



# Clergy Housing Appeals Process

The Clergy Housing Handbook outlines Winchester Board of Finance (WDBF) policy regarding all properties that house clergy. The WDBF encourages clergy to report maintenance issues promptly so that appropriate repair works can be arranged in a timely manner, for the comfort and safety of the occupants and good preservation of the property. The WDBF also encourages clergy to carry out their own responsibilities with appropriate regularity, keeping the property in good condition for their own sake and in the interests of future clergy occupants.

If you would like to make a request regarding your property but you are unsure whether it is within WDBF policy, in the first instance please contact the Houses Manager for an informal conversation. If your request sits outside of policy (e.g. certain adjustments or improvements to a property, or assistance with responsibilities that are not normally undertaken by the Diocese), you will then need to go through our appeals process. This is to ensure our resources are used thoughtfully and our decisions about what can and cannot be done are adjudicated justly. The appeals form to kickstart the process can be found on our website.

