some of these churches will have the potential to become beacons in their community and wider, showcasing innovative initiatives to reduce carbon emissions.

### 8.2.2. Actions

Action	Who responsible
<b>2023</b>	
Communicate with top 20% energy using churches via various channels, including about “Practical Path to Net Zero” (6), “Steps for churches working towards Net Zero” (13), “big wins” (14)	DEO, EL
Support creation of NZC Climate Action Plans by these high energy using churches via networks/zoom meetings, including plans to: reduce heat loss, maximise efficiency of existing systems, manage heat if existing systems fail to avoid like for like replacement (Heating Resilience Plan), Heat Decarbonisation Plan, and climate resilience measures.	DEO/NZC officer/ technical expert
Encourage 90% of churches to complete the EFT by developing short message, flyer; disseminate message widely through various communication channels; disseminate flyer via archdeacon visitations in June; promote EFT in deaneries including at deanery synods	DEO, EAs
Review DAC membership, recruit new advisors if needed (there is a national process to support this); discuss with DAC how to facilitate NZC-driven applications; produce/disseminate guidance for churches	EL/DEO
Review EFT data for 2022, feedback to diocese, deaneries and, where appropriate, ministry and mission units (MMUs); plan to increase completion if necessary	DEO
Support behaviour change to reduce energy use through development of networks in deaneries, addressing issues with groups of churches (MMUs if appropriate), and sharing of good practice/ examples (eg reducing temperature & hours of heating, insulating pipes etc.) via various media channels (10)	DEO/NZC officer
Review and update existing questions in Articles of Enquiry in relation to environmental issues	DEO
<b>2024</b>	
Facilitate appropriate advice and support to churches, including procuring an analysis of churches most suitable for solar panels, and potentially EV car charging, bearing in mind up-to-date knowledge about mining for components and other potential solutions	DEO/ technical staff, contractors
Review issues churches have with developing more sustainable travel options (eg lack of public transport)	NZC officer
Continue to support creation of NZC Action Plans by high energy using churches	NZC officer/ technical staff
Communicate messages about switching to green electricity and gas (if appropriate), and planning ahead for boiler replacement via various media channels, deanery synods & MMUs	DEO
Review barriers and facilitators to churches’ further progression to net zero using data available (may be at national- or diocese-level) and experience so far, within the COM-B framework (see section 8.2.3), develop support for churches including support with funding, and particularly the possibility of group procurement	DEO/NZC officer
Support churches with oil boilers in their plans for no-oil replacement (about 10% of churches who submitted EFTs in 2021 used oil); include drawing on experience of churches in the diocese that have already made no-oil replacements, acknowledging that gas boilers may sometimes be the best option.	DAC/ technical staff, contractors
Encourage churches in progress on environmental issues including registration for eco-church (11) and applying for eco-awards aiming for 40% registered by the end of 2024, 30% with an award and 10% with silver or higher; use environment network and media channels and include sharing good practice/examples	DEO/EAs
<b>2025</b>	
Lobby government about connecting rural churches to the grid if necessary	NZC officer
Encourage change to energy efficient lighting via various media channels and environment network	DEO/EAs
Identify churches that are tourist destinations or town centre churches with car parks that could be used by the public and review opportunities to install electric charging for coaches	DEO/NZC officer

### 8.2.3. Challenges

We expect the major challenges in completing these actions to be lack of capacity amongst the environment team in the diocese and amongst churches, lack of technical expertise, and lack of funding. Recent research suggests that motivation, capability, and opportunity are major factors holding churches back from doing more work on the environment (15). These three factors are the basis of the COM-B framework designed to explain and explore behaviour change (16). Alongside using communications and facilitating mutual support through networking to help with motivation and capability, in 2024 we

will use the framework to better understand the specific barriers and facilitators to behaviour change in our diocese and to find solutions.

#### 8.2.4. Indicative costs

The cost of implementing actions to reduce carbon emissions to net zero will vary considerably from church to church. From a Church of England project that explored the costs of reaching carbon net zero for four large churches, the maximum likely cost per church is around £400,000. Smaller churches used predominantly on Sundays are likely to have much lower costs around £10,000 - £15,000 (12). Assuming various plausible profiles of costs between these two figures, the total cost of getting all churches in the diocese to net zero based on these figures could be as high as £31 million. The table below shows one scenario of actions by churches that results in a 25% reduction in emissions by 2025. Alternatively, the same reduction could be achieved with smaller numbers of churches switching energy tariffs and triple the number of churches changing to more efficient and carbon free heating systems, but at triple the cost.

Both scenarios require support from the NZC officer and technical staff or contractors. The NZC officer will support Climate Action Plans and networks; research facilitators and barriers to change; explore funding and group procurement; engage in lobbying (if necessary); and support installation of EV chargers. We have estimated a budget of £60,000 over the three years to undertake this work. We have budgeted £80,000 for technical staff/contractors in 2024 and 2025 to review suitability for solar panels, EV chargers, support Climate Action Plans and advise on heating solutions in general and particularly for oil boilers.

Scenario of changes to achieve 25% reduction in emissions between 2021 and 2025
50% switch to green electricity tariffs; 33% institute energy saving measures such as reducing areas heated, times of heating and temperature; 15% switch to green gas tariffs; 5% install solar panels; 5% switch to infrared heating; 5% use pew heating; 5% install heat pumps or underfloor heating and a handful insulate roofs.

### 8.3. Diocesan Board of Education and schools

#### 8.3.1. Introduction

Within the diocese we have already started data collection from Display Energy Certificate reports and utility bills and entered these data into the energy toolkit for schools. The energy toolkit and the use of smart meters has been promoted through a questionnaire to schools. We already work with Save Money Cut Carbon (17) to support schools to get to net zero and will continue to do so, possibly working with other relevant organisations as appropriate.

Nine of the voluntary aided schools within scope for carbon reductions to 2030 have been trialling hydromx in their heating systems (18). Hydromx is a heat transfer nano-fluid. It contains nanoparticles that can improve energy efficiency when introduced into closed-loop heating systems. The fluid is showing promising results with approximately 35% reduction in energy use for heating and hot water in these schools. Given this positive start with hydromx, and the relatively small number of voluntary schools, greater reductions in emissions from these schools are possible than from other areas.

#### 8.3.2 Actions

Action	Who responsible
<b>2023</b>	
Identify school sites that have boilers approaching end-of-life and support schools through funding feasibility to identify opportunities for a more sustainable solution, committing not to replacing with like-for-like fossil fuel powered options	Schools buildings and organisation officer (SBO)
Communicate with schools to encourage green energy tariffs, "quick wins", energy audits & Climate Action Plans	DBE
Seek public funding to commission energy audits & climate Action Plans to secure sustainable heating solutions in line with 2030 target	DEO/NZC officer
<b>2024</b>	
Put hydromx into another 8 schools	SBO
Support schools to work with their procurement provider to switch to green energy tariffs at point of contract renewal	NZC officer

Encourage schools to develop or update a Travel Plan that includes 'no travel' options and the installation of EV charging points where appropriate	DEO/NZC officer
<b>2025</b>	
Put hydromx into another 8 schools	SBO/ technical expert
Support schools to work with their procurement provider to switch to green energy tariffs at point of contract renewal	NZC officer

### 8.3.3 Challenges

Major challenges relate to clarity over the responsibilities for leading this work and securing funding for major capital projects.

### 8.3.4 Indicative costs

The table below shows one scenario that could result in an approximately 40% reduction in carbon emissions, at an estimated cost of £2 million. Focusing on changing heating systems rather than switching to green tariffs and using hydromx to reach this reduction would require a 10 to 15-fold increase in the number of schools installing heat pumps and solar panels and a cost of about £6 million.

Both scenarios require support from the NZC officer and technical contractors/staff. The NZC officer will support climate Action Plans, switching to green energy tariffs and Travel Plans. We have estimated a budget of £25,000 over the three years to undertake this work. Further technical contractors/staff may be needed to support complex projects and further introduction of hydromx.

Scenario of changes to achieve 40% reduction in emissions between 2021 and 2025
60% adopt use of hydromx; 50% switch to green electricity; 50% institute energy saving measures such as reducing areas heated, times of heating and temperature; 25% install LED lights; 10% install solar panels; 10% insulate lofts; 10% install double glazing.

## 8.4. Clergy housing

### 8.4.1. Introduction

This section includes residential accommodation owned and rented out or used by clergy/staff. In 2013/14 following an audit of properties' suitability for solar panels, the diocese undertook a programme of solar panel installation. Currently, 180 properties are fitted with solar panels. In addition, a programme of insulation was instituted, largely during clergy vacancies. The housing stock has been surveyed and the diocese has a detailed stock improvement plan, which includes retrofitting, maintenance, and improvement of heating resilience as appropriate. EPC ratings for all properties are currently being updated through further surveying. Since 2005 all boilers have been required to be capable of dual fuel hydrogen and gas; thus most properties already have dual fuel boilers. We continue to upgrade to more efficient modern boilers as necessary. We are starting to upgrade properties to use internet-based heating control system such as Hive, at a cost of about £500 per property. Properties with very high carbon footprints have been replaced with smaller and more efficient properties where possible. In addition, between 2021 and 2023 the number of properties has reduced from 422 to 400 through selling properties for which the diocese no longer has use.

