

THE STATUTES

Office holders

The Bishop

1. (1) The Bishop has the principal seat and dignity in the Cathedral.
- (2) The Bishop may, after consultation with the Chapter and subject to the following provisions, officiate in the Cathedral and use it in the Bishop's work of teaching and mission, for ordinations and synods and for other diocesan occasions and purposes.
- (3) The Bishop may—
 - (a) celebrate the Holy Communion in the Cathedral on Christmas Day, Easter Day, and the Day of Pentecost;
 - (b) preach at one of the services in the Cathedral on Christmas Day, Easter Day and the Day of Pentecost; and
 - (c) preach at or appoint the preacher at ordination services.
 - (d) preach at or appoint the preacher at Diocesan Services in the Cathedral.

The Dean

2. (1) The Dean is the principal dignitary of the Cathedral, next after the Bishop.
- (2) The Dean shall reside in the house designated by the Chapter as the Deanery.
- (3) With the exception of those persons appointed to preach by the Bishop in accordance with Article 1(3), no person shall preach within the Cathedral except when invited to do so by the Dean (or a Residentiary Canon with the consent of the Dean) and following consultation with the Chapter.

Residentiary Canons

3. (1) Residentiary Canons shall not hold any other office or preferment save their prebends except with the written consent of the Bishop and the Chapter.
- (2) The following offices shall be held by Residentiary Canons on such terms as shall be specified when appointed:
 - (a) The Precentor shall order the performance of the liturgy and music of the Cathedral, subject to the rights reserved to the Dean.
 - (b) The Chancellor shall seek to promote religious and theological education and have oversight of the ministry to visitors within the Cathedral. The Chancellor shall have the general oversight of the library and muniments.
 - (c) The Treasurer shall endeavor to promote the beauty and dignity of the Cathedral. The Treasurer shall have oversight of all fabric matters and have the care of the sacred vessels, vestments, furniture and ornaments of the Cathedral.

Sarum Canons

4. (1) The Bishop, after consultation with the Chapter, may appoint Sarum Canons who may be clergy or lay persons professing the Christian faith, or such other persons as may be agreed by the Bishop and the Chapter. A Sarum Canon shall hold office for an initial period of five years but shall be eligible for reappointment for further periods of up to five years.

(2) The Bishop shall have power, after consultation with the Chapter, to determine that a person shall hold a Sarum canonry during the time that such person holds a particular office or title within the Diocese, but the Sarum canonry shall be vacated automatically without the execution of an instrument of resignation when such office or titled is relinquished.

(3) Sarum Canons shall not be residentiary or non-residentiary canons for the purposes of the Measure and shall not be appointed prebendaries.

(4) Sarum Canons shall not be members of the College of Canons or entitled to vote at meetings of the College of Canons but shall be entitled to attend such meetings.

Deans and Canons Emeriti

5. (1) The Bishop shall have the right to confer on a Dean or a canon who vacates office as Dean or canon the title (as the case may be) of Dean Emeritus or Canon Emeritus.

(2) A Dean Emeritus or Canon Emeritus shall not be a member of the College of Canons or entitled to attend meetings of the College of Canons.

(3) A Dean Emeritus or Canon Emeritus in Holy Orders shall be entitled to robe and sit in the quire of the Cathedral at both statutory and special services.

Prebends and Prebendal Stalls

6. (1) There shall be sixty-three prebends and additional canonries in the Cathedral, the names of which are set out in the Schedule to these Statutes. The Chapter may add further prebends with the agreement of the Bishop.

(2) The Bishop, the Dean, the Precentor, the Chancellor and the Treasurer shall hold the following prebends and the prebendal stalls belonging to them for the duration of their office:

the Bishop	-	Potterne
the Dean	-	Heytesbury
the Precentor	-	Shipton
the Chancellor	-	Bricklesworth
the Treasurer	-	Calne

(3) Any of the non-residentiary or lay canons may also be appointed by the Bishop, after consultation with the Chapter, as a prebendary of the Cathedral.

(4) A non-residentiary or lay canon shall vacate any prebend automatically and without any execution of any instrument of resignation on ceasing to be a non-residentiary or lay canon.

The Chapter: general

Corporate and spiritual life

7. (1) The Chapter is at heart of the Cathedral's common life. Its members pray regularly for the Cathedral, its mission, each other and the communities which the Cathedral serves.
- (2) All members of the Chapter, its committees and its sub-committees work together to support and nurture the Cathedral's identity, mission and values through their governance and strategic direction of its common life.

Nominations Committee

Composition etc.

