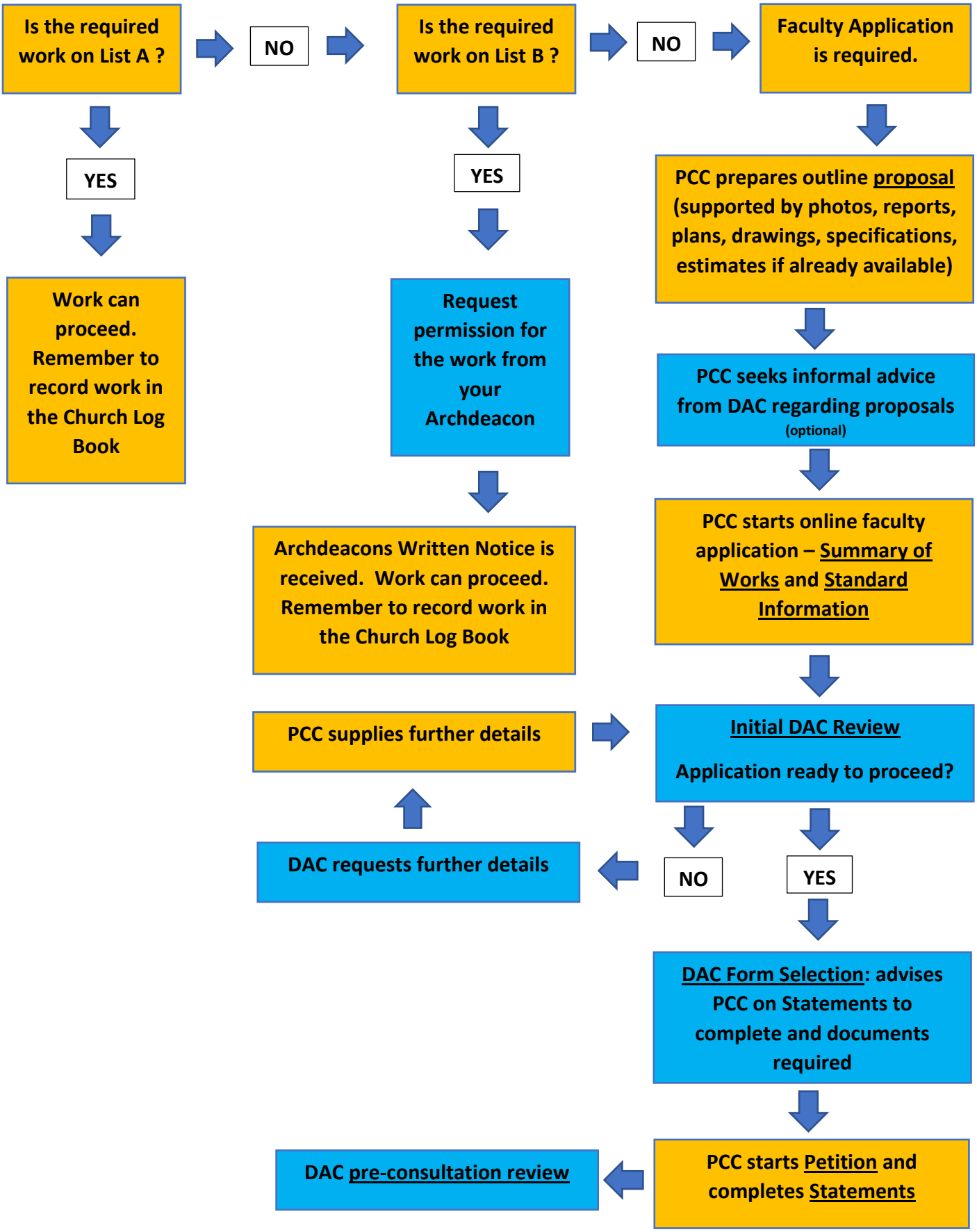
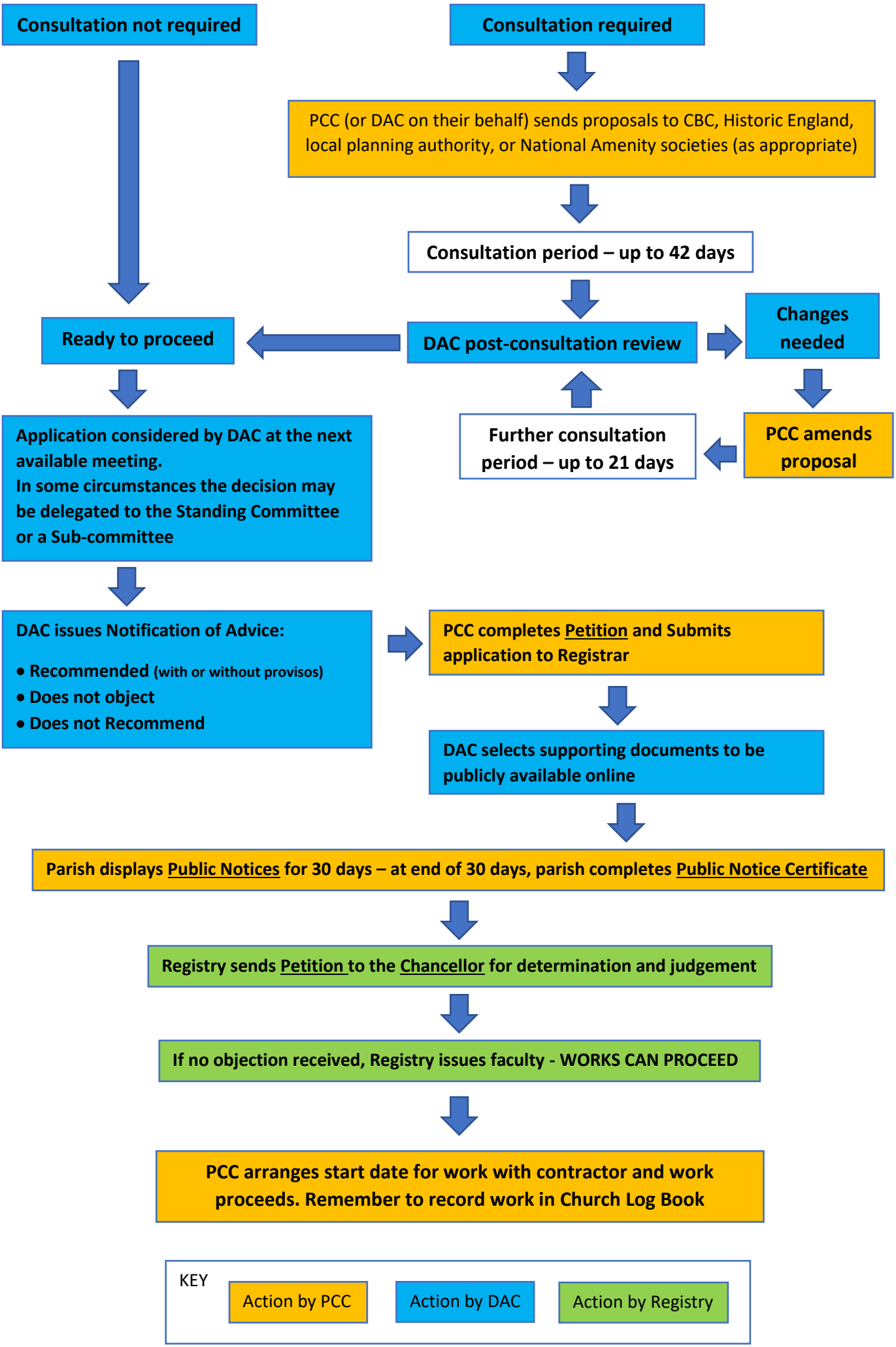
The Faculty Process

THE CHURCH OF ENGLAND
DIOCESE OF DURHAM




Consultation not required
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PCC (or DAC on their behalf) sends proposals to CBC, Historic England, local planning authority, or National Amenity societies (as appropriate)
Consultation period – up to 42 days
Ready to proceed
DAC post-consultation review
Changes needed
Application considered by DAC at the next available meeting.
In some circumstances the decision may be delegated to the Standing Committee or a Sub-committee
Further consultation period – up to 21 days
PCC amends proposal
DAC issues Notification of Advice:
• Recommended (with or without provisos)
• Does not object
• Does not Recommend
PCC completes Petition and Submits application to Registrar
DAC selects supporting documents to be publicly available online
Parish displays Public Notices for 30 days – at end of 30 days, parish completes Public Notice Certificate
Registry sends Petition to the Chancellor for determination and judgement
If no objection received, Registry issues faculty - WORKS CAN PROCEED
PCC arranges start date for work with contractor and work proceeds. Remember to record work in Church Log Book
KEY
Action by PCC
Action by DAC
Action by Registry