### 8.4.2. Actions

Action	Who responsible
<b>2023</b>	
Review barriers and facilitators to occupiers switching to green tariffs for electricity and gas and saving energy in other ways	NZC officer
Fit solar panels and heat pumps in properties with correct facing roof aspect as appropriate	Property team
<b>2024</b>	
Implement stock improvement plan as properties become vacant and replace housing stock with more energy efficient properties	Property team
Investigate group buying schemes for green electricity and gas	NZC officer
Run switching campaigns to encourage occupiers to switch to 'green' electricity, including examples	DEO
Encourage use of quick wins to reduce bills and save energy through various communication channels	DEO

Continue to upgrade to more efficient boilers as appropriate	Property team
Fit solar panels and heat pumps in properties with correct facing roof aspect as appropriate	Property team
Having reviewed options to replace fossil fuels, encourage switch to green gas tariffs for any properties still using gas at the point of contract renewal (timing of this targets depends on energy markets/government advice)	Property team/ DEO
Trial hydromx in a selection of properties	Property team
<b>2025</b>	
Continue with actions as above	See above
Review opportunities for installing EV charging points in properties	Property team

### 8.4.3. Challenges

Challenges in relation to the reduction of the carbon footprint of diocesan property include the types and age of properties available which may not be conducive to, for example, insulation or heat pump installation. In urban areas promoting decarbonisation and energy use reduction may exacerbate challenges in following Church of England guidance regarding clergy property specification (19). Given the extensive work in installing solar panels already undertaken there are limited opportunities for further installation at this point. Further, without additional actions to mitigate this, the cost and administrative burden of some actions such as switching to green tariffs will fall on occupiers. The work required in surveying and improving properties when they become vacant needs sufficient staff input. Upgrading boilers entails a cost but the full emissions reduction benefits of hydrogen-compatible boilers will not be realised until gas supplies are switched to hydrogen.

### 8.4.4. Indicative Costs

The table below shows one scenario for reducing emissions by 25% by the end of 2025 at an estimated cost of £623,000. Some housing stock reduction and replacement has already taken place, and this is likely to continue. Alternatively, installing heat pumps and solar panels in about 10% of houses instead of switching energy tariffs would achieve a similar reduction but cost over £1.5 million.

Both scenarios require support from the NZC officer and technical expertise. The NZC officer will research facilitators/barriers to switching to green tariffs and explore group buying schemes. We have estimated a budget of £20,000 over the three years to undertake this work. Additional technical staff are needed within the property team to make the necessary improvements to the housing stock. A small amount of the budget of £623,000 for work on clergy housing over 2024 and 2025 could be set aside for staff costs in 2024. However, eventually ongoing funding will need to be found for at least one full-time post.

Scenario of changes to achieve 25% reduction in emissions between 2021 and 2025
50% switch to green electricity; 25% institute energy saving measures such as reducing areas heated, times of heating and temperature; 10% new boilers that can run off hydrogen (no emissions saved yet); 7.5% of properties sold; 5% improved during vacancy for better energy efficiency; 5% switching to green gas; 2.5% of properties replaced; solar panels/heat pumps installed in handful of properties

## 8.5. Cathedral

### 8.5.1 Introduction

Carbon emissions from Chelmsford cathedral are very small compared to the total diocesan emissions in scope for reduction. The cathedral already has a gold eco-church award; has no oil boiler; both electricity and gas are on green tariffs; and LED lighting has been installed throughout the estate (includes the Chapter House and seven other houses). The cathedral completes the energy footprint tool annually, and a sustainability review has been completed. It is not a major tourist destination and access by public transport is good; electric charging points are not seen as a priority.

### 8.5.2. Actions

Major actions for the Cathedral are to use the sustainability review already undertaken to develop and implement a Climate Action Plan. The plan will include actions to ensure further energy use reduction and decarbonisation and include any further “quick wins” as appropriate. The Chief Operating Officer



will be responsible for ensuring the plan is drawn up and the NZC officer employed by the diocese will provide advice alongside providing advice to larger churches in the diocese (see section 8.2.). The plan will include works to the Cathedral estate. It will be developed in 2023, and the Cathedral's Eco-gold monitoring group will have overall responsibility for implementing and monitoring the plan.

### 8.5.3. Challenges and costs

Major challenges will be the capacity to do this work and the cost involved. Costs will be estimated within the Climate Action Plan and a plan for covering these costs will be developed at this stage. The cathedral has its own funds so there will be no cost to the diocese of the capital work involved.

## 8.6. Offices and work-related travel

### 8.6.1. Introduction

Only six percent of the diocesan in-scope emissions in 2021 were from offices and work-related travel. The section covers Diocesan Offices in Chelmsford. Offices included in Bishops' and Archdeacons' houses are covered in clergy housing. Chelmsford diocesan offices are owned by Guy Harlings Trust. As tenants, the diocese's agency for implementing carbon reducing actions is more limited than if it owned the building. However, the offices have already moved to a green electricity tariff. The Diocesan Environmental Policy includes statements on sustainable travel.

### 8.6.2. Actions

Action	Who responsible
<b>2023</b>	
Schedule discussion of office use, work-related travel & other issues affecting office carbon emissions in DMT/other meetings to ensure all staff can appropriately input to Action Plan implementation	DMT
Measure/report on carbon emissions by inputting utility bill information/floor area into Energy Toolkit	DMT
Develop a high-level Net Zero Carbon Action Plan, referencing Practical Path to Net Zero, considering 'quick wins' (eg. not leaving equipment on standby, turning off lights when leaving rooms, replacing lights with LEDs, appropriate heating & air-con settings), and including a Heating Resilience Plan	DMT
Review potential for installation of EV charging points at offices & provision of dedicated EV parking	DMT
Achieve Bronze eco-award	Property team/Head of Service Delivery
<b>2024</b>	
Review options to replace fossil fuels; switch to green gas tariffs at the point of contract renewal (timing of this action dependent on energy markets and government advice)	DMT
Develop a Travel Plan and consider expenses policy to encourage sustainable transport. Incorporate implementation of Environmental Policy statements: (1) Encourage environmentally friendly forms of transport: walking, cycling, using public transport, sharing cars, keeping journeys to meeting venues short, and keeping fossil fuel emissions as low as we can. (2) Consider alternative venues for, or alternatives to, face to face meetings, to reduce environmental impact.	DEO/DMT & those impacted (eg curates/ other clergy relevant staff)
If necessary, and in conjunction with groups such as Citizens UK, lobby local and national government, to ensure the diocese can meet its desired outcomes in relation to sustainable transport options, for example lobbying for better public transport provision	NZC officer
Ensure all pool cars are electric vehicles (EVs) after 2024 (with a minimum range of 250 miles)	DMT
<b>2025</b>	
Implement Travel Plan through appropriate communication	DEO/DMT
Bringing together work done reviewing opportunities for EV charging in all locations (churches, schools, clergy property, offices), install as appropriate	DEO/DMT/Property team

### 8.6.3. Challenges and costs

Major challenges will be the capacity to do this work and the cost involved. Costs will be estimated within the Climate Action Plan and a plan for covering these costs will be developed at this stage. £20,000 has been budgeted for support from the NZC officer. Whether additional technical staff and contractors are needed will not be known until the Climate Action Plan has been developed.

## 9. From 2026 to 2030

After 2025 the NZC Routemap contains far fewer specific actions. It requires all cathedrals, the top 20% high energy use churches, and all offices to have delivered their Climate Action Plans, smart meters to be installed in all clergy housing, and all dioceses to have developed a land management. We will develop plans for the further reduction of carbon emissions between 2026 and 2030 based on the work done between 2023 and 2025 and taking into account changes in culture, technology, and political environment in relation to addressing the climate emergency. This is likely to include the introduction of more heat pumps and solar panels, the use of hydrogen, and other heating solutions drawing on newer technologies and experience across the Church of England and particularly the eastern region dioceses with whom we are working closely to share experience and lessons learnt.

## Glossary

NZC	Net zero carbon
EL	Environment Lead
DEO	Diocesan Environmental Officer
EA	Environment Advocates
DMT	Diocesan Management Team
EFT	Energy Footprint Tool
DAC	Diocesan Advisory Committee
MMU	Mission and Ministry Unit
DBE	Diocesan Board of Education
SBO	School Buildings and Organisation Officer

## References

- (1) [https://www.chelmsford.anglican.org/uploads/files/Chelmsford\\_Diocese\\_Environment\\_Policy\\_March\\_2023.pdf](https://www.chelmsford.anglican.org/uploads/files/Chelmsford_Diocese_Environment_Policy_March_2023.pdf)
- (2) <https://www.churchofengland.org/about/environment-and-climate-change/net-zero-carbon-routemap>
- (3) <https://www.legislation.gov.uk/ukpga/2010/15/contents>
- (4) <https://cat.org.uk/info-resources/zero-carbon-britain/research-reports/zero-carbon-britain-rising-to-the-climate-emergency/>
- (5) <https://bigcleanswitch.org/news/will-green-gas-help-climate-change/>
- (6) <https://www.churchofengland.org/sites/default/files/2021-01/the-practical-path-to-net-zero-carbon-numbered-Jan2020.pdf>
- (7) <https://energysavingtrust.org.uk/>
- (8) <https://www.edie.net/uk-off-track-to-deliver-net-zero-power-grid-by-2035>
- (9) [https://www.churchofengland.org/sites/default/files/2022-12/Energy%20Toolkit%20Report%202021\\_final.pdf](https://www.churchofengland.org/sites/default/files/2022-12/Energy%20Toolkit%20Report%202021_final.pdf)
- (10) Environment communication strategy (to go on website)
- (11) <https://ecochurch.arocha.org.uk/denominational-awards/eco-diocese/>
- (12) [https://youtu.be/3YYgo9\\_KPds](https://youtu.be/3YYgo9_KPds)
- (13) Steps for churches who are looking to work towards Net Zero (to go on website)
- (14) <https://www.youtube.com/watch?v=kpmHCFgcXI>
- (15) <https://jri.org.uk/what-is-the-main-factor-holding-churches-back-from-doing-more-about-the-environment/>
- (16) <https://thedecisionlab.com/reference-guide/organizational-behavior/the-com-b-model-for-behavior-change>
- (17) <https://www.savemoneycutcarbon.com/>
- (18) <https://www.hydomx.com/>
- (19) <https://www.churchofengland.org/sites/default/files/2017-11/Parsonages%20A%20Design%20Guide.pdf>

## Appendix 1: Membership of Carbon Net Zero Management Board

Bishop Roger Morris (chair)  
Michaela Southworth (Diocesan Secretary)  
Nathan Whitehead (Head of Service Delivery)  
Tom Geldard (Communication Manager)  
Alex Reeves (Property Manager)  
Simon Garnier (Senior Diocesan Surveyor)  
Peter Palmer (Schools Buildings and Organisation Officer)  
Elizabeth Marshall (Cathedral representative)  
Elizabeth Lawson (Clergy representative)  
Jason Frost (Lay representative)  
Katherine Ball (Lay representative)  
Sandra Eldridge (Diocesan Environmental Officer)

## Appendix 2: Scope of the national Net Zero Carbon target

From Appendix 1 of the Routemap to Net Zero Carbon by 2030.