8. (1) The Nominations Committee must have at least four members.
- (2) It is for the Chapter to appoint the members of the Committee, at least one of whom must be a non-executive member of the Chapter.
- (3) It is for the Chapter to appoint the chair of the Committee; but that person may not be an executive member of the Chapter.
- (4) The Chapter may remove a member of the Committee from office if—
 - (a) at least 75% of members present and voting vote in favour of the removal; and
 - (b) the removal decision is accompanied by a written record of the Chapter's reasons for removing the member of the Committee
- (5) A member of the Committee holds office as such for a term of four years and may be reappointed; but a member who has served more than two consecutive terms is not eligible for appointment as a member, until at least twelve months have passed since the member last ceased to hold office as such.
- (6) A member of the Committee who was a member of the Chapter at the time of his or her appointment to the Committee vacates his or her membership of the Committee automatically and without execution of any instrument of resignation upon that person ceasing to be a member of the Chapter (but this shall not prevent that person's re-appointment as a member of the Committee).
- (7) A chief officer or any member of the Chapter is entitled to attend the whole or part of any meeting of the Committee and is entitled to speak but not vote.
- (8) If, at the invitation of the Committee, any other person attends the whole or part of a meeting of the Committee, the person may speak, but only at the discretion of the chair, and may not vote.

Functions

9. (1) The Nominations Committee must advise the Chapter on—
 - (a) the recruitment of non-executive members,
 - (b) the recruitment of members of committees of the Chapter, and
 - (c) the training needs of members of the Chapter and its committees.
- (2) The Nominations Committee must—

- (a) keep under review the skills, knowledge and experience of, and the diversity among, members of the Chapter, members of each committee (including the Nominations Committee itself) and members of each sub-committee and
- (b) where, in light of a review under sub-paragraph (a), the Committee identifies areas where improvements are required, make recommendations to the Chapter on how to make those improvements,
- (3) The Nominations Committee must liaise and co-operate with each other committee and each sub-committee of the Chapter.
- (4) The Nominations Committee must recommend to the Bishop candidates for the role of senior non-executive member.

Proceedings

- 10.**
- (1) It is for either of the chief officers, at the request of the chair of the Nominations Committee, to convene a meeting of the Committee.
 - (2) The Committee must meet at least once each year.
 - (3) Notice of a meeting of the Committee must, unless otherwise agreed, be given to each member of the Committee, and to each person entitled to attend the meeting by virtue of Article 8(7) above, at least five working days before the date of the meeting.
 - (4) In the case of each person invited to attend a meeting of the Committee by virtue of Article 8(8) above, notice of the meeting must be given to the person as soon as reasonably practicable before the meeting.
 - (5) Notice of a meeting of the Committee—
 - (a) must specify when and where the meeting is to be held,
 - (b) must include an agenda for the meeting, and
 - (c) must, subject to paragraph (6), be accompanied by the relevant papers for the meeting.
 - (6) In so far as it is not reasonably practicable for the relevant papers for a meeting of the Committee to accompany the notice of the meeting, the papers must as soon as reasonably practicable be given to each person to whom the notice was given.
 - (7) The quorum for a meeting of the Committee is three members, at least one of whom must be a non-executive member of the Chapter. A member shall not form part of the quorum in relation to an item of business if that member is precluded from forming part of the quorum by virtue of the Chapter's conflict of interest policy maintained under Article 8 of the Constitution.
 - (8) In the event of an equality of votes the chair appointed under Article 8(3) shall have a second or casting vote if present at the meeting.
 - (9) Articles 12(6) and (7) of the Constitution (remote participation) apply to a meeting of the Committee as they apply to a meeting of the Chapter.

Reporting

- 11.**
- (1) A draft of the minutes of each meeting of the Nominations Committee must be circulated promptly to each member of the Committee for approval.
 - (2) Once the minutes of a meeting of the Committee are approved, the minutes—
 - (a) must be sent to every member of the Chapter, and
 - (b) may be sent to such other persons as the Committee thinks appropriate.

- (3) The Chapter must consider any matters arising from the minutes of a meeting of the Committee.

Terms of reference

12. The Chapter has the power under section 15(8) of the Measure to set terms of reference for the Nominations Committee in relation to its functions, proceedings and reporting requirements but subject to the requirements of the Measure, the Constitution and these Statutes.

Finance Committee

Composition etc.

13. (1) The Finance Committee must have at least four members.
- (2) It is for the Chapter to appoint the members of the Committee, following consultation with the Nominations Committee.
- (3) It is for the Chapter to appoint the chair of the Committee; and that person must have recent and relevant financial experience and must be a non-executive member of the Chapter.
- (4) The Chapter may remove a member of the Committee from office if—
 - (a) at least 75% of members present and voting vote in favour of the removal; and
 - (b) the removal decision is accompanied by a written record of the Chapter's reasons for removing the member of the Committee
- (5) A member of the Committee holds office as such for a term of four years and may be reappointed; but a member who has served more than two consecutive terms is not eligible for appointment as a member, until at least 12 months have passed since the member last ceased to hold office as such.
- (6) A member of the Committee who was a member of the Chapter at the time of his or her appointment to the Committee vacates his or her membership of the Committee automatically and without execution of any instrument of resignation upon that person ceasing to be a member of the Chapter (but this shall not prevent that person's re-appointment as a member of the Committee).
- (7) The Dean is not entitled to be a member of the Committee but is entitled to attend the whole or part of a meeting of the Committee; and at any meeting which the Dean attends, he or she may speak but may not vote.
- (8) The chief officers must each attend each meeting of the Committee unless the Committee considers that there are circumstances which justify excluding or excusing either or both of the chief officers from the whole or part of the meeting; and a chief officer, when attending the whole or part of a meeting of the Committee, may speak but not vote.
- (9) If, at the invitation of the chair of the Committee, any member of the Chapter attends the whole or part of a meeting of the Committee, the person may speak but not vote.
- (10) If, at the invitation of the chair of the Committee, any other person attends the whole or part of a meeting of the Committee, the person may speak, but only at the discretion of the chair, and may not vote.

