

Policy for Buildings for the Waiapu Diocese

1. The purpose of this policy:
 - 1.1. This policy provides a basis for the purpose of owning property for public worship or community use by all Waiapu Diocesan entities, including parishes.
 - 1.2. The policy provides a framework to support the purchase and maintenance of buildings used for public worship and to provide criteria to indicate reasonable limitations on maintenance expenditure or for the disposal of buildings.
 - 1.3. Other property such as vicarages are excluded from this policy.
2. Missional purpose of buildings.
 - 2.1. The primary considerations in the selection, ownership and retention of buildings by Diocesan entities shall be for the furtherance of the mission of the church as set out in the Introduction to the Anglican Diocese of Waiapu, Section A 1, 2 and 3. (Appendix 1)
 - 2.2. In addition, Parishes shall be guided in their property ownership, retention and use in order to enable their local mission as defined in Canon 1 Of Parishes, Section 2. (Appendix 2)
 - 2.3. Social Service entities shall be guided by the same principles of missional use and fitness for purpose as relevant to their activities.
 - 2.4. Those making decisions on the purchase, maintenance or disposal of buildings at local level in parishes or at the Diocesan level shall ensure that the buildings under consideration will be fit for the purpose of the mission of the church.
 - Fitness for purpose will include the considerations set out above in 2.1 and 2.2
 - Other considerations shall include:
 - Compliance with relevant laws and bylaws relating to buildings, construction and materials, property use, health and safety, resource consents, drainage, parking, licensing and limitations or restrictions.
 - Wherever possible fitness for purpose will include consideration of the use by other organisations where there is commonality of values or purpose with that of the church. This may include but not be limited to community organisations and trusts, schools, choirs, other Christian churches or entities, iwi organisations.
 - Location. Consideration will be given to ensuring that buildings used for the mission of the church are accessible to the primary community

of faith that uses the building. Location and access will include consideration for safe entry and exit for both vehicles and people, access for maintenance and care, adequate parking and space for outside activity and assembly in the event of a disaster.

- Risk and fitness for purpose assessment. A risk and fitness for purpose assessment will be made of every building owned or under consideration of acquisition. Risk and fitness for purpose shall be reviewed annually.
3. Criteria for evaluating reasons for limiting maintenance or for or disposal of a building.
- 3.1. Retention of the ownership of buildings by Diocesan entities including parishes shall be reviewed at least once per ten years.
- 3.2. A schedule shall be drawn up to record the dates, nature of the review, the persons or group conducting the review and the results or recommendations of the review of each building.
- The Schedule shall be kept by the Diocesan Registrar and those Parishes or other bodies with local oversight shall be advised of the need to conduct a review of the building at the beginning of the tenth year since the anniversary of the previous review.
 - In the event of there being a concern raised about the building a review may be instigated at any time.
- 3.3. Criteria that lead to concern about retention of a building shall include:
- a. State of repair and age
 - b. Historical or heritage values
 - c. Cost of ongoing maintenance
 - d. Soundness of construction and suitability of materials
 - e. Identified risks or change of risk profile
 - f. Seismic risk and requirement for engineering work
 - g. Identified deficiencies in fitness for purpose
 - h. Suitability of location
 - i. Changes in zoning, building standards, roading or predominant use in the location
 - j. Cost of insurance or the insurability of the building
 - k. Financial viability of the community of faith or principal users of the building
 - l. Interest of the wider community

- 3.4. The considerations above in 3.3 shall be used to evaluate the costs as against the benefits and value of retaining any building and the consequences of limiting maintenance. (See Section 4)
- 3.5. Any proposal to consider the disposal of a building must be brought to the Board of Diocesan Trustees as the legal owner of all Diocesan property; after an evaluation and assessment process by the community of faith as the principal user of the building, following approval of the Vestry of the Parish; or by the Vestry of the Parish; or by the Bishop or the Standing Committee of the Diocese.
- 3.6. Any proposal to dispose of a property shall only be made following a carefully designed process to ensure all interested parties are consulted. The process shall be designed and led by the Bishop or the Bishop's appointee.
- 3.7. An outline of the process to dispose of a property or building follows:
- If there is a concern raised about the viability of a building the Vicar or Chairman of the vestry in a Local Shared Ministry Parish shall advise the Bishop.
 - The Bishop or the Bishop's appointee shall design and arrange a process to evaluate the building of concern.
 - The evaluation and assessment process is carried out with the community of faith with the support of the Vicar and Vestry, taking into account the factors in section 2 and 3.3 above.
 - A consultative meeting is held with all parishioners
 - Consultative meetings may be held with other interested parties
 - A proposal to dispose of a property is put to the vestry of the Parish
 - The proposal is presented to the Diocesan Faculties Committee who shall make a recommendation to the Bishop and Standing Committee.
 - A decision is made.
- 4 Maintenance
- 4.1 In the event of a decision to retain a building that is in need of significant maintenance a person or company skilled and qualified in building maintenance shall be engaged by the Parish to fully assess the costs of the required maintenance.
- 4.2 In the event that the costs shall be more than the value of the building the matter shall be referred to the Faculties Committee for consideration.
- 4.3 Factors to be taken into consideration before an agreement to proceed with maintenance shall be those set out above in 3.3 with particular attention to items b), k), and l).

- 4.4 A process similar to that outlined in 3.7 shall be engaged in with the principal focus being on the issue of the maintenance requirements and costs.

Appendix 1) Introduction to the Anglican Diocese of Waiapu

INTRODUCTION TO THE ANGLICAN DIOCESE OF WAIAPU

A. THE MISSION OF THE CHURCH

1. The Church is the body of which Christ is the head and all baptised are members, believing that God is one and yet revealed as Father, Son and Holy Spirit - a Holy Trinity, recognising God as Creator, Redeemer and Sustainer, and
 - (a) lives to be the agent and sign of the Reign of God
 - (b) is called to offer worship and service to God in the power of the Holy Spirit
 - (c) as the community of faith, provides for all God's people, the
 - (d) turangawaewae - the common ground

1 2. The Church

- (a) is ONE, because it is one body under one head, Jesus Christ
- (b) is HOLY, because the Holy Spirit dwells in its members and guides it in mission
- (c) is CATHOLIC, because it seeks to proclaim the whole faith to all the people to the end of time
- (d) is APOSTOLIC, because it presents the faith of the Apostles and is sent to carry Christ's mission to all the world:

2 3. The Mission of the Church includes:

- (a) proclaiming the Good News of God's Reign
- (b) teaching, baptising and nurturing the new believers within eucharistic communities of faith
- (c) responding to human needs by loving service
- (d) seeking to transform unjust structures of society
- (e) striving to safeguard the integrity of creation, sustaining and renewing the earth

Appendix 2) Canon 1 Of Parishes, Section 2) Definition of a Parish

2. Definition of Parish

A viable parish needs to meet and maintain the following benchmarks:

- Eucharistic gathering at least monthly.
- An adequate contribution (determined by Standing Committee) to Diocesan funds
- A minimum of 12 committed people to form a vestry and a ministry team.
- Some form of regular communication with the whole parish roll (newsletter, phone tree, website etc).
- Ability to offer regular hospitality to parishioners and others, including access to a kitchen and toilet facilities.
- A living relationship with Anglican or ecumenical social services providers.
- Commitment to fostering bi-cultural partnership locally or regionally.
- Commitment to be represented at regional and diocesan gatherings and training events.
- Commitment to ministry with young people and families, both within and outside the regular worshippers, subject to constant review and renewal.
- Actively shared, trained and updated pastoral care programme.
- Regular opportunities for teaching, renewing and discovering faith.