### 2030 NET ZERO

These are in scope of our "net zero by 2030" target.

We will aim to measure and report these as soon as possible, as a first step towards making real and sustained reductions.

The national EWG will review, and potentially expand this scope, every three years, from 2022 onwards, in line with reporting to General Synod.

#### 1. The energy use of our buildings;

Gas, oil, or other fuel use

Electricity purchased (no matter the source it is purchased from – renewable electricity purchased is accounted for later)

For the following buildings;

- Churches, including church halls and ancillary buildings. (This includes non-parochial churches, BMOs and others if they have their own utility supplies.)
- Cathedrals (all buildings within the green line forming part of the precinct)

- Schools where the DBE has a significant degree of influence (generally Voluntary Aided & Diocesan Academy Trusts) including halls/other buildings
- Clergy housing, bishops' housing, and other staff accommodation wholly owned by the Church (based on EPC grades and average reasonable use, not actual usage)
- Church bodies' offices including Church House Westminster, diocesan offices, and bishops' offices
- Peculiar, only if they come under faculty jurisdiction
- Other diocesan property, including common parts of tenanted properties
- Theological Education Institutions which are part of the Church of England
- For all the above, tenants' energy use and mobile phone masts should be excluded if possible, e.g. if on their own sub-meters. Floodlights managed and paid for by the local council should also be excluded if possible.

*Including the "well to tank" and "transmission and distribution" factors involved in getting energy to the building.*

*Note: Electricity used to charge EV vehicles will be included within the above.*

2. All work-related travel (e.g. the petrol / diesel used by archdeacons on visitations, CBC / DAC members on visits to discuss projects, reimbursable clergy and ordinand travel, reimbursable staff and volunteer travel, reimbursable train journeys, staff and clergy making reimbursable flights for work or ministry, coaches hired for school trips etc).

*In standard Greenhouse Gas reporting definitions, these are our "Scope 1" and "Scope 2" emissions and some small elements of Scope 3 which are operationally simpler to include.*

3. From this, and on the understanding that real reductions in energy use have been made, the following can be removed:
  - Excess energy generated on site (e.g. from solar PV) and exported to the grid
  - 100% renewable electricity purchased either from the Green Energy Basket or agreed companies, reviewed annually, having regard to the criteria used by the Big Church Switch Green gas [those certified each year.] – see note on Green Energy Tariffs
  - Other reliable offsetting schemes, meeting national criteria to be developed – see note on Offsetting

### NET ZERO AFTER 2030

These will be in our next phase of work.

Some dioceses may opt to include these in their diocesan 2030 targets.

4. All the emissions from major building projects (new builds and extensions, major re-orderings, solar panel installations, major new heating or lighting systems) \*
5. Emissions generated from the farming / management of Church land (including church yards, unless fully controlled by local councils, and glebe land) less emissions sequestered through the farming / management of Church land (such as tree planting, soil improvement, and other nature-based solutions) \*
6. All the emissions (including upstream process & transport) from the procurement of any items we buy (e.g. pews for churches, paper & printing for offices, new cars for bishops, catering for events)
7. Upstream and downstream emissions from water and drainage

8. Downstream emissions from waste disposal
9. Emissions from building contractors, plumbers, electricians and the like
10. Carbon generated from use of emails and the internet in work-based contexts
11. Diocesan investments, if they are a material amount
12. Air-conditioning gasses

*In standard Greenhouse Gas definitions, these are those parts of our "Scope 3" emissions which are within our influence to a significant degree.*

*\*To be specifically reviewed in 2022, with the potential to bring them into scope of the 2030 target, only after consultation, and if feasible methodologies have been developed*

### NOT INCLUDED IN TARGET

Out of scope of our target  
(but still within our mission to influence)

13. Travel of staff and clergy to and from their usual place of work or ministry
14. The travel of the public to and from church, school, and church events.
15. Clergy family's & residents' GHG emissions (consumer goods, travel, holidays). The energy used to heat and light the housing, if over the average reasonable use above.
16. Personal GHG emissions from the lives of worshippers attending church, other church users (such as people attending a choir or playgroup), and overseas visitors
17. Schools over which we have very limited influence (generally Voluntary Controlled Schools which are fully controlled by Local Authorities)

*In standard Greenhouse Gas definitions, see below, these are either out of our scope or are scope 3 but largely outside our influence*

## DIOCESAN SYNOD

Title: **2024 BUDGET AND SHARE SCHEME**

Author: **FINANCE DIRECTOR**

Date: **10 JUNE 2023**

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### **1. INTRODUCTION**

This report proposes a General Fund budget for 2024 for Synod approval, together with an indicative budget for years 2025 to 2028 (these are for information and not approval).

The report also introduces some minor changes to the Parish Share Scheme from 2024 onwards, which are proposed for approval.

### **2. CURRENT FINANCIAL CONTEXT**

The General Fund budget has been in deficit for the last few years, as Parish Share payments fell short of the allocation requested. This was exacerbated by the Covid-19 pandemic. National Church funding continues to decrease year by year as transition funding reduces after the Darlow formula was withdrawn.

The 2022 budget was for a deficit of £0.825m in the General Fund, including a Parish Share shortfall of £2.0m. Outturn has been significantly better than budget, at £1.6m surplus. The improvement is mainly due to a sustainability grant of £0.5m received from the Archbishops Council, reduced expenditure linked to vacancy savings and higher than budgeted investment income linked to total return accounting. Further explanation can be found in the Summarised Financial Statements paper.

The 2022 outturn represents significant good news for the Diocese. However, the ongoing position remains an annual deficit, so a sustainable position has not yet been achieved.

### **3. 2024 BUDGET SUMMARY**

A deficit budget of £1.362m is proposed. A summary of the budget is given below. A more detailed breakdown is included at the end of this paper.

	2024 Budget £'000	2023 Budget £'000	Change %
<b>Income</b>			
Parish Share Allocation	16,310	16,541	
less share shortfall	<u>(2,447)</u>	<u>(2,481)</u>	
	13,863	14,060	(1.4)%
Mutual Support Fund	5,929	5,673	
Income mitigating shortfall	<u>1,085</u>	<u>1,361</u>	
Total Income	<u>20,877</u>	<u>21,095</u>	(1.0)%
<b>Expenditure</b>			
Current Ministry Costs	9,683	10,058	
Current Parish Housing Costs	3,902	3,537	
Future Ministry Costs	4,196	4,334	
Parish Support	2,720	2,605	
Other costs	<u>1,737</u>	<u>1,680</u>	
Total expenditure	<u>22,239</u>	<u>22,215</u>	0.1%
<b>Surplus / (deficit)</b>	<u>(1,362)</u>	<u>(1,120)</u>	21.7%

#### 4. INCOME AND THE MUTUAL SUPPORT FUND

##### **Parish Share**

The main source of income remains the generosity of individuals and parishes through Share. It is proposed that budget Share income for 2024 is £16.310m. This is 1.4% lower than in 2023.

The average Share income per stipendiary post for 2024 is budgeted at £69,287 which is 3.8% higher than 2023. This takes into consideration inflationary increases in the costs of stipends, housing and other costs, whilst also factoring in a reduction in the total number of clergy and houses under management.

##### **Share Shortfall**

Share shortfall was around 9% before the Covid19 pandemic, but grew to 18% during the pandemic. In recent months it has been gradually falling but has not yet returned to 2019 levels.

Parish Share shortfall has been estimated at £2.5m for 2024, or 15% of share allocation. This is similar to the actual shortfall in 2022, and is the same level factored into the 2023 budget.

Beyond 2024 share contribution rates are budgeted to increase gradually to 92.5%. It is hoped that in the longer term share shortfall will reduce as the scheme better reflects a fair allocation of shared costs, and as deaneries are empowered to consider share payment and sustainable clergy deployment together.

**Mutual Support Fund**

The main sources of income for the Mutual Support Fund (MSF) are National Church support and Diocesan Investment income. The MSF reduces the amount of Share requested from parishes.

