

An indication of the Roles currently undertaken by the Chairman and Vice Chairman of the ODBF

Chairman ODBF	Vice Chairman of ODBF
<p>The Chairman's role is to give financial leadership within the Diocese</p> <p>Chairman of ODBF with responsibilities at Diocesan Synod, 3 times a year (Saturday) and Bishop's Council, 5 times a year (currently Wednesday afternoon). Chairs Finance business at Bishop's Council. Member of the Agenda Sub Committee which meets to plan Synod and Bishop Council agendas.</p> <p>Chairman of the PBSC (Planning and Budget Sub Committee) meets 4-5 times a year and Finance task groups as appropriate</p> <p>Ex Officio member of the Glebe Committee – meets 3-4 times a year.</p> <p>Ex Officio member of Buildings Committee - meets 3-4 times a year.</p> <p>Ex Officio member of Diocesan Trustees (Oxford Ltd) – meets 5 -6 times a year.</p> <p>Member of the ODBF Investment Group.</p> <p>Contributes to Financial Consultations, with Treasurers 4 evenings /Saturdays in September/October. A meeting also takes place on a Saturday in March/April when consultation takes place with Area Deans, Lay Chairs and Deanery Treasurers at the start of the budget cycle</p> <p>Member of the Audit Committee (meets 3- 4 times a year) Both Chair and Vice Chair or one by agreement attend</p>	<p>Vice Chair of ODBF and Bishop's Council – to work with and deputise for the Chairman</p> <p>Vice Chair of PBSC</p> <p>Member of Human Resources Panel which meets 4 times a year.</p> <p>Ex Officio member of Glebe and Buildings Committees (the Chair and VC may come to agreement about who will attend)</p> <p>Member of the ODBF investment Group</p> <p>Contributes to the Financial Consultations</p> <p>Member of the Audit Committee (meets 3-4 times a year)</p>

<p>Member of the Inter Diocesan Finance Forum, meets in London usually 2 days in May and October</p> <p>Member of the South West DBF Chairman's Group</p> <p>Works closely with the Director of Finance and with the Diocesan Secretary. The Director of Finance is accountable to the Diocesan Secretary and the Chair DBF jointly (and jointly undertake their staff review). The Diocesan Secretary is accountable to the Chair of ODBF and Diocesan Bishop and meets regularly. The Diocesan Secretary and Chair of ODBF undertake the Diocesan Secretary's staff review.</p> <p>Attends the Bishop's Staff meeting by invitation or at request</p> <p>Represents the Diocese where appropriate, may works with deanery officers and others on the recovery deanery programme.</p> <p>Speaks at Area Deans meetings and other appropriate occasions.</p>	<p>May represent the Diocese at meetings/events as agreed with the Chairman. May works with deanery officers and others on the recovery deanery programme.</p>
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