



DAC Advice on Architects and Surveyors for the Purpose of Undertaking Quinquennial Inspections

1. Policy

Under the provisions of the Ecclesiastical Jurisdiction and Care of Churches Measure 2018, as amended by the Church of England (Miscellaneous Provisions) Measure 2019 all parish churches in the Diocese, all other consecrated churches and chapels including licenced places of worship opted in under paras 38 to 44 of the Measure (previously the Care of Places of Worship Measure 1999), and buildings licensed for public worship, must be inspected at least once in any five-year period.

The diocese is required to establish a scheme under this Measure which provides for the parochial church council (PCC) of each parish to appoint a person to inspect its church(es) and to make a report.

Before making the appointment of an inspector, the PCC must obtain and have regard to advice from the Diocesan Advisory Committee (DAC) and must be satisfied that the person to be appointed has the necessary qualifications and experience.

In the Diocese of Coventry architects must submit their details using the form provided to enable the DAC to give advice to PCCs about their suitability.

The Diocese of Coventry follows the recommended national framework for the form of this advice provided by the Church Buildings Council. Under this framework, DACs will advise PCCs whether a potential inspector is suitable to inspect churches at four different levels. The levels and criteria are as follows:

- **Competent to inspect Major Churches (as defined by the CBC) which includes what used to be Greater Churches;** proven experience of working with such large and/or highly significant and complex church buildings is recommended, at least at a junior level under a more experienced professional; and experience of working on Grade I or II* church buildings in a sole capacity. Relevant accreditation would normally be required, and always for professionals undertaking their first Inspector role.
- **Competent to inspect Grade I or II* churches;** proven experience of work in a sole capacity with listed buildings; proven experience of work with such highly designated church buildings at least at a junior level under a more experienced professional; preferably experience in sole capacity. Relevant accreditation would normally be required, and always for professionals undertaking their first Inspector role.
- **Competent to inspect Grade II churches;** proven experience of work in a sole capacity with listed buildings; preferably experience of working with listed church buildings at least at a junior level under a more experienced professional. Relevant accreditation would normally be recommended, and always for professionals undertaking their first Inspector role.

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- **Competent to inspect unlisted churches;** no specific prior experience expected, but evidence of supervision from an experienced professional with experience of church buildings is recommended. For certain buildings, evidence of experience of working with traditional materials may be required.

The DAC's advice on inspectors will not be published, though it will be made available to PCCs.

2. DAC Advice on Architects and Surveyors

All submissions of details by architects to the DAC for the giving of advice to PCCs are considered carefully by the committee. The person's training and experience in the case of historic buildings will be important, together with the desirability of bringing new people into the field of church restoration. To this end, the Coventry DAC use a thorough form to elicit information from the architect or surveyor concerned. In addition to the form, examples of previous work are also required.

Key aspects, apart from basics such as full qualification (preferably with a conservation accreditation or post-graduate qualification), professional indemnity insurance and experience of working with historic buildings include evidence of:

- Membership and active participation (not just affiliation) in professional and related bodies e.g. EASA, the Amenity Societies
- Conservation-based CPD at recognised courses and institutions
- Having worked on listed buildings, liaising with Historic England and Local Authorities

Interviews may be arranged where the committee feels it would be worthwhile and references may be taken up.

N.B Each Diocese has established its own scheme under the Measure and is responsible for how it gives advice to PCCs. The processes in different diocese may differ.

3. Duration of the Advice

The DAC will renew its advice on architects from time to time to keep it up to date. At any point an architect or surveyor may submit new details or request a reconsideration of the advice given in their behalf.