Functions

14. (1) The Finance Committee must keep under review the activities and management of the Cathedral in relation to such matters as the Chapter specifies in terms of reference for the Committee.

- (2) Section 16(8) of the Measure requires the Chapter, in providing the terms of reference referred to in paragraph (1), to have due regard to any guidance issued by the Church Commissioners on the responsibilities of a Finance Committee.
- (3) The Finance Committee shall also have regard to any applicable guidance issued by the Charity Commission.

Proceedings

15. (1) It is for either of the chief officers, at the request of the chair of the Finance Committee, to convene a meeting of the Committee.
- (2) The Committee must meet at least four times each year.
- (3) Notice of a meeting of the Committee must, unless otherwise agreed, be given to each member of the Committee, and to each person entitled or invited to attend the meeting by virtue of Article 13(7), (8) or (9) above, at least five working days before the date of the meeting.
- (4) In the case of each person invited to attend a meeting of the Committee by virtue of Article 13(10) above, notice of the meeting must be given to the person as soon as reasonably practicable before the meeting.
- (5) Notice of a meeting of the Committee—
 - (a) must specify when and where the meeting is to be held,
 - (b) must include an agenda for the meeting, and
 - (c) must be accompanied by the relevant papers for the meeting.
- (6) In so far as it is not reasonably practicable for the relevant papers for a meeting of the Committee to accompany the notice of the meeting, the papers must as soon as is reasonably practicable be given to each person to whom the notice was given.
- (7) The quorum for a meeting of the Committee is three members, at least one of whom must be a non-executive member of the Chapter. A member shall not form part of the quorum in relation to an item of business if that member is precluded from forming part of the quorum by virtue of the Chapter's conflict of interest policy maintained under Article 8 of the Constitution.
- (8) In the event of an equality of votes the chair appointed under Article 13(3) shall have a second or casting vote if present at the meeting.
- (9) Articles 12(6) and (7) of the Constitution (remote participation) apply to a meeting of the Committee as they apply to a meeting of the Chapter.

Reporting

16. (1) A draft of the minutes of each meeting of the Finance Committee must be circulated promptly to each member of the Committee.
- (2) Once the minutes of a meeting of the Committee are approved, the minutes—
 - (a) must be sent to every member of the Chapter, and
 - (b) may be sent to such other persons as the Committee thinks appropriate.
- (3) The Chapter must consider any matters arising from the minutes of a meeting of the Committee.

Terms of reference

17. The Chapter has the power under section 16(11) of the Measure to set terms of reference for the Finance Committee in relation to its functions, proceedings and reporting requirements but subject to the requirements of the Measure, the Constitution and these Statutes.

Audit and Risk Committee

Composition etc.

18. (1) The Audit and Risk Committee must have at least four members.
- (2) It is for the Chapter to appoint the members of the Committee, at least one of whom must be a non-executive member, following consultation with the Nominations Committee.
- (3) It is for the Chapter to appoint the chair of the Committee; and that person must have recent and relevant financial experience and must not be a member of the Chapter.
- (4) The Chapter may remove a member of the Committee from office if—
- (a) at least 75% of members present and voting vote in favour of the removal; and
 - (b) the removal decision is accompanied by a written record of the Chapter's reasons for removing the member of the Committee.
- (5) A member of the Committee holds office as such for a term of four years and may be reappointed; but a member who has served more than two consecutive terms is not eligible for appointment as a member, until at least twelve months have passed since the member last ceased to hold office as such.
- (6) A member of the Committee who was a member of the Chapter at the time of his or her appointment to the Committee vacates his or her membership of the Committee automatically and without execution of any instrument of resignation upon that person ceasing to be a member of the Chapter (but this shall not prevent that person's re-appointment as a member of the Committee).
- (7) The Dean is not entitled to be a member of the Committee but is entitled to attend the whole or part of any meeting of the Committee; and at any meeting which the Dean attends, he or she may speak but may not vote.
- (8) The Chair may invite either or both chief officers to attend the whole or part of each meeting of the Committee; and a chief officer, when attending the whole or part of a meeting of the Committee, may speak but not vote.
- (9) If, at the invitation of the Committee, any member of the Chapter attends the whole or part of a meeting of the Committee, the person may speak but not vote.
- (10) If, at the invitation of the Committee, any other person attends the whole or part of a meeting of the Committee, the person may speak, but only at the discretion of the Chair, and may not vote.

Functions

19. The Audit and Risk Committee must keep under review the activities and management of the Cathedral in relation to such matters as the Chapter specifies in terms of reference for the Committee.

