Process checklist

This flowchart sets out the stages that should be worked through in order to assess the significance of a contested object and the need for change; to consider the options for change; to prepare to seek permission (if necessary); and to communicate your proposals to stakeholders.

**Stage 1: Assess the object**

a) What is the object?

b) What is the object’s significance?

**Stage 2: Assess the need for change**

a) What makes the object contested today?

b) How does this affect the mission of the church/cathedral today?

c) How does the object refer or respond to what makes it contested?

**Stage 3: Consider the options for change**

a) No action

b) No change

c) Interpretation / explanation

d) Addition

e) Non-permanent alteration

f) Relocation within the building

g) Relocation to storage

h) Relocation on loan

i) Relocation by disposal

j) Permanent alteration

k) Destruction

**Stage 4: Seek relevant permissions**

**Stage 5: Record and communicate decisions**