For 2024, £5.9m of funds are budgeted to be available to reduce the request made to parishes. This is 4.5% higher than in 2023. Points to note include:

- Investment income available to the MSF has increased by 3% to £2.5m. The Total Return Accounting policy continues to allow a good level of support to be drawn from the Stipends Endowment fund whilst ensuring the capital value of the fund remains protected from inflation. The increase also reflects recent and anticipated house sales, where proceeds are invested, with investment returns available to reduce the Parish Share request.
- £0.687m has been allocated from the City Churches Fund grant to support stipend costs in the relevant 5 London boroughs.
- Some amounts from the MSF (£0.371m) and from the City Churches Fund grant (£0.103m) have been set aside to fund the Mission Opportunity Fund. The use of these funds will be determined by deaneries.

	2024 Budget £'000	2023 Budget £'000	Change %
National Church Support Transition	660	792	(16.7)%
National Church Support Deprived Communities	588	863	(31.9)%
CCF Support for Stipends in 5 borough's	687	675	1.8%
MOF funding from MSF share contributions	(371)	(360)	-
Investment Income (supporting Parish Share)	2,521	2,448	3.0%
Income from Statutory Fees	800	700	14.3%
Less Parochial Fees Paid	(151)	(150)	0.7%
Vacant Posts	1,195	705	69.5%
<b>Total Mutual Support Fund</b>	<b>5,929</b>	<b>5,673</b>	<b>4.5%</b>

**Income mitigating shortfall**

Within the 2024 budget, a proportion of the additional investment income achieved from Total Return Accounting is set aside to mitigate any shortfall. Since there is considerable financial pressure on parishes, the budget continues to allocate the majority of Investment income (£2.52m) to the Mutual Support Fund, with a smaller proportion (£0.95m) held back to mitigate Share shortfall. Net rental income of surplus houses (£0.13m) is also held back to mitigate Share shortfall.

The difference between the anticipated Share shortfall, £2.45m, and the income set aside to mitigate this, £1.09m, results in the budget deficit of £1.36m.

## 5. EXPENDITURE

The 2024 budget includes expenditure of £22.2m, 0.1% higher than the previous year.

The majority of expenditure continues to be the direct costs of parochial ministry and future ministry training (ordinands and curates). A total of £17.8m is included in the budget towards these costs, which is £1.47m more than the Parish Share allocation.

### ***Inflation:***

- Cost inflation is included at 3% increase compared to 2023 budgets which included a 10% increase reflecting the current high levels of inflation which are expected to fall in 2024.

### ***Stipends, salaries and pensions:***

- Stipends and salary costs represent the dominant portion of expenditure. These costs are allocated across all sections of the budget according to the role of the person.
- For 2024, stipends and salaries are budgeted to increase by 3%, from April.
- There is considerable uncertainty about inflation, so the budget figures are estimates at this stage. Actual stipend and salary increases for 2024 will be agreed in early in the year by Finance Committee based on advice from National Church and comparison with other dioceses.

### ***Clergy posts and Direct costs of Ministry:***

- Parochial stipendiary posts for 2024 have reduced by 14.1 to 229.4. This reflects our continuing journey towards our 2025 sustainability target of 215 posts.
- The number of houses provided to stipendiary and House for duty clergy is budgeted at 265.
- The budget also includes an average of 24 House for duty posts, 100 self-supporting ministers, and 110 Licensed Lay workers.
- Direct costs of Ministry are budgeted to reduce slightly to £13.586m (£13.595m in 2023)

### ***Future Ministry Training and Curates:***

- Investment in vocations continues, with an average of 44.0 stipendiary curates during 2024 (2023: 48). The reduction reflects a decision to appoint 12 new stipendiary curates each year from 2022 onwards, rather than 16 as in previous years. This was done mindful of the reductions in stipendiary posts and acknowledging that parishes bear the costs of training future clergy.
- Future Ministry Training and Curates costs have decreased 3.3% to £4.196m

### ***Services to Parishes and Other Costs:***

- Opportunities for reducing costs continue to be considered where possible. These have held cost changes to around the same level as the 3% inflation assumed for like-for-like costs.
- Services to Parishes costs have increased by 4.4% to £2.72m
- Other costs have increased by 3.4% to £1.737m.



## 6. 2024 PARISH SHARE ALLOCATION

Parish share allocation is the total of the amounts parishes, through deaneries, are initially asked to contribute. Share allocation is typically higher than the budget parish share income. This is because the number of parochial posts at the time of apportionment (in July 2023), is higher than the number of posts anticipated by the budget (which is the average across the 2024 year). Whilst it is expected that parochial posts will continue to gradually decrease for the next few years, it is not yet clear which posts will change.

The Parish share scheme initially apportions share amounts based on the number of posts currently in place. This has the effect of increasing the total share allocated by the fraction of current posts divided by 2024 budgeted posts.

2024 total allocation cannot yet be confirmed, but will be as follows:

- For stipend costs: allocation will be higher than budget by the number of stipends paid at the time of allocation, divided by the number of stipends in the budget (which is 229.4, the average expected throughout 2024).
- For housing costs: allocation will be higher than budget by the number of houses occupied by clergy at the time of allocation, divided by the number of houses in the budget (which is 265, the average expected throughout 2024).

Parishes which have a change in parochial ministry provision after the Share amounts are calculated will receive a changed Share amount once the new ministry provision has been agreed by the parish, Area Dean and Archdeacon has been confirmed in writing to the diocesan office.

## 7. 5 YEAR BUDGET FORECAST

A five year budget forecast has been prepared. A high level summary is included at the end of this paper.

The forecast was prepared to consider whether the deficit position might get better or worse, and so whether we are becoming sustainable or not. This is important to check that we are not heading for insolvency. Without a longer term forecast it might be difficult to have confidence to approve a deficit budget for 2024.

Overall the budget moves from a deficit of £(1,362)k in 2024 to a surplus of £387k in 2028.

The deficit is forecast to reduce because of three main changes:

- a. Continued reductions in stipendiary posts for both parochial and title (curacy) over time to 2025. Stipendiary incumbent posts (or equivalent) reduce from 243.5 in the 2023 budget to 215.0 in the 2026 budget. Stipendiary title posts (curates) reduce from 48 in the 2023 budget to 38.0 in the 2026 budget, reflecting a reduction of intake from 16 to 12 per year.

- b. Total return accounting, combined with ongoing sales of surplus houses. The contribution from total return is £3,475k in the 2024 budget, by 2028 the contribution is forecast to be £4,225k per year. The increase in total return more than offsets the reduction in Darlow transition funding expected.
- c. Parish share payments increasing from 85% to 92.5% over the course of the next 5 years.

## **8. 2024 SHARE SCHEME**

Our Parish Share scheme changed in 2023 following a major parish consultation which took place from Autumn 2021 to Summer 2022. The consultation told us that the Parish Share should be transparent and just and should help parishes to mutually support each other.

Local agency is a key value of our new scheme. Through deaneries, parishes are empowered to decide between themselves how best to meet the costs we have agreed to share, through deanery mutual support. This gives an opportunity to reflect factors which can never form part of any formula, such as one-off building costs, or simply to express generosity to one another. Across the diocese the Mutual Support Fund acts to ensure deaneries with higher deprivation or larger geography are asked to contribute less per clergy post than deaneries with low deprivation or small geography.

The scheme seems to be achieving what it set out to do, which was to bring transparency to Share calculations, and generous mutuality to our shared finances. The scheme is helping to shed light on whether we are moving towards financial sustainability, and to give agency to parishes through deaneries to discern what might be done over the next few years where that has not yet been achieved.

As part of our ongoing feedback and consultation process, we held two consultation events on 18<sup>th</sup> April, one at Chapter House in Chelmsford and the other on Zoom. It was always our intention and commitment when we carried out the major consultation in 2022 to listen to feedback and make minor tweaks to the parish share formula in response to that feedback for 2024.

We have taken on board feedback from those meetings and have identified 4 minor changes to the scheme for 2024. Those proposed changes were discussed at Finance Committee on 25<sup>th</sup> May and recommendations are now presented to Synod to be voted upon. There were five further items that were considered but where no change is recommended at this time.

The four proposed changes are summarised on the following page. The economic impact of the choices has been modelled to show what the consequences the different options would have for parishes in different circumstances. All calculations are based on figures for the 2023 year, since the 2024 budget was not available at the time the modelling was carried out.

### **Item 1: Expand the Mutual Support Fund so that it can offset future training costs for parishes with House for Duty posts**

The 2023 share scheme shares the costs of training future clergy between all parishes on the basis of the number of clergy serving in each parish. The calculation counts clergy in stipendiary and house for duty posts (with rare cases where a self-supporting minister in charge also taken into account). This leads to House for Duty posts being asked to contribute the same amount towards future training as posts with a full stipend. However, Mutual Support Fund Grants were not offered towards future training costs. Instead, the Grants are offered only towards the costs of parish ministry such as stipends and housing.

Several people have expressed strong views that the resulting parish share requests for parishes served by House for Duty posts is disproportionately high.

Two options are therefore proposed

A - Maintain current approach where Mutual Support Grant formula only considers the costs of parish ministry such as stipends and housing.

B - Amend the Mutual Support Grant formula to take account of future training costs in addition to parish ministry costs such as stipends and housing. This would mean that House for Duty posts receive relatively more support from the fund.

Option B will be recommended and voted upon at Synod. If approved, parish share would (on average) increase by £720 (around 1%) for stipendiary posts and decrease by £4,400 (around 13%) for House for Duty posts. This would be in addition to the 3.8% average parish share increase included in the 2024 budget.

### **Item 2: Geographical size of benefice in Mutual Support Grant calculation**

If approved, share would change at a deanery level by a range between a reduction of £12,900 to an increase of £7,400.

There was general support for this change from the consultation, so this change is **recommended** to Diocesan Synod

### **Item 3: Parish share reduction during a vacancy**

A 50% reduction in parish share after 2 years of a vacancy is recommended.