Proceedings

- 20.** (1) It is for either of the chief officers, at the request of the chair of the Audit and Risk Committee, to convene a meeting of the Committee.
- (2) The Committee must meet at least twice each year.
- (3) Notice of a meeting of the Committee must, unless otherwise agreed, be given to each member of the Committee, and to each person entitled or invited to attend the meeting by virtue of Article 18(7), (8) or (9) above, at least five working days before the date of the meeting.
- (4) In the case of each person invited to attend a meeting of the Committee by virtue of Article 18(10), notice of the meeting must be given to the person as soon as reasonably practicable before the meeting.
- (5) In so far as it is not reasonably practicable for the relevant papers for a meeting of the Committee to accompany the notice of the meeting, the papers must as soon as is reasonably practicable be given to each person to whom the notice was given.
- (6) Notice of a meeting of the Committee—
- (a) must specify when and where the meeting is to be held,
 - (b) must include an agenda for the meeting, and
 - (c) must be accompanied by the relevant papers for the meeting.
- (7) In so far as it is not reasonably practicable for the relevant papers for a meeting of the Committee to accompany the notice of the meeting, the papers must as soon as is reasonably practicable be given to each person to whom the notice was given.
- (8) The quorum for a meeting of the Committee is three members, at least one of whom must be a non-executive member of the Chapter. A member shall not form part of the quorum in relation to an item of business if that member is precluded from forming part of the quorum by virtue of the Chapter’s conflict of interest policy maintained under Article 8 of the Constitution.
- (9) In the event of an equality of votes the chair appointed under Article 19(3) shall have a second or casting vote if present at the meeting.
- (10) Articles 12(6) and (7) of the Constitution (remote participation) apply to a meeting of the Committee as they apply to a meeting of the Chapter.

Reporting

- 21.** (1) A draft of the minutes of each meeting of the Audit and Risk Committee must be circulated promptly to each member of the Committee.
- (2) Once the minutes of a meeting of the Committee are approved, the minutes—
- (a) must be sent to every member of the Chapter, and
 - (b) may be sent to such other persons as the Committee thinks appropriate.
- (3) The Chapter must consider any matters arising from the minutes of a meeting of the Committee.

Terms of reference

- 22.** The Chapter has the power under section 16(11) of the Measure to set terms of reference for the Audit and Risk Committee in relation to its functions, proceedings and reporting requirements but subject to the requirements of the Measure, the Constitution and these Statutes.

Other committees and sub-committees

Committees: composition etc.

23. (1) A committee of the Chapter established under the Constitution must have at least four members.
- (2) It is for the Chapter to appoint the members of the committee, at least one of whom must be a member of the Chapter, following consultation with the Nominations Committee.
- (3) It is for the Chapter to appoint the chair of the committee; and that person may, but need not, be a member of the Chapter.
- (4) The Chapter may remove a member of the committee from office if—
- (a) at least 75% of members present and voting vote in favour of the removal; and
 - (b) the removal decision is accompanied by a written record of the Chapter's reasons for removing the member of the committee.
- (5) A member of the committee holds office as such for a term of four years and may be reappointed; but a member who has served more than two consecutive terms is not eligible for election, or for appointment or co-option as a member, until at least twelve months have passed since the member last ceased to hold office as such.
- (6) A member of the committee who was a member of the Chapter at the time of his or her appointment to the committee vacates his or her membership of the committee automatically and without execution of any instrument of resignation upon that person ceasing to be a member of the Chapter (but this shall not prevent that person's re-appointment as a member of the committee).
- (7) If, at the invitation of the committee, a member of the Cathedral Executive Team, a chief officer or any member of the Chapter attends the whole or part of a meeting of the committee, the person may speak but not vote.
- (8) If, at the invitation of the committee, any other person attends the whole or part of a meeting of the committee, the person may speak, but only at the discretion of the Chair, and may not vote.

Sub-committees: composition

24. (1) A sub-committee established under the Constitution must have at least three members.
- (2) It is for the committee under which the sub-committee sits to appoint the members of the sub-committee.
- (3) It is for the Chapter to appoint the chair of the sub-committee.
- (4) At least one member of the sub-committee must be a member of the committee under which the sub-committee sits.
- (5) The Chapter or the committee under which the sub-committee sits may remove a member of the sub-committee from office if—
- (a) at least 75% of members present and voting vote in favour of the removal; and
 - (b) the removal decision is accompanied by a written record of the Chapter's or committee's reasons for removing the member of the sub-committee.

- (6) A member of the sub-committee holds office as such for a term of four years and may be reappointed; but a member who has served more than two consecutive terms is not eligible for election, or for appointment or co-option as a member, until at least twelve months have passed since the member last ceased to hold office as such.
- (7) A member of the sub-committee who was a member of the Chapter at the time of his or her appointment to the sub-committee vacates his or her membership of the sub-committee automatically and without execution of any instrument of resignation upon that person ceasing to be a member of the Chapter (but this shall not prevent that person's re-appointment as a member of the sub-committee).
- (8) A member of the sub-committee who was a member of the committee under which the sub-committee sits at the time of his or her appointment to the sub-committee vacates his or her membership of the sub-committee automatically and without execution of any instrument of resignation upon that person ceasing to be a member of the relevant committee (but this shall not prevent that person's re-appointment as a member of the sub-committee).
- (9) A member of the Cathedral Executive Team is entitled to attend the whole or part of a meeting of the sub-committee and is entitled to speak but not vote.

