

**ARCHDIOCESE OF
CAPE TOWN**

**STATUTES
FOR
ARCHDIOCESAN
PASTORAL COUNCILS**

JUNE 2013

PREAMBLE

Canon 511 of the Code of Canon Law states: *In each diocese, in so far as pastoral circumstances suggest, a pastoral council is to be established. Its function, under the authority of the Bishop, is to study and weigh those matters which concern the pastoral works in the diocese, and to propose practical conclusions concerning them.*

The Second Vatican Council issued a call for all the faithful to exercise joint responsibility for the life and ministry of the Church. The rights and duties of laypersons to participate in this mission are founded in the graces received in baptism and confirmation and, consequently, in their shared responsibility for evangelisation¹ in the Church in general and in the local Church in which they reside.

In 1989 the Southern African Catholic Bishops' Conference produced, in general terms, a pastoral plan inviting each local Church to develop and implement its own pastoral plan in order to become a Community Serving Humanity.

To achieve this end, the late Archbishop Stephen Naidoo, CSsR, had established with its own Statutes an archdiocesan pastoral council whose principal role was to promote dialogue and collaboration among priests, religious and laypersons in the furtherance of the goal. Through such collaboration, a vision for the Church of Cape Town and a pastoral plan began to emerge.

In essence, the archdiocesan pastoral council is a planning body with short and long-term goals to foster and enhance, in the light of the gospel message, the quality of Christian life within the local Church. Its representative nature, strongly committed to a spirit of consultation and consensus, ensures that every voice be heard. With its members united around the diocesan bishop, the council provides an effective way for the people of God to hear

¹ Cf Vatican II, Dogmatic Constitution on the Church, *Lumen Gentium*, November 21, 1964, chap. 4, art. 33.

God's word spoken through fellow Christians and offers a means for all the faithful to be inserted into the life and mission of the local Church which, following upon the September 2007 diocesan synod, is the implementation of the current pastoral plan produced by the synod.²

Working closely with the eight deanery pastoral councils, and through those councils, with each parish, the archdiocesan pastoral council together with *the office for the implementation of the pastoral plan*, will determine the most pressing pastoral issues identified by the synod and, guided by the Holy Spirit, will study and address those issues to facilitate implementation at parish and diocesan level.

ARTICLE I - NAME

The name of this body shall be the Archdiocesan Pastoral Council, hereinafter, the "APC", of the Archdiocese of Cape Town, hereinafter, "the archdiocese".

ARTICLE II - ROLE OF THE APC

In accordance with the norm of law, the APC has a consultative vote; its role is to collaborate with the archbishop in an advisory capacity in the pastoral mission of the archdiocese. However, while the archbishop is not bound to follow the advice given by the APC, even if it is unanimous, nevertheless he should **not** act against the advice of the APC, especially if it is unanimous, **unless** there be a reason which in his judgement is overriding (cf canon 127,§2,2°).

ARTICLE III - PURPOSES OF THE APC

The APC has the following purposes:

² In his decree of December 2, 2007, promulgating the policy documents presented to him by the six commissions of the synod (Leadership; Church in the World; Family Life; Youth; Mission; Forming Faith Communities), Archbishop Lawrence Henry was, in effect, promulgating the pastoral plan for the Archdiocese of Cape Town.

Section 1: As the principal planning body for matters of pastoral concern and all that involves the life and mission of the archdiocese, the APC shall function as a forum for dialogue through which all members of the local Church, by way of their representatives on the APC, participate in the discussion concerning the more important pastoral issues facing the archdiocese and the formulation of a uniform approach for the implementation of measures to address those issues.