The proposed change would mean there is slightly less Mutual Support Fund available to all parishes. As things currently stand 9 parishes would qualify from this change which would be a total of £250k share reduction for those parishes, and the same reduction in the Mutual Support Fund. Our hope is that fewer parishes will be in long term vacancy in future. In 2024 it is anticipated that the share reduction offered to parishes in long term vacancy could be met from savings from vacant posts without reducing the Mutual Support Fund, which means the change is already included in the budget. In 2025 and thereafter the proposed change would increase share ask by approximately 1% for parishes with occupied posts or shorter vacancies.

There was strong support for there to be a parish share reduction in the case of a long-term vacancy (over 2 years), however this would not apply to clergy suspensions

or long-term sickness, as cover posts are available. As a result, this change is **recommended** to Diocesan Synod

#### **Item 4: CCF Area of benefit extension**

The proposal is to extend the area of benefit to parishes outside of London, but within the CCF area, it will result in each of those parishes receiving in parish share discount due to CCF covering a proportion of stipend cost.

This change is **recommended** to Diocesan Synod

In addition to the recommended changes described above, feedback was received about the following items, but no formula changes are currently proposed.

#### **Number of church buildings**

Some feedback has suggested the share scheme should reflect the number of church buildings within a benefice or parish, so that congregations bearing greater building costs might be asked to contribute less in share.

There continues to be strong demand for some reflection of church building costs in the Parish Share scheme, and we will continue to explore how to do this in future years.

It is recommended that **no change** is made to the 2024 scheme to reflect the number of church buildings within the model.

#### **Full payment discount**

An incentive scheme is in place which offers a 1% discount to share for parishes which choose to contribute the full share amount by regular payments throughout the year. Feedback was received that in an environment of higher interest rates and inflation 1% may be too low an incentive rate.

There was strong support at the consultation meetings to retain a discount as a reward/incentive for full payment. The proposal to increase the discount was not supported on the grounds of affordability, and that it would likely lead to a reduction overall in parish share payments.

As a result **no change** is proposed and the 1% discount for full payment of parish share will be retained.

#### **Mission Opportunity Fund by deanery**

The Mission Opportunity Fund (MOF) is not part of the Parish Share scheme. However, the availability of a new deanery-based MOF grant was announced alongside the scheme in 2022. For the first year, 2023, the funding was divided equally between our 23 deaneries for simplicity. A commitment was made to revisit the fairness of this distribution for future years.

There was strong support to maintain the MOF allocation at an equal amount per deanery. Therefore, this change is **not recommended** to Diocesan Synod

## Mutual Support Fund calibrations

There are two calibration choices embedded within the operation of the mutual support fund.

### Contribution rate

Deaneries and parishes contribute into the fund at a rate of 20% of costs. It is possible to change this calibration, but no change is proposed for the 2024 year.

### Grant balance between deprivation and geographical area

The Mutual Support Grants are calculated based on an 80:20 split between factors relating to deprivation (“IMD”) and those relating to geographical area (“GEO”). This ratio could be amended, but **no change** is proposed for the 2024 year.

## Vicarage maintenance during a vacancy

Parishes are responsible for the upkeep of their vicarage and its garden during a vacancy. Increasingly parishes are struggling with this responsibility alongside the additional work of church ministry during a clergy vacancy.

In Autumn 2023 a consultation will begin on the topic of how parishes are best served so they can flourish. The consultation will include conversations about the services offered by the diocesan office, including the balance between the quality, scope and cost.

The topic of vicarage maintenance during a vacancy is a good example of balancing scope and cost of work. The conversation will be better addressed as part of the Autumn consultation rather than as part of the 2024 parish share scheme amendments. Therefore, **no adjustment is currently proposed.**

If you would like additional information relating to the points above, a more in depth paper which was considered by Finance Committee is available on the Diocesan website. You can access that paper here - [Parish Share Changes - Additional Information](#)

Participants in the feedback meetings have also been sent a follow up email, detailing the possible changes and explaining how the feedback had helped shape those changes. You can read that email here - [Feedback email](#).

## 9. MOTION

Synod is invited to consider the following motions:

*1 - That this Synod approve the recommendation regarding the alternative approach to accommodating House for Duty posts through the Mutual Support Fund formula.*

*2 - That this Synod approve the recommended amendments to the parish share scheme as set out in items 2 to 4 of paper DS(2023)06'*

*3 - That this Synod:*

*a) approve the Diocesan Budget for 2025 and the total Share of £16,310m.*

*b) note the forecast budget for years 2025 to 2028.*

*c) approves the apportionment of total Share according to the approved Share scheme, based on the number of posts and houses at the time of apportionment.*

**Chelmsford Diocesan Board of Finance****General Fund Budget 2024**

	2024 Budget		2023 Budget	
		£ per post		£ per post
Stipend		30,600		29,932
Related Costs		449		487
National Insurance		2,674		2,621
Pension		7,413		7,126
DBS Checks		126		132
In service training - LLM		174		174
In service training - clergy		552		552
<b>House related:</b>				
Council Tax		3,147		2,954
Water Rates		754		747
Insurance		697		837
Housing Mgt, Repairs and Improvements		10,023		8,078

**A Direct Costs of Ministry**

	posts	£ per post		posts	£ per post
Incubent stipendiary - non housing costs	229.4	41,814		243.5	40,850
Incubent stipendiary - housing costs	240.9	14,620		255.7	12,617
House for Duty - non housing costs	24.0	679		22.0	685
House for Duty - housing costs	24.0	14,620		22.0	12,617
SSM	110.0	679		140.0	685
Lay	100.0	300		110.0	306
Incumbent + 20% House for Duty (*)	235.4			247.9	
<b>Total Ministers</b>	<b>463.4</b>			<b>515.5</b>	

	2024 Budget			2023 Budget	
	£'000	% total	Increase / (Decrease)	£'000	
<b>PM1 Parish Ministry</b>					
Total Stipendaires	9,592			9,947	
Total for House of Duty	16			15	
Total for SSM & Lay	75			96	
<b>Direct costs of Ministry Total</b>	<b>9,683</b>	59.4%	(3.7)%	<b>10,058</b>	

**PM2 Parish Housing**

Total Stipendaires	3,522			3,226	
Total for House of Duty	351			278	
Total for SSM & Lay	30			34	
<b>Direct costs of Ministry Housing Total</b>	<b>3,902</b>			<b>3,537</b>	

**PM3 Future Ministry Training & Curates**

Direct Costs of Stipendary Title Posts	44.0	2,194		48.0	2,388
Housing & Appointment		742			691
Pre-Ordination (Inc DDO & St Mellitus)	2.1	1,020		2.1	1,013
Direct Costs of SSM Title Posts		40			39
Lay Training & Discipleship	0.5	200		0.5	203
		<b>4,196</b>	25.7%	(3.2)%	<b>4,334</b>

**PS1 Parish Support**

Area Teams Staff & Expenses	6.4	389		6.4	369
Archdeacons (plus Area Bishops' Houses)	7.0	888		7.0	871
Area Deans and other parish support		91			86
Parish Legal & Church Building Services		157			103
Education (Net Cost)		67			(14)
Children & Youth Work		112			90
DAC		242			307
Parish Finance		106			81
Safeguarding Services to Parishes		351			361
Diocesan & Bishop's Advisors	2.5	147		2.5	173
Chaplaincy & Partnerships		170			177
		<b>2,720</b>	16.7%	4.4%	<b>2,605</b>

**PS2 Other Expenditure**

Diocesan Services		634			585
Communications		229			184
Finance & Governance Costs		122			110
National Church		683			663
Contingency		30			28
Trading & Income from other Sources		39			110
		<b>1,737</b>	10.6%	3.4%	<b>1,680</b>

Stipendary Numbers Total	297.8			314.3	
<b>Total Expenditure</b>		<b>22,239</b>	136.4%	0.1%	<b>22,215</b>

*(continued on next page)*

*(continued from last page)***Chelmsford Diocesan Board of Finance****General Fund Budget 2024**

	2024 Budget		2023 Budget		
<b>Mutual Support Fund</b>					
National Church Support Transition	(660)			(792)	
National Church Support Deprived Communities	(588)			(863)	
CCF Support for Stipends in 5 borough's	(687)			(675)	
MOF funding from MSF share contributions	371			360	
Investment Income (supporting Parish Share)	(2,521)			(2,448)	
Income from Statutory Fees	(800)			(700)	
Less Parochial Fees Paid	151			150	
Vacant Posts	(22.9)	(1,195)		(26.5)	(705)
<b>Total Mutual Support Fund</b>		<b>(5,929)</b>	36.4%	4.5%	<b>(5,673)</b>
<b>Net Expenditure</b>					
Stipendiary posts (Inc + 20% Hfd + StipCur)	212.5	16,310			16,541
<b>Net Share apportionment</b>		<b>(16,310)</b>	100.0%	(1.4)%	<b>(16,541)</b>
<b>Surplus / (deficit) belonging to Parish Share scheme</b>		<b>-</b>			<b>-</b>
<b>General Funds - excluded from Parish Share</b>					
Investment Income (not supporting Parish Share)		953			1,304
Rental of Houses DBF Net surplus/(deficit)		132			58
National Church Covid Support		-			-
Share Shortfall Forecast		(2,447)			(2,481)
<b>Surplus / (deficit) outside Parish Share scheme</b>		<b>(1,362)</b>			<b>(1,120)</b>
<b>General Fund Surplus/(Deficit)</b>		<b>(1,362)</b>	(8.4)%	21.6%	<b>(1,120)</b>
<b>Notes:</b>					
Full costs per stipendiary £ (C / *)		94,474		5.4%	89,611
Direct costs per stipendiary £ (A / *)		57,713		5.2%	54,840
Average Share request per stipendiary £ (NSA / *)		69,287		3.8%	66,725