Functions

- 25.** The functions of each committee or sub-committee established under the Constitution are set out in the terms of reference for that committee or sub-committee.

Proceedings

- 26** (1) It is for the chief officers, at the request of the chair of a committee or sub-committee established under the Constitution, to convene a meeting of the committee or sub-committee.
- (2) Notice of a meeting of the committee or sub-committee must, unless otherwise agreed, be given to each of its members, and to each person entitled or invited to attend the meeting by virtue of Articles 23 (7) and (8) and 24 (9) above, at least five working days before the date of the meeting.
- (3) In the case of each person invited to attend a meeting of the committee by virtue of Article 23(9) above, notice of the meeting must be given to the person as soon as reasonably practicable before the meeting.
- (4) Notice of a meeting of the committee or sub-committee—
 - (a) must specify when and where the meeting is to be held,
 - (b) must include an agenda for the meeting, and
 - (c) must be accompanied by the relevant papers for the meeting.
- (5) In so far as it is not reasonably practicable for the relevant papers for a meeting of the committee or sub-committee to accompany the notice of the meeting, the papers must as soon as is reasonably practicable be given to each person to whom the notice was given.
- (6) The quorum for a meeting of the committee or sub-committee is three members. A member shall not form part of the quorum in relation to an item of business if that member is precluded from forming part of the quorum by virtue of the Chapter's conflict of interest policy maintained under Article 8 of the Constitution.
- (7) In the event of an equality of votes the chair appointed under Article 23(3) or 24(3) shall have a second or casting vote if present at the meeting.

- (8) Articles 12(6) and (7) of the Constitution (remote participation) apply to a meeting of the committee or sub-committee as they apply to a meeting of the Chapter.

Reporting

27. (1) The terms of reference of a committee or sub-committee established under the Constitution make provision as to the reporting of proceedings of its meetings to the Chapter.
- (2) A draft of the minutes of each meeting of the committee or sub-committee must be circulated promptly to each of its members for approval.
- (3) Once the minutes of a meeting are approved, the minutes—
- (a) must be sent to every member of the Chapter, and
 - (b) may be sent to such other persons as the committee or sub-committee thinks appropriate.

Terms of reference

28. The Chapter has the power under section 17(6) of the Measure to set terms of reference for each committee or sub-committee established under the Constitution in relation to its functions, proceedings and reporting requirements but subject to the requirements of the Measure, the Constitution and these Statutes.

Advisory bodies

Terms of reference

29. (1) The Chapter has the power under section 18(4) of the Measure to set terms of reference for an advisory body in relation to its functions, proceedings and reporting requirements but subject to the requirements of the Measure, the Constitution and these Statutes.

Cathedral Worshippers' Forum

30. (1) In accordance with Article 31 of the Constitution, there is to be an advisory body known as the Cathedral Worshippers' Forum.
- (2) Terms of reference for the Cathedral Worshippers' Forum are set by the Chapter and are subject to the requirements of the Measure, the Constitution and these Statutes.
- (3) The terms of reference for the Cathedral Worshippers' Forum make provision for its composition, functions, proceedings and for its reporting to the Chapter as well as any supplementary matters in accordance with the Measure.

Senior Management

Chief officers

31. (1) There shall be a Chapter Clerk (Chief Operating Officer) who shall be the administrator of the Cathedral, and who shall be appointed by the Chapter on such terms as the Chapter may determine.
- (2) The functions of the Chapter Clerk (Chief Operating Officer) shall be set out in a role description and scheme of delegated authority which Chapter may from time to time amend, but shall include responsibility to Chapter as clerk to the Chapter and its committees and for the

custody and control of the common seal of the Cathedral.

- (3) There shall be a Chief Financial Officer who shall be appointed by the Chapter on such terms as the Chapter may determine.
- (4) The functions of the Chief Financial Officer shall be set out in a role description and scheme of delegated authority which Chapter may from time to time amend, but shall include responsibility to the Chapter for the financial affairs of the Cathedral, including preparation of drafts of the annual budget and the Cathedral's annual report and accounts for consideration by the Chapter.

Establishment of management group

- 32.** There is to be a group called the Cathedral Executive Team concerned with the management of the Cathedral.

Membership of group

- 33.** The members of the Cathedral Executive Team are—
- (a) the Dean,
 - (b) each residentiary canon with responsibility for a department of the Cathedral or for part of its operations,
 - (c) the chief officers,
 - (d) each director or head of a department of the Cathedral who is not a residentiary canon, and
 - (e) such other members of staff (whether lay or clergy) as the Chapter considers appropriate.

