

CHANGES TO DAC CASE REVIEW GUIDANCE FOR APPLICANTS



In 2018 only 6 meetings of the DAC will be held on the dates below:

8 January
12 March
14 May
9 July
10 September
12 November

Only 'major' cases will be considered at these meetings.

A 'major' case is that which meets the following criteria:

- Alterations (structural or liturgical) which affect the character of the building, whether it is listed or not.
- Works involving extensive restoration, conservation, relocation, introduction or disposal of significant instruments (including bells), fittings, fixtures, paintings, treasures or monuments.
- Works which require consultation with the Church Buildings Council under rule 9.6 of the FJ Rules 2015 (in both listed or unlisted churches) when proposals will have a significant impact (resulting in a lasting change to a church building, its interior or setting) to a grade I or grade II* listed church.

*9.6. This rule applies where proposals contained in a petition for a faculty or in an application for an injunction or a restoration order involve—
the introduction, conservation, alteration or disposal of an article of special historic, architectural, archaeological or artistic interest;
the alteration, extension or re-ordering of a church in a way that is likely significantly to affect the setting of an article of special historic, architectural, archaeological or artistic interest; or
the movement or removal of an article of special historic, architectural, archaeological or artistic interest such that the article might be adversely affected unless special precautions are taken.*

Private petitions for memorials in churchyards are reviewed by the Archdeacon via the DAC office.

Should any subcommittee feel that the submission should be reviewed by the full committee the case will be added to the next available agenda and your case officer will let you know. Additionally, the Senior Church Buildings Officer may escalate cases for consideration by the full committee should it be felt necessary.

All other cases will be reviewed by online subcommittees of the DAC consisting of at least one member of the committee. A Notification of Advice will then be issued by your case officer as soon as a content response is received from the subcommittee.

When you make a submission this will be included within the weekly case report and a case officer will be assigned. Your case officer will then confirm whether the proposal is a minor or major item.

The papers for all major cases are issued to reviewing DAC members 3 weeks ahead of the meeting and therefore your case officer will only place the case on the next DAC agenda if all required documentation is available. A site visit will also usually be undertaken prior to a major item being discussed at a DAC meeting.

Please get in touch with the DAC office about your project as early as possible so that a case officer can be assigned and offer informal, early stage advice about what to include in your submission, project timescales and external consultation.

The sooner the DAC team know you have a project in mind the more help we can give!