

Diocesan Building Inspection Policy



"The Diocesan Building Inspection program began in 1998. It proceeded on the basis of inspecting all church owned buildings in two deaneries per year, deaneries to be in different Episcopal Areas. Any diocesan owned buildings were to be inspected during the same year as the deaneries in which they are located."

The process was to be completed in ten years, there being twenty deaneries, and that the process would begin again and become a ten-year inspection cycle. A current schedule is posted on the diocesan website.

A variety of circumstances could require that parishes might need an inspection, and these inspections would be done in addition to the selected deaneries. The ten-year inspection cycle will enable parishes to plan and budget ahead for the inspections.

A parish which has had a recent inspection, conducted by qualified professionals, may apply to the Executive Board for an exemption. The inspection must have been done to a standard compatible with the current inspection process.

The Episcopal Areas, through their area structures, will administer and enforce the policy. Financial savings could be achieved if deaneries or clusters of parishes use the same inspector.

The parish is to receive a full detailed report. The inspector must make one return visit to the parish, to present and explain the report, as part of the inspection cost.

There are (at least) three possible outcomes of the inspection:

- 1) The building is in good shape from the point of view of structure, electrical, heating/ventilation and any issues are minor and involve maintenance.
- 2 (a) The inspector raises questions around some items and suggests further study. The parish makes a decision as to the next steps. Incumbent and churchwardens document and keep on file the parish's response to these items.
- 2 (b) The inspector has concerns about structure, electrical/ heating/ventilation or environment and a study must be done. The parish makes a decision as to the next steps. Incumbent and churchwardens document decisions and address concerns using qualified professionals.
3. It is understood that if the inspector feels that all or part of the building is in a serious state of disrepair be it structural, electrical or heating/ventilation he or she must submit these findings to the appropriate authorities be it municipal or provincial and notify the Diocesan Executive Director.

If there are litigation issues arising from the inspection or condition of the building, then there will be discussions with the parish insurer/broker and the diocesan solicitor will be involved.