Functions of group

- 34.** (1) The Cathedral Executive Team shall be responsible for ensuring the good management of the Cathedral and implementing the strategy agreed by the Chapter for the Cathedral, and its members shall individually and corporately exercise such executive authority as is delegated to them by the Chapter.
- (2) The functions of the Cathedral Executive Team include but are not limited to:
- (a) promoting the Cathedral's core values;
 - (b) promoting a diverse, transparent and inclusive working place/culture;
 - (c) protecting and promoting the Cathedral's reputation;
 - (d) supporting the Dean in the leadership of the Cathedral;
 - (e) advising the Chapter on the Cathedral's strategy and leading its development and delivery;
 - (f) ensuring strategic plans and objectives meet agreed budgets and achieving agreed outcomes;
 - (g) directing and overseeing annual priorities and associated budgets;

- (h) to the extent authorised under Article 36(3) below, delegating executive functions to heads of department or other senior employees of the Chapter, receiving reports from such persons and monitoring the exercise of those functions;
- (i) setting budgets for persons exercising executive functions under item (h) above and (subject to any conditions imposed pursuant to Article 36 below) determining the extent (if any) of the authority of such persons to authorise non-budgeted expenditure;
- (j) approving non-budgeted expenditure up to such limits as are set by the Chapter for this purpose from time to time;
- (k) discussing managerial, human resources, safeguarding and pastoral issues as necessary; and
- (l) ensuring effective communication of decisions and key issues across the wider organisation.

Proceedings of group

35.

- (1) It is for the Dean or for either of the chief officers to convene a meeting of the Cathedral Executive Team.
- (2) The Cathedral Executive Team must meet at least nine times each year.
- (3) Notice of a meeting must, unless otherwise agreed, be given to each member of the Cathedral Executive Team, and to each person entitled or invited to attend the meeting at least five working days before the date of the meeting.
- (4) In the case of each person entitled or invited to attend a meeting, notice of the meeting must be given to the person as soon as reasonably practicable before the meeting.
- (5) In so far as it is not reasonably practicable for the relevant papers for a meeting to accompany the notice of the meeting, the papers must as soon as is reasonably practicable be given to each person to whom the notice was given.
- (6) Notice of a meeting of the Cathedral Executive Team —
 - (a) must specify when and where the meeting is to be held,
 - (b) must include an agenda for the meeting, and
 - (c) must be accompanied by the relevant papers for the meeting.
- (7) In so far as it is not reasonably practicable for the relevant papers for a meeting to accompany the notice of the meeting, the papers must as soon as is reasonably practicable be given to each person to whom the notice was given.
- (8) The quorum for a meeting of the Cathedral Executive Team is four members. A member shall not form part of the quorum in relation to an item of business if that member is precluded from forming part of the quorum by virtue of the Chapter's conflict of interest policy maintained under Article 8 of the Constitution.
- (9) The Dean, or, in the Dean's absence, the Chapter Clerk (Chief Operating Officer) shall chair the meetings of the Senior Executive Team.
- (10) In the event of an equality of votes at a meeting, the Dean, or in his absence the Chapter Clerk (Chief Operating Officer), shall have a second or casting vote.
- (11) Articles 12(6) and (7) of the Constitution (remote participation) apply to a meeting of the Team as they apply to a meeting of the Chapter.

Accountability of group and reporting

36.

- (1) The Cathedral Executive Team is accountable to the Chapter for the executive management of the Cathedral and is responsible for formulating plans and budgets for approval by the Chapter.
- (2) The Chapter may issue to the Cathedral Executive Team schemes of delegation (and may update such schemes from time to time) setting out the terms on which the Cathedral Executive Team may take decisions on behalf of the Chapter and any associated conditions or limitations.
- (3) Schemes of delegation may authorise the Cathedral Executive Team to further delegate such authority to individual members of the Cathedral Executive Team or employees of the Chapter.
- (4) A draft of the minutes of each meeting of the Cathedral Executive Team must be circulated promptly to each member of the Team.
- (5) Once the minutes of a meeting of the Cathedral Executive Team are approved, the minutes:
 - (a) must be sent to every member of the Chapter, and
 - (b) may be sent to such other persons as the Cathedral Executive Team considers appropriate.

Committees of group

- 37.**
- (1) The Cathedral Executive Team may establish one or more committees for dealing with matters relating to the day to day running of the Cathedral.
 - (2) In the case of each committee established under this Article, the Cathedral Executive Team must specify in writing the matters which come within the committee's remit.
 - (3) The Cathedral Executive Team must appoint the members of each committee so established.
 - (4) The chair of each committee so established must be a member of the Cathedral Executive Team; but subject to that, the membership of the committee need not include a member of staff or a member of the Chapter.
 - (5) Each committee so established must report to the Cathedral Executive Team in accordance with such requirements as the Cathedral Executive Team may specify in writing.
 - (6) Each committee so established may regulate its own procedure, subject to such rules as the Cathedral Executive Team may specify in writing.

Dignities

The Clerk of the Works

- 38.**
- (1) There shall be a Clerk of the Works of the Cathedral, who shall be appointed by the Chapter on such terms as the Chapter may determine.
 - (2) The Clerk of the Works shall be responsible for the performance of such duties as may be determined by the Chapter including duties in relation to the fabric of the Cathedral, the Cathedral Close

and the other property which the Chapter is responsible for repairing and maintaining.