<b>High level summary - 5 year budget forecast</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Stipendiary + 20% House for Duty Posts	234.2	227.0	215.4	215.2	215.0
Stipendiary Curates	44.0	40.0	38.0	38.0	38.0
	£'000	£'000	£'000	£'000	£'000
PM1 Parish Ministry	9,683	9,566	9,212	9,383	9,570
PM2 Parish Housing	3,902	3,818	3,681	3,739	3,799
PM3 Future Ministry Training & Curates	4,196	4,011	3,947	4,024	4,104
PS1 Parish Support	2,720	2,751	2,792	2,847	2,904
PS2 Other Expenditure	1,737	1,754	1,781	1,816	1,853
Parish Support Subtotal	22,239	21,900	21,412	21,809	22,229
Mutual Support Fund	(5,929)	(5,575)	(5,311)	(5,426)	(5,545)
Net Share apportionment	(16,310)	(16,326)	(16,101)	(16,383)	(16,684)
Surplus / (deficit) outside the Parish Share scheme	(1,362)	(766)	(181)	283	387
Net Deficit for year	(1,362)	(766)	(181)	283	387



## **DIOCESAN SYNOD**

Title: **DIOCESAN ADVISORY COMMITTEE CONSTITUTION**

Author: **HEAD OF SERVICE DELIVERY**

Date: **25 MAY 2023**

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### **I. INTRODUCTION**

By virtue of the Ecclesiastical Jurisdiction & Care of Churches Measure 2018 each Diocese is required to have a Diocesan Advisory Committee (DAC). The Diocesan Synod must provide the constitution for that Committee.

A DAC provides advice to parishes with buildings under faculty jurisdiction on potential changes to their buildings and churchyards. The vast majority of church buildings and are under faculty jurisdiction. Buildings which fall within the curtilage of a church building are often also under faculty jurisdiction. As well as this important supporting role, the DAC also plays a crucial role in the regulatory framework around church buildings in that it also advises the Diocesan Chancellor as to whether it would recommend proposed petitions for faculty. The Diocesan Chancellor considers this advice before making a decision as to whether to allow the works to take place as well as whether there are to be any conditions as part of the approval.

This paper requests Bishop's Council support the proposal for a new constitution for this committee.

Appendix 1 sets out a proposed new constitution.

Appendix 2 is the current constitution.

### **2. CONTEXT FOR NEW CONSTITUTION**

Like all committees the DAC had to adapt to the COVID restrictions by meeting virtually. As the restrictions were coming to an end the question was prompted as to whether continuing to meet virtually would be lawful. Having consulted with the Registrar it was confirmed that it would be, thankfully. However, the conversation did then move on the prospect of a revision of the constitution.

Whilst not unfit for purpose, the current constitution is dated and has not been updated in light of recent legislative changes. Whilst this is not critical, it was agreed that it would be good to revise the constitution.

The Registrar pointed to the DAC constitution from Southwark, as one which had recently been through this process as was a good example. It's worth highlighting that

much of the constitution is actually from the Ecclesiastical Jurisdiction and Care of Churches Measure 2018 and thus all DAC terms of reference are fairly similar.

### **3. KEY POINTS**

The draft new constitution benefits from the following:

- It is in line with the current legislation. The membership set out in the aforementioned Measure is not that dissimilar from its predecessor, but this would mean there are no inconsistencies. It also includes the fairly recently introduced term limits and, most recently, changes made at the February 2023 General Synod which includes environmental and accessibility expertise on the DAC.
- It modernises the provisions, especially making explicit that meetings are defined as both in person or virtual.
- Introduces the role of Vice Chair. This role will assist with succession planning and supporting the Chair. It is likely that there will be a vacancy for DAC at the end of the current term (2025) and thus we are making preparations for recruitment to this role to ensure there is someone in post in good time.
- It removes some very overly prescriptive requirements which could be set out elsewhere, such as the duties of the secretary.

The DAC and the Bishop's Council have considered the attached proposed new constitution and are supportive of its approval.

### **4. RECOMMENDATION**

That this Synod approve the new constitution for the Chelmsford Diocesan Advisory Committee.

## APPENDIX I

### **ECCLESIASTICAL JURISDICTION & CARE OF CHURCHES MEASURE 2018 DIOCESE OF CHELMSFORD CHELMSFORD DIOCESAN ADVISORY COMMITTEE: CONSTITUTION (EJCCM s36)**

#### Name

- 1 The committee is known as the Chelmsford Diocesan Advisory Committee.

#### Functions

- 2 The committee must act as an advisory body on matters affecting places of worship in the diocese.
- 3 In carrying out its functions under the Ecclesiastical Jurisdiction & Care of Churches Measure 2018, the committee must have due regard to:
  - (a) the role of a church as a local centre of worship and mission
  - (b) the importance of environmental protection and
  - (c) the rites and ceremonies of the Church of England.
- 4 Without prejudice to the discharge of its statutory duties the committee shall have due regard to the missional objectives of the diocese.
- 5 In particular, the committee must give advice when requested by a relevant person on matters relating to—
  - (a) the grant of faculties,
  - (b) the architecture, archaeology, art or history of a place of worship,
  - (c) the use, care, planning, design or closure of a place of worship,
  - (d) the use or care of the contents of a place of worship, or
  - (e) the use or care of a churchyard or burial ground.
- 6 For the purpose of the preceding paragraph, each of the following is a “relevant person”—
  - (a) the bishop of the diocese,
  - (b) the chancellor of the diocese,
  - (c) the area bishops of the diocese,
  - (d) the archdeacons of the diocese,
  - (e) the parochial church councils and district church councils in the diocese,
  - (f) a person intending to apply for a faculty in the diocese,
  - (g) the Bishop’s Council, Finance Committee and the Mission and Pastoral Committee, of the diocese,
  - (h) a person engaged in the planning, design or building of a new place of worship in the diocese, not being a place within the jurisdiction of the consistory court, and
  - (i) such other persons (which may include other boards, councils or committees of the diocese) as the committee considers appropriate.
- 7 The committee must develop and maintain a repository of—
  - (a) records relating to the conservation, repair and alteration of places of worship, churchyards and burial grounds, and
  - (b) other material (including inspection reports, inventories, technical information and photographs) relating to the work of the committee.

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- 8 The committee must issue guidance for the preparation and storage of the records referred to in paragraph 7.
- 9 The committee must make recommendations as to the circumstances in which the preparation of a record of the kind referred to in paragraph 7 should be made a condition of a faculty.
- 10 The committee must review and assess the degree of risk to materials, or of loss to archaeological or historic remains or records, arising from proposals relating to the conservation, repair or alteration of a place of worship, churchyard or burial ground and its contents.
- 11 The committee must—
  - (a) take action to encourage the care and appreciation of places of worship, churchyards and burial grounds and contents, and
  - (b) for that purpose, publicise methods of conservation, repair, construction, adaptation and redevelopment.
- 12 The committee must carry out such other functions—
  - (a) as may be imposed on it by an enactment or by a Canon;
  - (b) as may be imposed on it by a resolution of the diocesan synod;
  - (c) as it may be requested to carry out by the bishop or chancellor.

### Membership: appointment

- 13 The committee consists of—
  - (a) a chair,
  - (b) the archdeacon of each archdeaconry in the diocese, and
  - (c) at least twelve other members.
- 14 The chair is appointed by the bishop of the diocese after consultation with—
  - (a) the bishop's council,
  - (b) the chancellor of the diocese, and
  - (c) the Church Buildings Council.
- 15 The other members are—
  - (a) at least twelve other persons appointed by the bishop's council of the diocese, of whom—
    - (i) two are appointed from among the elected members of the diocesan synod,
    - (ii) one is appointed after consultation with the Historic Buildings and Monuments Commission for England (commonly known as 'Historic England'),
    - (iii) one is appointed after consultation with the relevant associations of local authorities in relation to the diocese, and
    - (iv) one is appointed after consultation with the national amenity societies, and
  - (b) such other persons as may be co-opted under paragraph 32 below.

In this paragraph and elsewhere in this constitution, the definition of "national amenity society" has the same meaning as in the Ecclesiastical Jurisdiction and Care of Churches

## APPENDIX I

Measure 2018, and the “relevant associations of local authorities” means such associations as may from time to time be designated by the Dean of the Arches and Auditor as the relevant associations of local authorities for that purpose.

- 16 The committee shall appoint a vice-chair from among its members. They must not be one of the archdeacons of the diocese. When the office of chair is vacant, the chair is unable to act, or the chair (or the bishop) invites him or her to do so, the vice-chair of the committee shall act as chair and have all the powers vested in the chair.
- 17 In making an appointment under paragraph 15(a) above, the bishop’s council must ensure that the persons so appointed have between them—
  - (a) knowledge of the history, development and use of church buildings,
  - (b) knowledge of Church of England mission, ministry, liturgy and worship,
  - (c) knowledge of architecture, archaeology, art and history,
  - (d) experience of the care of historic buildings and their contents,
  - (e) knowledge of environmental matters and
  - (f) personal knowledge and experience of issues that need to be addressed when considering how to secure accessibility for disabled people to buildings and facilities.
- 18 Paragraphs 19, 20, and 22 to 26, below, shall not apply to the term of office of any member (including the chair) whose appointment precedes the adoption of this constitution.
- 19 Subsequent new appointments of the chair or of a member appointed under paragraph 15(a) above must be made within one year after the formation of the second new diocesan synod since the previous round of appointments.

