



PORTSMOUTH CATHEDRAL



Fabric Advisory Committee

Application Pack



Introduction to the role

Dear applicant,

Thank you very much for your interest in becoming a member of Portsmouth Cathedral's Fabric Advisory Committee (FAC). The FAC is a statutory committee formed under the Care of Cathedrals Measure 2011 and is responsible to the Cathedrals Fabric Commission for England.

Portsmouth Cathedral, the 'Cathedral of the Sea', has a distinctive history and role in a great maritime city, and in serving a diverse diocese that stretches from the Isle of Wight to East Hampshire. It is, in the words of our Vision and Strategy, 'a beacon and safe haven, anchored in Jesus Christ'.

The Cathedral is a Grade 1 listed building and reflects the rich evolution of church building over almost 850 years. Recent fabric work includes repairs to the Cathedral's roof and towers and the development of an acclaimed Environmental programme as we seek to achieve Net Zero Carbon targets. . Our collections and inventory include a number of significant items of historic interest including the Marriage Certificate of King Charles II, C20th illuminated manuscripts and a magnificent organ.

The jurisdiction of the FAC is limited to the Grade 1 listed Cathedral building and its precinct. Although it does not extend to Cathedral House, a 1950s building used for accommodation, community, office and music space, the two buildings are intrinsically linked in terms of development. The Cathedral also owns a number of other residential properties either commercially let or used for clergy housing. All lie within the Old Portsmouth Conservation Area.

As we prepare to celebrate 100 years as a cathedral in 2027 and 850 years as a place of worship in 2030, we are about to embark on a Master Plan and Feasibility Study for building works which will enable financial sustainability, achieve Net Zero Carbon targets and improve the Cathedral and its precinct for all while ensuring it remains a living church in use for daily worship. The Fabric Advisory Committee will play a critically important part by ensuring we conserve our history as we prepare to serve our community for the future.

You will be joining a committee with a wealth of expertise in architecture, planning, art and design and conservation. Successful candidates must be able to demonstrate that they have the substantial experience and skills necessary to take an advisory role in a complex organisation. While we are not looking for any specific qualifications applications would be particularly welcome from those with liturgical and museum/heritage backgrounds. We are also passionate about ensuring that our committees are diverse and representative of the community we serve.

Might you be interested in this role and supporting us the Cathedral and the wider community? We look forward to hearing from you.

Yours sincerely,

David English
FAC Chair

The Very Reverend Dr. Anthony Cane
Dean of Portsmouth

Our Vision and Strategy

From humble beginnings in 1180 at the heart of Portsmouth's original settlement, this church, dedicated to Thomas Becket, became a parish church around 1320 and a Cathedral in 1927. The building incorporates a wide range of architectural styles from the medieval east end to the Nave begun in the mid twentieth century and completed in 1991.

For centuries Portsmouth Cathedral has been a beacon for people on land and at sea, helping them navigate the passage of time with faith and confidence in God. It is a building of greatness and simple enduring beauty, and a lively, inclusive, and compassionate community which has a positive impact on the lives of people in its own parish, as well as the City and Diocese of Portsmouth.

Our choirs, worship and liturgy are first class; our environmental record is recognised as leading the Church of England; our outreach to schools is recovering at pace after the pandemic; our volunteers are top notch; and our paid staff and Ministry Team are full of talent and creativity.

Our vision and strategy (Cathedral Vision) emphasizes that we are a community always open to God's will, affirming the good things of past and present, while also seeking further growth and development. Our efforts are underpinned by six interrelated Strategic Objectives:

- Worship and Music
- Growing and Learning
- Diocese and Community
- Building and Heritage
- Partnership and Engagement
- Finances and Sustainability

All six are of equal value with Finance and Sustainability ensuring that the Cathedral has the financial resources to deliver on the dynamic vision encompassed within the other five strategic objectives.



Role Purpose

Each cathedral has its own Fabric Advisory Committee with specific responsibilities laid out by the Care of Cathedrals Measure. The FAC is responsible to the Cathedrals Fabric Commission for England (CFCE) for the care, conservation and development of the cathedral and forms part of the planning application for the Grade 1 listed building and its immediate precinct (The Cathedral Green).

As a member of FAC your role will be vital in the oversight of the overall development, conservation and maintenance of the Cathedral building and precinct.

As a member of the Fabric Advisory Committee, appointees will, as appropriate, provide determination on applications and advise the cathedral Chapter (the governing body of a cathedral) in line with the statutory responsibility of the Committee under the Care of Cathedrals Measure, remaining true to the values of the cathedral and its role as a living place of worship.

Portsmouth FAC is composed of eight members with a quorum of five. The Chair is elected by members from their number. Half of the members are appointed by CFCE and half by Chapter.