The Librarian and Keeper of the Muniments

39.(1) There shall be a Librarian and Keeper of the Muniments, who shall be appointed by the Chapter on such terms as the Chapter may determine.

(2) The Librarian and Keeper of the Muniments shall, in accordance with the requirements laid down from time to time by the Chapter, and subject to the overall supervision of the Chancellor, be responsible for:

- (a) the maintenance and safe-keeping of the Cathedral library and muniments;
- (b) making available the books, manuscripts and other documents in the library and muniment room at such times and on such conditions as the Chapter shall from time to time determine;
- (c) the performance of such other duties as may from time to time be assigned by the Chapter.

The Vicar of the Close

40. (1) The Bishop shall at the request and in consultation with the Chapter appoint a Vicar of the Close whose duties shall include the pastoral care of those living in the Liberty of the Close and also of those who are on the worshipping community roll and non-worshipping community roll.

Other Cathedral Ministers

41. (1) The Bishop may, at the request of the Chapter, license such other persons for ministry in the Cathedral as the Bishop may consider appropriate.

Residence

Residence for residentiary canons

42. (1) Every Residentiary Canon shall keep such periods of duty (known as Close Residence) as the Chapter may determine. During these times they shall be known as the Canon in Residence. During such times the Canon in Residence shall:

- (a) be present as celebrant or provide a substitute at celebrations of the Holy Communion in the Cathedral;
- (b) be present at the daily Morning and Evening Prayer in the Cathedral, or provide a substitute; and
- (c) be responsible, in the absence of the Dean, for the due performance of the services and the good order of the Cathedral.

Worship

Diocesan Services

43 (1). The liturgy of Diocesan Services in the Cathedral shall:

- (a) subject to Article 18(3)(a) of the Constitution, be ordered by the Bishop, or by those appointed by the Bishop, in consultation with the Chapter; and
- (b) observe the spirit of the liturgical traditions and usages which are from time to time agreed by the Bishop and the Chapter.

(2). In advance of each Diocesan Service, the Bishop and the Chapter shall agree how the costs incurred in the use of the Cathedral in respect of that Diocesan Service are to be apportioned.

Divine Service and preaching

44. (1) Morning and Evening Prayer shall be said or sung in the Cathedral distinctly, reverently, and in an audible voice, every morning and evening, and the officiating ministers and others of the clergy present in choir must be duly habited.

- (2) The Eucharist shall be celebrated at least on all Sundays and other feast days, on Ash Wednesday, and on other days as often as may be convenient. It shall be celebrated distinctly, reverently, and in an audible voice.
- (3) Subject to Article 43(1)(a), it shall be for the Dean to determine the pattern of worship in the Cathedral after such consultation with the Chapter as the Dean considers appropriate or the Chapter otherwise requires.
- (4) Only forms of service that are authorised or allowed by the Canons of the Church of England may be used in the Cathedral, subject only to such variations as those permit.
- (5) Ministers in the Cathedral (other than the Dean) shall observe the directions and have regard to the guidance of the Precentor on liturgical matters. The Precentor shall report to the Chapter on his or her activities under this paragraph.
- (6) Subject to Articles 1(3) and 2(3), it shall be for the Dean and the Residentiary Canons to preach or to secure the attendance of a suitable preacher.
- (7) The Dean shall ensure that invitations to guest preachers are made only in accordance with the safeguarding provisions set out in Article 11(3) and (4) of the Constitution.
- (8) No person shall preach in the Cathedral unless that person is—
 - (a) a minister, reader or lay worker of the Church of England or a church in communion with the Church of England;
 - (b) a minister of a designated church to which an invitation has been issued under Canon B43; or
 - (c) a person who has been authorised to preach by the Dean.

Order of precedence

45. (1) The historic order of precedence in processions at services held in the Cathedral is as follows:

- a) the Bishop or any commissary appointed by the Bishop to perform episcopal acts in the Cathedral;
- b) any Area or Suffragan Bishop or Assistant Bishop in that order when representing the Bishop;
- c) the Dean;
- d) the Precentor, the Chancellor and the Treasurer in that order;
- e) other members of the Chapter;
- f) any Area or Suffragan Bishop or Assistant Bishop in that order when not representing the Bishop;
- g) the Archdeacons (other than those holding any of the above offices) according to the seniority of their appointment;
- h) the Deans of Guernsey and of Jersey (subject to them being non-residentiary canons in accordance with Article 21(3) of the Constitution);
- i) members of the College of Canons (other than those holding any of the above offices) according to the seniority of their appointment;
- j) other members of the Foundation.

2) Such historic order may be altered for a particular service as appropriate to the liturgical framework of that service, and shall, if not otherwise agreed, be determined for services in which the Bishop is participating by the Bishop, and for other services by the Dean, or in the absence of the Dean by the Canon in Residence.

(3) Responsibility for ordering the conduct of worship at any service in the Cathedral (except in relation to any matter reserved to the Chapter or to the Precentor) shall be with the Bishop for services in which the Bishop is participating, and for other services with the Dean or in the absence of the Dean with the Canon in Residence.