### Membership: term of office

- 20 The term of office of the chair and members appointed under paragraph 15(a) shall be two diocesan synod terms<sup>1</sup>.
- 21 If an individual’s membership is dependent upon holding a particular qualification he or she would cease to be a member on the date they cease to hold the qualification.
- 22 A member of the committee who ceases to hold office otherwise than by virtue of paragraph 21 is eligible for re-appointment.
- 23 A person who has served as the chair or as a member under paragraph 15(a) for two successive terms of office may not be reappointed except when authorised under paragraph 24 below or co-opted until the next occasion on which new appointments are made under paragraph 19.
- 24 The diocesan synod may authorise any person, on the expiry of the second term, to continue to hold office either as the chair or as a member under paragraph 15(a) for one or more successive terms.
- 25 The diocesan synod may not give an authorisation under paragraph 24 unless—

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<sup>1</sup> A diocesan synod term is currently three years, which means the typical maximum number of years someone may serve would be six, unless authorisation is given otherwise.

## APPENDIX I

- (a) the person making appointments under paragraphs 14 or 15 has obtained the advice of the Church Buildings Council, and
- (b) the diocesan synod has been provided with that advice.

26 The term limit in paragraph 23 does not include instances where the first of the successive terms of office was an appointment to fill a casual vacancy.

### Membership: casual vacancies

- 27 Where a casual vacancy occurs among the chair or members appointed under paragraph 15(a), the bishop must appoint a person to fill the vacancy.
- 28 If the person whose place is to be filled was a member of the committee under paragraph 15 (a) (i), the person appointed under paragraph 27 must also be a member of the diocesan synod.
- 29 If the person whose place is to be filled was appointed under paragraph 15(a) (ii), (iii) or (iv), the bishop must, before appointing to fill the vacancy, undertake the consultation required under the sub-paragraph concerned.
- 30 A person appointed to fill a casual vacancy holds office only for the unexpired portion of the term of office of the person whose place is being filled.

### Membership: co-opting

- 31 The committee may, with the consent of the bishop, co-opt such persons as it thinks fit to be additional members of the committee.
- 32 The number of persons co-opted under paragraph 31 must not exceed one-third of the total number of the other members.
- 33 A person co-opted ceases to be a member of the committee on the making of new appointments of members under paragraph 19.

### Membership: quorum

- 34 A quorum shall be one-quarter of the members and must include the chair (or vice-chair) and at least one member with professional architectural experience.

### Consultants

- 35 The bishop may appoint suitably expert persons to act as consultants to the committee if the committee requests the bishop to do so, to be known as 'associate advisers'. The role of associate advisers is to advise the committee within the area of their expertise as required. Associate advisers do not normally attend meetings of the committee and do not have voting rights.

### Secretary

- 36 The secretary to the committee is appointed by the bishop after consultation with—

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- (a) the chair, and
- (b) the diocesan secretary.

37 The diocesan secretary may appoint an assistant secretary to the committee after consultation with the chair and the secretary of the committee.

### Delegation to Sub-committees and officers

38 The committee shall have power to appoint sub-committees.

39 The committee may delegate any of its functions to a sub-committee or an officer of the committee as it shall think fit. The officers of the committee are the secretary and any assistant secretary.

40 Before delegating its function of giving advice on matters relating to the grant of faculties, the committee shall consult with the chancellor of the diocese on the proposed procedures.

41 In carrying out any functions of the committee on a delegated basis, a sub-committee or officer must likewise have due regard to the role of a church as a local centre of worship and mission, and the rites and ceremonies of the Church of England.

### Accountability

42 As soon as practicable after the end of each year, the committee must provide a report of its work and proceedings during that year to the diocesan synod; and the secretary of the committee must send a copy of the report to the Church Buildings Council.

### Definitions

43 In this constitution 'meeting' or 'meetings' means both in person meetings and 'virtual' meetings.

### Procedures

44 Subject to any other provisions of this constitution or of provisions contained in any Rules made under the Ecclesiastical Jurisdiction and Care of Churches Measure 2018, and having regard to any statutory guidance issued by the Church Buildings Council, the committee shall have power to regulate its own business and procedure.

45 This constitution is provided by the diocesan synod and was passed by resolution on xxxxxxxx. It supersedes all previous constitutions and shall come into effect from xxxxxx.

## **APPENDIX 2**

### **CHELMSFORD DIOCESAN ADVISORY COMMITTEE**

#### **CARE OF CHURCHES AND ECCLESIASTICAL JURISDICTION MEASURE (1991)**

This constitution has been prepared under the provisions of the above Measure; clause 1 of which states:-

“Any person or body carrying out functions of care and conservation under this Measure or under any other enactment or rule of law relating to churches shall have due regard to the role of a church as a local centre of worship and mission”.

### **CONSTITUTION**

#### **Name**

1. The committee shall be known as the Chelmsford Diocesan Advisory Committee.

#### **Membership**

2. The committee shall consist of a chairman, the archdeacons and not less than twelve other members.
3. The chairman shall be appointed by the bishop after consultation with the bishop's council, the chancellor and the Council for the Care of Churches.
4. The other members shall be:-
  - a) Two persons appointed by the bishop's council from among the elected members of the diocesan synod;
  - b) Not less than ten other persons appointed by the bishop's council, of whom:-
    - i) One shall be appointed after consultation with the Historic Buildings and Monuments Commission for England;
    - ii) One shall be appointed after consultation with the relevant associations of local authorities; and
    - iii) One shall be appointed after consultation with the national amenity societies;
  - c) Such other persons as may be co-opted under paragraph 12 below.
5. In making the appointments under paragraph 4(b) above, the bishop's council shall ensure that the persons appointed have, between them, -



## **APPENDIX 2**

- a) Knowledge of the history, development and use of church buildings;
  - b) Knowledge of Church of England liturgy and worship;
  - c) Knowledge of architecture, archaeology, art history; and
  - d) Experience of the care of historic buildings and their contents.
6.
    - a) The first appointment of the chairman and other members of the committee under paragraph 4(a) and (b) above shall take place as soon as practicable after the constitution shall come into effect.
    - b) Thereafter new appointments of the chairman and other members of the committee shall be made within one year of the formation of the second new diocesan synod after the previous last such appointment, so that the term of office of the committee shall be normally six years.
  7. The term of office of the chairman and any other member of the committee appointed under paragraph 4(a) or (b) above shall be the period from his appointment to the making of the new appointments in accordance with paragraph 6 above.
  8. A member of the committee who ceases to hold a qualification by virtue of which he became a member shall thereupon cease to be a member.
  9. A member of the committee who ceases to hold office otherwise than by virtue of paragraph 8 above shall be eligible for re-appointment.
  10. Where a casual vacancy occurs among the chairman and other members of the committee appointed under paragraph 4(a) or (b) above, the bishop shall appoint a person to fill the vacancy, and if the person whose place is to be filled was a member of the committee by virtue of his membership of the diocesan synod of the diocese the person so appointed shall already be a member of the diocesan synod.
  11. Any person appointed to fill a casual vacancy shall hold office only for the unexpired portion of the term of office of the person in whose place he is appointed.
  12. With the consent of the bishop, the committee may from time to time co-opt such persons (of a number not exceeding one third of the total number of the other members) as it thinks fit to be additional members of the committee, but any person so co-opted shall cease to be a member of the committee on the making of new appointments of members in accordance with paragraph 6 above.

### **Procedure**

13. No meeting of the committee may be held unless a quorum of at least one third of the members is present.

## **APPENDIX 2**

14. Where it is necessary for a vote on any matter to be taken the vote shall be taken by a show of hands of the members present and the secretary shall record the vote in the minutes.
15. If for any reason the chairman is unable to be present at a meeting of the committee an acting chairman shall be elected from amongst the members present at the meeting.
16. The secretary shall prepare and give to every member of the committee and to the chancellor of the diocese minutes of the matters discussed at each meeting of the committee.
17. The secretary shall provide to intending applicants for faculties in the diocese a written statement of the final recommendation or advice of the committee in respect of the matter for which they propose to seek a faculty.
18. The secretary may at the request of any of the persons referred to in paragraph 2(a), (d), (f), (g) or (h) of Schedule 2 of the Measure provide to such person an extract from the minutes relating to any matter upon which that person sought the advice of the committee.
19. The advice of any consultant who has been appointed under paragraph 29 of this constitution may be sought by the committee or any sub-committee in respect of any matter falling within the functions of the committee contained in Schedule 2 of the Measure and such advice may be given either orally or in writing to the committee or to any sub-committee, as the case may be.
20. Any such consultant shall be entitled to attend any meeting of the committee or of any sub-committee for the purpose of giving advice but shall not be entitled to a vote.
21. Subject to the above and to any additions or amendments which may from time to time be approved by the diocesan synod the committee may determine its own procedure.
22. The committee shall give an annual report to the diocesan synod.