At present we have two vacancies one for a Chapter and one for a CFCE nominee.

More details about the role of the FAC is available through [Cathedral Fabric Advisory Committees | The Church of England](#)

Responsibilities & Duties

- To play an active role as a member of the Fabric Advisory Committee by reviewing papers, attending arranged meetings and site visits.
- To work within the Care of Cathedrals Measure in providing determination on applications made to the FAC, balancing heritage significance with public benefits and the missional role of the Cathedral.
- To offer expert advice via the Committee to Chapter, based on professional experience, practice and standing.
- To offer pragmatic support and guidance to staff as they find sustainable solutions to complex fabric and collections related issues.
- To enable Chapter's retained advisors, the Cathedral Architect and Cathedral Archaeologist, to find solutions as they develop methodologies and conduct research studies.
- To offer support and guidance in relation to the Church of England's objectives towards Net Zero Carbon.
- To offer advice as the Cathedral continues to focus on financial sustainability.

Relationships & Communication

- To liaise closely with the Chief Operating Officer on specific matters where the Cathedral may wish to call on specific expertise.
- To work alongside other members of the Committee, respecting their professional expertise and standing.
- To recognise and praise good practice.
- To remain mindful of archaeological, architectural and resource issues, to support Chapter and its retained experts to find solutions to complex and inter-related issues that are fitting for the needs of a living cathedral seeking to deliver Net Zero Carbon and financial sustainability.

Competencies

- Substantial experience of taking an advisory role in a complex organisation.
- Knowledge and experience of working in a heritage, listed building, arts, visitor attraction or cathedral environment, or in another specialism relevant to the life of the Cathedral.
- Ability to think laterally and creatively to find solutions to problems while able to maintain focus on the big-picture.
- Good communication and influencing skills.
- Ability to contribute at strategic level and offer constructive challenge through influencing.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a committee member.
- A strong personal commitment to equality, diversity and inclusion.
- Enthusiasm for our vision and strategy.
- Willingness to act according to the Cathedral's values.
- CFCE nominees should have special knowledge of the care and maintenance of outstanding historic buildings and an interest in the Cathedral itself.

Desirable competencies

- Experience or knowledge of the liturgical use of churches
- Experience or knowledge of implementing Net Zero Carbon solutions in a Grade 1 listed building
- Experience or knowledge of working within a Christian setting.
- Experience of working on planning committees.

Term of Office

Members are appointed for up to five years with the option for reappointment. All members are re-appointed every five years. The next Quinquennial Appointments are in 2026.

Time Commitment

FAC meets a minimum of three times a year. Meetings are normally held on mornings in October, February and May. The committee will need to work more regularly when major capital works or repairs are planned. Ad hoc and support through working groups and/or support to the executive team may be required.

Members are encouraged to take part in the wider life of the Cathedral but this is not mandatory.

You may also need to be able to commit to a small amount of training each year in addition to induction.

Remuneration

Membership of FAC is an unpaid role. Reasonable travel and out of pocket expenses will be paid in accordance with the Cathedral's Expenses policy.

Safeguarding

The Cathedral takes the safeguarding of children and vulnerable adults very seriously, and practices Safer Recruitment for all roles (both paid and voluntary), enhanced DBS for specific roles, and face-to-face or online training as required.

Members of our committees are expected to undertake any safeguarding training provided by the Church of England and Diocese pertinent to their role and the Cathedral records and manages the checks and courses taken to ensure that training is refreshed as required.

Application process and interview

For an informal discussion about this role, please contact:

David English, Acting Chair of FAC: david.english@historicengland.org.uk

Anthony Cane, Dean of Portsmouth: anthony.cane@portsmouthcathedral.org.uk

Richard Abraham, Chief Operating Officer: richard.abraham@portsmouthcathedral.org.uk

For any questions regarding the application process, please contact:

Liz Snowball, Office Manager and Dean's EA, liz.snowball@portsmouthcathedral.org.uk

Applications

Please submit your application through vacancies@portsmouthcathedral.org.uk:

- a CV (no longer than three sides of A4 with minimum font size of Arial 10);
- a supporting statement (no more than three sides of A4 with a minimum font size of Arial 10) setting out how you meet the essential and desirable experience and skills outlined in the person specification, what attracts you to the post and why you believe you are the right person for the role;
- Recruitment Monitoring Form through <https://forms.office.com/e/GiCemcWgQ8>

Applications will be considered by the Nominations Committee in the first instance with candidates invited to interview and appointments made by Chapter.

Interviews are planned for after lunch/early afternoon on 8 October 2024. We would ask you to keep that date free.

Applications must be received by 11:59pm Sunday, 22 September 2024.

Portsmouth Cathedral is an Equal Opportunities Employer and a member of Inclusive Church.