Section 2: To this end, the APC shall consider proposals from and work closely with the deanery pastoral councils, hereinafter, the “DPC”, in implementing the archdiocesan pastoral plan, hereinafter, “the pastoral plan”, formulated by the diocesan synod, so that the pastoral welfare of all the faithful in the archdiocese may be advanced as effectively as possible and a sense of ecclesial community be promoted and enhanced. As such, the APC, together with *the office for the implementation of the pastoral plan*, hereinafter, “the office for implementation”, is the primary body for developing a vision for the archdiocese and for the practical implementation of the pastoral plan, with long and short-term goals, to enable the local Church to become a community serving humanity

ARTICLE IV - MEMBERSHIP OF THE APC

The APC shall comprise *ex officio* and elected members.

Section 1: *Ex officio* members of the APC shall be:

- the coadjutor/auxiliary bishop(s)
- the vicar(s) general
- episcopal vicars
- the deans
- the youth chaplain
- the chairperson of the council of deacons
- the chairperson of the council of consecrated persons
- the chairperson of each DPC

- the director of the office for the implementation of the pastoral plan
- the co-ordinator for catechetics
- the co-ordinator for ministries
- the co-ordinator for the Xhosa support ministry
- the co-ordinator for the domestic church office
- the co-ordinator of the justice and peace commission

Section 2: Elected members of the APC shall be:

- one permanent deacon elected by the council of deacons,
- one consecrated person elected by the council of consecrated persons

Section 3: Should the chairperson of a DPC be unable to attend a meeting of the APC, the alternate, also elected by that DPC, shall be notified of the date and agenda of the meeting. It is for the chairperson unable to attend the meeting to inform the secretary of the APC of the name of his/her alternate.

Section 4: The APC may co-opt any other person(s) for a specific purpose; such co-opted members are not entitled to a vote on the council.

Section 5: No person is to be a member of the APC in more than one capacity.

ARTICLE V - OFFICERS OF THE APC

Section 1: The officers of the APC shall be the chairperson and the secretary.

Section 2: The archbishop shall be the chairperson and shall chair all meetings of the APC; together with the episcopal vicar for pastoral development, the archbishop shall oversee the work of the APC, shall convoke its meetings and shall prepare an agenda.

Section 3: The secretary of the APC shall be the director of the office for implementation and, outside of APC meetings, he/she shall be based in the chancery.

Section 4: The secretary, together with the episcopal vicar for pastoral development, shall be responsible for the planning and organisation of meetings of the APC, for ensuring their smooth functioning and for furthering and co-ordinating the work and activities of the APC. The secretary shall notify all members of forthcoming meetings and distribute Minutes of past meetings together with an agenda at least one week prior to the meeting. He/she shall record accurately in the Minutes of the meeting the full names of those present and all matters of business, motions and votes of the PFC at the meeting.

ARTICLE VI - TERMS OF OFFICE OF MEMBERS OF THE APC

Section 1: *Ex officio* members shall serve on the APC for an indefinite number of terms as long as they retain their office.

Section 2: Elected members of the APC shall have a three-year term and shall be eligible for re-election for only one further period of three years. A three-year period should elapse prior to being available for re-election. Notwithstanding this, should any member have a special expertise, he/she may be co-opted to serve on the APC after the expiry of two consecutive terms.

ARTICLE VII - MEETINGS OF THE APC

Section 1: The APC shall meet three times a year in the months of May, August and November, unless otherwise determined by the archbishop. The exact determination as to when the APC shall meet during these months shall be at the discretion of the archbishop. Prior to each meeting, members shall receive from the secretary at least 14 days' written notice of the meeting

together with an agenda.

Section 2: The APC may also meet at the request of at least half of its members, or even at the request of any member, provided in such an instance that the archbishop has considered the request and deems a meeting necessary.

Section 3: A simple majority of the members of the APC (i.e. half plus one) shall constitute a *quorum*.

Section 4: Any priest, deacon, member of an institute of consecrated life or society of apostolic life who is domiciled in the archdiocese and wishes to attend a meeting of the APC is to be admitted, subject to the condition that he is not eligible to vote.

Section 5: Since the APC is a consultative body constituted to advise the archbishop with regard to those matters which concern the pastoral works of the archdiocese, it shall not meet without him.