### **Sub-Committees**

23. The committee may from time to time establish such sub-committees (consisting of not less than three members of the committee) as it thinks fit for the purpose of exercising any of its functions contained in Schedule 2 of the Measure (subject to the provision of clause 25 below in relation to the granting of faculties), and, in particular may establish sub-committees to consider, advise upon and, where appropriate, to make recommendations to or on behalf of the committee.
  - a) on the subject of repairs to churches or places of worship in the diocese;
  - b) on any proposal for work involving alteration to the structure (whether external or internal) of any church or place of worship in the diocese;

## **APPENDIX 2**

- c) on any matter affecting any churchyard or burial ground in the diocese;
  - d) on any matter affecting an organ or bells in any church or place of worship in the diocese.
24. The members of any sub-committee shall be appointed by the committee for such period not exceeding six years as it deems appropriate.
25. i) For the purpose of the grant of a faculty, a sub-committee may make a recommendation without reference to the committee only (a) in cases of emergency or (b) where the chairman of the committee so authorises the sub-committee, but save as aforesaid each sub-committee shall in every case relating to the granting of a faculty report its recommendations to the committee which shall decide whether or not to make a recommendation in the terms proposed by the sub-committee or to vary them or add such conditions as it deems fit.
- ii) Each sub-committee shall report regularly to the Committee on its activities.
26. The secretary shall upon receipt of a request for advice upon any matter falling within the functions of the committee contained in Schedule 2 of the Measure place such request before the relevant sub-committee, if any, and the sub-committee may ask for such information and make such visit or visits to any church, place of worship, churchyard or burial ground in the diocese as it considers necessary for the purpose of giving such advice.
27. A meeting of the sub-committee may be held when two members are present.
28. Subject to the above a sub-committee may determine its own procedure.

### **Miscellaneous**

29. The bishop of the diocese may appoint suitably qualified persons to act as consultants to the committee if the committee request him to do so.
30. The secretary of the committee shall be appointed by the bishop of the diocese after consultation with the chairman of the committee and the diocesan secretary.
31. The bishop of the diocese may appoint an assistant secretary to the committee after consultation with the chairman of the committee and the diocesan secretary.

### **Definition**

32. In this constitution “national amenity society” has the same meaning as in Care of Churches and Ecclesiastical Jurisdiction Measure (1991).
33. In paragraph 4(b) above “relevant associations of local authorities” means such associations as may from time to time be designated by the Dean of the

## APPENDIX 2

Arches and Auditor as the relevant associations of local authorities for the purposes of this Schedule in relation to the diocese concerned.

### Statutory Functions (Schedule 2 of the Measure)

34. The functions of the committee shall be:-
- a) To act as an advisory body on matters affecting places of worship in the diocese and, in particular, to give advice when requested by any of the persons specified in paragraph 35 below on matters relating to:
    - i) the grant of faculties;
    - ii) the architecture, archaeology, art and history of places of worship;
    - iii) the use, care, planning, design and redundancy of places of worship;
    - iv) the use and care of the contents of such places;
    - v) the use and care of churchyards and burial grounds;
  - b) to review and assess the degree of risk to materials, or of loss to archaeological or historic remains or records, arising from any proposals relating to the conservation, repair or alteration of places of worship, churchyards and burial grounds and the contents of such places;
  - c) to develop and maintain a repository or records relating to the conservation, repair and alteration of places of worship, churchyards and burial grounds and other material (including inspection reports, inventories, technical information and photographs) relating to the work of the committee ;
  - d) to issue guidance for the preparation and storage of such records;
  - e) to make recommendations as to the circumstances when the preparation of such a record should be made a condition of a faculty;
  - f) to take action to encourage the care and appreciation of places of worship, churchyards and burial grounds and the contents of such places, and for that purpose to publicise methods of conservation, repair, construction, adaptation and re-development;
  - g) to perform such other functions as may be assigned to the committee by any enactment, by any Canon of the Church of England or by resolution of the diocesan synod or as the committee may be requested to perform by the bishop or chancellor of the diocese.
35. The persons referred to in paragraph 34(a) above are –
- a) the bishop of the diocese;
  - b) the chancellor of the diocese;
  - c) the archdeacons of the diocese;
  - d) the parochial church councils in the diocese;
  - e) intending applicants for faculties in the diocese;
  - f) the pastoral committee of the diocese;

## **APPENDIX 2**

- g) persons engaged in the planning, design or building of new places of worship in the diocese, not being places within the jurisdiction of the consistory court;
- h) such other persons as the committee may consider appropriate.

## DIOCESAN SYNOD

Title:           **AMENDMENT TO STANDING ORDERS**

Author:         **HEAD OF SERVICE DELIVERY**

Date:           **10 JUNE 2023**

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### I. INTRODUCTION

It is proposed to make a relatively minor amendment to Standing Orders. This amendment has arisen from some recommendations in respect of the governance of the Vacancy in See Committee that were approved by the Bishop's Council in December 2022. As a reminder to members, the Vacancy in See Committee is required by law and must operate within the Vacancy in See Regulations 1993 as last amended in 2021. These can be viewed here - [ViSC As Amended.pdf \(churchofengland.org\)](https://www.churchofengland.org/viSC-As-Amended.pdf)

### 2. PROPOSED AMENDMENT

The specific amendment arises from the need to ensure representation of Archdeaconries on this committee. The Regulations state that all Archdeaconries in the Diocese should be 'adequately represented' (Reg 1 (b) (i)). At present it is possible that an Archdeaconry could have no representation because the constituencies in elections to the committee are still defined as Episcopal Areas in the Standing Orders. The proposed solution would be to change the electoral constituencies to Archdeaconries rather than Episcopal Areas. This would require a minor amendment to Standing Order 112 i) a) as set out below in underlined and bold text:

*'The constituencies for elections will be determined by the constitution of each committee. Generally, and where not otherwise specified, the constituency shall be the Episcopal Area. The constituencies for the Area Mission & Pastoral Committees **and the Vacancy in See Committee** shall be the Archdeaconry.'*

The method of deciding how many elected representatives on the committee had been unchanged for a very long time but the Bishop's Council recently agreed to change this from this arrangement:

Episcopal Area	CLERGY	LAITY
Barking	1	4
Bradwell	2	2
Colchester	1	4

To the following, pending Synod's approval of the amendment to Standing Order 112 i) a):

Archdeaconry	CLERGY	LAITY
Barking	1	2
Harlow	1	2
West Ham	1	2
Southend	1	2
Chelmsford	1	2
Stansted	1	2
Colchester	1	2

It is proposed that this change take effect on 1<sup>st</sup> August 2024 to coincide with the triennial elections to the Vacancy in See Committee that would take place at the end of 2024.

### 3. RECOMMENDATION

'This Synod approve the amendment to Standing Order 112 i) a) as set out in paper DS(2023)08'.

## DIOCESAN SYNOD

Title: **BISHOP'S COUNCIL, DIOCESAN MISSION & PASTORAL COMMITTEE AND FINANCE COMMITTEE REPORT**

Author: **HEAD OF SERVICE DELIVERY**

Date: **10 JUNE 2023**

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This paper summarises the business of the Bishop's Council since the report circulated to the March 2023 Synod meeting. Appended to this report are the 2022 annual reports from the Investments Committee and the Houses Committee.

### **May 2023**

#### **Bishop's Council**

- Agreed to recommend the approval of the Carbon Net Zero Route Map to the Diocesan Synod.
- Agreed to recommend the new Diocesan Advisory Committee constitution to the Diocesan Synod.
- Noted the Directions from the Visitation of Chelmsford Cathedral.
- Received an update on the appointment of the Bishop of Bradwell.
- Received an update on the proposed appointment processes for the Archdeacons of Chelmsford and Stansted.
- Received an update on the consultation on boundaries following the vacancy in the Archdeaconry of Harlow.

#### **DMPC**

- Approved further periods of suspension for the benefice of Southchurch Holy Trinity and the benefice of Hadleigh St Barnabas.

#### **Finance Committee**

- Approved the 2022 Annual Report and Accounts and authorised the Chair of the DBF to sign the Letter of Representation.
  - Approved the proposed budget for 2024 and noted the four proposed changes to the share scheme.
  - Agreed to proposals relating to taking direct management of the St Marks Church and Community Centre in Beckton.
  - Received a verbal update on the surveying works being undertaken in church schools to establish whether they have Reinforced Autoclaved Aerated Concrete (RAAC) and noted potential liability to the DBF.
  - Received the quarterly financial reports.
  - Appointed Tom Broadley to the Finance Executive.
  - Appointed the Revd John Fry to the Remuneration and Governance Committee as an alternate to the present Chair of the House of Clergy (currently a DBF employee).
  - Approved some revisions to the list of authorised signatories.
- Synod is asked to NOTE this report.



**INVESTMENTS COMMITTEE ANNUAL REPORT 2022**

The Investments Committee oversees the management of the CDBF's investment assets including funds under management, glebe land and property. A total return of -10.4% was recorded on investment funds totalling £51.5 m in 2022. This negative return was predominantly caused by adverse equity performance within the first quarter of 2022. Including glebe property and trust funds, investments totalled £65.0m at the end of 2022.

Within the year there were additions of £7m in the CCLA investment portfolio due the investment of surplus cash generated from property sales within the year. The financial results for 2022 are reported fully in the Annual Report and Accounts.

In addition :-

Proposals for development of three glebe sites are currently underway, either option or promotion agreements.

There were no glebe land sales this year but six new rental agreements are now in place.

Negotiations are underway with Highways England under the Compulsory Purchase Order legislation in connection with the Lower Thames Crossing on one glebe site.

## HOUSES COMMITTEE ANNUAL REPORT 2022

The Houses Committee oversees the management of around 400 houses, 2022 highlights include:-

- 733 Helpdesk enquiries handled.
- 7 owned properties prepared and 4 lettings negotiated for curates.
- 42 vacancy works projects delivered for newly appointed clergy.
- 9 properties prepared for let on private market.
- 26 parishes provided with custodian support for land and property related issues and transactions.
- Landlord gas safety contract operating successfully.
- 46 electrical tests and upgrades completed.
- 74 periodic inspections were completed and 64 properties had planned external maintenance completed.
- 8 house sales completed generating over £3.6M of capital.
- £736,000 of revenue generated through rental of 50+ properties during interregnums.
- 2 new refugee families housed.