

CHURCH BUILDINGS COUNCIL

Delegated Advice Policy

1. The Church of England (Miscellaneous Provision) Measure 2018 provides that ‘The Council may delegate to an officer such functions as it thinks fit.’ (<http://www.legislation.gov.uk/ukcm/2018/7/section/12/enacted>)
2. In the discharge of its casework function the Council has agreed to delegate to its officers matters where the proposals may have some impact on the character of a listed building, but not an impact that is judged to be significant or harmful.
3. The Council agreed to delegate cases that merit a response when discussion by the full Council would be premature.
4. Delegated authority may only be used when the following conditions are satisfied:

There are established policies agreed by the Council in place;

Or

The proposals are so like others included in the Council’s policy and precedents list for it to be reasonable for the officer to use it as a guide;

Or

Early advice will help to encourage parishes towards schemes that are most likely to meet with approval

And

A report of cases dealt with by delegated advice will be presented to each Council meeting.

All requests for advice must be supported by Statements of Significance and Need, although these may be in draft form. The Council will not attend a site meeting if these documents have not been prepared.

5. The Council will not usually comment on matters where the impact is low. These will normally be deferred to the DAC. The reason for the deferral will be explained on each occasion.

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