ARTICLE VIII - REPORT BACK AFTER A MEETING OF THE APC

Section 1: At the DPC meeting which takes place following a meeting of the APC, the DPC shall receive a report from the dean and its elected representative or alternate concerning the matters discussed at the meeting of the APC and the resolutions taken.

Section 2: Bearing in mind the role and purpose of the APC, and recognising that each parish is to strive to participate fully in the life of the local Church, the DPC is to comply in whatever way it can with all requests made by the APC, especially in all that concerns the implementation of the pastoral plan.

Section 3: Likewise, the parish representative on the DPC shall report to the parish pastoral council concerning those matters discussed at the APC and DPC meetings and any requests made to the parish, such as the implementation of an aspect/aspects of the

pastoral plan.

Section 4: It shall be the responsibility of the executive of the DPC to ensure (by whatever means is deemed appropriate) that each member of the DPC is familiar with the role and purpose of the APC.

ARTICLE IX - THE VACANCY OF THE SEAT OF AN ELECTED / EX OFFICIO MEMBER OF THE APC

Section 1: The vacancy of the seat of an elected member of the APC through resignation, death, incapacitation for a period longer than three months, absence without good cause for two consecutive meetings or dismissal, shall be filled through a subsequent election by the council of deacons, the council of consecrated persons, or by the DPC as the case may be. The person so elected shall enjoy membership of the APC for the unexpired portion of the term of the person that he/she is replacing.

Section 2: The vacancy of a seat of an *ex officio* member of the APC occurs through the loss of the particular office which formed the basis of his/her membership, through his/her resignation, death, incapacitation for a period longer than three months, absence without good cause for two consecutive meetings or dismissal.

ARTICLE X - SUSPENSION OR DISSOLUTION OF THE APC

Section 1: The archbishop may suspend the activities of the APC or dissolve it if, in his opinion, it is not fulfilling its purpose as specified in Article II of these Statutes, or if it has become a source of disunity in the archdiocese, even if this has occurred without serious fault on its part. In such circumstances, the archbishop shall, without undue delay, initiate a process for the establishment of a new APC. The newly constituted APC shall have a term of office not exceeding that of the unexpired

portion of the three-year term of the former APC.

Section 2: If, for any reason, a simple majority of the members of the APC tender their resignation at the same time, the APC shall be deemed dissolved; in such circumstances, the archbishop shall, without undue delay, initiate a process for the establishment of a new APC. The newly constituted APC shall have a term of office not exceeding that of the unexpired portion of the three-year term of the former APC.

ARTICLE XI - DISMISSAL OF A MEMBER OF THE APC

Section 1: Having heard the member concerned and any other member of the APC as may be deemed necessary, the archbishop may, after careful consideration, dismiss a member if, in his opinion, the member is not fulfilling his or her role as specified in Article II of these Statutes or, if the member concerned has become a source of disunity in the APC.

Section 2: The decision of the archbishop to dismiss such a member is final.

ARTICLE XII - LANGUAGE POLICY

All reasonable steps will be taken at meetings of the APC to address the different language needs within the archdiocese.

ARTICLE XIII - AMENDMENT TO AND INTERPRETATION OF THESE STATUTES

Section 1: The archbishop may amend these Statutes should, in his opinion, such amendment be deemed necessary.

Section 2: The archbishop has the authority to interpret the meaning and application of these Statutes, in accordance with the norm of law, in all situations in which their meaning or application is doubtful.

Section 3: These Statutes shall be adopted upon the approval of the archbishop.

ARTICLE XIV - THE COMING INTO FORCE OF THESE STATUTES

These Statutes which replace the previous Statutes dated October 28, 2008, are to become effective as from June 24, 2013, the Solemnity of the Nativity of St John the Baptist.

Given at Cape Town, this 24th day of June, 2013.

+Stephen Brislin
ARCHBISHOP OF CAPE TOWN

Father Michael Clement SAC
CHANCELLOR