

Faculty approach for wireless broadband installations

The process for obtaining a faculty for a wireless broadband installation in your church building is not overly complicated; but there is a defined order to events, and several important assurances which must be present in your petition if the faculty is to be granted. In most cases, a supplier will be happy to project manage this process for you; but regardless of whether they or you are undertaking the responsibility, correct procedure must be followed. Here is a summary of the initial approach

1. AGREEMENT ON COSTS

- PCC to obtain assurance (by formal agreement in writing) that the supplier (a telecoms or broadband company) will agree to pay all incurred costs of the faculty process, as detailed in this list – including fees of the consistory court. PCC to provide the supplier with a copy of this list.

NB: This specifically applies to any project where the supplier aims to use the church building for commercial purposes in the wider community: i.e. wireless community broadband, or mobile coverage initiative.

2. PCC RESOLUTION

- PCC to pass a resolution approving the petition for a faculty. Secretary to keep a certified copy for inclusion in the petition upon submission.

3. ARCHITECT/STRUCTURAL ENGINEER CONSULTATION

- PCC or the supplier to consult inspecting architect on structural feasibility of installation. If any doubt, a structural engineer also to be consulted. Architect to supervise installation, and also to be provided with a copy of this list.

4. SURVEYOR TO NEGOTIATE FINANCIAL TERMS

- PCC to instruct surveyor to negotiate financial terms for agreement with the supplier (i.e. annual fee and/or per-subscriber fee for community projects); including scope for periodic review, subject to inflation or market levels. Surveyor to be provided with a copy of this list.

5. SOLICITOR TO NEGOTIATE LICENCE AGREEMENT

- PCC to instruct a solicitor (who should be familiar with Faculty Jurisdiction) to negotiate a licence agreement to govern the relationship between the PCC and the supplier from the installation onward. Diocesan Registrar to be consulted on whether a "model" agreement is available.

NB: The agreement must not be signed until after the faculty has been granted.

6. DAC AND LOCAL AUTHORITY TO ADVISE ON PLANNING

- PCC or the supplier to seek DAC advice on planning permission, with the local authority and Historic England and any relevant national amenity societies, statutory consultees, and other appropriate bodies.

NB: It is important at this stage to ensure that, so far as possible, the DAC and the local authority are of one mind.

7. PLANNING PERMISSION TO BE OBTAINED

- If planning permission is judged to be required for the project, PCC or the supplier to follow procedure to secure this.

NB: The supplier should be made aware (and should make any contractors undertaking work on their behalf aware) that any changes to the agreed process need to be communicated to the Diocesan Registrar and to the planning department, before proceeding with the work.

8. CONSULTATION WITH INSURANCE COMPANY

- PCC to consult its insurers for advice on process; the suppliers' insurance details (and those of any contractors working on their behalf) should also be recorded.

9. OTHER RELATED ISSUES FOR CONSIDERATION

- The supplier should also consult (where appropriate and relevant to the project) specialists in archaeology, health and safety, arboriculture, wildlife, bells and turret clocks, lightning protection, electrical installations, and bats.

NB: All lightning protection inspections should be conducted in accordance with [BS EN 6205-3](#).

10. SUPPLIER TO PROVIDE PLANS AND SPECS

- The supplier to provide PCC, architect, DAC and Diocesan Registrar with installation plans and specifications, including:
 1. Size, type, shape and colour of aerials/antennae (infrastructure)
 2. Precise location of all equipment – especially where close to bells/ropes and lightning conductors
 3. Details of any work which might affect church fabric (drilling, cutting, etc.)
 4. Details of any work affecting church fixtures, fittings, furnishings, etc. (including dust/rubble).