(4) Any member of the College of Canons shall normally, when taking part in a service in the Cathedral, wear the robes appropriate to that service, and shall occupy the stall to which they have been assigned for that service, unless otherwise permitted by the Dean, or in the absence of the Dean by the Canon in Residence.

Music, choir etc.

46

(1) There shall be a Director of Music who shall be appointed by the Chapter on such terms as the Chapter may determine.

(2) The Director of Music shall perform such duties as the Precentor may determine.

- (3) On the recommendation of the Precentor and the Director of Music:
- (a) the Chapter shall appoint, on such terms as the Chapter shall determine, not less than six lay vicars; and
 - (b) the Chapter may appoint such number of organists, organ scholars, choristers and probationary choristers on such terms as it may from time to time determine.
- (4). The Chapter shall make such provision for the religious, general and musical education of the choristers as it may consider suitable.

Miscellaneous

Execution of documents

- 47.** A document which is not required to be executed by the application of the Chapter's seal is validly executed by the Chapter if it is signed on behalf of the Chapter by two members of the Chapter, or by one member of the Chapter and one of the chief officers.

Power to establish subsidiaries

- 48.** (1) The Chapter may, for the purpose of securing the good government of the Cathedral, establish subsidiary companies.

(2) The Chapter may itself become a member of a company established under this Article.

(3) In this Article, "company" includes any body corporate.

Archaeologist

- 49.** Section 23(2) of the Care of Cathedrals Measure 2011 requires the Chapter to appoint a cathedral archaeologist.

Patronage

- 50.** The power of presentation or nomination to a benefice in the patronage of the Cathedral is exercisable by the Chapter or a patronage committee of the Chapter.

Amendments to Statutes

Amendments

- 51.** The procedure for making amendments to these Statutes is set out in sections 31 to 34 of the Measure.

Interpretation

Interpretation

- 52.** (1) In these Statutes—
"the Bishop" means the Bishop of Salisbury (but see paragraph (2));
"the Cathedral" means the Cathedral Church of the Blessed Virgin Mary in Salisbury;

“the Constitution” means the constitution of the Cathedral adopted pursuant to the Measure and as revised from time to time.

“the Diocese” means the diocese of Salisbury and “Diocesan” is to be read accordingly.

“Diocesan Services” mean those services which are expressive of the Bishop’s episcopal ministry and which are agreed by the Bishop and the Chapter to be Diocesan Services.

“the Foundation” means the group of persons consisting of the Bishop, the Dean, the Precentor, the Chancellor, the Treasurer, and the holders of offices established by the Statutes of Bishop Roger de Mortival and his successors namely the members for the time being of the Chapter and the College of Canons, the Chapter Clerk (Chief Operating Officer), the Director of Music, the lay vicars, the choristers, the vergers, the Clerk of the Works, the Librarian and Keeper of the Muniments, the headteacher of Salisbury Cathedral School and any other office-holder or person nominated from time to time by the Chapter.

“the Measure” means the Cathedrals Measure 2021;

“working day” means a day which is not a Saturday or Sunday, Christmas Day, Good Friday or a bank holiday in England under the Banking and Financial Dealings Act 1971;

- (2) Where the functions of the Bishop are being exercised by another bishop in accordance with an instrument made under section 13 or 14 of the Dioceses, Pastoral and Mission Measure 2007, the references in these Statutes to the Bishop are to be read as references to that other bishop.
- (3) A reference in these Statutes to a provision of the Measure is to be read as a reference to that provision as for the time being amended, extended or applied by or under any other Measure.
- (4) Subject to that, the Interpretation Act 1978 applies to these Statutes.

Revocation

Revocation

53. The Statutes of the Cathedral made on 1 July 2001 cease to have effect.

Schedule: List of Prebends

Major pars Altaris	Hurstborne & Burbage	Yatesbury
Potterne	Netheravon	Gillingham Minor
Bricklesworth	Netherbury in	Warminster
Gillingham Major	Ecclesia	Stratford
Ilfracombe	Slape	Preston
Calne	Netherbury in Terra	Bedminster and
Heytesbury	Alton Borealis	Redcliffe
Grantham Australis	Alton Australis	Teinton Regis
Grantham Borealis	Yetminster Prima	Torleton
Uffculme olim	Grimston and	Minor pars Altaris
Bedwyn	Yetminster	Chardstock

Highworth	Durnford	Lyme and Halstock
Shipton	Fordington and	Sherborne
Bitton	Writhlington	Upavon
Stratton	Wilsford and	Loders
Chesembury and	Woodford	Ogborne
Chute	Winterbourne Earls	Blewbery
Bemminster Prima	Coombe & Harnham	Faringdon
Bemminster Secunda	Ruscombe Southbury	Horton
Bishopstone	Yetminster Secunda	

List of Additional Canonries (instituted 2008):

Amesbury
 Bridport
 Devizes
 Dorchester
 Marlborough
 Poole
 Salisbury
 Shaftesbury
 Trowbridge
 Westbury
 Wimborne